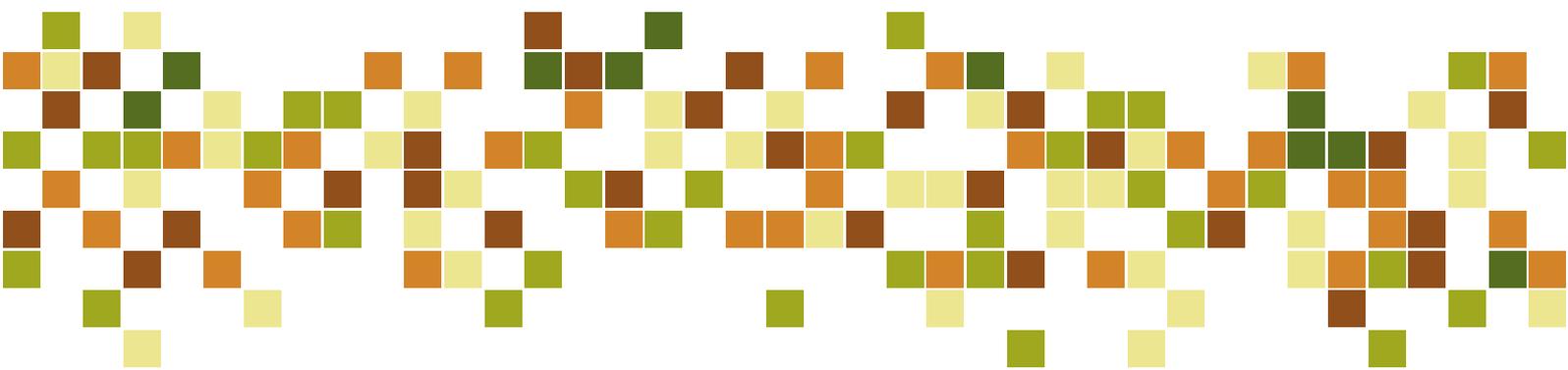




# 2006–2007 Annual Review

inform educate inspire connect





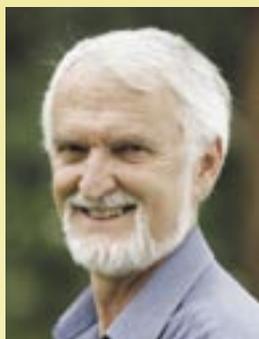
# Contents

## Part 1

Message from the chairperson	1
Regional library board	2
Projects	4
Connected community	9
Inclusive community	14
Informed community	18
Libraries highly valued and well used	23
Collections	24
The digital library	25
People and learning	26
Systems and innovation	28
Business and finance	29

## Part 2

Statistical overview	30
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## Message from the chairperson

As Chairperson of the Regional Library Board it gives me great pleasure to present this Annual Review.

One of the main activities for 2006/2007 has been developing Strategic Frameworks for a number of service areas. Building on the Strategic Plan, these frameworks are 5 year plans that look at service delivery areas and describe where the library service is currently at, where it would like to be and how it is going to get there. The plans have been developed in consultation with key stakeholders and the community.

Outreach activities at branches continue to grow and to build communities that are informed, connected and inclusive. Usage of the new Mobile Library exceeds expectations with a 28% increase in circulation and 16% increase in visits. The Outreach vehicle is providing a popular and valued service to people in assisted living accommodation. Library services continue to be appreciated and used by almost half the residents of the region.

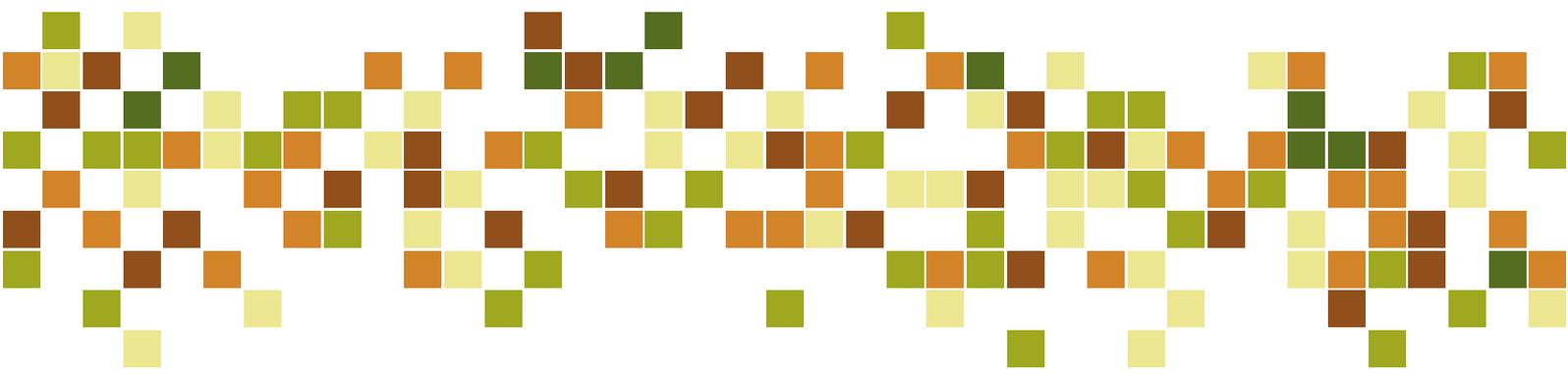
Staff development has been another focus for the year and the implementation of the **23 Things** online learning program has had a significant impact on the competency and skill level of the library service. It has created a learning organisation where people feel confident and enthusiastic about the future of libraries.

I would like to thank the library staff for their continued hard work and commitment to Yarra Plenty and also thank my fellow Board members for their support through the year. Special thanks are due to Cr Frank Merlino, Chairperson of the Board to February 2007.

A handwritten signature in black ink, appearing to read 'G Johnson'.

**Cr Greg Johnson**

*Chairperson – Yarra Plenty Regional Library*



## Regional library board

Responsibility for the provision and management of the Library Service rests with the Regional Library Board, which comprises two representatives from each of the three member Councils. The Regional Library service operates as an independent legal entity with an annual audit by the Auditor General.



CR ANTHONY  
CARBINES



CR TOM MELICAN



CR GREG JOHNSON



CR WARWICK LEESON



CR SAM ALESSI



CR FRANK MERLINO



CR PETER MCKENNA



CR HOWARD BULMER



CR MICHAEL YOUNG

### Chairperson

Cr. Frank Merlino (*until February 2007*)  
Cr Greg Johnson (*from February 2007*)

### Members



#### Banyule City Council

Cr Anthony Carbines  
Cr Peter McKenna (*until December 2006*)  
Cr Tom Melican (*from February 2007*)



#### Nillumbik Shire Council

Cr Howard Bulmer (*until December 2006*)  
Cr Greg Johnson (*from February 2007*)  
Cr Warwick Leeson (*from February 2007*)  
Cr Michael Young (*until December 2006*)

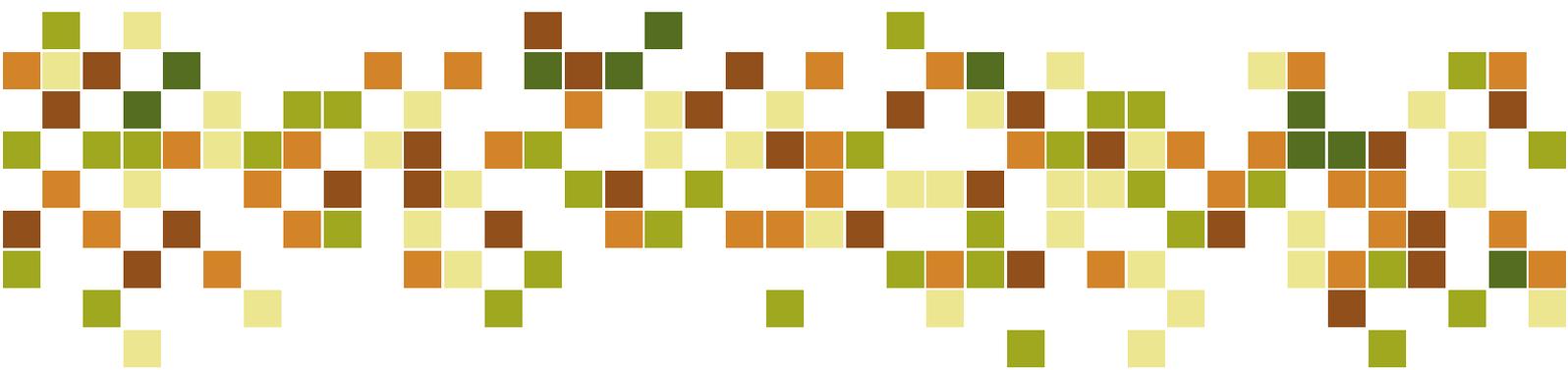


#### City of Whittlesea

Cr Sam Alessi  
Cr Frank Merlino

### Chief Executive Officer

Ms Christine Mackenzie



# Yarra Plenty Regional Library

One of Australia's largest and most progressive library systems, Yarra Plenty Regional Library was founded in the mid 1960s, when the former City of Heidelberg agreed to provide library services to the former Shire of Eltham. Later the former Shire of Diamond Valley and the Shire of Whittlesea joined in the Regional group. In 1995, following changes in local government boundaries, the new municipalities of Banyule, Nillumbik and Whittlesea continued their support for the regional library service and Yarra Plenty was one of the first regions incorporated under Section 196 of the Victorian Local Government Act 1989.

There are eight branch libraries located at Greensborough, Eltham, Ivanhoe, Lalor, Mill Park, Rosanna, Thomastown and Watsonia and two mobile libraries. The service is co-ordinated from the administration unit located in the City of Whittlesea's Civic Centre in South Morang. YPRL also provides computer services to Murrindindi Library Service, including full access to the library's database.

