EXPLORE THE FUTURE

AT YOUR LIBRARY

Geelong Regional
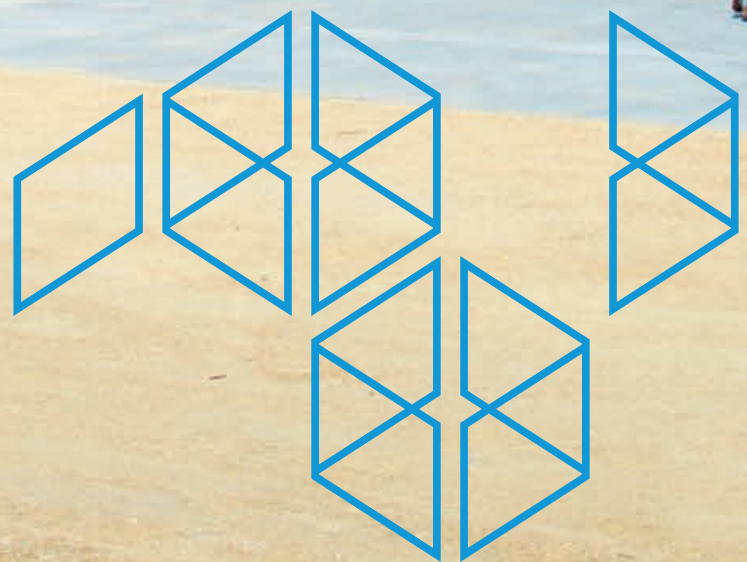Library Corporation

**Annual Report
2015/16**

GEELONG
REGIONAL
LIBRARIES

This annual report celebrates the work and achievements of the past 12 months as informed by the vision, mission and goals set out in the Geelong Regional Library Corporation's Strategic Plan, *Reading the Future: Next Generation Libraries – Library Plan 2013–17*.

VISION

A strong, vibrant connected community

/ Enriched by reading;

/ Empowered by learning; and

/ Inspired by information and ideas.

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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MESSAGE FROM OUR CHAIR

It has been a great honour to be elected Chair of the Geelong Regional Library Corporation (GRLC) and lead the Board governing the organisation in what can only be described as an extraordinary year of many achievements.

I would like to express my thanks and appreciation to fellow Board Members for the outstanding commitment, community focus and great vision they bring to this organisation.

The Corporation continues to be a highly successful partnership of our four member Councils working together in order to bring excellent public library services to their respective communities. The positive synergy created by this partnership is truly a case of the whole being greater than the sum of its parts and demonstrates exceptional regional leadership by all. Sincere thanks to the Corporation's member Councils for their continued support which enables the library to deliver equitable and high quality library services across the entire region. In 2016/17 the Corporation will celebrate its 20th anniversary of establishment in March 1997. I look forward to commemorating this important occasion.

I would like to take this opportunity to wholeheartedly congratulate the City of Greater Geelong for the leadership demonstrated in bringing the City of Greater Geelong's most significant capital project to fruition – the Geelong Library & Heritage Centre (GLHC). This $45.5m library wonderland opened in November 2015 and has brought world's best practice to Geelong, lifting the standard of service across the entire GRLC network. Its existence is the result of bold and unwavering vision and represents the culmination of many years of lobbying, planning and collaboration. The Corporation is pleased to have been a key partner throughout the project and our great staff are delivering a whole new level of sophistication in library services attracting kudos locally and internationally.

The new GLHC is by all accounts a huge success receiving overwhelmingly positive feedback and experiencing 297,800 visits, 6,227 new members and 289,685 loans of collection items since opening to the public 21 November 2015. As a digital hub and provider of the region's fastest and free publicly accessible internet GLHC has recorded: 20,606 Wi-Fi sessions and 32,720 public internet computer sessions. The integration of the Geelong Heritage Centre has proved a huge success with the centre experiencing 50,889 visits. This level of activity represents over 10 years' worth of visits in the old Heritage Centre.

The GRLC has concluded the 2015/16 financial year on a high, recording greater community participation than ever before. Our network of 16 libraries, two mobile libraries and website delivering a range of e-services, experienced a 7% increase in members (116,338), a 7.5% increase in physical and virtual visits (1.7m physical visits and 0.82m virtual visits), a 4% increase in loans of physical collection items (2,687,512) and a 47% increase in e-book loans (84,079). Community participation in lifelong learning and cultural programming has been tremendous with a 15% increase or 136,457 attendances.

We look forward to continuing to provide an exciting community-focused range of library & heritage services and lifelong & cultural programs throughout our great region, including the Word for Word Non-Fiction Festival scheduled for the first anniversary of the Geelong Library & Heritage Centre mid-November 2016.

As I reflect on another year of growth and astonishing achievements for the GRLC I am reminded of the many people who contribute to its success: the staff, library members, visitors, supporters, the Board, member Councils and stakeholders and thank each and every one of you for your contribution to this wonderful organisation. The Corporation looks forward to you joining us for the next exciting chapter of our story.

Cr Helene Cameron
Chair

MESSAGE FROM THE CEO

The Geelong Regional Library Corporation has once again proven its industry position as the highest performing public library service in the State providing world class library services, innovation, operational and financial efficiency.

This was the conclusion of an independent review conducted of the annual survey of all public libraries across Victoria 2014/15. When benchmarked against all other public library services across the 10 key performance indicators we are clearly number one. The dedicated and highly skilled GRLC staff have worked diligently to deliver community-focused and responsive library services across our regional network and as a result we have had another great year of incredible developments and achievements. All 16 libraries and two mobile libraries have continued to deliver excellence.

Our biggest project of the year was the opening of the amazing Geelong Library & Heritage Centre. Over 70 individual project plans were required to ensure all the library and customer services were in place including staffing, collections, information technology, venue hire, opening celebration program and calendar of lifelong learning and cultural events, children's services, youth services, communication materials and budgets. In addition we worked closely with the City of Greater Geelong and the architects ARM Architecture, on the capital project in order to deliver the best possible outcome. There are several pages within the annual report specifically focusing on the GLHC, suffice to say the results of the project are magnificent in every way. It is safe to say that staff involved with the project were exhausted and exhilarated at the same time!

A vital component of delivering the GLHC was the integration of the Heritage Centre into the Geelong Regional Library Corporation. The work to prepare for this has been ongoing for several years and was finalised with the review of the Library Agreement and the inclusion of special clauses in the revised Supplementary Agreement approved by all four member Councils and by the Minister for Local Government. The Heritage Centre is now located in its special third floor space comprising a beautiful red reading room and a purpose designed repository where the memory of Geelong is now housed in an appropriate physical environment and with the latest technologies for research and access.

In addition and importantly we have delivered a new website in order to ensure that we are delivering the best possible digital services experience for our virtual visitors. The website is now easier to use across all device platforms and delivers a wide array of e-collections, local and global collections and resources, learning databases, library information, access to e-gov and an easy booking system for the vast calendar of lifelong learning and cultural programs on offer. The website work was accompanied by a complete rebranding and has resulted in a new logo as well as a fresh new look for the website and all printed collateral.

I would like to thank all of the amazing GRLC staff for their high level of skill and dedication. Our staff strive to deliver the very best library services and this is reflected in the tremendous results recorded in the pages of this annual report. Thank you also to the many volunteers who have contributed to the Corporation's success. I would like to extend many thanks to our Geelong Regional Library Board for their continued leadership, support and advocacy and for the deep experience and commitment that they bring to their roles. Many thanks must also go to our member Councils for their continued support and financial investment for the delivery of shared library services. They understand profoundly the value of providing opportunities for reading, learning and culture for all. 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

CHAPTER 1 /
ABOUT US

OUR CORPORATION

The Geelong Regional Library Corporation (GRLC) was formed in March 1997 under the provisions of sections 196 and 197 of the *Local Government Act 1989* to provide library services within the local government areas of Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire and Surf Coast Shire.

Through our network comprising a new central library, 15 community libraries, two mobile libraries and a website offering a wide range of eServices and eCollections, we provide free, universal access to reading, lifelong learning, and discovery. Our services, both physical and virtual, are as diverse as the community we serve.

ONE
CENTRAL LIBRARY

15
COMMUNITY LIBRARIES

TWO
MOBILE LIBRARIES

24/7
WEBSITE OPERATING

Golden Plains
Shire

City of
Greater
Geelong

Corio Bay

Surf Coast
Shire

Borough of
Queenscliffe

Bass Strait

N

Geelong Library
& Heritage Centre
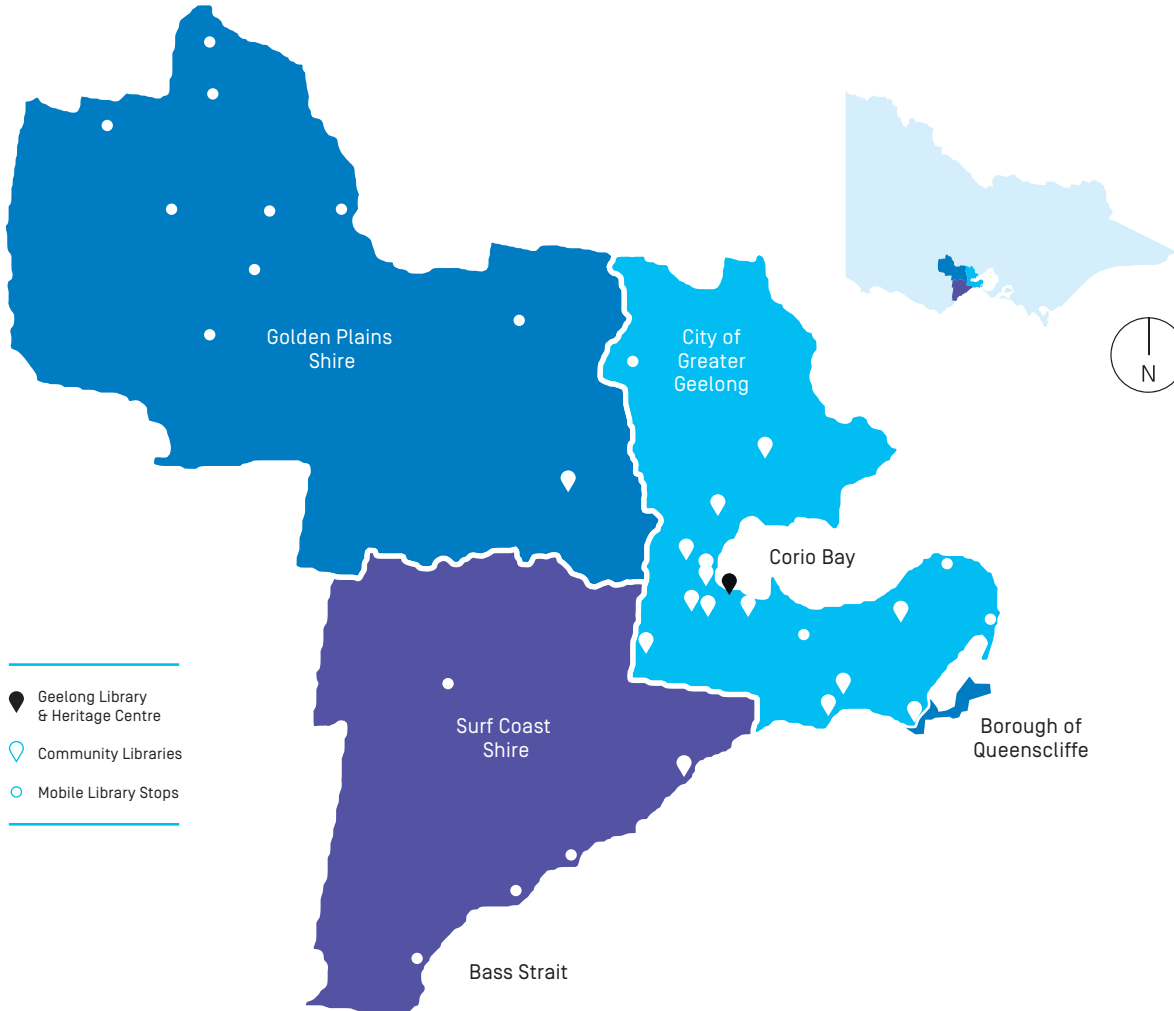
Community Libraries

Mobile Library Stops

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 Councils 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 between the four member Councils.

OUR BOARD

Cr Helene Cameron

Borough of Queenscliffe (Chair)

Cr Nathan Hansford

Golden Plains Shire (Deputy Chair)

Cr Margot Smith

Surf Coast Shire

Kaz Paton

Manager Arts and Culture, City of Greater Geelong

Brett Luxford

General Manager Investment and Strategy, City of Greater Geelong

Cr Libby Coker
Surf Coast Shire until October 2015

Cr Lindsay Ellis
until 15 April 2016

Cr John Irvine
until 15 April 2016

Cr Rod Macdonald
until 15 April 2016

Cr Andy Richards
(Chair) until 15 April 2016

BOARD MEMBER	MAX POSSIBLE NUMBER OF MEETINGS TO ATTEND	MEETINGS ATTENDED
Cr Helene Cameron	6	6
Cr Nathan Hansford	6	5
Cr Margot Smith [from Oct 2015]	4	3
Kaz Paton*	6	6
Brett Luxford*	6	5
Cr Libby Coker [until Oct 2015]	4	3
Cr Lindsay Ellis**	4	2
Cr John Irvine**	4	1
Cr Rod Macdonald**	4	3
Cr Andy Richards**	4	4

* City of Greater Geelong representatives from 15 April 2016

** Board Members until 15 April 2016

BOARD INITIATIVES AND STRATEGIC PLANNING

The Geelong Regional Library Board instigated a number of initiatives and adopted several key strategic documents in this financial year:

/ Participated in the Annual Survey of Victorian Public Libraries and achieved number one ranking of all Victorian public libraries across the 10 key benchmarks

/ Completed review of *Library Agreement to continue Geelong Regional Library*

/ Developed the Supplementary Agreement integrating Geelong Heritage Centre to the Geelong Regional Library Corporation

/ Adopted *Reading the Future, Next generation Libraries: 2013-17 Annual Priorities 2016/17*

/ Alternative Streams of Funding Project Plan commenced

/ Adopted Annual Budget 2016/17 and Strategic Resources Plan 2016-2020

/ Approved Annual Financial Report 2014/15

/ Annual Report 2014/15 *Imagine the Future at your Library* adopted

/ New corporate branding design approved and launched

/ Volunteering in the GRLC Policy Statement adopted

/ Strategic Risk Register reviewed and adopted

/ GRLC Board Strategic Planning Workshop held.
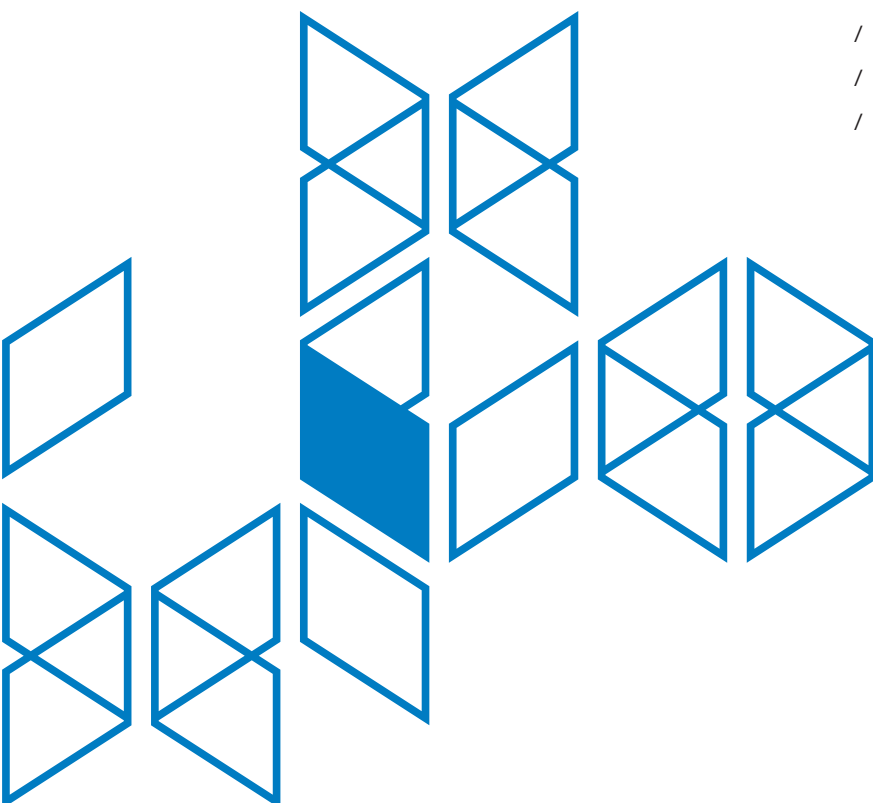
OUR SUCCESSES

Projects

/ Geelong Library & Heritage Centre opened to wide acclaim on 20 November 2016

/ Mr Gavin Jennings, Special Minister of State approved the appointment of the Geelong Library & Heritage Centre as an accredited Place of Deposit on 8 April 2016

/ A major rebranding project delivering a new logo and a fresh vibrant look for all marketing and communication materials

/ GRLC was a major partner in the delivery of the Word for Word National Non-fiction Festival 2015

/ Successful application for $103,000 to the State Government Living Libraries Infrastructure Funding Program to deliver a refurbished Golden Plains Mobile Library

/ Active participation in planning of member council future library infrastructure projects including Armstrong Creek, Northern ARC, Lara, Leopold and Smythesdale.

Services and Community Participation

/ 116,338 library members (increase of 7%)

/ 1,789,248 visits (increase of 7%)

/ 50,889 Geelong Heritage Centre visits (increase of over 1,100%)

/ 2,687,512 loans of collection items (increase of 5%)

/ 178,243 information enquiries (increase of 21%)

/ 447, 862 collection items (increase of 12%)

/ 755 opening hours per week (increase of 4%)

/ 5,558 lifelong learning and cultural programs (increase of 25%)

/ 136,457 attendances to lifelong learning and cultural programs (increase of 15%).