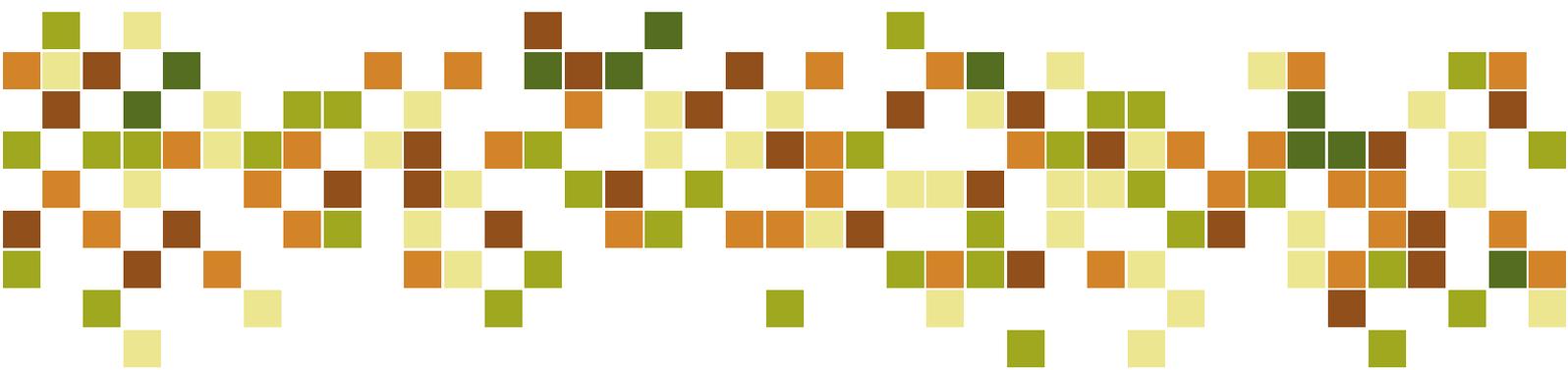
The library service covers an area of 983 square kilometres and includes metropolitan, urban fringe and rural populations. It reaches a population of 306,000 of whom 146,000 are members. It has a collection of 512,000 items, lends 3.65 million books and other items each year and employs 165 staff (88 equivalent full time) with a budget in 2006/2007 of more than \$9.5 million.

We believe public libraries should be community centres with a strong community focus. Our aim is to build a library service around a connected, inclusive, informed community where libraries are highly valued and well used.

YPRL provides access to information and resources to all. We value a culture of innovation and pride ourselves on providing resources, programs, services and up to date technology which are continually evolving to meet the needs of our community.



 **Library Locations**



## Projects

### Learning 2.0 program

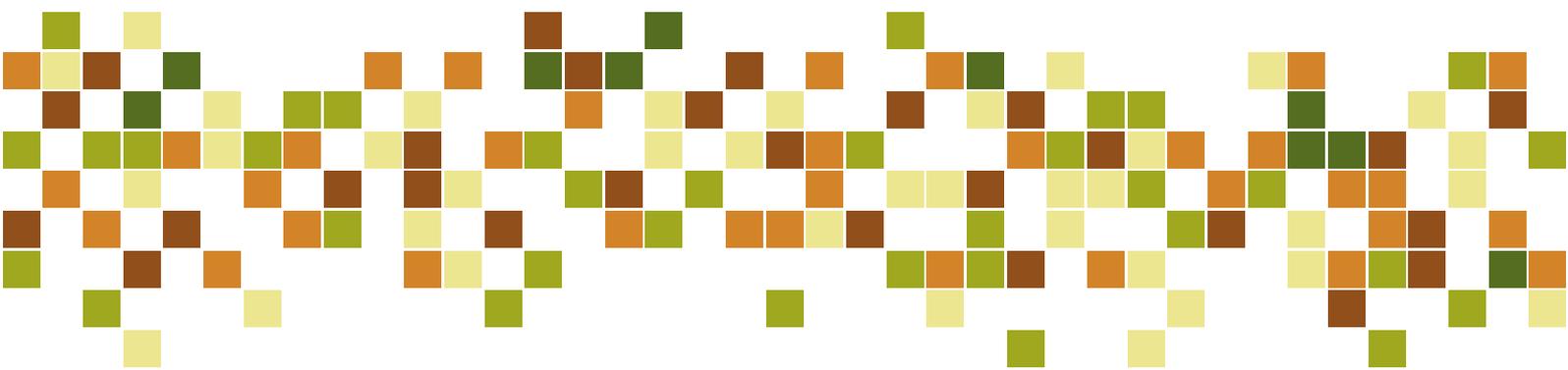
**Promoting an environment of innovative thinking, adaptability, flexibility and risk taking**

An exciting staff development program called **23 Things** was launched in October 2006 by Vice President Innovation for SirsiDynix and leading identity in the library world, Stephen Abram. The online program introduces participants to new social networking tools such as blogs and wikis which have many applications in libraries. The program was developed by the Public Library of Charlotte & Mecklenburg County, North Carolina US. Staff were given 3 months to work through various exercises and a graduation ceremony was held in late February, attended by the State Librarian, Anne Marie Schwirtlich. Over 90 staff participated and 50 have completed the program.

The program has received wide coverage in the library press and beyond. CEO Christine Mackenzie has been invited to present at conferences in Sydney, Denmark and Adelaide; as well as an international webinar through the SirsiDynix Institute that attracted participants from all around the world. Online delivery coordinator Lynette Lewis and Denise McLarty presented seminar papers and conducted a workshop with East Gippsland Library Service. They are also administering the program for the Australian Taxation Office Information Services and the State Library of Victoria.

YPRL were one of 15 finalists in the SirsiDynix Building Better Communities Awards that recognise libraries making a difference in their communities. About 100 SirsiDynix libraries from around the world were nominated for the 2007 awards.





## Projects continued

### Refurbishments

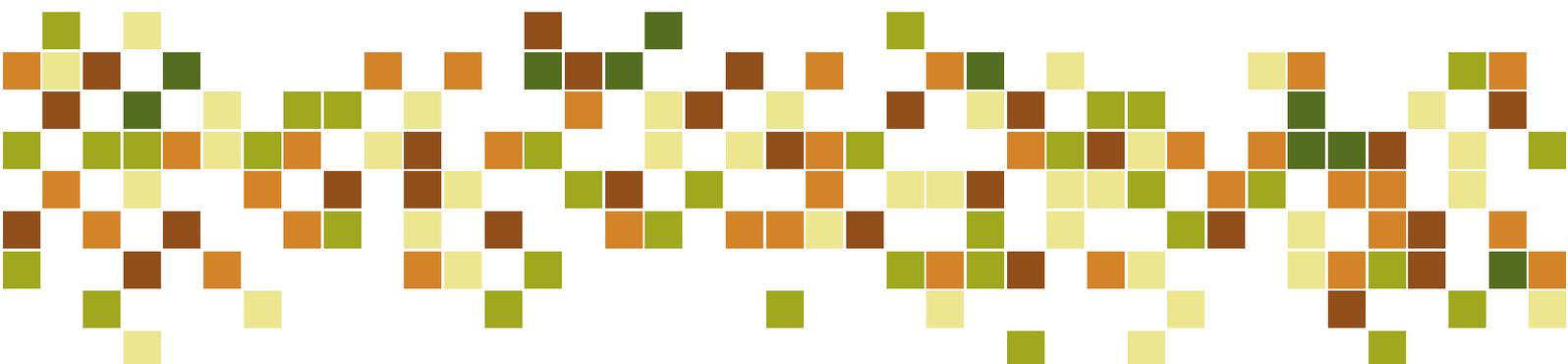
#### Ensuring libraries are attractive and welcoming

Ivanhoe Library completed a rearrangement on the ground floor to accommodate more PCs and provide some space for activities. Rather than being centred behind a desk, the librarian on duty now has a wireless pocket PC, providing access to the library's catalogue and allowing easy item checking for borrowers.

Rosanna Library was recarpeted and the shelves cut down to improve access to the collection and allow more natural light into the library. There is improved access for people with disabilities; and also more space for community activities and in the children's area. 5 additional computers have been added.



*Rosanna Library – After*



## Projects continued

### Translation of library brochures into languages other than English

#### Marketing services effectively to encourage library use

*Welcome to the Library* brochures were translated into the 14 languages represented in our collection: Arabic, Chinese, Croatian, French, German, Greek, Italian, Macedonian, Maltese, Serbian, Spanish, Turkish, and Vietnamese.



### Strategic Frameworks

#### Developing strategic and operational plans

A number of frameworks have been developed. They are 5 year plans looking at different service delivery areas and describe where we are currently at, where we would like to be and how we are going to get there.

#### Local History and Genealogy

Highlighting the importance of connecting communities with their history and heritage.

#### Children

Providing an exciting future for library services and collections for children 0–12 years.

#### NESB and Emerging Communities

Understanding and developing library services for people from Non English Speaking backgrounds and newly arrived and emerging communities.

#### People and Learning

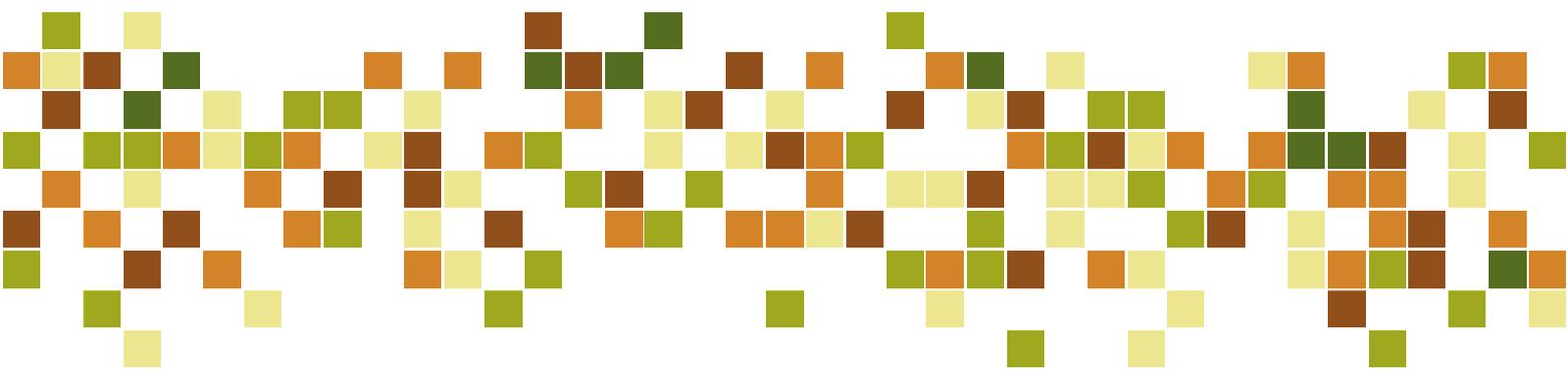
Engendering staff with skills, enthusiasm and confidence for the future.

#### ICT

Developing a shared vision for future directions in Information Communication Technology (ICT) and online delivery.

#### Collection Asset plan

Highlighting the importance of the collection and the move to demand based collections.



## Projects continued



### L2 unconference

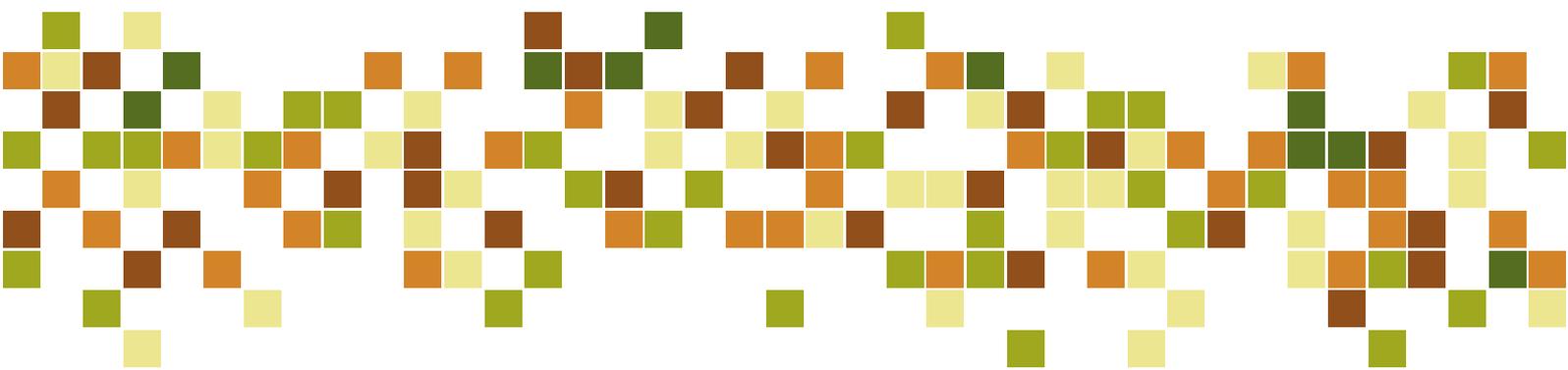
#### Identifying emerging trends and issues

Australia's first Library unconference was held in March 2007 at Thomastown Library, sponsored by YPRL and SirsiDynix. It attracted over 100 attendees, including representatives from school, special, public, academic and State libraries. The theme was Library 2.0. There were no formal lectures or Powerpoint presentations, rather a range of discussions and interactive tutorials, with participants free to move from one session to another. Professional facilitator Anne Hartican helped unconfereers develop their own agenda for the day, in an environment which encouraged relaxed participation.

*Web 2.0 became "real" for me that day. The unconference gave me the opportunity to see first-hand ways which Web 2.0 can be used for promoting our library service and upskilling staff. It was good to be part of the energy and vitality coming from this gathering.*

*Participant, on the uncon blog*



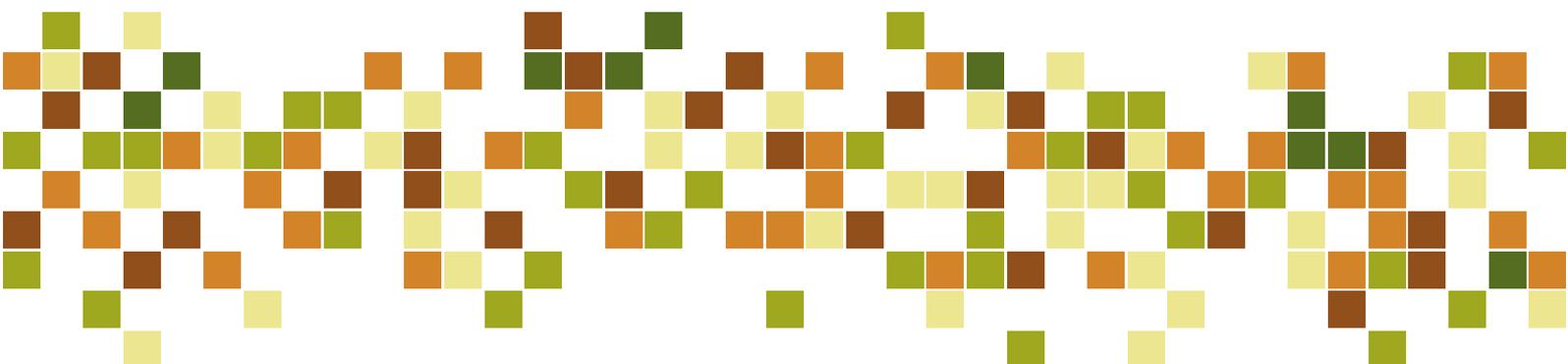


## Projects continued

### L2 unconference



Time	Mainroom	Foyer	Library
10-11 10	Lib 2.0 Library 2.0? What should we do?		
11:30-12:30	15:10 New Rules	Library Library Library Library Library	Library Library Library Library Library
1:45-3:00	Library Library Library	23 Things Program Library Library Library	Library Library Library Library Library
3:15-4:15	Library Library Library	23 Things Program Library Library Library	Library Library Library Library Library



## Connected community

*Programs and services that connect people through local history, culture and reading*

### Australian Library & Information Week “Linking People with Ideas @ Your Library”

Nearly 40 activities were held during Library Week aimed at children, special interest groups, seniors, school students and cultural groups. Key highlights were author visits, a mime and statue artist, poetry and book group sessions, computer classes, brain gym and an antique evaluation.

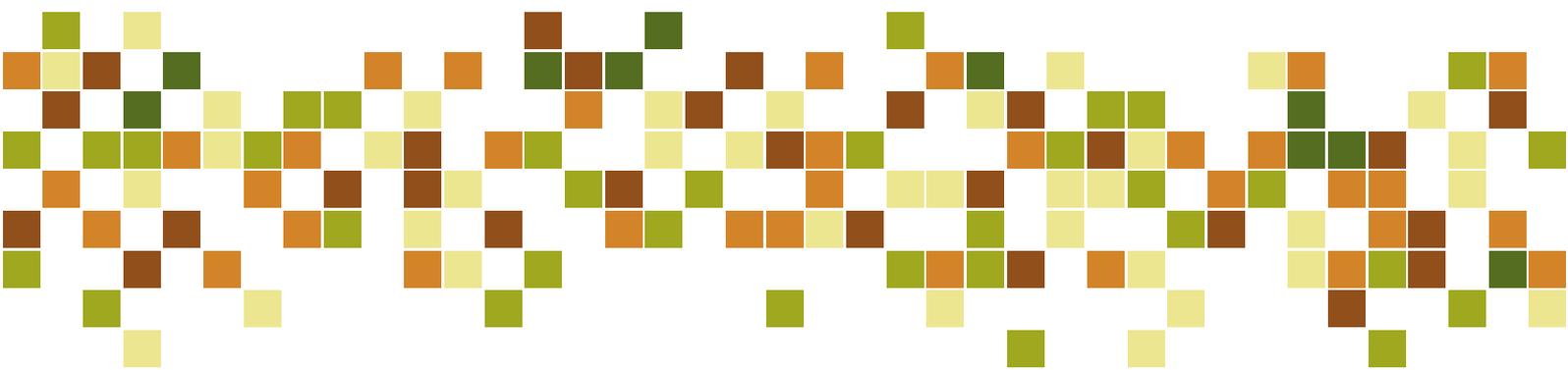
### School Holiday programs

Animalia and Get Crafty were the themes for the school holidays. Activities included the Funkey Monkey disco, Karaoke Idol, Mini Circus, beading workshops and Africa drums; 1,500 children attended over 30 programs.

### Community Jigsaw

Ivanhoe, Eltham and Rosanna branches introduced community jigsaws. Library visitors of all ages take time out from their papers and busy schedules to sit down and add a piece to the puzzle.





## Connected community continued

### “Get Loud”

In April 550 young people flocked to our libraries during National Youth Week to listen to local bands. Nillumbik Mayor, Cr Warwick Leeson, and Cr Greg Johnson launched the program and 3 branches hosted the events with grant funding from the Department of Victorian Communities. Young people developed the events and ran them supported by library staff.



### Volunteers

The annual Volunteer’s Party, featuring a forensic scientist, was held in December. It acknowledged the work library and home service volunteers perform, and their valuable contribution to the library service.

### Craft Expo

In June 8 branches hosted Craft Expos, bringing together local businesses, living and learning centres, community groups and individuals with displays, demonstrations and a sharing of ideas and skills.

### Yarra Plenty Region Heritage Forum

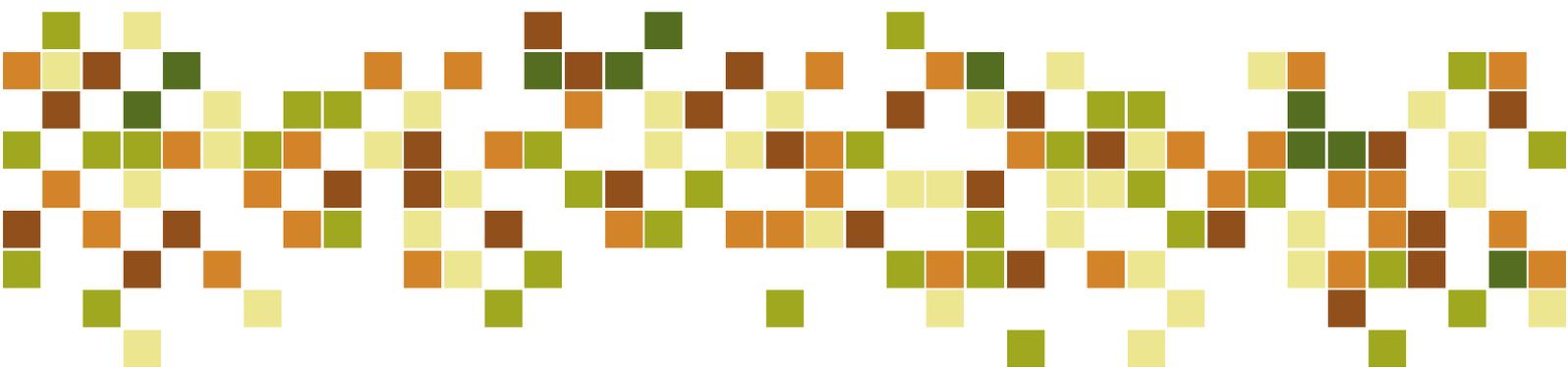
Initiated by YPRL, this group meets bimonthly and now has 20 members from all historical groups in the region.

### Genealogy

Events have included the “Family History Fest” at Diamond Valley Library and “Introduction to Family History” talks at various branches. A Genealogy Blog now promotes services and events to the community.