Digital collections and services

/ 549,862 online catalogue visits (increase of 21%)

/ 84,079 e-book loans (increase of 48%)

/ 363,198 eCollections accesses (increase of 38%)

/ 820,468 website visits (increase of 9%)

/ 201,558 public Internet access sessions (increase of 5%)

/ 618,949 Wi-Fi sessions (increase of 66%)

/ 4,263 Facebook page likes (increase of 38%)

/ 1,658 Twitter followers (increase of 30%).

Finance

The financial result for 2015/16 is $710,252 compared to a surplus of $1,621,930 in the previous year. Capital grants of $151,852 were received compared to $1,799,421 in the 2014/15 year (project funding for the new Geelong Library & Heritage Centre collection and information technology).

In 2015/16 total monetary income of $12,763,835 was derived from the following sources:

Member Council contributions	80% (2014/15: 82%)
State Government grants	15% (2014/15: 14%)
Fees, charges, disposal of plant and equipment	5% (2014/15 4%) and interest

In addition assets of $1,311,362 were gifted as part of Geelong Library & Heritage Centre project bringing the total income to $14,075,197.

In 2015/16 total expenditure of $13,364,945 was comprised as follows:

Employee costs	63% (2014/15: 61%)
Materials and services	18% (2014/15: 19%)
Depreciation	16% (2014/15: 19%)
Other expenses	3% (2014/15: 1%)

Grants

The GRLC received the majority of its funding from our four member Councils: Borough of Queenscliffe, City of Greater Geelong, Golden Plains Shire and Surf Coast Shire and this year they contributed $10,230,166. The State Government provides recurrent and capital funding under the Public Library Funding Program, Premiers Reading Challenge Program and Living Libraries Infrastructure Program. In 2015/16 the State Government contributed a total of $1,966,473.

2.68M

LOANS OF COLLECTION ITEMS, AN INCREASE OF 5%

OUR CHALLENGES

The Corporation participated actively in the Ministerial Advisory Council on Public Libraries Review of public libraries and supported the resulting recommendations for a suite of six major statewide projects that would result in improved library services and financial savings. It was disappointing to learn that no funding was allocated in the State budget to bring the projects and resulting financial and operational efficiencies to fruition.

The financial environment that local government is now compelled to operate within will provide great challenges in meeting increasing costs of delivering modern library services.

Rapid technological change and innovation offers an exciting range of technology and digital resources to enhance the learning and cultural opportunities for the community. Meeting increasing expectations for the availability of new resources while demand remains high for traditional services is challenging in an increasingly tight financial environment.

New business streams including major events venue hire and hosting tourist visits are exciting and positive developments requiring new operational requirements and skills sets.

LOOKING FORWARD

The GRLC will celebrate its 20th anniversary in March 2017.

In 1997 the Corporation was established and continues today as a highly successful partnership between our four member Councils delivering excellence in shared library services across the Geelong Region.

The Geelong Library & Heritage Centre provides the perfect environment for development of new services and programs and to continue introducing new people to the world of public libraries and the possibilities for transformation that they offer.

A beautifully refurbished Golden Plains Mobile Library will be delivered early in the new financial year to meet the library service needs of rural and isolated communities.

We are excited about entering the phase of detailed architectural design and service planning for the new Leopold Library through participation in the Project Control Group and Project Working Group.

We will be commencing a multi-year project of Investing in our People to continue to build the skills, confidence and capability of our staff and an organisational culture of high performance and continuous learning.

We will continue to explore alternative streams of funding through the development of a Fundraising Strategy.

20%

INCREASE IN MEMBERSHIP
OVER THE LAST FIVE YEARS

OUR PERFORMANCE

INDICATOR	MEASURE	TARGET/STANDARD	2011/12	2012/13	2013/14	2014/15	2015/16
Membership	Library members as % of population	60% by June 2017	37%	39%	39%	39%	41%
Collection	Number of collection items per capita ▲	2.2	1.6	1.5	1.5	1.4	1.6
Library use	Number of annual library visits (virtual) per capita	*Equal to or above average for Victorian Public Library Services*					
		– GRLC	2.4	2.9	5.4	5.7	7.1
		– State Average	2.0	2.4	n/a	n/a	n/a
	Number of annual library visits (physical) per capita	*Equal to or above average for Victorian Public Library Services*					
		– GRLC	5.7	6.2	6.3	6.1	6.3
		– State Average	4.9	5.1	5.0	5.0	*
Access to information technology	Number of public access Internet computers per 2,000 ■	*1 computer per 2000 population (from 2013/14)*					
		– Number of computers required to meet standard	176	178	137	138	141
		– Number of computers held	140	152	171	171	208
		– (Shortfall)/excess	[36]	[26]	34	33	67
Program participation	Number of participants in library programs and activities	Increased number of participants	68,515	96,241	109,179	118,833	136,464
		% increase on previous year	40%	40%	13%	9%	15%
User satisfaction	Library user satisfaction	Overall satisfaction rating of 4.5 or higher out of 5	◆	4.66	◆	4.73	◆
Community strengthening	% of library users that believe the library:						
	– is a hub for community activities and connections	User rating of 4.2 or higher out of 5	◆	4.0	◆	4.3	◆
	– encourages reading		◆	4.0	◆	4.0	◆
	– helps to develop literacy skills		◆	3.8	◆	3.9	◆

136,464

PARTICIPANTS IN LIBRARY PROGRAMS

INDICATOR	MEASURE	TARGET/STANDARD	2011/12	2012/13	2013/14	2014/15	2015/16
Social Inclusion	New library members in targeted areas	*Increased membership of 'hard to reach' groups*					
		- New members in Corio	1,546	1,473	1,861	1,463	1,398
		- New members in Newcomb	998	1,050	1,170	945	1,012
	Participation in library programs in targeted areas	*Increased participation of 'hard to reach' groups in library programs*					
		- Participants in Corio	7,189	8,132	9,618	7,921	9,249
		- Participants in Newcomb	8,758	11,068	15,956	14,990	13,582
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	97	109	124	127	122
Funding	Library funding per capita from Member Councils	*Equal to or above the median level per capita for Victorian Public Library Services*					
		- GRLC	25.92	29.33	30.60	30.38	36.25
		- State Median	29.58	29.54	30.73	31.40	*
Facilities	Floor area per capita	39m2 per 1,000 population	29.1m2	29.1 m2	27.2 m2	27.2 m2	45.6 m2

* The annual survey of public libraries 2015/16 will be available early 2017.

◆ 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.
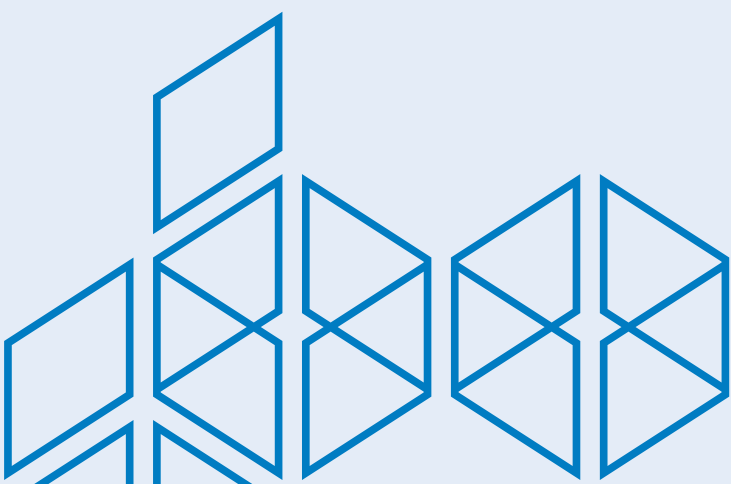
STATISTIC OVERVIEW

INDICATOR	2011/12	2012/13	2013/14	2014/15	2015/16	% CHANGE SINCE LAST YEAR	% CHANGE OVER LAST 5 YEARS
Population - Regional [ABS ERP]	263,615	267,208	273,006	276,978	282,187	2%	7%
Members[1]	96,934	103,778	106,961	108,443	116,338	7%	20%
Visits	1,508,473	1,649,539	1,709,678	1,677,490	1,789,248	7%	19%
Loans[2]	2,613,648	2,668,651	2,698,920	2,548,330	2,687,512	5%	3%
Reference Enquiries	105,141	119,469	133,025	147,292	178,243	21%	70%
Collection [items]	413,188	406,587	405,757	399,205	447,862	12%	8%
Opening hours [Weekly]	620	726	727	727	755	4%	22%
Mobile library locations	25	25	18	18	18	0%	-28%
Library floor space [m2]	7,684	7,684	7,419	7,419	12,877	74%	68%
Total operating expenses [$]	9,838,993	10,109,238	10,382,149	11,028,348	13,364,945	21%	36%
Total capital expenses [$]	3,380,986	2,026,728	2,080,366	3,002,327	2,958,109	-1%	-13%
Lending materials [$] capital expenditure	1,836,873	1,569,362	1,678,467	2,154,887	1,362,466	-37%	-26%
Staff [EFT][3]	66.2	75.7	75.7	76.3	96.5	26%	46%
Lifelong learning and cultural programs	2,331	3,521	4,229	4,435	5,558	25%	138%
Lifelong learning and cultural program attendances	68,515	96,241	109,179	118,833	136,457	15%	99%
e-collections usage[4]	96,882	156,687	236,336	263,501	363,198	38%	275%
Total e-access[5]	954,248	1,226,395	1,434,927	1,577,665	2,004,173	27%	110%
InterLibrary Loans member requests	8,016	5,943	6,649	7,130	8,064	13%	1%
WiFi sessions	59,857	113,461	222,833	371,948	618,949	66%	934%
Public access Internet computers	154,593	192,398	205,242	191,480	201,558	5%	30%

1   Membership reflects total membership less removal of 10,843 inactive members.

2   Physical and eBook loans. Includes eloans 84,079.

3   Increase in staff EFT mainly due to the opening of the Geelong Library & Heritage Centre November 2015.

4   E-collection usage includes accesses to online databases, online newspapers, literacy and language programs, loans of eBooks, eAudiobooks and digital magazines.

5   E-access includes website visits, public access internet sessions, e-collections usage and wireless internet sessions.

66%

INCREASE IN WiFi SESSIONS

MEMBERSHIP

MEMBERSHIP BY PLACE OF RESIDENCE	2011/12	2012/13	2013/14	2014/15	2015/16	% CHANGE SINCE LAST YEAR	% CHANGE OVER LAST 5 YEARS
Borough of Queenscliffe[1]	2,168	2,224	2,224	1,729	1,721	0%	-21%
City of Greater Geelong	77,525	83,100	85,049	86,012	92,110	7%	19%
Golden Plains Shire	3,592	4,388	4,810	5,137	5,510	7%	53%
Surf Coast Shire	8,423	9,186	9,789	10,193	10,842	6%	29%
Other Local Government Areas	5,226	4,880	5,089	5,372	6,155	15%	18%
Total Members	96,934	103,778	106,961	108,443	116,338	7%	20%
Population	263,615	267,208	273,006	276,978	282,187	2%	7%

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

MEMBERSHIP BY PREFERRED BRANCH AND LOCAL GOVERNMENT AREA (LGA)	MEMBERS BY PLACE OF RESIDENCE					
	BOROUGH OF QUEENSCLIFFE	CITY OF GREATER GEELONG	GOLDEN PLAINS SHIRE	SURF COAST SHIRE	NON RESIDENTS	TOTAL MEMBERS
Borough of Queenscliffe	1,420	618	3	3	688	2,732
City of Greater Geelong	298	90,876	1,120	3,052	4,477	99,823
Golden Plains Shire	1	265	4,376	25	171	4,838
Surf Coast Shire	2	351	11	7,762	819	8,945
Totals	1,721	92,110	5,510	10,842	6,155	116,338
Members by place of residence as a % of total members	1%	79%	5%	9%	5%	100%

Members do not necessarily belong to a library within the local government area in which they reside.

20%

INCREASE IN MEMBERSHIP OVER THE LAST 5 YEARS

OUR NEW
FLAGSHIP OPENS

GEELONG LIBRARY & HERITAGE CENTRE

The new Geelong Library & Heritage Centre was officially opened by the City of Greater Geelong on Friday 20 November 2015 with a wonderful ceremony that included an official Wadawurrung Welcome to Country undertaken by Uncle Bryon Powell and Corinna O'Toole as well as music and dance performances. The following dignitaries addressed the many guests: Cr Darryn Lyons, Mayor of Geelong; Hon Lisa Neville MP, State Member for Bellarine and Minister for Police and Water; Sarah Henderson MP, Federal Member for Corangamite, Kelvin Spiller, Chief Executive Officer, City of Greater Geelong, Kaz Paton, Manager Arts and Culture, City of Greater Geelong, Cr Andy Richards, Chair of the Geelong Regional Library Corporation and Patti Manolis, Chief Executive Officer of the Geelong Regional Library Corporation.

Over the weekend of Saturday and Sunday 21 -22 November, the Geelong Library & Heritage Centre opened its doors to the public with a celebratory festival. The opening was enormously popular with members of the region's community eager for a glimpse inside this exceptional landmark.

Over 10,000 visits were experienced on the opening weekend and visitors were treated to a wonderful celebration with roaming performers, activities for children and adults, regular tours and fun for all.

The opening attracted exceptional media coverage and feedback through social media was extremely positive.

Project: Geelong Library & Heritage Centre

Project Owner and Client: City of Greater Geelong

Library Service Provider: Geelong Regional Library Corporation

Architectural Design: ARM Architecture

Construction: Kane Constructions Pty Ltd

Opened: 20 November 2015

Funding partners:

/ City of Greater Geelong $20.5m

/ Victorian State Government $15m

/ Australian Government $10m

Features:

/ 6,000m2

/ Five public levels

/ Dedicated children's and youth spaces

/ Digital Hub with array of new technologies

/ Fastest public free internet access in the region

/ Geelong Heritage Centre

/ Special Collections

/ Major events space, meeting and discussion rooms

/ 80 seat café

/ Exhibition space.

6,000m2

FIVE PUBLIC LEVELS

Rising from the ground of historic Johnstone Park and visible from all directions as you enter Geelong, the iconic new Geelong Library & Heritage Centre is a beacon of transformation, optimism and excitement for the future.

The Geelong Library & Heritage Centre is the result of a bold and unwavering vision and represents the culmination of many years of planning, lobbying and collaborative effort. Situated in the heart of Geelong's flourishing cultural and civic precinct the Geelong Library & Heritage Centre is already a much loved addition to the region's learning, cultural and architectural landscape and is destined to be a source of great pride for years to come.

Designed by ARM Architecture, a firm renowned internationally for innovative and exciting design, it has already attracted several awards including the Victorian Architecture Medal at the Australian Institute of Architecture Victorian Chapter Awards.

The ground and mezzanine levels house the Great Wall of Stories — the adult fiction collection. This level also houses a new large exhibition space and the soon to be opened café.

The entire first level is dedicated to young people. One half is specifically for early years and inspired from a children-centred and child-advocating perspective. The design facilitates early learning in a way that is welcoming, inclusive of all abilities, joyful, colourful, social, tactile, stimulating and great fun. It is a content-rich environment of age-appropriate collections, digital and technology resources, play, and creative materials. A highlight is the elevated terraced balcony housing a sensory garden.

The youth space has been designed to support young people to grow intellectually, emotionally and socially and therefore to develop new literacies for learning and expression. It is a highly flexible space with furniture that can be moved around to enable multiple uses including reading, creating content, working collaboratively or individual study. We seek to inspire growth, a love of library spaces, services and positive personal library experiences in young people.

The second level houses adult non-fiction collections, special collections, technology, a range of meeting and discussion rooms and beautiful comfortable furniture designed for quiet enjoyment and inspiration. Furniture facing the canopy of the park's trees encourages contemplation and dreaming.

On the third level you will find the Heritage Centre with a beautiful bold red reading room and specialist staff to help you explore a range of historical records and resources. On this level the memory of Geelong is housed in a purpose designed and environment controlled repository featuring over four kilometres of shelving.

The entire fifth level is dedicated to a flexible major events space for the library's many premium learning and cultural events as well as providing space for external organisations, community groups and individuals to access. The balcony has magnificent views of Geelong and Corio Bay.

There are a further three levels which house building services (lower ground and sixth) and the library network's administrative headquarters (fourth).

TWEETS

Look at #Geelong making libraries all cool again... @PatrickAbboud

I like it. ARM Architecture – Geelong's $45 million 'big brain' about to open up to the world @CathyArmus

Good on you Geelong for being adventurous- this is a 'must visit' on my next trip home! #libraries #architecture @oxfordbirds

Fabulous features and five floors of reading and cultural pleasure.#lovethedome @madmalt

Well done @GreaterGeelong. U can never have 2 many #libraries & this 1 is extraordinary. Can't wait 2 borrow m'books! @Catriona_Rtree

@G21 Sure does!#lovethedome @G21elaine

THE FIRST SEVEN MONTHS

The Geelong Library & Heritage Centre (The Dome) has been embraced wholeheartedly and enthusiastically. This is evident in the number of visits (297,805 in the first seven months) and the overwhelmingly positive feedback received.

The Dome was nominated for the *Systematic – Public Library of the Year 2016 Award*. This is a highly sought after international prize, co-ordinated by the Danish Agency for Culture and Palaces, specifically for new public library buildings. The other finalists were Chicago Public Library, Chinatown Branch, USA, DOKK1, Aarhus, Denmark and Success Library, Australia.

ARM Architecture received the prestigious Victorian Architecture Medal and the following Victorian architecture awards for their work on this iconic building: Best Regional Architecture Award, Best Interior Architecture Award and Best Public Architecture Award. The innovative design and construction of the building was recognised with a Concrete Institute of Australia Award.

The excitement of a new events venue saw enquiries for the use of The High Ground, Wurdi Youang on the fifth level come in well before the official opening. The state of the art audio-visual equipment has a high appeal to the government and corporate sectors who are now regular hirers for both the event space and the smaller meeting rooms.