*Again, our sincere thanks for your outstanding work with our groups. We have never enjoyed the benefits of such a dedicated person who enjoys (and knows) what she’s doing! Looking forward to an on-going association in 2007*

*Brendon Smith, Yarrambat Historical Society to Liz Pidgeon, Local History Librarian*

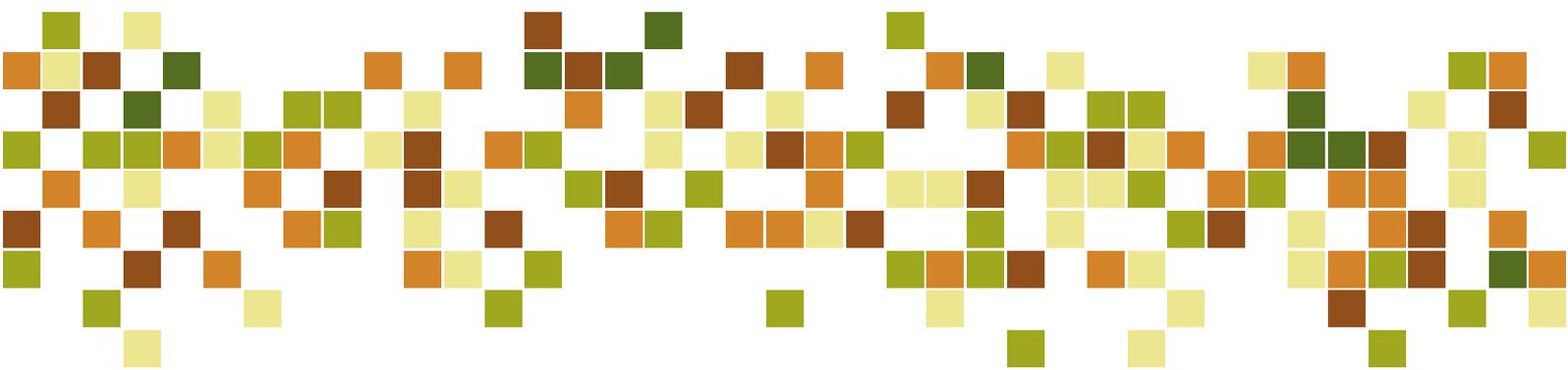


## Connected community continued

### Banyule

- Building closer ties, library staff toured the Heidelberg Historical Society's impressive museum and research facility at the old Heidelberg Courthouse. In return the library hosted a tour of its facilities and resources.
- The Genealogy discussion group meets regularly at the Ivanhoe Library, providing invaluable assistance in maintaining and developing the family history collection.
- The WHELL (West Heidelberg Everyday Living and Learning) literacy project is jointly sponsored by the Phillip's Gate Anglican Community and Banyule City Council in partnership with Ivanhoe Library.
- Antiques appraisals, in the style of "Antiques Roadshow", have been highly successful at Rosanna Library.
- Local artist Alan Chawner exhibited his Light Horse paintings for ANZAC Day at Rosanna Library. (pictured)



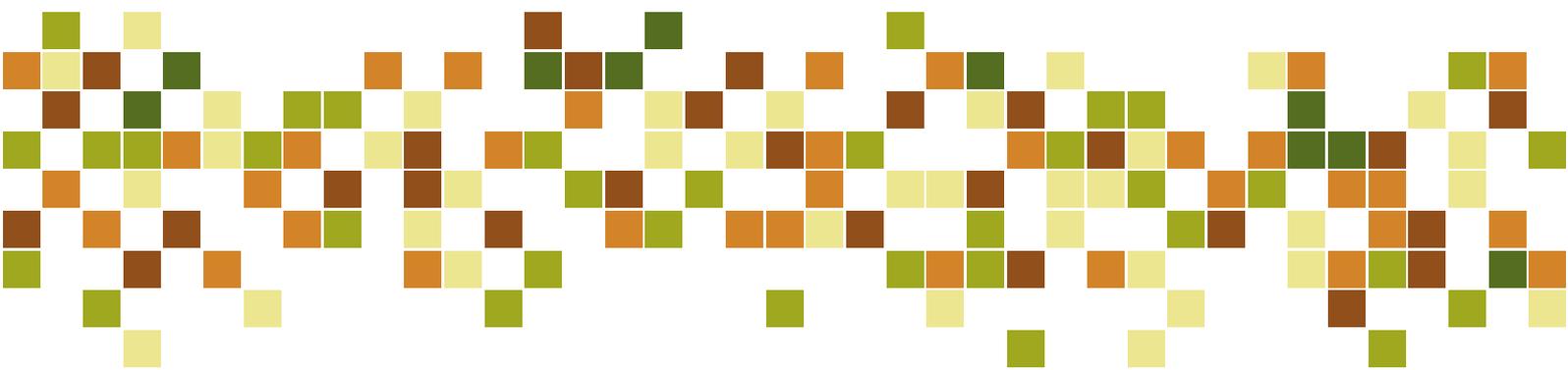


## Connected community continued

### Nillumbik

- A partnership has been established between Diamond Valley Library and the Diamond Valley Learning Centre to use library facilities on closed days.
- A radio spot on local station Plenty Valley FM promotes both branch and regional activities.
- Launch of “Insight” photography and poetry by young people living in Nillumbik Shire, at Diamond Valley Library.
- Friday Focus at Eltham Library is a monthly gathering bringing together people over 55 for morning tea and a chat.
- “Ride to the library day” in April was a great community day at Eltham Library. In collaboration with Nillumbik Council, local businesses and cycling groups, participants converged at the library on bikes enjoying refreshments, cycling information and a story time.



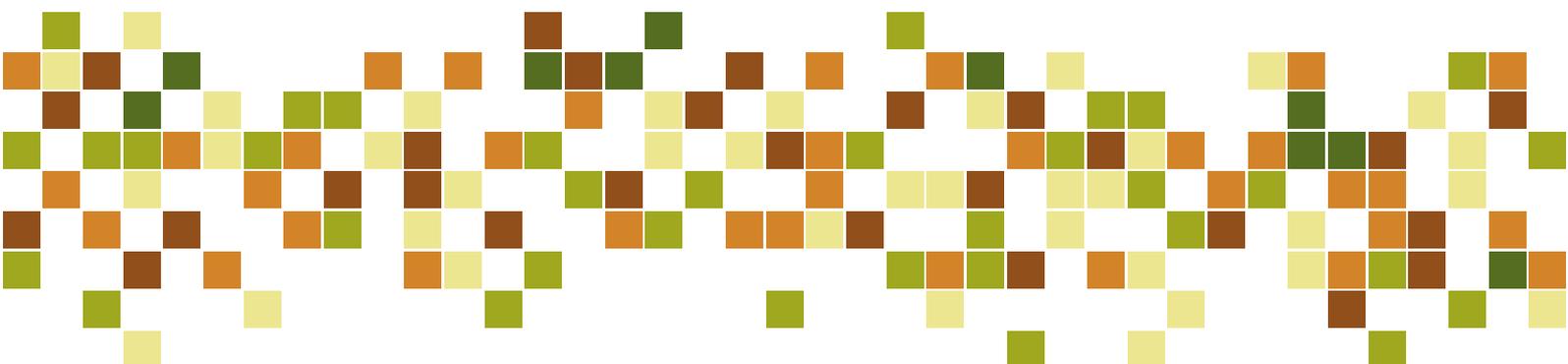


## Connected community continued

### Whittlesea

- Whittlesea branches partnered with Darebin City Council for the “Northern Notes Writers Festival”. The launch was held at Mill Park Library and branches hosted author readings, song writing, local authors and a performance by First Impressions Whittlesea Youth Theatre.
- “Wilbur the Weird and the Time Warp” by local author, 14 year old Aydan Turco, was launched at Mill Park Library in July by Jacinta Allan MP (Minister of Education), Whittlesea Mayor Cr. John Fry, Cr. Sam Alessi, Mary Lalios and Frank Merlino.
- The annual art exhibition celebrating National Disability week was held at Mill Park Library in collaboration with several community groups.
- The Lounge at Thomastown Library & Community Centre experienced a threefold increase in use. The Lounge hosts talks, programs, launches, exhibits, displays and offers many free events.





## Inclusive community

*Promoting community harmony and tolerance through programs and events*

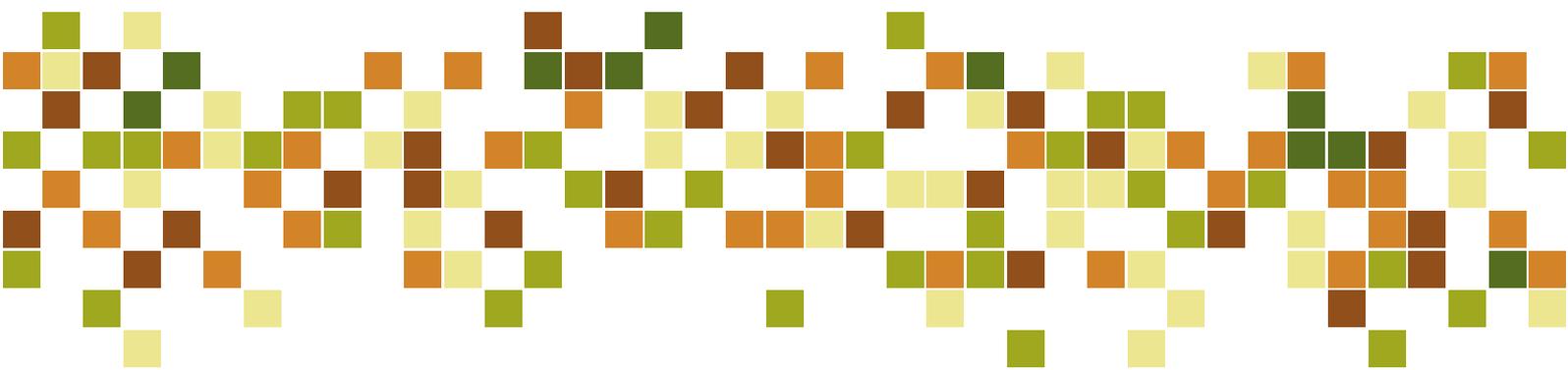


### Lalor Library Birthday

Lalor Library celebrated its 30th birthday on Saturday 11 November, presided over by Whittlesea Mayor Cr John Fry and Cr Frank Merlino, and attended by councillors. A welcome ceremony and performance by Ian Hunter, elder of the local Wurundjeri clan introduced a day of fun and festivities. The recently renovated library has changed and grown dramatically since its opening day, when staff recorded a single book loan; it now averages 33,741 loans per month. With its significant migrant population, Lalor Library has always been home to the largest and most diverse Languages other than English (LOTE) collection in the region.