The development of the Geelong Library & Heritage Centre provided an opportunity to create specialist collections for research, independent study and leisure reading, including the Contemporary Classics, the Australian Literature and the Classic Literature collections. The Arts and Culture collection showcases the creative output of national and international writers, poets and artists. The Australian Aboriginal Culture collection contains material related to contemporary lives, culture and heritage of Australia's First Nation Peoples.

The VCE collection provides resources in line with Australian Curriculum framework and Victorian VCE exams. The Treasures collection was an opportunity to showcase a collection of items from the old Geelong Library. Treasures are items that are considered rare, beautiful, historically significant, unusual or quirky. Feedback from members has indicated great interest and appreciation of this collection.

The Geelong Heritage Centre was integrated operationally and financially with Geelong Regional Library Corporation in October 2015 and is located on the third floor Geelong Library & Heritage Centre.

A key design and functional requirement for the new Heritage Centre was retaining its Place of Deposit status. Section 14(1) of the *Public Records Act 1973* gives the Minister responsible for Public Record Office Victoria (PROV) the power to appoint facilities outside of PROV as a Place of Deposit for any specified class of public records. Mr Gavin Jennings, Special Minister of State approved the appointment of the Geelong Library & Heritage Centre as a Place of Deposit on 8 April 2016.

A total of 50,889 people have visited the Heritage Centre in its new location, since the official opening. This visitation in the first seven months of operation is more than the Heritage Centre experienced in its old location for the previous 10 years combined. Since the official opening the Heritage Centre has retrieved a total of 902 items from the collection now stored in the Level 3 Repository. This total represents 800 items from the Geelong Heritage Centre collection that is described as non-government or private records, whilst an additional 102 official or public records have also been retrieved from the Repository. The Heritage Centre has also received and processed 746 reference and research enquiries in the same period.

Special projects have included the preservation and digitisation work on the Raddenberry Fern & Lycopod volume; and digitisation and indexing of the Town/City of Geelong Valuation & Rate Book records.

The Heritage Centre Reference Collection and Digital Library have been integrated into the library's online catalogue allowing for improved accessibility and discovery. Since integration the Digital Library has been searched and viewed 11,224 times. Digitised content from the Geelong Heritage Centre Archive has also been curated for display on the Reading Room interactive Cruiser Table.

50,889

VISITS TO THE HERITAGE CENTRE SINCE ITS OFFICIAL OPENING

OUR REGION-WIDE LIBRARY NETWORK

BANNOCKBURN

Size: 540m2

Total Hours open: 36.5 hours per week service including 1 evening and Saturday mornings

Visits for the year: 68,775

Loans for the year: 83,841

Collection size: 17,000

Regular events: Weekly Toddler Time, Preschool Story Time and Baby Time

Special features:

/ Outdoor reading courtyard

/ Kids Play and Learn touchscreen PCs

/ Meeting room available for community hire

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Lisa Hogarth

Bannockburn Library works closely with the Children's, Youth and Arts Teams of Golden Plains Shire to increase awareness of the library service and provide services and programs that are tailored to the Shire's specific needs. This library also functions as the school library for students attending Bannockburn Primary School located just across the road.

BARWON HEADS

Size: 180m2

Total Hours open: 13 hours per week service including Saturday mornings

Visits for the year: 6,523

Loans for the year: 39,762

Collection size: 6,410

Regular events: Baby Time and Preschool Story Time

Special features:

/ Communication Access - staff specially trained to serve customers with communication difficulties

/ Access to the Barwon Heads Primary School library collection

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Bec Muir

Barwon Heads Library is located in the grounds of Barwon Heads Primary School and functions as a joint school / public library. Program emphasis is early years and primary school age.

BELMONT

Size: 950m2

Total Hours open: 63 hours per week service including evenings 5 nights per week and all day Saturdays.

Visits for the year: 262,859

Loans for the year: 373,254

Collection size: 50,529

Regular events: Twice weekly Toddler Time, Preschool Story Time and weekly Baby Time

Special Features:

/ 16 Public Internet access PCs, 2 Apple iMac computers and a Genealogy PC

/ Meeting room available for community hire

/ Kids Play and Learn touchscreen PCs

/ Outdoor reading courtyard

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Janelle Vise

Belmont Library is one of the largest and busiest in the library corporation's network. It is also where all new staff are inducted and trained. Belmont Library has an extensive browsing collection for all ages and a focus on delivering early years literacy development programs. The meeting room provides perfect space for community and library events and activities.

CHILWELL

Size: 210m2

Total Hours open: 22.5 hours per week service including Saturday mornings

Visits for the year: 31,266

Loans for the year: 49,892

Collection size: 13,633

Regular events: Weekly Preschool Story Time

Special features:

/ 4 Public Internet access PCs, including Public Internet access PC at wheelchair height

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Susan Hall

Chilwell Library has a close relationship with the local Primary School located just across Pakington Street and provides well attended story times, class visits and an excellent collection tailored to their needs. It is also very popular with the general community of all ages who visit for the collection and to access technology.

CORIO

Size: 1,295m2

Total Hours open: 50 hours per week service including two evenings and all day Saturdays

Visits for the year: 120,779

Loans for the year: 190,819

Collection size: 41,089

Regular events: Weekly Toddler Time, Preschool Story Time and Baby Time

Special features:

/ 18 Public Internet access PCs, 1 Apple iMac computer, Chromebooks and iPads

/ Kids Play and Learn touchscreen PCs

/ Portable hearing loop & portable magnifier

/ Meeting room available for community hire

/ Special collections including bilingual picture books, LOTE (Languages other than English) magazines, learning English readers & World DVDs and Google Chromebooks for loan

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Katherine O'Neill

Corio Library is a large library with an extensive browsing collection. Regular programs specifically tailored for children and young people are a feature including outreach visits, holiday programs, science workshops, Lego Mindstorms Robotics and Homework Club. The library works in partnership with a number of local organisations and groups such as The fOrt, Diversitat and the Youth Services Team at the City of Greater Geelong. The library was a location for a street-facing image from the "Faces of a Generation" COGG project for Seniors Month in September 2015, and for the "Streetface" COGG/Diversitat project for Refugee Week in June 2016.

DRYSDALE

Size: 240m2

Total Hours open: 50.5 including a weekday evening and all day Saturday

Visits for the year: 137,247

Loans for the year: 185,361

Collection size: 20,486

Regular events: Weekly Toddler Time, Preschool Story Time and Baby Time

Special features:

/ CoGG Customer Service Centre

/ Kids Play and Learn touchscreen PCs

/ 10 Public Access Internet PCs and 1 Apple iMac computer

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: John Partridge

Drysdale Library is located on the Bellarine Peninsula in a busy shopping precinct and has a City of Greater Geelong customer service presence within, providing great one stop shop services. The library draws visitors from all over the Bellarine including Portarlington and Indented Head.

In the past year, Drysdale Library supported local artists during the Festival of Glass in February. The library displayed the art work in the front window along with a collection of books about glass and glass making.

Weekly Preschool and Baby Time sessions are always well attended. This year Drysdale commenced the Toddler Time program in February which has rapidly increased in popularity. The library has established an ongoing partnership with Springdale Pre-school Centre and the Drysdale City Learning and Care Children's Centre. Through this partnership the library staff members provide reading sessions regularly during the school term and holiday periods.

Very preliminary discussions have commenced for a new and expanded library to be located in the town centre that will replace the current shop front library.
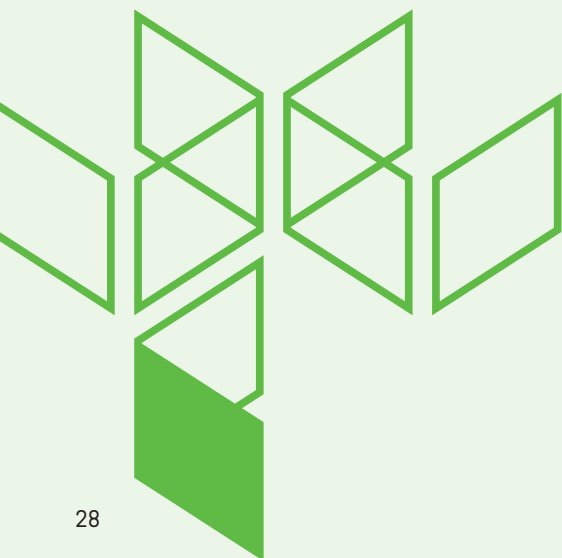
GEELONG WEST

Size: 550m2

Total Hours open: 49 hours per week service including two weekday evenings and all day Saturday

Visits for the year: 186,739

Loans for the year: 284,004

Collection size: 34,885

Regular events: Weekly Toddler Time, Preschool Story Time and Baby Time

Special features:

/ Learning English special collection

/ 12 Public Internet access PCs and 1 Apple iMac computer

/ Public Internet access PC at wheelchair height

/ Kids Play and Learn touchscreen PCs

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Name of Branch Librarian: Susan Hall

The Geelong West Library is located on busy and popular Pakington Street and attracts a wide range of visitors. This past year the library participated in two popular community focused events: Pako FESTA on Saturday 27 February and Westfest on Sunday 20 March. Unfortunately the Geelong West branch was closed for a week at the end of January 2016 due to flooding but was quickly reopened after necessary works were undertaken. The library is only one of two in our region that has an extensive Learning English Collection.

HIGHTON

Size: 135m2

Total Hours open: 30 hours per week service including Saturday mornings.

Visits for the year: 40,277

Loans loans for the year: 58,518

Collection size: 11,517

Regular events: Preschool Story Time

Special features:

/ Print and Multimedia collections for loan

/ 2 Public Internet access PCs

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Yvonne Hodgson

Located in a popular shopping precinct, Highton Library provides a browsing collection for all ages, access to information technology and regular children's programs that are increasing in popularity.

LARA

Size: 450m2

Total Hours open: 45 hours per week

Visits for the year: 64,443

Loans for the year: 78,328
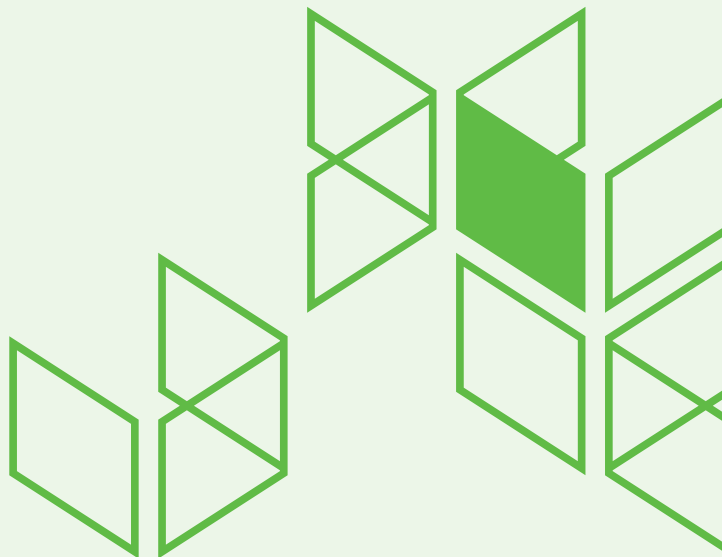
Collection size: 17,387

Regular events: Baby Time, Story Time, holiday programs

Special features:

/ 16 public access Internet/multipurpose computers including 2 Apple Macs with full creative suite software

/ 2 Wii's, 1 Xbox, and 1 PS3 gaming consoles

/ Kids Play and Learn touchscreen PCs featuring select early literacy and numeracy development games and child-friendly keyboards and mice

/ Library programs and events including weekly Toddler Time, Preschool Story Time and Baby Time

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Laurie Black (to 17 June)

Opened in 2012 and replacing the mobile library service the Lara Library is housed in temporary premises while planning continues for a permanent library co-located with other community services and facilities. The library contains a large browsing collection and delivers children's programs on a regular basis. Information technology is a highlight with access to the internet via 16 pcs. The library also runs youth programs in partnership with the City of Greater Geelong Youth Service's Team.

NEWCOMB

Size: 750m2

Total Hours open: 42.5 hours per week

Visits for the year: 97,911

Loans for the year: 149,693

Collection size: 25,934

Regular events: Weekly Preschool Story Time, Toddler Time and Baby Time Nursery Verses sessions, holiday programs and outreach activities.

Special features:

/ Print and Multimedia collections for loan

/ 10 Public Internet access PCs

/ Kids Play and Learn touchscreen PCs featuring select early literacy and numeracy development games and child-friendly keyboards and mice

/ Wheelchair access

/ Public Internet access PC at wheelchair height

/ Electric scooter recharge point

/ Meeting room available for Community hire

/ Wii and Xbox gaming consoles

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Allison Elsey

Newcomb Library is a large, busy library located within a bustling suburban shopping centre. The library is known for its extensive children's programming and has hosted many activities for adults in the past year including a Beekeeping information session, a Wathaurong Workshop for the Geelong Home-School Educators and author Sian Prior. For Youth Week, Newcomb Library arranged for author Sue Lawson to present a writing workshop at Newcomb Secondary College for 120 young people.

OCEAN GROVE

Size: 370m2

Total Hours open: 49.5 hours per week

Visits for the year: 131,223

Loans for the year: 215,173

Collection size: 27,132

Regular events: Weekly Preschool Story Time, Toddler Time and Baby Time Nursery Verses sessions, monthly book chats, holiday programs.

Special features:

/ Print and Multimedia collections for loan

/ 6 Public Internet access PCs

/ Weekly Preschool Story Time, Toddler Time, and Baby Time Nursery Verses sessions

/ Kids Play and Learn touchscreen PCs featuring select early literacy and numeracy development games and child-friendly keyboards and mice

/ Wheelchair access

/ Electric scooter recharge point

/ COGG Customer Service Centre

/ Wii and PS3 gaming consoles

/ iPads available for use in the library

/ Communication Access - staff specially trained to serve customers with communication difficulties

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Bec Muir

The Ocean Grove Library serves the needs of a busy seaside community and is co-located with Bellarine Community Health and the City of Greater Geelong customer service centre. In the past 12 months, the Ocean Grove Library hosted eight school and industry placements and welcomed a new Children's and Youth Services Librarian to deliver high-demand, tailored programs.

QUEENSCLIFF

Size: 268m2

Total Hours open: 30.5 hours per week

Visits for the year: 28,997

Loans for the year: 52,826

Collection size: 14,990

Regular events: Weekly Preschool Story Time, holiday programs.

Special features:

/ Print and Multimedia collections for loan

/ 5 Public Internet access PCs

/ Weekly Preschool Story Time sessions

/ Wheelchair access (requires staff assistance)

/ Public Internet access PC at wheelchair height

/ Electric scooter recharge point

/ Visitor Information Centre

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Hilary Stennet

The Queenscliff Library opened in 1888 and is located in a beautiful, heritage building. It serves the needs of a small population - mostly elderly people and holiday residents in the tourist season. The Borough of Queenscliffe has the highest proportion of library membership of all member Councils.

The library enjoys close relationships with the local schools and the Kindergarten and receives regular visits from the students and teachers. A partnership with the Marine and Freshwater Discovery Centre has seen the delivery of the popular events every school holidays.

TORQUAY

Size: 380m2

Total Hours open: 45.5 hours per week

Visits for the year: 108,618

Loans for the year: 170,202

Collection size: 20,900

Regular events: Weekly Baby Time, Toddler Time, Preschool Story Time, after school program and holiday programs.

Special features:

/ Print and Multimedia collections for loan

/ 12 Public Internet access PCs

/ Kids Play and Learn touchscreen PCs featuring select early literacy and numeracy development games and child-friendly keyboards and mice

/ Wheelchair access

/ Public Internet access PC at wheelchair height

/ iPads for use in the library

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Kim Edgar

Torquay is the library for the Surf Coast Shire and is complemented by the Surf Coast mobile library service to outlying areas of the shire. The appointment of a fulltime Children's and Youth Services Librarian has seen an increase in programming, outreach and partnerships within the community.

Torquay Library continues to foster a strong relationship with Torquay Historical Society and regularly displays items of local historical significance at the library.

Other events included author Kirsty Metcalf who read from her beautifully illustrated children's book *I Can See Mermaids* and Julie Rennie, author of *The Metabolic Clock* and *The Metabolic Clock Cookbook*. Torquay local, university lecturer on landscape architecture and committee member of Danawa Community Garden, Perry Mills, came to Torquay Library to talk about growing strategies for ecological gardening and a Surf Coast Wildlife Shelters Group representative presented a session on what to do if an injured animal is found in the Surf Coast region.

WAURN PONDS

Size: 1,000m2

Total Hours open: 60 hours per week

Visits for the year: 145,488

Loans for the year: 228,574

Collection size: 32,065

Regular events: Weekly Baby Time, Toddler Time, Preschool Story Time, and holiday programs.

Special features:

/ 13 public access Internet/multipurpose computers including 3 Apple iMacs with full creative suite software

/ 3 Kids Play and Learn touchscreen PCs featuring select early literacy and numeracy development games

/ iPads for public use in the library

/ Wii and Xbox gaming consoles

/ Meeting room for community hire, available during and after library opening hours

/ Coffee machine and snack vending machine

/ Includes a City of Greater Geelong Customer Service Centre

/ Free WiFi access for library members

/ Self-checkouts feature multiple languages.

Branch Librarian: Olivia Simaitis

This architecturally-designed library is co-located with Leisurelink and adjacent to the Waurn Ponds Shopping precinct. Interesting events have included two Word for Word Non-Fiction Festival writing workshops, author talks by Tony Park and Nobel Laureate Peter Doherty and 3D printing sessions.

There is growing demand for all regular children's programs, with particular demand for Toddler Time where numbers of children and carers attending is always in excess of 100. It is a bonus having a meeting room with electronic facilities to host these and other library and community events.

A partnership with the City of Greater Geelong Youth Services has facilitated the Youth Drop In Group meeting weekly at the library. The Youth Environment Group meet monthly at the library. A successful Youth Trivia night was held.

The Parenting Collection is sizeable including book donations from the Geelong Multiple Birth Association. There is a very high usage of the children's collection and great interest in and usage of the information technology.