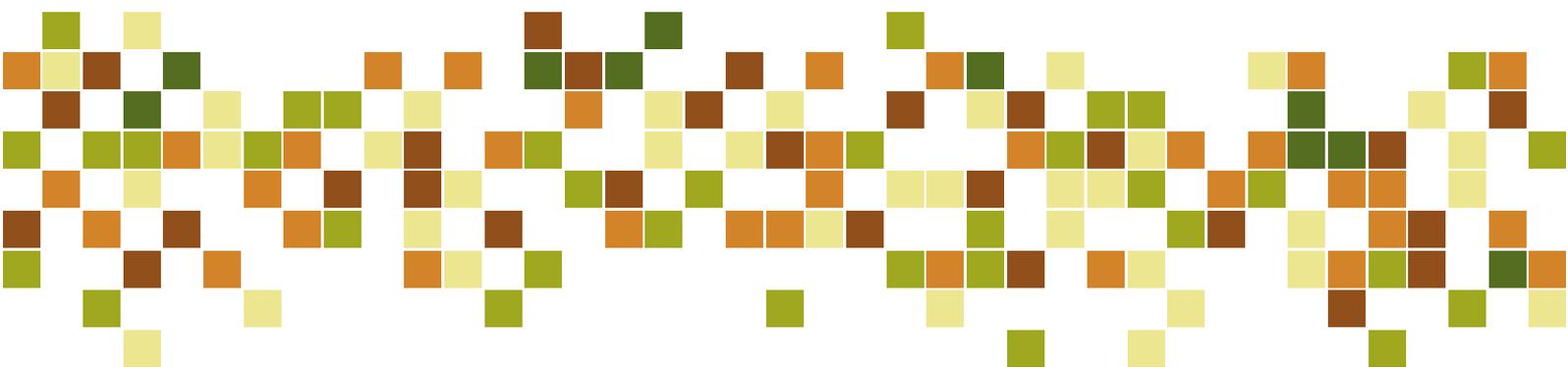
*Lalor Library has provided a cultural hub for the diverse ethnic groups who use our collections to blend harmoniously into a single library community, accepting the enormous cultural differences that are part of Lalor. We are proud of the role that Lalor Library plays as one of the major cultural hubs of Whittlesea.*

*Cecil Hartzenburg, former Lalor Branch Manager*



## Inclusive community continued



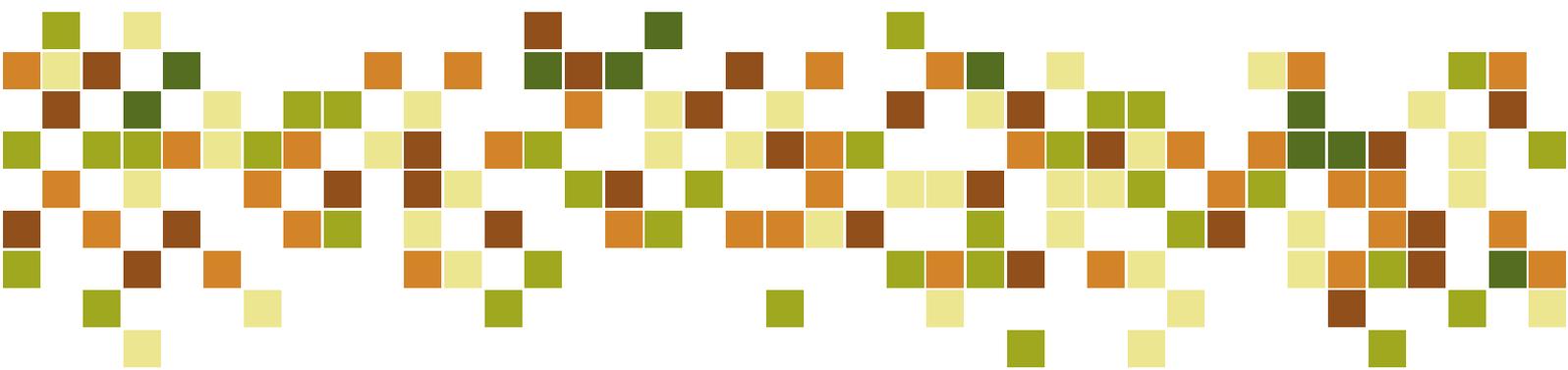


## Inclusive community continued



### Cultural Festival – Cultural Diversity Week

In March Cultural Diversity Week was celebrated by 1,500 people with a plethora of vibrant and popular events. Funded by a grant from the Victorian Multicultural Commission, highlights included the launch of the Greek and Maltese collections at Mill Park Library by Mayor Cr. Kris Pavlidis and Cr. John Fry; a Jamaican story time at Watsonia Library; bilingual Chinese – English story time at Rosanna Library; basic computer skills for Italian speakers at Diamond Valley Library; Kurdish folk dancing and a visit from gardening guru Vasili at Thomastown Library; dance and percussion band at Lalor Library; and an afternoon of French culture at Eltham Library.



## Inclusive community continued

### Banyule

- Banyule City Council's *Winter in Banyule* featured Raga music at Ivanhoe Library.
- Activities celebrating Chinese New Year and the Autumn Moon Festival at Ivanhoe Library included an introduction to Chinese medicine, Moon cake morning tea and craft workshops featuring card and lantern making.



- Refugee Week at Watsonia Library featured two local refugees who spoke about their experiences in coming to Australia.
- One on one Internet classes are provided to older Italian and Greek-speaking people.

### Nillumbik

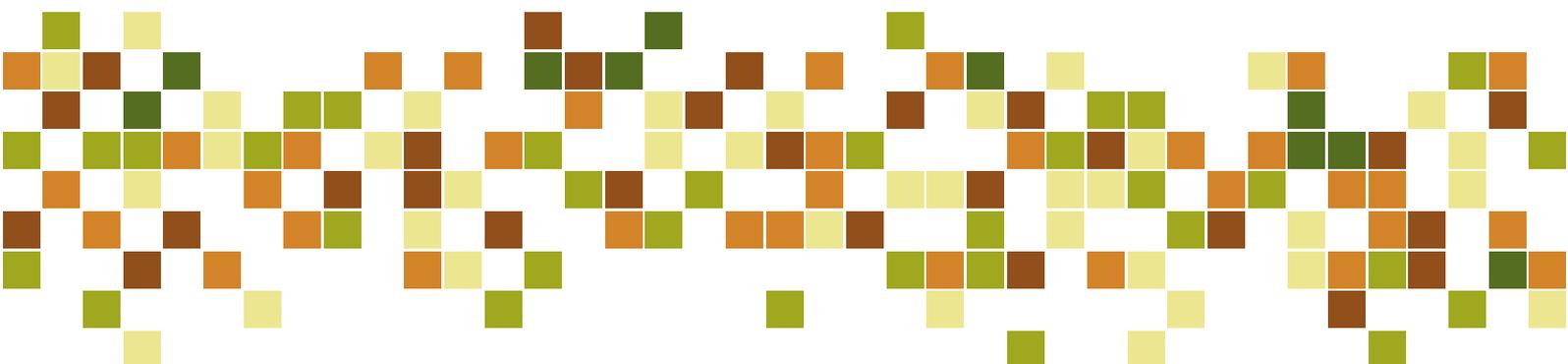
- Eltham Library celebrated NAIDOC week with a display of students' work on Aboriginal identity including a beautiful giant moth.
- Bastille Day was celebrated with wine and cheese and a French singing group.
- A lively French conversation group meets weekly at Eltham Library.
- Harmony Week at Diamond Valley Library included a display by the Italian Australian Institute, new materials in Italian and a performance by local musicians.

### Whittlesea

- *Dancing Together Through the Cultural History of Whittlesea* was a key project with the City of Whittlesea in early December. Funding was provided through VicHealth.
- Indigenous art work at Mill Park Library and refugee artwork at Lalor Library have been installed by the City of Whittlesea.

- Computer classes are regularly conducted in Italian by staff.
- Whittlesea Chinese Association in partnership with the library held Chinese New Year and Moon cake festivals at Mill Park Library, attracting over 150 people.
- An Italian night highlighting food, culture and books attracted 80 people.
- Her Excellency the Ambassador of Egypt Mrs Fatma Galal and Mayor Cr Kris Pavlidis launched a collection of new Arabic materials at Thomastown Library in May 2007.





## Informed community

*Developing relevant up to date collections and resources and encourage a love of reading*



### National Simultaneous Storytime 2006

National Simultaneous Storytime is organised by ALIA (Australian Library and Information Association) in September every year, when the same story is told all over Australia at the same time. City of Whittlesea Mayor Cr. John Fry was special guest at Mill Park Library and read the selected book "Good Night Me" by Andrew Daddo and Emma Quay.

### yourtutor

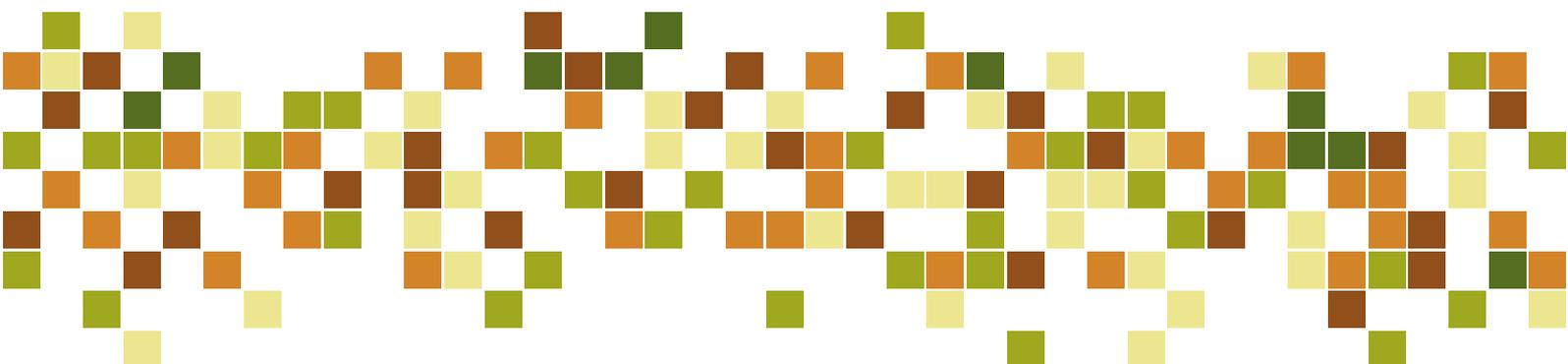
Launched at Thomastown Library in February by the Chair of the Library Board Cr. Frank Merlino, this service provides online tutoring to students in years 5 to 12 and covers maths, science, English, assignment research and study skills. It connects students in real time to qualified tutors using instant messaging and can be accessed from any branch, at school or at home. There has been a high take-up of the service with over 850 students using it in the first 4 months.