WESTERN HEIGHTS COLLEGE

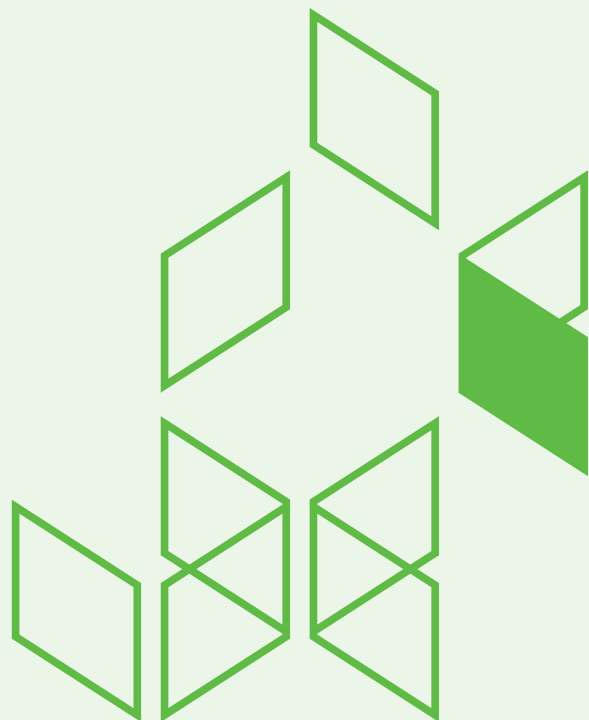**Total Hours open:** 44.5 hours per week

Visits for the year: 7,105

Loans for the year: 12,357

Collection size: 5,411

Access to the collections of the Geelong Regional Library Corporation from the school library at Western Heights Secondary College is made possible by an agreement between the Education Department and the City of Greater Geelong.

20,733

VISITS TO MOBILE LIBRARY
SERVICES

LIBRARIES ON WHEELS

The Geelong Regional Library Corporation operates two mobile library services for the townships on the Bellarine Peninsula, Surf Coast Shire and Golden Plains Shire.

The **Bellarine and Surf Coast Mobile Library** service is delivered by staff member George Houlder and provides a weekly service at eight stops throughout the City of Greater Geelong and Surf Coast Shire: Aireys Inlet, Anglesea, Deans Marsh, Leopold, Lorne, Portarlington, St Leonards and Winchelsea. There is also a fortnightly visit to Anakie. The new mobile library vehicle, launched in April 2015, continues to attract positive feedback due to its improved range of services: free WiFi, public PCs, larger floor area and new collection. This past year the mobile library has welcomed 14,073 visits and loaned 39,510 collection items.

The **Golden Plains Mobile Library** service is delivered by staff member Kay Allan and provides a weekly service at eight stops: Cape Clear, Dereel, Enfield, Haddon, Linton, Meredith, Rokewood and Smythesdale. There is also a monthly service to Grenville, and an additional Saturday visit to Smythesdale for the monthly Community Market. In this past year 6,660 visits to the mobile were recorded and 24,632 collection items loaned.

Late in 2015, a funding application for $102,750 to refurbish the Golden Plains Mobile Library was approved by the Living Libraries Infrastructure Program. The project is expected to be completed in late September 2016. The vehicle has been in operation since 1999 providing a valuable library service to dispersed communities in the Golden Plains Shire where many users live up to 80kms from the nearest branch library.

The planned refurbishment is comprehensive involving the replacement of floor coverings, walls, shelving, wiring, lighting, stairs, entrance and improved disability access. The service area is also being overhauled to improve storage and efficiency, and the vehicle is being repainted and rebranded. The collection will be refreshed and new technology will be installed. To help identify priorities for the refurbishment a community survey was conducted online and with regular users, and this provided valuable feedback on the scope of the improvements. While the Mobile Library is off the road plans have been put in place to provide a modified holds delivery service with a small collection of books, magazines and DVDs for browsing.

Many of our members are housebound due to illness, disability, limited mobility or frailty. The **Community Library** Service was established to meet the library and information needs of these members, in their own homes, and in aged care facilities. The service is coordinated by staff member Cath Lukin and caters for 390 members, who have borrowed a total of 36,783 items in the past year.

The Community Library Service is assisted by volunteers from within the ranks of staff, and from partner organisations including DoCare Geelong, Volunteering Geelong, and the City of Greater Geelong. Staff members of aged care facilities also volunteer their time to support this service.

NEW LIBRARY ON THE WAY – LEOPOLD LIBRARY

During the year the tender was awarded for architectural design services for the Leopold Library which will form part of the Leopold Community Hub Stage 2. The project fulfils a long held community aspiration to develop a central civic precinct with a multi service hub for a range of community services. It complements the recently completed Stage 1 development of an integrated children's services centre.

The 1,355sqm facility will include an 800sqm library and life-long learning space, a community meeting and youth spaces and civic open space for community gatherings. The $10m project has received a $3m grant from the State Government and $750,000 from the Living Libraries Infrastructure Program and will be located in a 2.5ha site adjacent the Leopold Primary School.

Library staff are working with City of Greater Geelong staff and community stakeholders through the Project Control Group and the Project Working Group to help design a contemporary library and community space that can meet the needs of a range of users now and into the future.

LIBRARY USAGE

LIBRARY	MEMBERS	VISITS	LOANS	RESERVATIONS	INFORMATION ENQUIRIES	PUBLIC ACCESS INTERNET SESSIONS	WIRELESS SESSIONS
Bannockburn	3,995	68,775	83,841	10,405	4,355	3,162	28372
Barwon Heads	1,290	6,523	39,762	2,432	2,314	458	806
Belmont	14,824	262,859	373,254	36,298	17,641	31,727	41,571
Chilwell	1,294	31,266	49,892	14,276	6,084	3,501	6,519
Community Library Service	334	0	28,770	4,503		0	0
Corio	10,357	120,779	190,819	17,338	15,990	24,296	75,569
Drysdale	6,986	137,247	185,361	20,323	8,281	14,366	17,290
Geelong[1]	16,253	321,710	308,803	25,093	20,581	36,334	26,751
Geelong West[2]	12,254	186,739	284,004	34,089	19,084	23,230	104,838
Highton	2,625	40,277	58,518	9,175	4,576	2,562	14,335
Lara	5,293	64,443	78,328	10,798	3,731	9,174	27,873
Newcomb	8,419	97,911	149,693	17,681	12,636	12,741	26,172
Ocean Grove	9,237	131,223	215,173	25,308	30,771	10,367	123,246
Queenscliff	2,728	28,997	52,826	9,048	5,057	2,788	22,156
Torquay	7,396	108,618	170,202	20,942	6,864	11,472	47,917
Waurn Ponds	9,183	145,488	228,574	22,850	14,053	15,380	55,534
Western Heights College[3]	688	7,105	12,357	1,558	338		
All Static Libraries	**113,156**	**1,759,960**	**2,510,177**	**282,117**	**172,356**	**201,558**	**618,949**
City of Greater Geelong Mobile Library stops	790	8,555	29,114	3,850	1,080		
Golden Plains Shire Mobile Library stops	843	6,660	24,632	3,257	913		
Surf Coast Shire Mobile Library stops	1,549	14,073	39,510	5,224	1,465		
All Mobile Libraries	**3,182**	**29,288**	**93,256**	**12,331**	**3,458**		
Total Static and Mobile libraries	**116,338**	**1,789,248**	**2,603,433**	**294,448**	**175,814**	**201,558**	**618,949**
Website visits, online reservations, eMaterial loans		820,468	84,079	114,324			
Total usage	**116,338**	**2,609,716**	**2,687,512**	**408,772**	**175,814**	**201,558**	**618,949**

1   Geelong Temporary Library closed Thursday 1 October 2015, Geelong Library & Heritage Centre opened 21 November 2015.

2   Geelong West Library commenced extended hours Monday 3 June 2013, original hours resumed Saturday 21 November 2015.
     Also closed due to flooding afternoon Wednesday 27 January 2016. Reopened Wednesday 3 February 2016.

3   Western Heights College Library closed due to flooding afternoon Wednesday 27 January 2016. Reopened Saturday 21 May 2016.

VISITS OVER THE LAST FIVE YEARS BY LOCAL GOVERNMENT AREA

LIBRARY	2011/12	2012/13	2013/14	2014/15	2015/16	% CHANGE SINCE LAST YEAR	% CHANGE OVER LAST 5 YEARS
Barwon Heads	7,458	7,717	6,870	7,650	6,523	-14.7%	-12.5%
Belmont	273,130	267,382	278,941	273,214	262,859	-3.8%	-3.8%
Chilwell	32,381	30,446	33,028	31,586	31,266	-1.0%	-3.4%
Corio[2,3]	199,996	202,930	235,075	200,183	120,779	-39.7%	-39.6%
Drysdale[4]	94,850	111,467	134,584	138,506	137,247	-0.9%	44.7%
Geelong[5]	169,726	153,564	95,241	87,576	321,710	267.3%	89.5%
Geelong West[6,7]	161,892	172,904	203,478	211,342	186,739	-11.6%	15.3%
Grovedale [closed][8]	7,588						n/a
Highton[9]	40,108	43,596	37,866	41,372	40,277	-2.6%	0.4%
Lara[10,19]	39,142	68,146	68,615	68,285	64,443	-5.6%	-5.4%
Newcomb	99,291	98,849	108,120	104,146	97,911	-6.0%	-1.4%
Ocean Grove[11,12]	140,040	143,687	145,949	132,549	131,223	-1.0%	-6.3%
Waurn Ponds[13,19]	77,557	132,259	140,378	144,297	145,488	0.8%	10.0%
Western Heights College[14,15,19]	4,720	5,663	5,947	7,348	7,105	-3.3%	25.5%
City of Greater Geelong Mobile Library stops	10,468	7,632	8,094	8,498	8,555	0.7%	-18.3%
All City of Greater Geelong Visits	**1,358,347**	**1,446,242**	**1,502,186**	**1,456,552**	**1,562,125**	**7.2%**	**15.0%**
Bannockburn[16,19]	22,643	71,687	68,774	69,038	68,775	-0.4%	-4.1%
Golden Plains Shire Mobile Library stops	10,253	7,499	6,627	6,405	6,660	4.0%	-35.0%
All Golden Plains Shire Visits	**32,896**	**79,186**	**75,401**	**75,443**	**75,435**	**0.0%**	**-7.9%**
Torquay[16]	72,653	81,902	89,320	103,747	108,618	4.7%	49.5%
Surf Coast Shire Mobile Library stops	10,884	10,730	11,867	12,475	14,073	12.8%	29.3%
All Surf Coast Shire Visits	**83,537**	**92,632**	**101,187**	**116,222**	**122,691**	**5.6%**	**46.9%**
Queenscliff	33,693	31,479	30,904	29,273	28,997	-0.9%	-13.9%
All Borough of Queenscliffe Visits	**33,693**	**31,479**	**30,904**	**29,273**	**28,997**	**-0.9%**	**-13.9%**
Total Library Visits	**1,508,473**	**1,649,539**	**1,709,678**	**1,677,490**	**1,789,248**	**6.7%**	**18.6%**
Website visits	642,916	763,849	770,516	750,736	820,468	9.3%	27.6%
Total Visits	**2,151,389**	**2,413,388**	**2,480,194**	**2,428,226**	**2,609,716**	**7.5%**	**21.3%**

See footnotes on next page.

1.78M

TOTAL LIBRARY VISITS

LOANS OVER THE LAST FIVE YEARS BY LOCAL GOVERNMENT AREA

LIBRARY	2011/12	2012/13	2013/14	2014/15	2015/16	% CHANGE SINCE LAST YEAR	% CHANGE OVER LAST 5 YEARS
Barwon Heads	36,916	38,411	36,771	42,812	39,762	-7%	8%
Belmont	468,233	428,841	434,228	403,515	373,254	-7%	-20%
Chilwell	55,866	54,757	59,471	55,692	49,892	-10%	-11%
Community Library Service[1]	13,452	21,840	27,380	24,211	28,770	19%	114%
Corio[2,3]	252,642	203,628	218,137	200,984	190,819	-5%	-24%
Drysdale[4]	141,426	186,319	198,290	194,105	185,361	-5%	31%
Geelong[5]	265,169	204,810	76,083	63,830	308,803	384%	16%
Geelong West[6,7]	296,727	298,822	353,584	330,066	284,004	-14%	-4%
Grovedale (closed)[8]	16,725						n/a
Highton[9]	71,948	66,147	62,051	62,097	58,518	-6%	-19%
Lara[10,19]	67,221	107,421	95,582	83,156	78,328	-6%	-27%
Newcomb	181,696	174,667	192,819	174,239	149,693	-14%	-18%
Ocean Grove[11,12]	242,196	235,176	232,729	205,049	215,173	5%	-11%
Waurn Ponds[13,19]	145,963	231,733	244,902	237,368	228,574	-4%	-1%
Western Heights College[14,15,19]	9,321	13,553	15,478	16,940	12,357	-27%	-9%
City of Greater Geelong Mobile Library stops	44,103	32,170	32,130	32,800	29,114	-11%	-34%
All City of Greater Geelong Loans	**2,309,604**	**2,298,295**	**2,279,635**	**2,126,864**	**2,232,422**	**5%**	**-3%**
Bannockburn[16,19]	17,615	95,033	91,877	86,332	83,841	-3%	-12%
Golden Plains Shire Mobile Library stops	41,180	25,915	25,537	22,594	24,632	9%	-40%
All Golden Plains Shire Loans	**58,795**	**120,948**	**117,414**	**108,926**	**108,473**	**0%**	**-20%**
Torquay[17]	136,891	131,641	156,329	161,675	170,202	5%	24%
Surf Coast Shire Mobile Library stops	41,786	40,030	40,586	41,322	39,510	-4%	-5%
All Surf Coast Shire Loans	**178,677**	**171,671**	**196,915**	**202,997**	**209,712**	**3%**	**17%**
Queenscliff	60,943	57,808	58,649	52,583	52,826	0%	-13%
All Borough of Queenscliffe Loans	**60,943**	**57,808**	**58,649**	**52,583**	**52,826**	**0%**	**-13%**
Total Static and Mobile Libraries Loans	**2,608,019**	**2,648,722**	**2,652,613**	**2,491,370**	**2,603,433**	**4%**	**0%**
eBooks loans[18]	5,629	19,929	46,307	56,960	84,079	47.6%	1394%
Total Loans	**2,613,648**	**2,668,651**	**2,698,920**	**2,548,330**	**2,687,512**	**5.5%**	**3%**

1. Community Library Service commenced in 2010/11.

2. Corio Library closed for carpet replacememt 24 November - 2 December 2012. Reopened Monday 3 December 2012.

3. New visit recording system installed May 2015 highlighting inaccurate recording of visits from legacy system 2011-15.

4. Drysdale Library closed for refurbishment August - November 2011.

5. Geelong Library closed for relocation 3 June-16 June 2013. Geelong Temporary Library opened between June 2013 - October 2015. Geelong Library & Heritage Centre opened 21 November 2015.

6. Geelong West Library opened extended hours Monday 3 June 2013 - Friday 20 November 2015.

7. Geelong West Library closed due to flooding 28 January 2016 - 2 February 2016.

8. Grovedale Library closed December 2011.

9. Highton Library closed for maintenance March - April 2014.

10. Lara Library opened December 2011. See Note 19.

11. Ocean Grove Library closed for refurbishment from 1 November 2014 to 16 November 2014.

12. Ocean Grove Library visits/loans boosted 2011/12 by closure of Drysdale Library for refurbishing. See Note 4.

13. Waurn Ponds Library opened December 2011. See Note 19.

14. Western Heights College Library opened September 2011. See Note 19.

15. Western Heights College Library closed due to flooding 28 January 2016 - 20 May 2016.

16. Bannockburn Library opened May 2012. See Note 19.

17. Torquay Library closed for refurbishment 27 August - 21 September 2012. Reopened Saturday 22 September

18. eBooks loans include eAudiobook, eBook and digital magazine loans.

19. Shows % change over four years as 2012/13 was the first full year of operation for these 4 branches.

48%

INCREASE IN eBOOK LOANS

UP TO
1Gbps

UPLOADING AND
DOWNLOADING SPEEDS
AT THE GEELONG LIBRARY
& HERITAGE CENTRE

CHAPTER 3 /
THE DIGITAL LIBRARY

Digital inclusion and access are a key strategic priority. This is becoming increasingly important in an environment of rapid technological change and massive increases in digital content and services including e-government, online job seeking and education.

DIGITAL STRATEGY

Following an ICT Status and Preparedness evaluation the Corporation has undertaken a full audit of Information Technology assets and implemented a new procurement management process.

As a result of a WiFi review, Waurn Ponds Internet speeds have increased and the Geelong Library & Heritage Centre has connected to AARNet (Australian Academic Research Network), providing very fast broadband speed (up to 1 Gbps) to users. The Geelong Library & Heritage Centre is the first public library in Australia to connect to AARNet and provides the fastest publicly available free internet access in the region. An action plan has been developed to focus effort on prioritised actions resulting from an international benchmarking process and we will continue to address internet speeds throughout the region wherever possible.

WEBSITE AND ONLINE CATALOGUE REDESIGN

Recognising that technology and best practice is evolving, the website and online public access catalogue were redesigned. Key deliverables from the successful redesign included:

/ Making the content responsive to different platforms so that it works well on mobile, tablet and PCs

/ Incorporating the new library corporation branding

/ Improved, intuitive navigation

/ Showcasing the new and diverse offer available in the Geelong Library & Heritage Centre

/ Presenting the Heritage Centre services and collection

/ Improving accessibility of the information on the website by achieving WCAG 2.0 AA rating

/ Allowing for a richer catalogue browsing experience with easily refined search fields by providing a new discovery layer on the online library catalogue.

GEELONG LIBRARY & HERITAGE CENTRE

The realisation of many years of research and implementation for the Geelong Library & Heritage Centre has resulted in the following innovations and services being implemented:

/ Very high speed free WiFi and internet access (up to 1Gbps)

/ 3D printing and scanning

/ Virtual reality

/ Raspberry Pi computers

/ Interactive smart tables – a new discovery layer for Heritage and Library content

/ Digital way finding kiosks

/ High quality audio visual systems

/ Gaming Consoles

/ Digital Signage

/ Wireless Printing

/ Meeting room booking system

/ Teleconference and video teleconference facilities

/ Green screen photo and video

/ Over 50 public PCs, Macs

/ Chromebook and iPad self-loan machine

/ Voice Over IP telephone system

/ Availability of technology-savvy staff.