*"Great tutor! Helped me to understand POW in WW2 heaps and he didn't take ages to answer each question!!"*

*"I love these tutor online sessions. Keep it up everyone...you rock. Without you I'm sure many others would FAIL!!!^\_^ thanks a lot"*

*"my tutor was great especially when she drew stuff on the board. It was really good!!!☺"*

*Feedback from students*



## Informed community continued

### “Breathing with Fire” Summer Reading Club

Over 840 children registered for the Summer Reading Club enjoying an extensive range of programs including fire dancing, author visits and theatre shows. Dragon making workshops at Rosanna, Watsonia, Ivanhoe, Lalor, Thomastown and Mill Park libraries were a highlight led by two local artists and resulting in the creation of 1.8 metre tall paper mache dragons! A Summer Reading Club wiki enabled children to add book reviews and photos, as well as make comments.

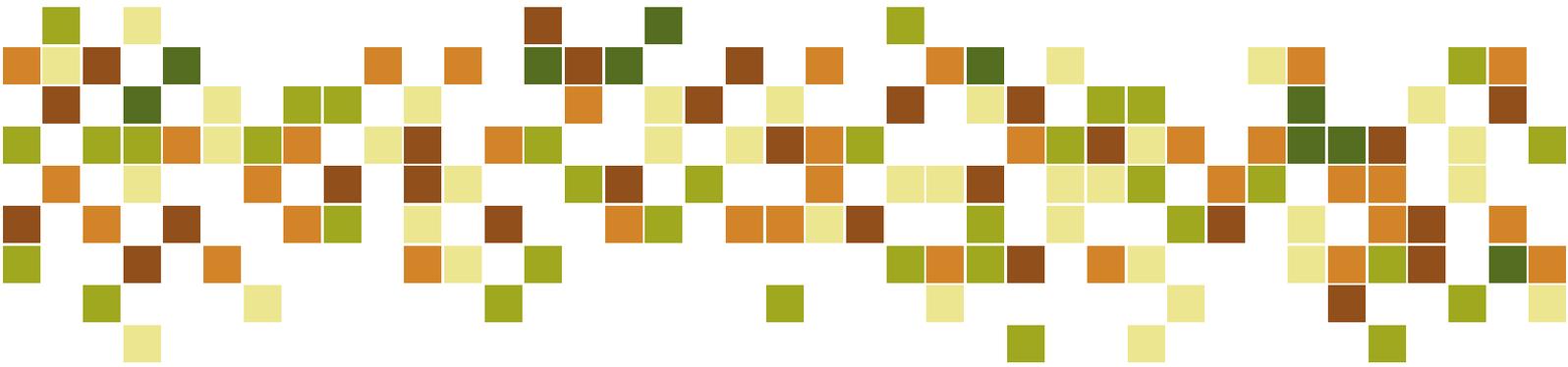
<http://Summerreadingclub.pbwiki.com>



*“Hi, just to thank everyone involved in the making of the dragon workshops that were conducted during the month of January. I took my son along last Wednesday to the Mill Park library and not only did he enjoy the event but I could see the smiles on so many more kids’ faces. The two lasses helping were both enthusiastic and obliging to the kids. Well done YPRL I will be looking out for more of these events online and within the library.”*

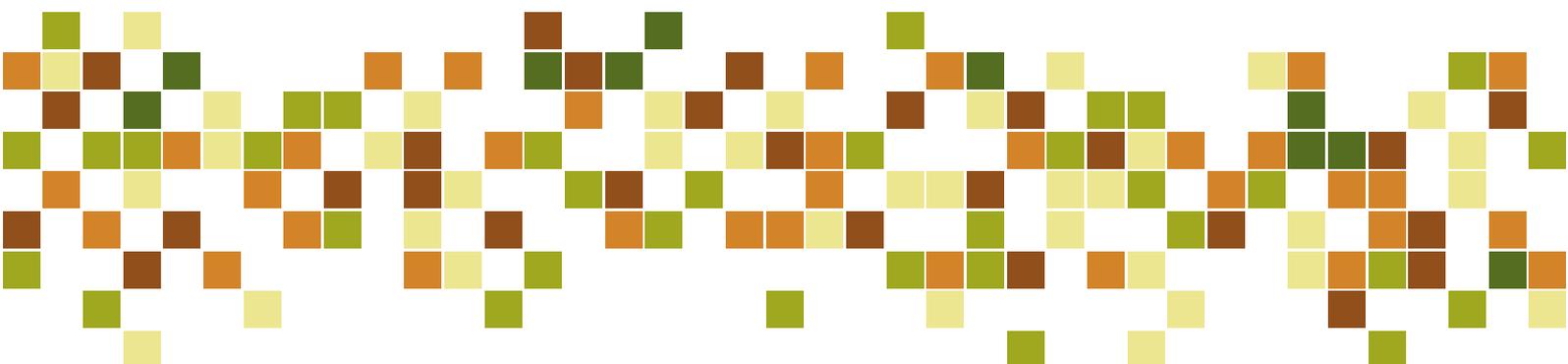
*Letter from a parent*





## Informed community continued





## Informed community continued

### Playaways

YPRL is the first public library in Victoria to add digital audio books called Playaways to the collection. Each Playaway contains an entire book, stored in an audio player smaller than a deck of cards. Library users simply add their own set of headphones and can take the new audio book wherever they go. They are proving very popular on the Outreach vehicle.



### Premier's Reading Challenge

All branches support this popular and high profile initiative designed to encourage primary school children to read.

### Bookaroo

Bookaroo is the library's program for parents of new babies and its purpose is to encourage reading from an early age. Sessions are held regularly at our libraries and staff also visit local childcare centres. Over 750 free board books have been distributed this year.



Yarra Plenty Regional Library

**MANGA Workshops and Graphic Novel Launch**



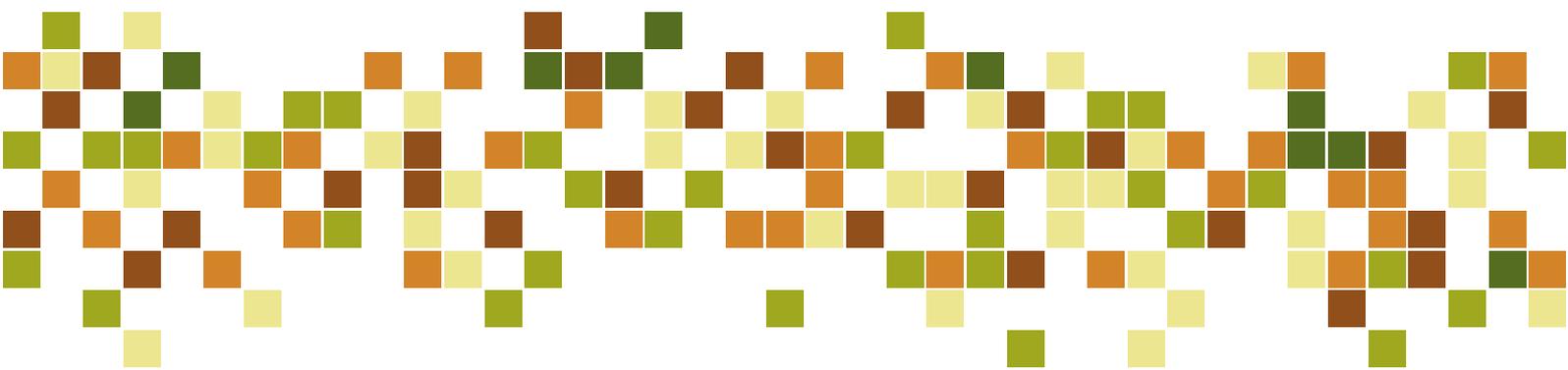
October - November 2006

[www.yprl.vic.gov.au](http://www.yprl.vic.gov.au)



### Manga workshops and Graphic Novel Launch

Manga is a popular style of comic art. In October each of the branches hosted Manga artist workshops including the history of Manga, drawing techniques, demonstrations and opportunities to learn how to draw their own comics. A new range of graphic novels was also launched at the workshops.



## Informed community continued

### Banyule

- As part of the ArtyFarty Festival branches developed a big book of *Whoops adventures around Banyule*.
- Ivanhoe Library continues to run regular classes in wireless access, pc basics, eBay, Introduction to the internet and email.
- Popular collections at Ivanhoe Library, such as Biography and True Crime sections of non-fiction were moved to the ground floor to improve browsability.
- A romance poetry reading attracted 30 people including Banyule Council Day Care participants, who enjoyed remembering their past loves and favourite poetry.
- Watsonia Library's tutoring program covering maths and science has been well used and operates 3 times a week.



### Nillumbik

- In partnership with Eltham Bookshop the Diamond Valley Library hosted authors Judy Horowitz, Shane Maloney and Sunny Jacobs. Eltham Library hosted authors Christine and David Harris and Jeff Sparrow.

- Another partnership with Eltham Bookshop featured the "Books Alive" campaign, which aims to encourage Australians to read more books. Campaign ambassador and key author Monica McInerney, attracted 200 people to her author talk.

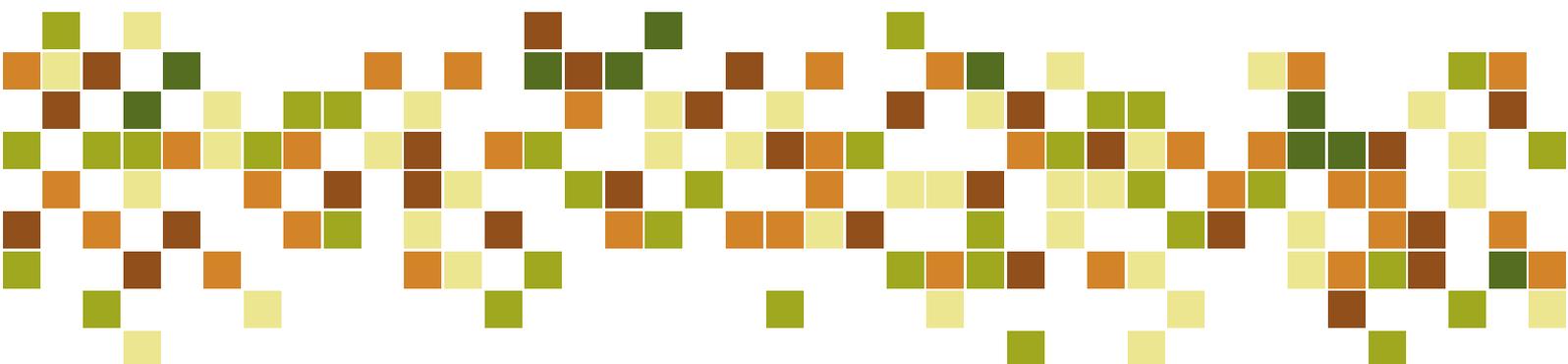


- Diamond Valley Library and Eltham Library participated in the "Great Victorian Reads" State Library promotion over summer to encourage adult reading of Victorian books.
- In partnership with Shire of Nillumbik, the Diamond Valley Library and Eltham Library supported the 2007 Alan Marshall Awards. This annual short story competition for Australian writers is held in memory of the great Australian writer and former

resident of Eltham, Alan Marshall. YPRL promoted through our website, provided free pc time and printing, and was the drop off point for entries. In 2007 there has been a 32% increase in competition entries. A display at Eltham Library promoted the awards ceremony. Diamond Valley and Eltham Libraries assisted the awards night and entries were judged by Mr John Button.