Adaptive technology has been implemented and includes on-desk digital magnifiers, portable digital magnifiers, portable text to speech reader, high contrast keyboards and ZoomText magnifier/reader software. Hearing loops are also available in the meeting and presentation spaces in the Geelong Library & Heritage Centre.

The video wall in the News Lounge on the ground floor also incorporates closed captioning for news channels and the Flexicast Audio broadcast app is freely available to download to listen to the audio.

The implementation of presentation-quality audio visual systems throughout has seen the development of audio-visual skills within the library corporation.

The Digital Services team have managed the specification, procurement, implementation, training and operations of the various systems ranging from the High Ground Wurdi Youang events space projection, microphone and audio systems to the mobile audio-visual trolleys and the scale of systems in between. Great customer outcomes have been delivered and feedback from special guests and hirers has been very positive.

PROMOTION OF TRENDING AND EMERGING TECHNOLOGY

In February 2016, members of the Digital Services team presented at the Plenary as part of the Victorian Association for Library Automation (VALA) 18th Biennial Conference and Exhibition. The conference topic of Libraries, Technology and the Future was supported by the team's presentation on bringing Virtual Reality together with stereoscopic (3D) images from Geelong and the region taken in the early 1900's.

The process of presenting stereoscopic images through virtual reality to customers has benefits including: aiding in the preservation of the original images, enabling the sharing of content to more customers and promoting trending and emerging technology.

PARTNERSHIPS

The library corporation continued its successful partnership with the City of Greater Geelong's Community Development Unit. Information Resource Librarians were on hand for the launch of the National Year of Digital Inclusion Geelong 2016. Technology demonstrated on the day included the Oculus Rift (Virtual Reality) and the 3D printer.

eKNOWHOW

Information Resource Librarians delivered 977 programs covering 79 different topics. These sessions offered library users the opportunity to improve their digital literacy with topics including Learning with MOOCs (Massive Online Open Courses) and Introduction to: Computers, the Internet, email, Heritage Resources and searching the Library website. We were pleased to receive funding from Telstra and Department of Health and Human Services in order to deliver digital literacy programs to older people as part of the Tech Savvy Seniors funding program,

MAKERSPACES

Our Makerspaces offer expanded with the opening of the Geelong Library & Heritage Centre. New technology including the 3D printer, Cruiser Interactive Table and Oculus Rift (Virtual Reality) provided the opportunity to offer regular 'pop up' demonstration sessions as well as scheduled programs.

eACCESS	2011/12	2012/13	2013/14	2014/15	2015/16	% CHANGE SINCE LAST YEAR	% CHANGE OVER LAST 5 YEARS
Website visits	642,916	763,849	770,516	750,736	820,468	9%	28%
Public access Internet sessions	154,593	192,398	205,242	191,480	201,558	5%	30%
Ecollections access[1] (including ebook loans)	96,882	156,687	236,336	263,501	363,198	38%	275%
Wireless sessions	59,857	113,461	222,833	371,948	618,949	66%	934%
Reservations	375,554	397,852	408,606	382,138	408,772	7%	9%

1   E-collection access includes accesses to online databases, online newspapers, literacy and language programs, loans of eBooks, eAudiobooks and digital magazines.
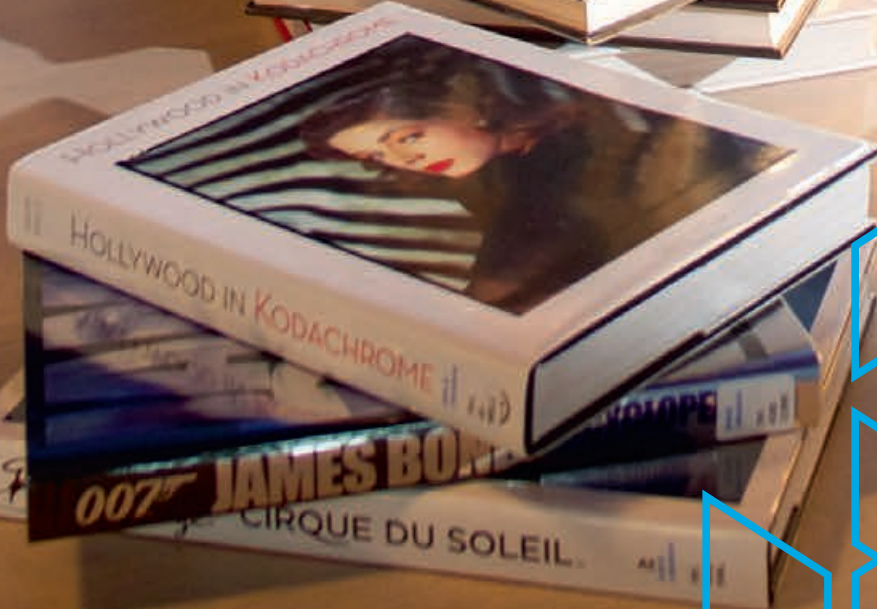
820,468

WEBSITE VISITS

76%

OF THE COLLECTION WAS PURCHASED IN THE LAST 5 YEARS

INFORMATION SERVICES AND COLLECTIONS

INFORMATION ENQUIRIES

Our customers regularly provide positive feedback on the expertise of our library staff. In 2015-16, staff responded to 176,243requests for information from library customers. This represents an increase of 21% from the previous year.

INTER-LIBRARY LOANS

Library Link Victoria provides library members with a single point of access for searching the catalogues of all public libraries in Victoria and placing requests for items to be delivered to their local library. Our library members took advantage of this service by placing 8,064 requests for items from other libraries this year (a 13% increase compared to 2014/15), while our library received 6,003 requests from other libraries for items from our collection (a 6% decrease).

COLLECTION DEVELOPMENT AND MANAGEMENT

The efforts made over the last year to bring to the Geelong and wider communities a collection that exceeds world standards for a public library collection have been rewarded by its decisive success. The development of the collection, focusing on arts and culture, literature and other specialist areas of interest has resonated with our users as demonstrated by the increase in usage of the library as a cultural and learning institution.

Collection development has focused on increasing material available to our younger members, to support early years reading and literacy development, with children's collections now representing over a quarter of the Collection (27%).

Books that are dyslexia friendly were added to the adult and children's collections to improve accessibility to the written word for people with a reading disability. The books are integrated into the general collection and available to all readers.

Developing the quantity and quality of eCollections for readers who like to read online in addition to hardcopy has resulted in a 47% increase in available eBooks, eAudiobooks and Zinio magazines.

We measure the success of the collections by the ongoing use of evidence-based stock management principles, utilising analytics technology to monitor and develop the collections across the network. Performance has improved with the turnover rate (loans per volume) now at 4.9. This exceeds the baseline target of 4.7 and is on track to meet the enhanced target of 6.1 set by the National Standards and Guidelines for Australian Public Libraries.

In contrast to the national and international downward trend for hardcopy loans, we have experienced a 4% increase. The demand for eCollections also continues to grow, with loans increasing by 38% compared to last year. Where possible, reading material in demand is purchased in print and electronic format.

We are committed to ensuring our collections are current and meet the standards expected by our customers. 76% of our collection was purchased in the last five years.

8,064
REQUESTS FOR ITEMS FROM OTHER LIBRARIES

47%
INCREASE IN eBOOKS, eAUDIOBOOKS & ZINIO MAGAZINES

COLLECTION SIZE BY LOCATION	TOTAL
Bannockburn	17,039
Barwon Heads	6,410
Belmont	50,529
Chilwell	13,633
Corio	41,089
Drysdale	20,486
Geelong Library & Heritage Centre	84,182
Geelong West	34,885
Highton	11,517
Lara	17,387
Mobile Libraries	10,034
Newcomb	25,934
Ocean Grove	27,132
Queenscliff	14,990
Torquay	20,900
Waurn Ponds	32,065
Western Heights College	5,411
Online eCollections	14,239
Totals	**447,862**

447,862

TOTAL COLLECTION SIZE

COLLECTION BY TYPE	NO. ITEMS	% OF TOTAL COLLECTION
Junior	119,374	26.7%
Adult Fiction	88,965	19.9%
Adult Non-Fiction	86,357	19.3%
DVDs	36,741	8.2%
Young Adult	22,328	5.0%
Music CDs	22,211	5.0%
Large Print	20,373	4.5%
eCollections	14,239	3.2%
Magazines	13,986	3.1%
AudioBooks	12,869	2.9%
LOTE	7,305	1.6%
Reference	1,561	0.3%
Geelong Local Area Collection	1,553	0.3%
TOTAL	**447,862**	**100.0%**

19.9%

OF THE COLLECTION IS ADULT FICTION

26.7%

OF THE COLLECTION IS
PROVIDED FOR YOUNGER
MEMBERS

15%

INCREASE IN PARTICIPATION
AT THE 5,558 PROGRAMS
AND EVENTS OFFERED

CHAPTER 5 /
EVENTS AND PROGRAMS

The Corporation delivered 5,558 programs and events to 136,457 attendees representing an increase of 15% in participation.

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

Alice Campion, *The Painted Sky*

Amanda Sinclair, *Leading Mindfully*

Aminah Hart, *How I Met Your Father*

Anna Clark, *Private Lives, Public History*

Aoife Clifford, *All These Perfect Strangers*

Arnold Zable, *The Fighter*

Claire Varley, *The Bit In Between*

Garry Disher, *The Heat*

Gregory Day, *Archipelago of Souls*

Lucy Sussex, *Blockbuster*

Isobelle Carmody, *The Red Queen*

JM Green, *Good Money*

Lesley Harding and Kendrah Morgan, *Modern Love – The Lives of John and Sunday Reed*

Maureen McCarthy, *Stay With Me*

Meg Ulman and Patrick Jones, *The Art of Free Travel: A Frugal Family Adventure*

Michael Magazanik, *Silent Shock*

Michelle Gierck, *Fraying Mum, Memory Loss, The Medical Maze and Me*

Monica Dux, *Mothermorphosis*

Paddy O'Reilly, *Peripheral Vision*

Renata Singer, *Older and Bolder: Life After 60*

Richard Allen and Kimbal Baker, *Great Properties of Country Victoria*

Richard Keech, *Beyond Zero Emissions, The Energy Freedom Home*

Sarah Ferguson, *The Killing Season Uncut*

Shireen Morris, *The Forgotten People*

Sian Prior, *Shy*

Tim and Judy Sharp, *A Double Shot of Happiness*

Toni Jordan, *Our Tiny, Useless Hearts*

Traudi Allen, *John Perceval*

Author Encounters – Local Showcase

These author talks celebrate emerging and established local talent.

Don Osborne, *Pentridge: Behind the Bluestone Walls*

Gail Mortimer, *13 Wise Women*

Kirsty Metcalf, *I Can See Mermaids*

Special Events

The following special events were presented this year.

Anne Summers, *Damned Whores and God's Police... 40 Years On*

Chris Bowen, *The Money Men*

Chris Judd, *Inside*

Creating the Dome with ARM Architecture

Graeme Simsion, *The Rosie Effect*

Greg Day, Jiri Tibor Novak and Sian Marlow, *A Smile At Arm's Length*

John Brumby and Joel Deane In Conversation

Magda Szubanski, *Reckoning*

Muriel Barbery, *The Life of Elves*

Peter Doherty, *The Knowledge Wars*

Peter Garrett, *Big Blue Sky*

Stella's Work: *Why Women's Writing Matters*

Stereo Stories, *A Time, A Place, A Time*

Tony Park, *An Empty Coast - An Evening of Travel in Africa*

Word for Word Non-fiction Festival: Writing Workshops

Heritage events

The Heritage Centre presented the following sessions to introduce the community to the fascinating and extensive collections available.

Archive Collection

Church records

Council Rate Book Collection

From Torquay to Gallipoli – ANZAC Stories

Newspaper Collection

Photographic Collection

Open Mind Lectures

The Open Mind Lectures are intended to educate, inform and challenge audiences and spark dialogue and debate in the community. Two lectures were presented.

Inaugural Annual Lecture in memory of Fiona Baranowski: International Women's Day – Kirsty Sword Gusmao

Julian Burnside: *We Are Better Than This*

Poetry

World Poetry Day 2015 was celebrated by recognising the achievements of local poets published in *Best Australian Poems 2015* (Black Inc). The evening was hosted by Amanda Johnson and featured readings by local poets David McCooey, Alyson Miller, Joan Kerr, Anthony Lynch, Maria Takolander and Brendan Ryan. Special thanks to Yvonne Adami, the instigator of World Poetry Day at the library as well as volunteer organiser in its planning and delivery.

Geelong After Dark

The Geelong Library & Heritage Centre participated in the 2016 Geelong After Dark arts event in May with a display of digitised collection items that revealed historic aerial views of Geelong, a mask-decorating workshop and a launch of author Isobelle Carmody's exhibition of masks created by children's book illustrators and artists.

Creative and Connected

Amanda Dickinson, Book Making

Bannockburn Writers, Snowflakes on the Plains!

Book Sculpture, Recycled Book Art

Christmas Papercraft Workshop

Colour Your World: Colour Wonderful

Crafting Series: Lanterns and Letters

Cyber Safety

Four Seasons: Summer and Autumn

Gary Montgomery, *The Fascination and Importance of the Honey Bee*

Julie Mundy, *Walking Geelong and the Bellarine Peninsula*

Julie Rennie, *Metabolic Harmony*

Music at the Dome

Pako Festa: Meet and Greet Author Alli Sinclair

Perry Mills, Ecological Gardening

Surf Coast Wildlife Shelters

Susie Zada, Historical Sewerage Records

Tattle Tales

Two Tellers Telling Tales

Zentangle Workshop

Regular Local Library Programs

Book Bites

Book Chat

Have a Yarn

Chess

Fundraising

Australia's Biggest Morning Tea.

5,558
PROGRAMS AND EVENTS

136,457
ATTENDEES

PROGRAMS FOR CHILDREN AND YOUTH

We are dedicated to providing programs which support the development of reading, literacy and a life-long love of learning. These programs experienced very large increases in attendances.

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:

/ Baby Time Nursery Verses (0-12 months)

/ Toddler Time (1-3 years)

/ Preschool Story Time (1-6 years)

/ Sensory Story Time (all ages)

/ Chatterbooks (8-12 years)

/ LEGO Club (8+)

/ Tech Ninjas (8+)

/ Lego MINDSTORMS (8+)

/ The Monday Mix (8+)

/ The Wednesday Mix (8+)

/ Minecraft Mondays (8+)

/ Code Club (8+)

Participation in External Programs

/ Australian Library and Information Association (ALIA) Summer Reading Club Program

/ ALIA National Simultaneous Storytime featuring *I Got This Hat* by Jol and Kate Temple

/ City of Greater Geelong, Children's Week Celebrations

/ Kaleidoscope Program with Geelong Performing Arts Centre, and Geelong Gallery

/ Books Alive with Geelong Performing Arts Centre

/ Geelong's Big Play Day with City of Greater Geelong

/ Poppykettle Festival

/ The Victorian Premier's Reading Challenge

/ PakoFesta

/ WestFest

/ Whittington Flamefest

/ Skaart Festival

/ Educators Symposium: Let's talk recognition with Geelong Gallery

/ Immunisation Program with Barwon Health and Linking Learning Birth to 12 Years

/ Transition Program with Soroptimist International

/ Deakin Engagement and Access Program

/ Deakin University – Aspire program

/ Deakin University – Write Your Future program.

Children's Special Events

/ The Listies – Author event

/ Terry Denton - Treehouses, Karate Worms and Terry Denton – Author event

/ Jane Godwin and Anna Walker – Author event

/ Polyglot Theatre Company: Paper Planet

/ Children's Book Week: Books light up our world

/ Summer Reading Club Party with performance by True Culture

/ Geelong After Dark; Unmasking the Wild: an exhibition of masks made by children's book illustrators and artists

/ Fishy Tales at the Marine and Freshwater Discovery Centre

/ Let's Go, Lego Club in partnership with Golden Plains Shire

/ Story Train

/ Mini MINDSTORMS

/ World Story Telling Day

/ Incredible Mad Science Workshop

/ Year of the Monkey: Chinese New Year Story time

/ International Talk Like a Pirate Day

/ Star Wars Day

/ Christmas Magic.

School Holiday Programs

July 2015: *Winter Wonderland*

September 2015: *TechTember*

January 2016: *Other Worlds*

April 2016: *Get Active.*

Youth Programs

/ Advanced MINDSTORMS

/ The Writing Dome

/ Manga Club

/ Art House (presented in partnership with the City of Greater Geelong's Youth Development Unit)

/ ALL IN (presented in partnership with the City of Greater Geelong's Youth Development Unit and the f0rt Youth Centre)

/ Homework Club (presented in partnership with Diversitat and the f0rt Youth Centre)

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

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

Youth Special Event

/ Tommy Wallach, International author event

/ Bernard Caleo; National Youth Week 2016 Writers Festival

/ Scot Gardner; National Youth Week 2016 Writers Festival

/ Sue Lawson; National Youth Week 2016 Writers Festival

/ National Reconciliation Week

/ Remembering our Anzacs

/ Beat the Drum (presented in partnership with the City of Greater Geelong's Youth Development Unit)

/ Cards for the Crowds (presented in partnership with the City of Greater Geelong's Youth Development Unit)

/ Cyber Safety (presented in partnership with the City of Greater Geelong's Youth Development Unit).