### Whittlesea

- Homework help at Lalor Library is a partnership with The Smith Family and Kildonan Child and Family Services. A tutor is available 1 night a week to help secondary students with their homework.
- There has been an increase in hands on computer classes, including the topics "Introduction to computers and Internet"; "Introduction to Microsoft Word"; and Internet classes on travel, shopping websites, and entertainment in Melbourne.



## Libraries highly valued and well used

*Defining community needs and values*



Library visitors in the past 12 months gave a mean satisfaction score of 8.4 out of a score of 10. The highest rating items were presentation of the library building; staff courtesy and helpfulness; parking and lending services. The lowest ranking items were events and activities, and range and quality of audiovisual materials.

### Mobile Libraries

This year has seen a pleasing increase in Mobile Library usage, with loans up 28% and visits up 16%. Additional features such as computer and internet access; more space for library materials and even room for children's storytimes are credited with this increase. The Mobile Library participated in National Simultaneous Storytime, and visited the Whittlesea Festival and the Banyule Artfarty Festival.

The Outreach vehicle now visits 32 assisted living institutions and is a valued and popular service. It has piloted a trial of Playaway talking books, attracting the interest of a number of librarians from other services.

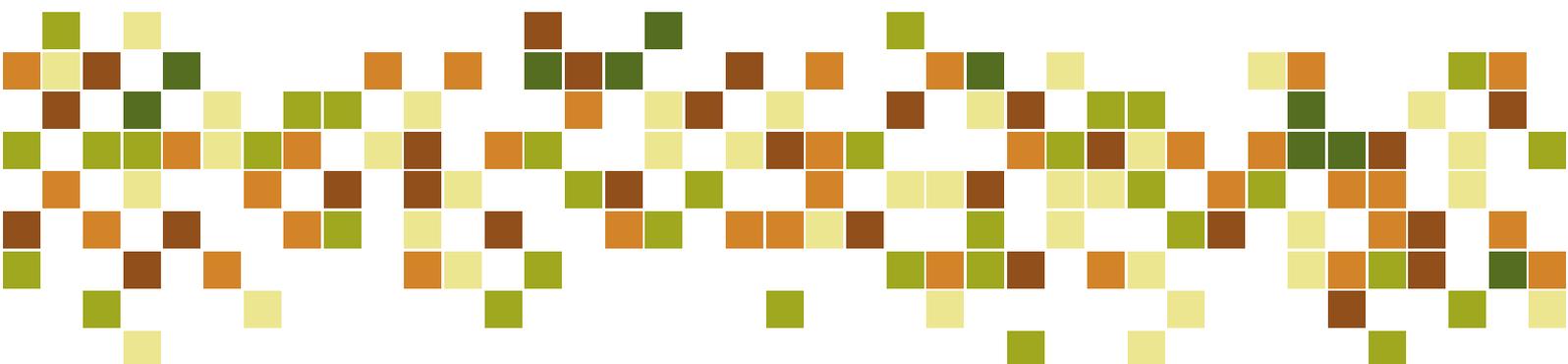
### Nexus Survey

In September 2006 YPRL, in partnership with several other regional Libraries, conducted their annual community satisfaction survey. 300 residents across the region participated in the phone survey conducted by Nexus Research. Both users and non users were consulted.

The survey found an estimated 55% of adults in the YPRL region had visited a public library within the last 12 months. A further 37% had visited sometime previously, and 8% had never visited a public library. These figures are very similar to those overall.

Regardless of their own use, respondents ascribed a high level of importance to the provision of a comprehensive public library services. On an 11 point scale from 0–10 their mean rating was 9.4 with 70% of the sample giving the top score of 10. This has remained constant over 6 years, and reflects an unwavering perception amongst the general public of the importance of comprehensive public library services.





# Collections

*Developing and maintaining up to date collections*



A Collection Asset Plan was developed and approved by the Board in October. The Plan sets out the current state of the collection; describes the trends and environment that affect the collection; and highlights future requirements if the collection is to remain relevant, current and perform at a sustainable level.

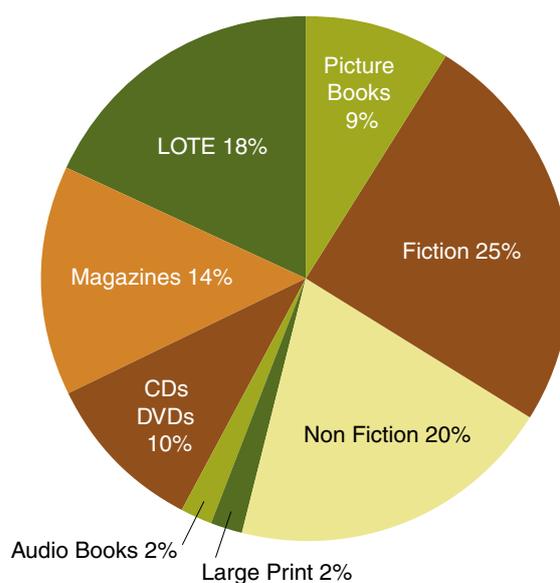
The library service is very aware of current trends affecting print, audio-visual and on-line database resources and will be introducing downloadable digital audio books in the coming year.

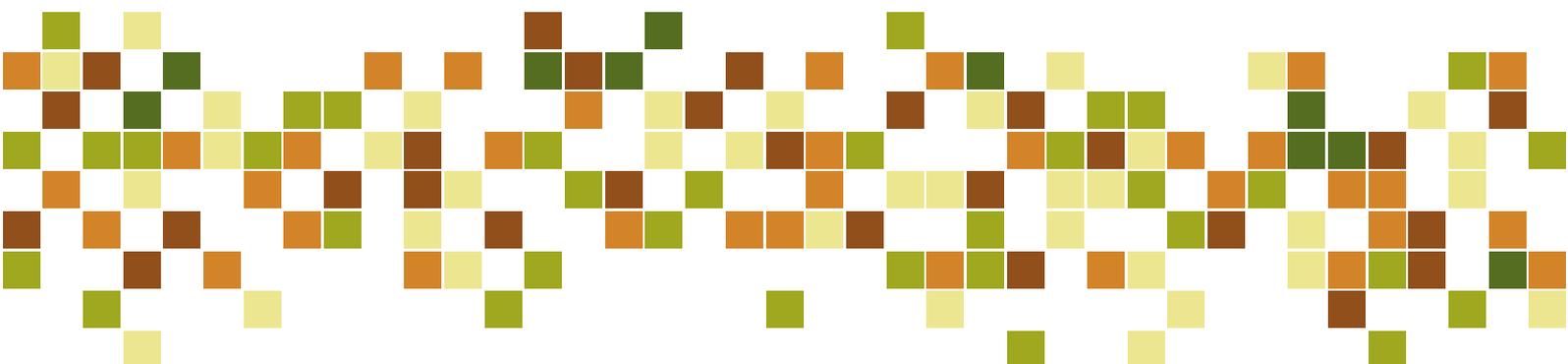
72,000 items were added to the collection during 2006/07.

*The brand of public libraries is generally perceived as “books” and borrowing books remains the core and dominant activity in public libraries which reinforces the critical importance of maintaining relevant and adequate collections.*

*Dr Veronica Lunn, Content and Access in Victorian Public Libraries: A strategic blueprint*

## Items added





# The digital library

*Continuing to develop relevant up to date online resources*

## Web 2.0

In 2007 web 2.0 technologies have been introduced to our virtual library. A general YPRL blog, genealogy blog, local history blog and a book blog allows library members to comment on events and activities advertised through these pages. The Summer Reading Club wiki encouraged participants to add reviews of their favourite books.



## Databases

YPRL received the Gulliver Consortium award for the greatest increase in database statistics across all metropolitan libraries. The most heavily used database in our collection is the Ancestry database providing access to genealogical information worldwide.

Subscription databases are a major part of the virtual library presence providing authoritative, up to date information to library members both within the library and remotely 24/7. The introduction of a federated search platform, enabling a single search across all databases and the library catalogue to be performed has increased database usage.

## Virtual Reference Services

Members can access 3 types of virtual reference services:

- email reference service is popular, especially with students.
- the National AskNow service operating across Australia and New Zealand provides a virtual reference service in real time. Three operators from YPRL contribute four hours a week to this service.
- **yourtutor** service accessible from our web page, provides students with a specialised homework help service using a real time chat platform.

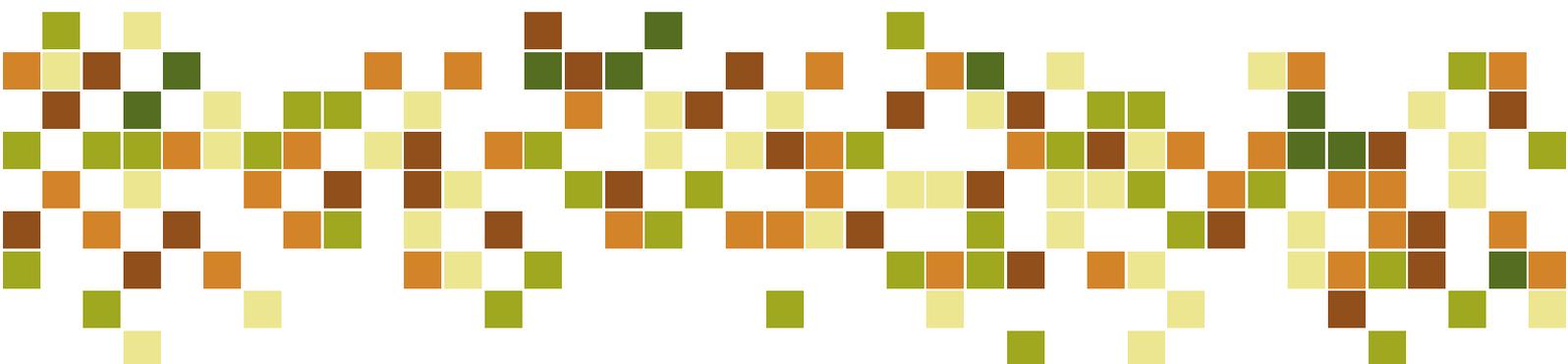


## Evaluated Internet Sites

Our Digital library includes evaluated Internet sites that are catalogued into the collection. The homework help section is heavily used by both students and staff. It provides evaluated Internet and persistent links to pre performed database searches useful for school assignments.