COMMUNITY NETWORKS AND PARTNERSHIPS

Throughout the year we worked with:

3219 East Forum

3219 Youth Network

Australian Electoral Commission

Allen and Unwin

Arts Atlas Geelong

Aware (formerly Austism Victoria)

Barwon Child, Youth & Family

Barwon Community Legal Service

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)

Best Start Partnership, Mingo Waloom

Bethany Community Support

Black Inc. Books

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

Clyde Park Vineyard and Bistro

Community Agents of Sustainability (CAOS) Network

Courthouse Youth Arts

dal Gourmet Café and Catering

Deakin University Library

Deakin University, School of Education

Deakin University, School of Engineering

Deakin University, Division of Student Administration

Deakin University, Word for Word Non-Fiction Festival

Deans Marsh Community House

Department of Premier and Cabinet, Office of Aboriginal Affairs

Diversitat

DoCare Geelong

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 Performing Arts Centre

Geelong Seniors Festival

Geelong West Neighbourhood House

Geelong Writers Inc

Geelong Writers' Group

Glastonbury Community Services

Golden Plains Shire

Golden Plains Shire, Youth Development Team

Grovedale Community Hub

Hachette Australia

Infoxchange

International Network of Emerging Library Innovators

International Network of Emerging Library Innovators - Oceania

Karingal

Lara Secondary College

Leisure Networks

Linking Learning, Birth to 12 Years (Whittington)

MacKillop Family Services

Marine and Freshwater Discovery Centre

Melbourne University Publishing

Melbourne Writers Festival

National Disability Insurance Scheme

National Wool Museum

Neami National

NewSouth Books

Northern Bay Family Centre

Ocean Grove Barwon Heads RSL

Ocean Grove Surfside Probus Club

OPSM

Pan Macmillan

Paton Books

PCs for Kids

Penguin Random House

Playgroup Victoria

PRD Music Services

Public Libraries Victoria Network

Pulse FM

Queenscliff Indigenous Plant Nursery

Queenscliffe Historical Museum

Queenscliff-Point Lonsdale Uniting Church

Quota International

Rosewall Neighbourhood House

Rotary Club of Geelong West

Scope

Seniors Online Victoria

Simon and Schuster Inc.

Soroptimist International

State Library of Victoria

Summer Read

Surf Coast Shire

Surf Coast Shire, Early Years Reference Group

Surf Coast Shire, Youth Network

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

Vines Road Community Centre

Volunteering Geelong

Wadawurrung Corporation

Wathaurong Aboriginal Co-Operative

Waurn Ponds Probus Group

Whittington Advocates for Youth (WAY)

Whittington Neighbourhood House

Whittington Works Alliance

Winchelsea 1st Scout Group

Women in Local Democracy

ORGANISATIONAL STRUCTURE
As at 30 June 2016

REGIONAL LIBRARY BOARD
Cr Helene Cameron -Chair (Queenscliffe)
Cr Nathan Hansford - Deputy Chair (Golden Plains)
Cr Margot Smith (Surf Coast)
Mr Brett Luxford (CoGG Representative)
Ms Kaz Paton (CoGG Representative)

EXECUTIVE ASSISTANT
Shirley Jones

CORPORATE SERVICES
Sheena Murdoch

ADMINISTRATION
Julie Dagg, Vanessa Browne

CHIEF EXECUTIVE OFFICER
Patti Manolis

EXECUTIVE MANAGER COLLECTION & TECHNOLOGIES ACCESS
Cathy Ferencz

MANAGER ICT OPERATIONS
Geoff Adsett

MANAGER DIGITAL SERVICES
Gerrard Daniels

MANAGER COLLECTION & INFORMATION SERVICES
Sherrill Harvey

MANAGER GEELONG HERITAGE CENTRE COLLECTION & SERVICES
Mark Beasley

CATA SUPPORT OFFICER
Tanya Rowe

DIGITAL CONTENT COORDINATOR
Ben Carmichael

COLLECTIONS SERVICES TEAM LEADER
Kim Neill

HERITAGE READING ROOM COORDINATOR
Judith Oke

IT SUPPORT OFFICERS
Scott Kirby
Stephen Collis

COLLECTIONS SERVICES OFFICERS
Jane McDonald
Pratibha Sharma

HERITAGE CENTRE ARCHIVES & ADMIN OFFICER
Melody McDonald

INTER LIBRARY LOANS
Gabrielle Jones
Wendy Norton

HERITAGE READING ROOM & ARCHIVES OFFICER
Caroline Stok

EXECUTIVE MANAGER LIBRARY SERVICES & CUSTOMER EXPERIENCE
Sue Howard

MANAGER COMMUNITY LIBRARIES
Russell Woodford

MANAGER GEELONG LIBRARY & HERITAGE CENTRE
Alan Howell

MANAGER EVENTS & PROGRAMMING
Maryanne Vagg

MANAGER CHILDREN'S & YOUTH SERVICES
Deanne Verity

MANAGER MARKETING & COMMUNICATIONS
Sue Noonan

GLHC BRANCH LIBRARIAN
Georgia Carter

EVENTS OFFICER
Kay Saunders

MARKETING OFFICER
Coco Griffiths

VENUE HIRE ACTIVATOR
Cath Stahl

COMMUNITY LIBRARIES

BANNOCKBURN
Lisa Hogarth

BARWON HEADS
Bec Muir

BELMONT
Janelle Vise

CHILWELL
Susan Hall

CORIO
Katherine O'Neill

DRYSDALE
John Partridge

GEELONG WEST
Susan Hall

HIGHTON
Yvonne Hodgson

LARA
Laurie Black

NEWCOMB
Allison Elsey

OCEAN GROVE
Bec Muir

QUEENSCLIFF
Hilary Stennett

TORQUAY
Kim Edgar

WAURN PONDS
Olivia Simaitis

WESTERN HEIGHTS
School staff

COMMUNITY LIBRARY SERVICE
Cath Lukin

MOBILE LIBRARY SERVICE
George Houlder
Kay Allan

Childrens and Youth Services Librarians, Information Resources Librarians, Library Officers
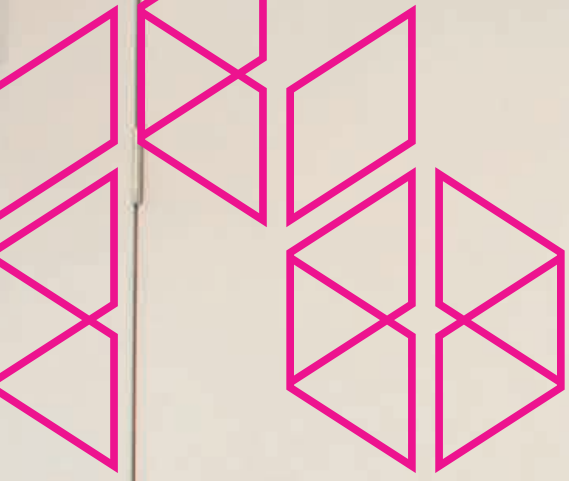
ORGANISATIONAL MEMBERSHIPS

Australia Library and Information Association

G21 Geelong Regional Alliance

Geelong Chamber of Commerce

International Federation of Library Associations

LGPro – Local Government Professionals

Libraries Australia

Public Libraries Victoria Network (PLVN)

Regional Training Initiative, Geelong

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 Public Library Alliance

/ Member, Australian Institute of Company Directors

/ President, Public Libraries Victoria Network

/ Inductee, Victorian Honour Roll of Women 2016

/ Sponsor, Bill and Melinda Gates Foundation, International Network of Emerging Library Innovators

/ Mentor, Oceania International Network of Emerging Library Innovators

/ Member, Steering Committee Oceania International Network of Emerging Library Innovators

/ Advisor, Xanana Gusmao Reading Room and Xanana Cultural Centre, Timor-Leste

/ 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

/ Word for Word National Non Fiction Festival Advisory Committee.

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

External Networks and Committee Memberships

/ Associate Member, Australian Library and Information Association

/ Member, National Year of Digital Inclusion Geelong Working Group

/ Member, Geelong Secondary Schools and Community Digital Learning Hub Steering Committee.

Sue Howard

**Executive Manager Library Services and Customer Experience**

/ Bachelor of Behavioural Science, Latrobe University

/ Graduate Diploma Recreation Management, Phillip Institute of Technology

/ Member Word for Word Festival Advisory Committee

/ Member Project Working Group Leopold Community Hub.
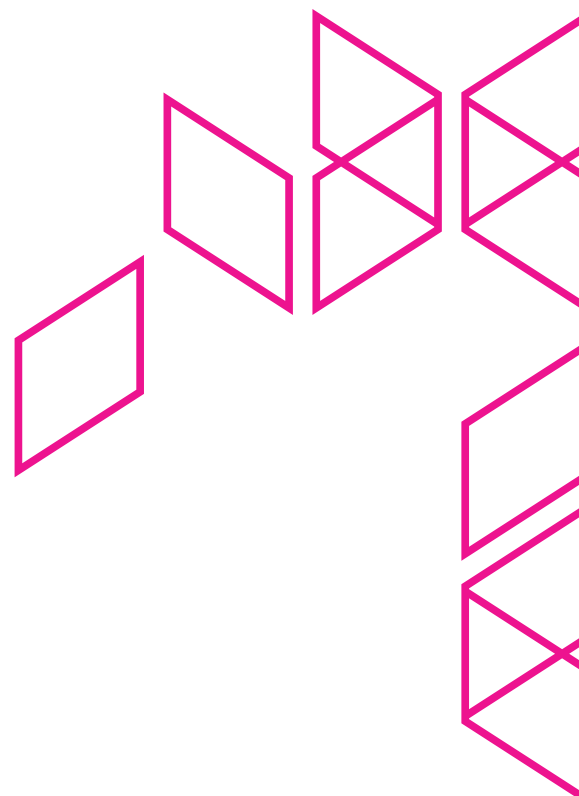
SPOTLIGHT ON OUR PEOPLE

Geelong Regional Library Corporation employed a total of 180 staff compared to 148 last year. Increased staffing levels are due to the opening of the new Geelong Library & Heritage Centre. Our ongoing Effective Full Time (EFT) figure is 96.5 compared with 76.3 previously.
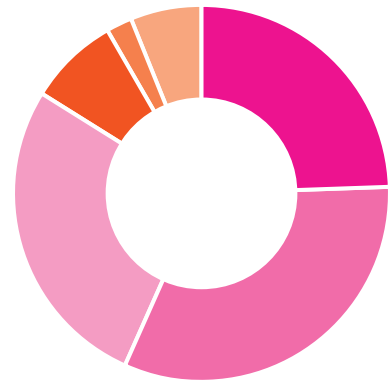
STAFF EFT
AS AT 30 JUNE 2016 (2015)
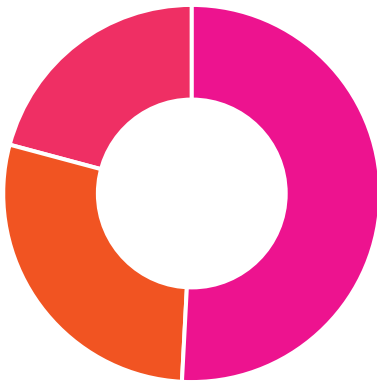
Ongoing - Full time	62	[49.0]
Ongoing - Part time	34.5	[27.3]
Fixed term & casual	25	[19.7]

AGE BREAKDOWN
AS AT 30 JUNE 2016 (2015)
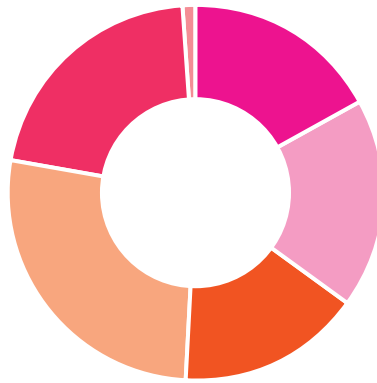
Under 25	17%	[20%]
25-34	18%	[14%]
35-44	16%	[15%]
45-54	27%	[28%]
55-64	21%	[22%]
Over 65	1%	[1%]

MALE/FEMALE BREAKDOWN (HEADCOUNT)
AS AT 30 JUNE 2016 (2015)

Female - Full time	44	[35]
Female - Part time	58	[44]
Female - Fixed term & casual	49	[43]
TOTAL	**151**	**[122]**
Male - Full time	14	[12]
Male - Part time	4	[3]
Male - Fixed term & casual	11	[11]
TOTAL	**29**	**[26]**
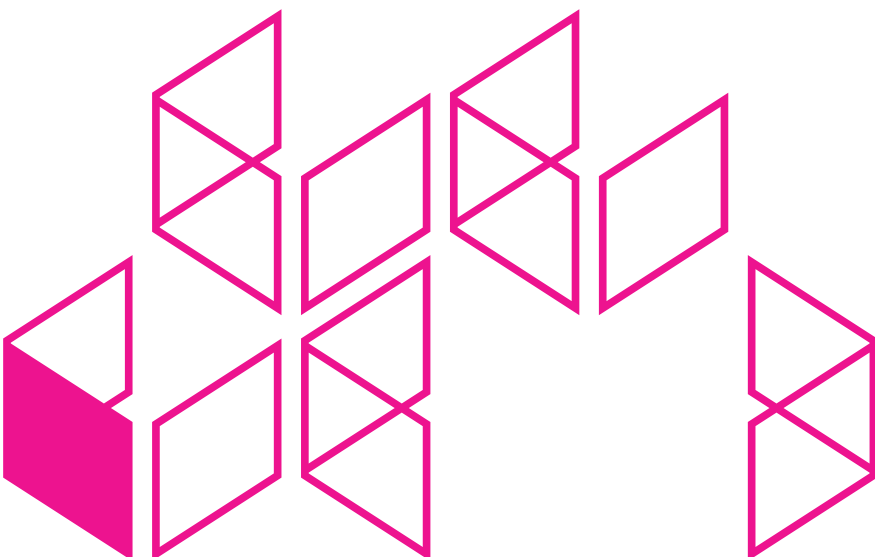
Occupational health and safety

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.

Lost time due to WorkCover claims has been minimal at 21.6 hours relating to one minor ongoing claim and two minor new claims. GRLC's WorkSafe insurance rate for 2015/16 was 0.5031% which is lower than the industry average of 0.5450%. Total unplanned staff absences were 3.0% compared to 2.9% last year, which is indicative of a healthy workplace.

Staff and Organisation culture

With 180 staff spread over 18 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.

2015/16 is the third 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 delivered 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.

As part of the EBA process, there was recognition by staff of a need to develop a more simplified, clear language agreement relevant to Library Corporations. To support this process GRLC Executive Management joined the Victorian Local Authorities Award Consolidation Work Group. The aim of the Group was to develop an approach to the drafting of Part B of local government enterprise agreements which is consistent across the local government industry, while also ensuring individual and flexible terms and conditions that could be negotiated and applied to each Victorian Council and Library Corporation. The result of the Group's work is the Victorian Local Authorities Award Consolidated Framework which was launched in May 2016.

STAFF TRAINING AND DEVELOPMENT

Staff training and development activities were undertaken during 2015/16 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 required to optimally 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 the technological and customer engagement developments required to deliver a world-class library service.

Leadership

Victorian Honour Roll of Women 2016

Patti Manolis, CEO, was inducted into the Victorian Honour Roll of Women 2016 in recognition of her career in public libraries. Since its commencement in 2001 the Victorian Honour Roll of Women has celebrated the outstanding achievements of 562 Victorian women. Inductees have contributed to lasting change in Victoria, Australia and the world, in many fields of endeavour. Patti was recognised for her exceptional work in public libraries at local, state, national and international level.

Public Libraries Victoria Network (PLVN)

PLVN is a collaborative and advocacy organisation comprised of Victorian Local Government Public Library Services. There are 34 library services operated by individual councils and 11 regional library corporations. Activities range from information sharing and training, to setting up of consortia to conduct projects and purchase materials in a collaborative manner. In March 2016 Patti Manolis was appointed President of PLVN.

State Library of Victoria Shared Leadership Program

The Shared Leadership Program is a challenging leadership development program for Victorian public library staff that provides an opportunity for participants to develop and practice enhanced leadership and team working skills. Participation in and presentation of an action learning project is a component of the program and group presentation of projects took place at the State Library of Victoria in November 2015.

Kim Edgar, Torquay Branch Librarian, worked on a group project entitled Creating Libraries; Fostering Communities - A Showcase of Victorian Public Libraries which sought to reinforce the value of libraries and how their design and presence in their communities can be catalysts for lifelong learning, social inclusion and the creation of community hubs. The working group created a practical online advocacy tool, a reference directory for library services planning new projects, and a report providing the theory and rationale of the project with evidence based case studies.

Bec Muir, Ocean Grove/Barwon Heads Branch Librarian, worked on a group project entitled Reimagining Information Services: A New Model for Delivery, which sought to explore new ways of building, challenging, and delighting communities through library offerings and information services based on the principles of inclusion, learning, and engagement. The working group created an online assessment tool and a report on the changing nature of information services in public libraries, and the challenges and opportunities of this. The group presented their project at the PLVN Forum, Redefining Library Reference in a Digital World.

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

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.

Deanne Verity, Manager Children's and Youth Services, completed a two year program where, together with participants from New Zealand and the Pacific Islands, she has engaged in a range of professional development activities, built valuable international professional networks and worked collaboratively on areas of study including: innovation, risk, communication, conflict management, change management and advocacy.

Executive Development Programs

Externally facilitated training for Executive Management included Contract Law for Non-Lawyers and a Diploma of Business (Governance).

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. Four recipients have successfully completed their courses of study to date:

/ **Deanne Verity**, formerly Children's and Youth Services Librarian now Manager, Children's and Youth Services - Bachelor of Information Studies

/ **Cathy Ferencz**, formerly Information Services Coordinator now Executive Manager Collection and Technologies Access - Graduate Diploma of Information Studies

/ **Katherine O'Neill**, formerly Information Services Librarian now Branch Librarian at Corio Library - Graduate Diploma of Information Studies

/ **Georgia Carter**, formerly Branch Librarian Bannockburn Library now Branch Librarian Geelong Library & Heritage Centre – Graduate Diploma of Information Studies.

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

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

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

Tertiary Study Leave Program

GRLC supported four members of staff during 2015/16:

/ **Judith Oke**, Heritage Reading Room Coordinator, studying a Graduate Diploma in Local, Family and Applied History, University of New England

/ **Jacqueline Berkeley**, Children's & Youth Services Librarian, studying a Master of Education, University of New South Wales

/ **Ann Cuthbert**, Library Officer, studying a Bachelor of Information Studies, Charles Sturt University

/ **Sandi McNeilly**, Library Officer, studying a Master of Information Studies, Charles Sturt University.

Pam Arnold Scholarship

The Pam Arnold Scholarship honours the memory of former GRLC staff member Pam Arnold. The scholarship is awarded to support the development of IT skills and knowledge by way of tertiary study, attendance at an industry conference
or self-devised program or event. The scholarship was awarded to three recipients in 2015/16:

/ **Georgina Crisp**, Children's and Youth Services Librarian

/ **Caroline Stok**, Heritage Centre Reading Room & Archives Officer

/ **Christine Vandor**, Children's and Youth Services Librarian.

Recipients attended the 3-day VALA2016 Conference: Libraries, Technology and the Future.

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).

REAL eLearning Training

REAL stands for the Resource for Equitable Access to Libraries and is a collaborative initiative of SLV, PLVN and Vision Australia. The program is designed to question and challenge staff about attitudes towards people with disability and consists of six engaging and thought provoking modules taking about two hours to complete. REAL was progressively rolled out to all Victorian public library staff in 2015 and GRLC is committed to all staff completing this program. Eighty-two customer service staff completed this training in 2015/16 with new staff completing this program as part of their induction program.

SLV forums and workshops

/ Collection Directions Seminar

/ Delivering Dynamic Storytimes

/ Digital Preservation

/ Digital Forensics Workshop

/ Family History Feast

/ New Directions In Making History, Making Public Histories Seminar Series

/ The Future is Now Mini-Conference

/ Shift Alt Story: An Introduction to Digital Storytelling

/ Victorian Tech Savvy Seniors, Library Information Session

/ Leadership Learning Forum, Creating and Sustaining a High Performance Team Culture: Culture Eats Strategy for Breakfast

/ Partnership Development Training.

PLVN forums and workshops

/ Children's & Youth Services Special Interest Group

/ Collections Special Interest Group

/ Jump Start Digital Literacy

/ Local Studies Group

/ Redefining Library Reference in a Digital World

/ Resource Sharing Special Interest Group

/ STEM (Science, Technology, Engineering and Mathematics) In Libraries

/ Strategic Thinking Framework.

Library Knowledge and Customer Service

Work skills development training covers a broad range of disciplines.

Customer Service Excellence Program – Geelong Library & Heritage Centre

Geelong Library & Heritage Centre Staff completed a suite of induction training prior to official opening in November 2015 including modules covering customer service, Heritage Centre, technology, events and programmes.

Customised from the Huddle Academy Program, staff participated in customer service excellence workshops. Based on evidence that meaningful change for people is driven through embracing a human-centred, positive and generative mindset, the workshops introduced leading edge concepts on customer experience and developed and strengthened the ability of staff to provide positive physical, emotional and intellectual experiences for library members and visitors.

Heritage Centre management delivered specific Heritage Centre training to library staff including Heritage Centre Reading Room operations, the Heritage Centre archive collection and reference collection, Heritage Centre Repository. Public Records Office Victoria provided training on an introduction to PROV, collection management, records handling and Repository manual handling. Heritage Centre staff experienced and explored the cultural customer service approaches and visitor experiences of both the Melbourne Museum and Immigration Museum during organised visits.

Library Knowledge

/ Code Club Teacher Training

/ Communication For All

/ Exhibitions and Storytelling, Museums Australia

/ Huddle Academy, Geelong Library & Heritage Centre Program

/ iPad Accessibility Features, Vision Australia

/ IvVy Venue and Event Software training

/ Masterclass: Loans and Deaccessioning, Museums Australia

/ National Relay Service

/ Overdrive Partner Event: Overdrive Developments

/ Photoshop CS6 - Introduction to digital imaging using Adobe.

Corporate Services

/ Quarterly Workplace Relations Forums

/ Regional Workplace Relations Forums

/ EBA Discussion Group

/ VLAA (Victorian Local Authorities Award) Consolidation, Framework Launch

/ Vision Super sessions.

Internal Training

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

/ Acceptable IT Use Policy Training

/ Collections HQ Training

/ Creating an eBook Training

/ Cruiser Smart Table Training

/ Discover Your Ancestry & Heritage Training

/ Early Literacy Training

/ eCollections Training

/ Green Screen Studio Kit Training

/ Introduction to 3D Printer

/ Introduction to iPad Accessibility Features

/ IT Security Training

/ James Bennett Online Ordering Training

/ Maternal health sessions training

/ National Relay Service

/ Oculus Rift

/ Think and Do Customer Service in the Library Webinar

/ Scan Pro 300 Microfilm Technology Training

/ Web Catalogue Training

/ Zoom Video Conference Training.

Conferences/Networking

Conferences and industry networking

/ ALIA Leadership and Innovation Forum 2015

/ ALIA PD Futureproof: Practical Digitisation Skills

/ Assessment for Learning Supporting Early Years Networks, Bellarine South

/ Bendigo Writers' Festival

/ Bridges Out of Poverty

/ Communities Accessing Technology Forum

/ Communities in Control 2016 Conference

/ Crime Prevention Through Environmental Design Workshop, Waurn Ponds Skatepark

/ Children's Book Council of Australia Victorian Judges Talk

/ DEET, Linking Learning Symposium

/ Delivering Dynamic Storytimes: Margery C Ramsay Scholarship Tour

/ Digital Preservation Outreach and Education

/ Diversity Field Officer Project, Deakin School of Health & Social Development

/ International Library Network Peer Mentoring Program

/ Linked Up, Loud and Literate, Seminar on Libraries and Digital Citizenship

/ Public Records Office of Victoria Training

/ Reading and Creative Writing for Wellbeing Public Lecture

/ Strengthening Children's Wellbeing through Healthy Partnerships Forum

/ Understanding Autism Spectrum Disorder (ASD), Gateways

/ VALA 2016: Libraries, Technology and the Future

/ Volunteering Geelong Network

/ Word for Word Non-Fiction Festival.

Launches and Annual General Meetings

/ Cloverdale Community Centre Annual General Meeting

/ East Geelong Community Centre Glimpse

/ Eastern Hub Community Open Day

/ National Year of Digital Inclusion (NYDI) Launch

/ Word for Word Non-Fictional Festival 2015 Launch.

Tours

/ Bolinda Publishing Tour

/ FE Technology Site Tour

/ Geelong Library & Heritage Centre Staff Tour

/ Melbourne Museum & Immigration Museum Tour

/ National Archives of Australia East Burwood Facility Site Tour.

COMPLIANCE

Occupational Health and Safety

/ Family Violence, Victorian Royal Commission Recommendations

/ Health and Safety Representative Initial OHS Training Course

/ Manage Conflict Through Negotiation

/ Manual Handling Training

/ Public Records Manual Handling Training

/ Provide First Aid Training

/ Your Health and Safety Week, WorkSafe Seminars.

VALE CHRISTINA BELLI, JAN FELL AND GAIL O'REGAN

It is with great sadness we report three staff members passed away during 2015/16.

/ **Christina Belli (Chris)**, Branch Librarian Geelong Library, commenced employment in 2001 to 2008, recommenced in 2012.

/ **Jan Fell**, Library Officer/Collections Services Officer, commenced employment in 2002.

/ **Gail O'Regan**, Collections Services Officer, commenced employment in 1981.

Chris, Jan and Gail made a significant contribution to the success of GRLC throughout the years and to staff harmony within the organisation. Friends and colleagues at GRLC miss Chris, Jan and Gail and will remember them with great fondness.

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:

/ Patti Manolis, CEO, presented an update to staff regarding *Reading the Future: Next Generation Libraries, Library Plan 2013-17*, the objectives and priorities

/ Sue Noonan, Manager Communications and Marketing, presented GRLC's new corporate brand and website launch

/ Uncle Bryon Powell, Wadawurrung Elder, conducted an Aboriginal Cultural Awareness Workshop

/ Staff tour and operational analysis of the new Geelong Library & Heritage Centre.

AWARDS AND RECOGNITION

The Geelong Regional Library Corporation recognises its success as a library service is built on the valued contribution made by its staff. In 2015/16 we recognised the contribution made by the following staff members.

20 Year Service Awards

The following staff members celebrated 20 years of continuous service with GRLC:

/ **Stacey Birch**, Library Officer

/ **Lucy Smelter**, Library Officer

/ **Pat Hooper**, Library Officer

40 Year Service Award

The following staff member celebrated 40 years of continuous service with GRLC:

/ **Kim Neill**, Collection Services Team Leader.

LIBRARY STAFF OF THE FUTURE

We recognise the importance of work experience programs for secondary and tertiary students and support this through placement opportunities at our larger libraries and with specialist staff.

Gforce School Based Traineeships

In 2016 we are host to students who are undertaking an Arts and Library school based traineeship through Gforce Employment Solutions. This traineeship is a Gforce Strategies 4 Excellence pilot program building career pathways within the community and is open to secondary school students including those with learning difficulties. As part of this traineeship students continue years 11 or 12 school studies and complete a Certificate III in Information and Cultural Services with GRLC supporting the work experience component of this certificate.

Schools Work Experience Program

Each year we offer work-experience placements to secondary school students in years 10 and 11. Three students from St Ignatius College undertook placements in 2015/16 at the Drysdale Library, Ocean Grove Library and the Geelong Library & Heritage Centre.

Tertiary Placements

Geelong Regional Library Corporation offers tertiary placements to assist students in the field studies component of their library qualification. Five placements were completed at our libraries during 2015/16 by students from Charles Sturt University (Master of Information Studies), Curtin University (Master of Information Management and Graduate Diploma in Information Management and Library Studies), Swinburne University (Diploma Library and Information Services) and University of South Australia (Graduate Diploma in Information Management and Library Services).

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.

GRLC participated in the Diversity Field Officer Project, an action research project with Deakin University and the Australian Federation of Disability Organisations. The project included finding out what supports and information small to medium sized organisations would find appropriate and beneficial to further their development of a diverse and inclusive workforce. Participation in the research also resulted in benefits for GRLC in the form of a roadmap providing relevant suggestions about making our service more welcoming, confident and accessible.

Library staff undertook disability awareness training by completing online modules from the Resource for Equitable Access to Libraries (REAL) which was funded by the Pierre Gorman Foundation, and developed by the State Library of Victoria, Vision Australia and Public Libraries Victoria Network. Content for the training modules was created in collaboration with representatives from Scope, Vision Australia, Action on Disability and Ethnic Communities (ADEC), and the Victorian Advocacy League for Individuals with a Disability (VALID) and representatives from Victorian public libraries, including GRLC.

ENVIRONMENTAL RESPONSIBILITY STATEMENT

GRLC is committed to working in a sustainable way. The initiatives undertaken during 2015/16 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 *Privacy and Data Protection Act 2014* 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 2015/16.

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 2015/16.

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 2015/16 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 (MAV).

/ 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 Jardine, Lloyd Thomas Pty Ltd.

/ 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 strategic risk register was reviewed in December 2015.

FINANCIAL REPORT

FOR THE YEAR ENDED 30 JUNE 2016

COMPREHENSIVE INCOME STATEMENT
For the year ended 30 June 2016

	Note	2016 $	2015 $
INCOME			
Contributions	5	10,230,166	10,369,749
Grants - operating	4	1,814,621	1,779,704
Assets provided at no consideration	5	1,311,362	-
Other income	7	307,675	320,565
User fees	3	221,113	154,669
Grants - capital	4	151,852	49,421
Net gain/(loss) on disposal of plant and equipment	6	38,408	(23,830)
Total income		**14,075,197**	**12,650,278**
EXPENSES			
Employee costs	8	8,421,733	6,779,720
Materials and services	9	2,455,248	2,098,173
Depreciation	10	2,178,901	1,860,597
Book value of assets written off	10	224,321	214,388
Other expenses	11	84,742	75,470
Total expenses		**13,364,945**	**11,028,348**
Surplus/(deficit) for the year		**710,252**	**1,621,930**

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

BALANCE SHEET
As at 30 June 2016

	Note	2016 $	2015 $
ASSETS			
Current assets			
Cash and cash equivalents	13	141,781	258,663
Trade and other receivables	14	268,133	7,426
Other financial assets	15	1,305,285	2,312,893
Other assets	16	190,805	151,719
Total current assets		**1,906,004**	**2,730,701**
Non-current assets			
Plant and equipment	17	13,084,255	11,252,929
Total non-current assets		**13,084,255**	**11,252,929**
Total assets		**14,990,259**	**13,983,630**
LIABILITIES			
Current liabilities			
Trade and other payables	18	421,716	224,030
Provisions	19	1,433,547	1,358,054
Total current liabilities		**1,855,263**	**1,582,084**
Non-current liabilities			
Provisions	19	156,073	132,875
Total non-current liabilities		**156,073**	**132,875**
Total liabilities		**2,011,336**	**1,714,959**
NET ASSETS		**12,978,923**	**12,268,671**
EQUITY			
Accumulated surplus		9,092,912	8,382,660
Members Contributions		3,886,011	3,886,011
Total Equity		**12,978,923**	**12,268,671**

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

STATEMENT OF CHANGES IN EQUITY
For the year ended 30 June 2016

2016	Note	Total $	Accumulated Surplus $	Equity Contribution $
Balance at beginning of the financial year		12,268,671	8,382,660	3,886,011
Surplus/(deficit) for the year		710,252	710,252	-
Balance at end of the financial year		**12,978,923**	**9,092,912**	**3,886,011**

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

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

STATEMENT OF CASH FLOWS
For the year ended 30 June 2016

	Note	2016 Inflows/ (Outflows) $	2015 Inflows/ (Outflows) $
Cash flows from operating activities			
User fees		243,224	170,136
Grants - operating		1,814,621	1,779,704
Grants - capital		151,852	49,421
Contributions		10,490,724	10,657,440
Interest received		102,310	121,795
Other receipts		225,902	218,647
Net GST refund		250,923	190,338
Employee costs		(8,351,725)	(6,767,576)
Materials and services		(3,171,997)	(2,527,058)
Other payments		(104,218)	(78,030)
Net cash provided by/(used in) operating activities	20	**1,651,616**	**3,814,817**
Cash flows from investing activities			
Payments for plant and equipment	17	(2,819,201)	(3,042,011)
Proceeds from sale of plant and equipment		43,095	339
Payments for investments		(10,403,701)	(12,510,243)
Proceeds from investments		11,411,309	11,955,063
Net cash provided by/(used in) investing activities		**(1,768,498)**	**(3,596,852)**
Net increase / (decrease) in cash and cash equivalents		(116,882)	217,965
Cash and cash equivalents at the beginning of the financial year		258,663	40,698
Cash and cash equivalents at the end of the financial year	21	**141,781**	**258,663**
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 2016

	Note	2016 $	2015 $
PLANT MACHINERY AND EQUIPMENT			
Plant machinery and equipment		113,654	523,069
Fixtures, fittings and furniture		1,481,989	324,371
Library books		1,362,466	2,154,887
Total plant machinery and equipment		**2,958,109**	**3,002,327**
Total capital works expenditure		**2,958,109**	**3,002,327**
Represented by:			
New asset expenditure		1,313,075	945,865
Asset renewal expenditure		1,645,034	1,533,393
Asset upgrade expenditure		-	523,069
Total capital works expenditure		**2,958,109**	**3,002,327**

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

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

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 51 Little Malop 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*.

NOTE 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 machinery and equipment (refer to note 1 (g))

– the determination of depreciation for plant machinery 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 machinery 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.

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

(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 machinery 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 machinery and equipment are valued at cost.

(h) Depreciation for plant machinery and equipment

Plant machinery 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 machinery 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 2016 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.

(q) Control of the Geelong Regional Library Corporation

The Geelong Regional Library Corporation is financially dependent on the contributions from the City of Greater Geelong. However the City of Greater Geelong does not control the Geelong Regional Library Corporation under the guidance of AASB 10. The City of Greater Geelong does not have discretion to direct the activities of the Geelong Regional Library Corporation.

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

NOTE 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 and $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 22nd June 2015. 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 2016 $	Actual 2016 $	Variance 2016 $	Ref
INCOME				
Contributions	10,146,852	10,230,166	83,314	
Grants - operating	1,825,898	1,814,621	(11,277)	
Assets provided at no consideration	-	1,311,362	1,311,362	1
Other income	258,307	307,675	49,368	2
User fees	193,200	221,113	27,913	3
Grants - capital	-	151,852	151,852	4
Net gain/(loss) on disposal of plant and equipment	750	38,408	37,658	5
Total income	**12,425,007**	**14,075,197**	**1,650,190**	
EXPENSES				
Employee costs	8,687,650	8,421,733	265,917	6
Materials and services	2,181,641	2,455,248	(273,607)	7
Depreciation	1,983,000	2,178,901	(195,901)	8
Book value of assets written off	-	224,321	(224,321)	9
Other expenses	95,949	84,742	11,207	10
Total expenses	**12,948,240**	**13,364,945**	**(416,705)**	
Surplus/(deficit) for the year	**(523,233)**	**710,252**	**1,233,485**	

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Assets provided at no consideration	The City of Greater Geelong provided $1.313m for the gifted assets associated with the new Geelong Library & Heritage Centre mainly in relation to fixtures, furniture & equipment. This was not budgeted for.
2	Other income	Favourable variances include interest revenue of $22k due to timing of expenditure for the Geelong Library & Heritage Centre, vehicle contributions not budgeted $51k, sundry income including long service leave transfer payments from West Gippsland Regional Library of $14k and Maribyrnong Library of $9k, offset by unfavourable income for donations budgeted [$50k] not received.
3	User fees	Favourable in facility hire of $19k, business service fees $7k, and $3k for activities and programs mainly due to the services being provided at the new Geelong Library & Heritage Centre.
4	Grants - capital	Favourable due to the successful application for a grant for the Golden Plains mobile library refurbishment of $103k not budgeted. Also favourable due to $49k in Premier's Reading Challenge funding. Originally this funding program was concluding at the end of 2013-14 and therefore had not been included in the 2015-16 budget.
5	Net gain/[loss] on disposal of plant and equipment	Gain on disposal of plant and equipment is due to the trade in of a mobile library $43k offset by the disposal of fixtures, furniture and equipment not fully depreciated [WDV $5k].
6	Employee costs	Favourable variances of $266k due to vacancies arising during 2015-16, including a number of senior management and operational positions. These vacancies have been progressively filled.
7	Materials and Services	Unfavourable variances in memberships and subscriptions [$48k], corporate marketing and promotion [$85k], contractors [$81k], consultants [$47k], and events & functions [$29k].
8	Depreciation	Unfavourable increase in depreciation for the additional furniture, fixtures and equipment purchased for the new Geelong Library & Heritage Centre not budgeted for.
9	Book value of assets written off	Book value of assets written off not budgeted for [$224k] unfavourable due to the reduction of the useful lives for the lending materials.
10	Other expenses	Rental expense lower than budgeted by $11k due to the renegotiation of the building lease with City of Greater Geelong not being finalised during 2015-2016 as budgeted.

(b) Capital Works

	Budget 2016 $	Actual 2016 $	Variance 2016 $	Ref
PLANT MACHINERY AND EQUIPMENT				
Library books	1,230,733	1,362,466	[131,733]	1
Fixtures, fittings and furniture	300,000	1,481,989	[1,181,989]	2
Plant and equipment	70,000	113,654	[43,654]	3
Total Plant machinery and Equipment	**1,600,733**	**2,958,109**	**[1,357,376]**	
Total Capital Works Expenditure	**1,600,733**	**2,958,109**	**[1,357,376]**	
Represented by:				
New asset expenditure	-	1,313,075	[1,313,075]	
Asset renewal expenditure	1,600,733	1,645,034	[44,301]	
Asset upgrade expenditure	-	-	-	
Total Capital Works Expenditure	**1,600,733**	**2,958,109**	**[1,357,376]**	

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

(i) Explanation of material variations

Variance Ref	Item	Explanation
1	Library Books	Unfavourable variance of ($132k) relates to library book purchases associated with the opening of the Geelong Library & Heritage Centre. Funds were unspent in 2014-2015 and carried over to 2015-2016.
2	Fixtures, fittings and furniture	Unfavourable variance relates to IT/AV equipment purchases for the new Geelong Library & Heritage Centre. Funds were unspent in 2014-2015 and carried over to 2015-2016.
3	Plant machinery and equipment	Changeover of three light vehicles totalling $114k, budget only allowed for a change over of two light vehicles.

NOTE 3 USER FEES

	2016 $	2015 $
Other fees and charges	221,113	154,669
Total user fees	**221,113**	**154,669**

NOTE 4 GRANTS

	2016 $	2015 $
Grants were received in respect of the following :		
Summary of grants		
State funded grants	1,863,723	1,829,125
Total	**1,863,723**	**1,829,125**
Operating Grants		
Recurrent - State Government		
Libraries	1,814,621	1,772,717
Other	-	6,987
Total recurrent operating grants	**1,814,621**	**1,779,704**
Total operating grants	**1,814,621**	**1,779,704**
Capital Grants		
Recurrent - State Government		
Premiers Reading Challenge	49,102	49,421
Living Libraries Infrastructure Program	102,750	-
Total recurrent capital grants	**151,852**	**49,421**
Total capital grants	**151,852**	**49,421**

Conditions on grants

	2016 $	2015 $
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:	-	-

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

NOTE 5 CONTRIBUTIONS

	2016 $	2015 $
City of Greater Geelong	8,935,951	9,252,839
Surf Coast Shire	645,971	501,298
Golden Plains Shire	429,111	406,851
Borough of Queenscliffe	219,133	208,761
Total monetary contributions	**10,230,166**	**10,369,749**
Non-monetary contribution (City of Greater Geelong - fixtures, furniture & equipment)	1,311,362	-
Total non-monetary contributions	**1,311,362**	**-**
Total contributions	**11,541,528**	**10,369,749**

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

	2016 $	2015 $
Proceeds of sale	43,095	339
Write down value of assets disposed	(4,687)	(24,169)
Total net gain/(loss) on disposal of plant and equipment	**38,408**	**(23,830)**

NOTE 7 OTHER INCOME

	2016 $	2015 $
Interest	102,310	121,795
Other	205,365	198,770
Total other income	**307,675**	**320,565**

NOTE 8 EMPLOYEE COSTS

(a) Employee costs

	2016 $	2015 $
Wages and salaries	7,610,464	6,182,199
WorkCover	39,111	33,300
Casual staff/Supplementary Labour	12,750	-
Superannuation	689,553	542,223
Fringe benefits tax	39,416	21,998
Other	30,439	-
Total employee costs	**8,421,733**	**6,779,720**

(b) Superannuation	2016 $	2015 $
The Corporation made contributions to the following funds:		
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	72,799	72,116
	72,799	**72,116**
Employer contributions payable at reporting date.	-	2,385
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	483,921	371,098
Employer contributions – other funds	122,069	82,177
	605,990	**453,275**
Employer contributions payable at reporting date.	-	-

Refer to note 23 for further information relating to Council's superannuation obligations.

NOTE 9 MATERIALS AND SERVICES

	2016 $	2015 $
Contract payments	632,797	573,125
Building maintenance	7,361	9,928
General maintenance	87,422	90,700
Utilities	410,900	429,164
Office administration	926,012	674,422
Information technology	310,805	218,924
Insurance	7,763	14,154
Consultants	72,188	87,756
Total materials and services	**2,455,248**	**2,098,173**

NOTE 10 DEPRECIATION

	2016 $	2015 $
Plant and Equipment:		
Heavy vehicles and plant	77,606	16,584
Light vehicles	28,555	27,330
Furniture and equipment	907,375	695,986
Lending materials	1,165,365	1,120,697
	2,178,901	**1,860,597**
Book value of assets written off	224,321	214,388
	224,321	**214,388**
Total depreciation	**2,403,222**	**2,074,985**

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

NOTE 11 OTHER EXPENSES

	2016 $	2015 $
Auditors' remuneration - VAGO - audit of the financial statements	9,200	9,000
Operating lease rentals	75,542	66,470
Total other expenses	**84,742**	**75,470**

NOTE 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:

	2016	2015
City of Greater Geelong	87.91%	86.48%
Surf Coast Shire	4.13%	4.74%
Golden Plains Shire	6.11%	6.70%
Borough of Queenscliffe	1.85%	2.08%
Refer to note 1(q) for the control of the Geelong Regional Library Corporation		

NOTE 13 CASH AND CASH EQUIVALENTS

	2016 $	2015 $
Cash on hand	3,920	2,870
Cash at bank	137,861	(3,742)
Term deposits	-	259,535
	141,781	**258,663**

NOTE 14 TRADE AND OTHER RECEIVABLES

	2016 $	2015 $
Current		
Current account - City of Greater Geelong	268,133	7,426
Total current trade and other receivables	268,133	7,426
Total trade and other receivables	**268,133**	**7,426**

a) Ageing of Receivables

The ageing of the Corporation's trade & other receivables was:

	2016 $	2015 $
Current (not yet due)	268,133	7,426
Total trade & other receivables	**268,133**	**7,426**

NOTE 15 OTHER FINANCIAL ASSETS

	2016 $	2015 $
Term deposits	1,305,285	2,312,893
Total other financial assets	**1,305,285**	**2,312,893**

NOTE 16 OTHER ASSETS

	2016 $	2015 $
Prepayments	190,805	151,719
Total other assets	**190,805**	**151,719**

NOTE 17 PLANT MACHINERY AND EQUIPMENT

Summary of plant machinery and equipment

	At Cost 30 June 2016	Accumulated Depreciation	WDV 30 June 2016	At Cost 30 June 2015	Accumulated Depreciation	WDV 30 June 2015
Plant machinery and equipment	1,295,722	[582,427]	713,295	1,182,068	[476,266]	705,802
Fixtures fittings and furniture	7,679,003	[4,242,953]	3,436,050	5,271,708	[3,736,382]	1,535,326
Library Books	13,700,174	[4,765,263]	8,934,910	12,166,825	[4,516,647]	7,650,178
Work in progress	-	-	-	1,361,623	-	1,361,623
	22,674,898	**[9,590,643]**	**13,084,255**	**19,982,224**	**[8,729,295]**	**11,252,929**

Summary of Work in Progress

	Opening WIP	Additions	Transfers	Write Offs	Closing WIP
Fixtures fittings and furniture	19,434	-	[19,434]	-	-
Library Books	1,342,188	-	[1,342,188]	-	-
Total	**1,361,623**	**-**	**[1,361,623]**	**-**	**-**

	Plant machinery and equipment	Fixtures fittings and furniture	Library books	Work In Progress	Total plant and equipment
Plant machinery and Equipment					
At cost 1 July 2015	1,182,068	5,271,708	12,166,825	1,361,623	19,982,224
Accumulated depreciation at 1 July 2015	[476,266]	[3,736,382]	[4,516,647]	-	[8,729,295]
	705,802	**1,535,326**	**7,650,178**	**1,361,623**	**11,252,929**
Movements in fair value					
Acquisition of assets	113,654	1,481,989	1,332,230	-	2,927,874
Assets provided at no consideration	-	1,311,362	-	-	1,311,362
Assets disposed	-	[405,491]	[1,141,070]	-	[1,546,561]
Transfers	-	19,434	1,342,188	[1,361,623]	-
	113,654	**2,407,295**	**1,533,348**	**[1,361,623]**	**2,692,675**
Movements in accumulated depreciation					
Depreciation	[106,161]	[907,375]	[1,165,365]	-	[2,178,901]
Accumulated depreciation of disposals	-	400,804	916,749	-	1,317,553
	[106,161]	**[506,571]**	**[248,616]**	**-**	**[861,348]**
At cost 30 June 2016	1,295,722	7,679,003	13,700,174	-	22,674,898
Accumulated depreciation at 30 June 2016	[582,427]	[4,242,953]	[4,765,263]	-	[9,590,643]
	713,295	**3,436,050**	**8,934,910**	**-**	**13,084,255**

NOTE 18 TRADE AND OTHER PAYABLES

	2016 $	2015 $
Trade payables	412,938	91,713
Accrued expenses	8,778	41,494
Unfunded Superannuation	-	90,823
Total trade and other payables	**421,716**	**224,030**

NOTE 19 PROVISIONS

	2016 $	2015 $
(a) Employee provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	496,275	394,643
Long service leave	111,211	102,608
	607,486	**497,251**
Current provisions expected to be wholly settled after 12 months		
Annual leave	35,461	103,866
Long service leave	790,600	756,937
	826,061	**860,803**
Total current provisions	**1,433,547**	**1,358,054**
Non-current		
Long service leave	156,073	132,875
Total non-current provisions	**156,073**	**132,875**
Aggregate carrying amount of employee provisions:		
Current	607,486	497,251
Non-current	156,073	132,875
Total aggregate carrying amount of employee provisions	**763,559**	**630,126**

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

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

	2016 $	2015 $
Surplus/(deficit) for the year	710,252	1,621,930
Depreciation	2,403,222	1,860,597
Assets provided at no consideration	(1,311,362)	
Profit/(loss) on disposal of plant and equipment	(43,095)	(339)
Book value of assets written off	4,687	238,557
Change in assets and liabilities:		
(Increase)/decrease in trade and other receivables	(263,093)	145,944
Decrease in prepayments	(39,086)	(12,038)
Increase/(decrease) in trade and other payables	91,399	(219,018)
Increase/(Decrease) in provisions	98,691	179,184
Net cash provided by/(used in) operating activities	**1,651,616**	**3,814,817**

NOTE 21 RECONCILIATION OF CASH AND CASH EQUIVALENTS

	2016 $	2015 $
Cash and cash equivalents (see note 13)	141,781	258,663
	141,781	**258,663**

NOTE 22 OPERATING LEASES

	2016 $	2015 $

(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):

	2016 $	2015 $
Not later than one year	-	6,311
Later than one year and not later than five years	-	-
Later than five years	-	-
	-	**6,311**

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

NOTE 23 SUPERANNUATION

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 normally based on a fixed percentage of employee earnings (for the year ended 30 June 2016, this was 9.5% as required under Superannuation Guarantee legislation.

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.

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.

As at 30 June 2015, an interim acturial investigation was held as the Fund provides lifetime pensions in the Defined Benefits category. The vested benefit index (VBI) of the Defined Benefit category of which the Geelong Regional Library Corporation is a contributing employer was 105.8%. To determine the VBI, the fund Actuary used the following long-term assumptions:

Net investment returns	7.0% pa
Salary information	4.25% pa
Price inflation (CPI)	2.5% pa

Vision Super has advised that the estimated VBI at March 2016 was 102.4%.

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 2015 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 2015 interim actuarial investigation conducted by the Fund Actuary, 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 2016, this rate was 9.5% of members' salaries (9.5% for 2014/2015). This rate will increase in line with any increase to the 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 an 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 surflus 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.

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

2015 actuarial investigation surplus amounts

The Fund's latest actuarial investigation as at 30 June 2015 identified the following in the defined benefit category of which Geelong Regional Library Corporation is a contributing employer:

A VBI surplus of $130.8 million; and

A total service liability surplus of $239 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 2015. 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 30 June 2015 VBI during August 2015.

Future superannuation contributions

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2017 is $120k.

NOTE 24 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, matters relating to this potential obligation are outlined in Note 23. 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.

NOTE 25 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 1.75%.

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

NOTES TO THE FINANCIAL REPORT
For the year ended 30 June 2016

NOTE 26 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 – until 26th Oct 15)

Cr Margot Smith (Surf Coast Shire – from 27th Oct 15)

Cr Rod MacDonald (City of Greater Geelong – until 12th Apr 16)

Cr Andy Richards (City of Greater Geelong – until 12th Apr 16)

Cr Lindsay Ellis (City of Greater Geelong – until 12th Apr 16)

Cr John Irvine (City of Greater Geelong – until 12th April 16)

Kaz Paton (City of Greater Geelong – CoGG substitute from 12th Apr 16)

Brett Luxford (City of Greater Geelong – CoGG substitute from 12th Apr 16)

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:

	2016 No.	2015 No.
$0 - $9,999	10	8
$180,000 - $189,999	–	1
$200,000 - $209,999	1	–
	11	9
Total Remuneration for the reporting year for Responsible Persons included above amounted to:	208,681	182,180

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 $139,000

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

Income Range:	2016 No.	2015 No.
$110,000 - $119,999	1	–
$130,000 - $139,999	2	2
	3	2
Total Remuneration for the reporting year for Senior Officers included above, amounted to	391,792	284,943

(v) Loans to responsible persons

There were no loans to responsible persons to report.

(vi) Transactions with responsible persons

There were no transactions with responsible persons to report.

NOTE 27 EVENTS OCCURRING AFTER BALANCE DATE

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

CERTIFICATION OF THE FINANCIAL STATEMENTS

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.

Mrs Kathy Fulton CPA
Principal Accounting Officer

Date :   22nd August 2016
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 2016 and the financial position of 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

Date :   22nd August 2016
Geelong

Board Member

Date :   22nd August 2016
Geelong

Ms Patti Manolis
Chief Executive Officer

Date :   22nd August 2016
Geelong

INDEPENDENT AUDITOR'S REPORT

To the Board Members, Geelong Regional Library Corporation

The Financial Report

I have audited the accompanying financial report for the year ended 30 June 2016 of the Geelong Regional Library Corporation which comprises the comprehensive income statment, balance sheet, statement of changes in equity, statement,of cash flows, statement of cpital works, notes comprising a summary of the significant accounting policies and other explanatory information, and the certification of the financial report.

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.
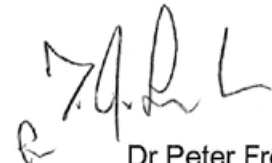
Independent Auditor's Report (continued)

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, I and my staff and delegates complied with the applicable independence requirements of the Australian Auditing Standards and relevant ethical pronouncements.

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 2016 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
23 August 2016

Dr Peter Frost
Acting Auditor-General

CONTACT

GEELONG LIBRARY & HERITAGE CENTRE

51 Little Malop Street
T 4201 0600

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 (cnr Moa Street) Norlane
T 5275 2388

DRYSDALE

18-20 Hancock Street
T 5251 3855

GEELONG WEST

153A Pakington Street
T 5229 1939

HIGHTON

Roslyn Road (cnr Belle Vue Avenue)
T 5243 4864

LARA

5 Walkers Road
T 5282 4182

NEWCOMB

Cnr Bellarine Highway & Wilsons Road
T 5248 1802

OCEAN GROVE

Presidents Avenue (cnr 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

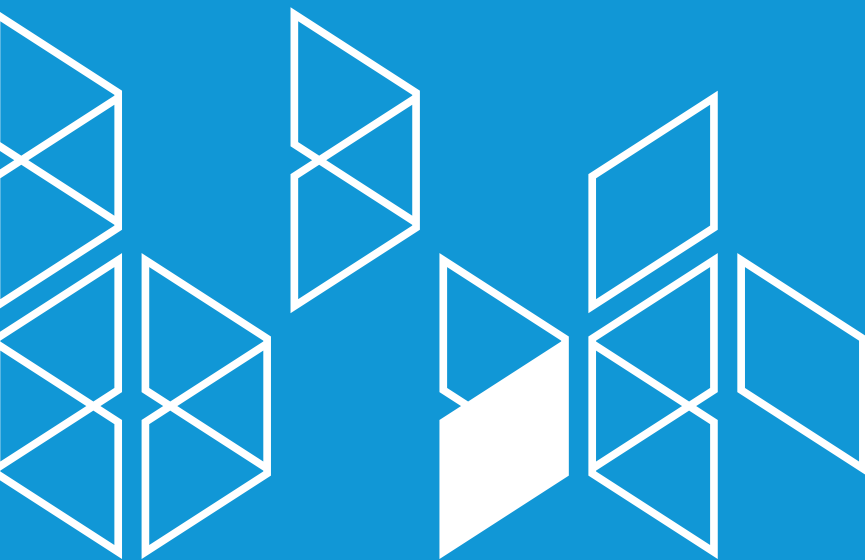Western Heights College
Vines Road, Hamlyn Heights
T 5277 1177

MOBILE LIBRARY STOPS

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

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

Opening hours and further information available at our website **www.grlc.vic.gov.au**

General enquiries
T 4201 0500