*Content is becoming less format dependant and consumers are not tied to traditional distribution channel for access.*

*Dr Veronica Lunn, Content and Access in Victorian Public Libraries: A strategic blueprint.*



# People and learning

*Learning for change: towards a skilled and diverse workforce*

## Library Worker 2.0

A new staff development program was launched in October to address significant changes that are impacting on our library service:

- A greater emphasis on programs and events and reaching out to the community.
- The advent of RFID which will fundamentally change our interaction with borrowers.

Library Worker 2.0 identifies the key focus areas for staff development over the coming year:

- Finding information
- Enabling learning
- Creating content
- Celebrating culture
- Leading the organisation



Staff nominated an area that they wished to increase their knowledge and skills in. The learning program comprised a mixture of seminars, workshops, online learning and work related projects.

*Not only have I learned about the web etc I have also learned about myself – I AM tenacious, I AM capable of learning new tricks, I AM still able to be surprised & thrilled to discover new things.*

*Staff member who completed 23 Things*

## Staff survey

The biennial staff survey was conducted in November by Quantum Management Indicators. YPRL is committed to ensuring that the needs and concerns of its employees are identified and met as far as is possible. The organisation requires that all processes and practices are continually improved to increase our performance for the community.

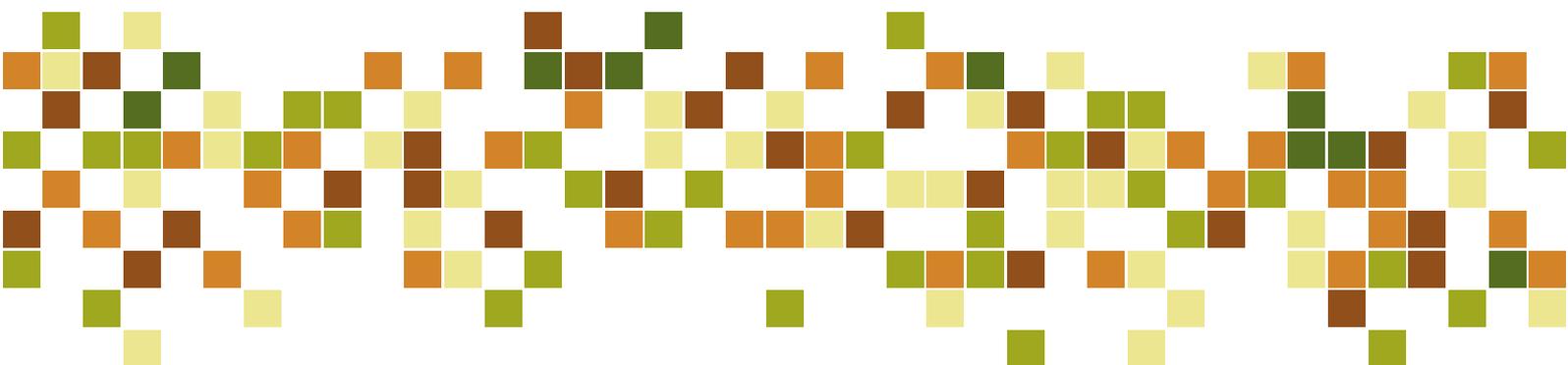
The overall results were very pleasing when benchmarked against other library services (15 library services) and the municipal government sector (25 councils) revealing that in almost all categories YPRL equalled or surpassed the benchmark.

## Occupational Health and Safety

Risk assessments have been conducted at all branches by a consultant and the recommendations are currently being implemented. The Occupational Health and Safety Committee continues to meet monthly.

## Peter Sheahan Workshop

Over 100 participants attended a workshop on “Generation X, Y and beyond” jointly sponsored by Northern Eastern Metropolitan Councils and Regional Libraries in March at Manningham Council. The workshop examined trends and implications for workforce planning and provided an understanding of the values and thinking of different generational groups. As a result of the workshop, initiated by YPRL, a regional HR Managers group has formed and the group is exploring further joint ventures.



## People and learning continued

### Conference Attendance

**Christine Mackenzie:**

ALIA Click 06 Conference  
Perth, WA – September 2006

Information Online Conference  
Sydney, NSW – January 2007

**Gayle Rowden:**

Mobile Muster 2006  
Ballarat, Victoria – October 2006

Mobile Library Conference 2007  
Taupo, New Zealand – January 2007

**Anita Catoggio:**

ALIA Click 06 Conference  
Perth, WA – September 2006

**Jane Grace:**

Learning Futures Conference  
Adelaide, SA – March 2007

**Lynette Lewis:**

Information Online Conference  
Sydney, NSW – January 2007

**Denise McLarty:**

Information Online Conference  
Sydney, NSW – January 2007



### Guests visiting YPRL in 2006–2007

**Rolf Hapel**

Director Aarhus Public Library

**Josephine Bryant**

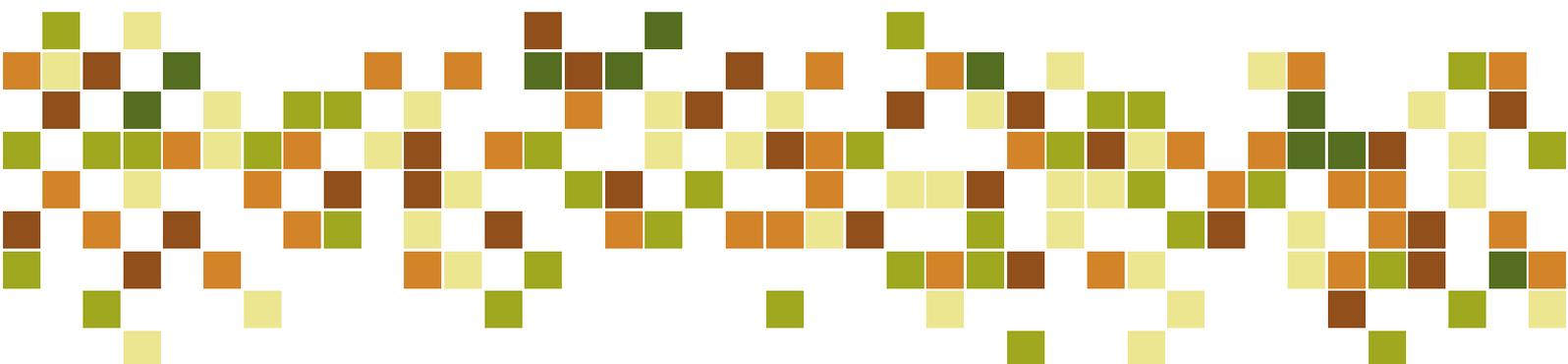
Director, Toronto Public Library

**Max Anderson**

Solinet, Georgia USA

**Dr Alan Bundy**

ACLIS consulting, Adelaide



## Systems and innovation

*Identifying and implementing appropriate technologies to meet needs*

### Radio Frequency Identification (RFID)

Approval was given at the February Board meeting to accept the tender of DA Library Technologies providing the BiblioChip RFID system. The system will be implemented in the 2007/2008 financial year and involves retrospectively tagging the library collection and implementing self service machines at all branches.



### Wireless hotspots

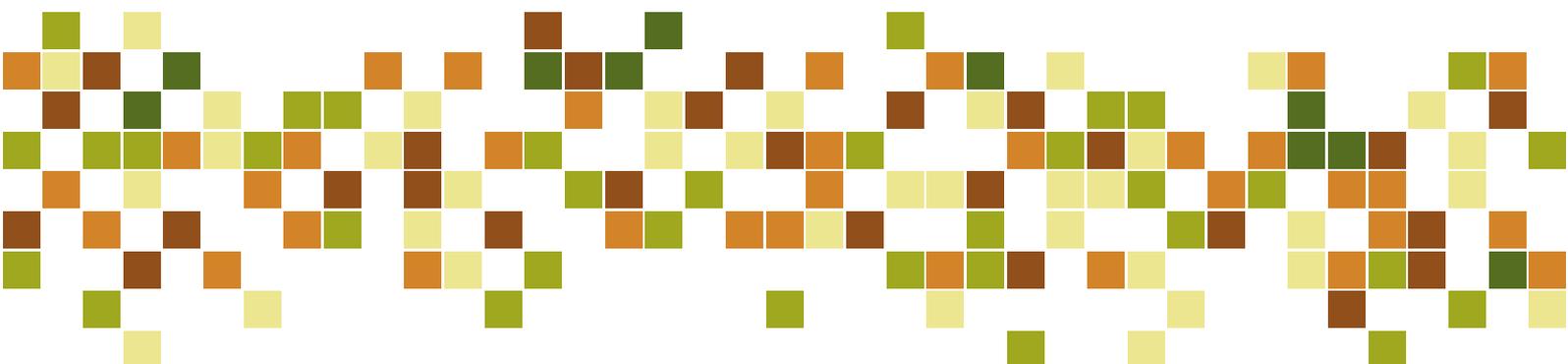
WiFi Hotspots are available at 5 branches and will be rolled out to the remaining branches in 2007/2008. WiFi functionality at YPRL is supported through two primary pieces of equipment:

- *BlueSecure 2100 Controller* which handles all WiFi traffic from all branches and does authentication before allowing Internet access to the library patron.
- *BlueSecure 1500 Access Point* which ensures coverage throughout each library branch.

WiFi has extended Internet access without additional infrastructure costs and meets the demands of customers who would prefer to use their own personal equipment.

### Hosted solution for library management system

In February YPRL moved to SirsiDynix's Hosted Services. The hosted solution is cost effective and provides significant advantages without the need to manage the server, storage hardware and server systems. SirsiDynix is responsible for all upgrades – both Unicorn and the operating system: equipment repair, disaster recovery, equipment redundancy, backups, system shutdowns and network access for the server equipment.



## Business & finance

*Providing business support in the areas of payroll, investment, governance, contract management, legislative compliance, budget control and circulation support*



### RFID Contract

Following the Expression of Interest and Tender process, DA Library Technologies has been selected to provide the RFID solution to YPRL.

The contract has been finalised and the system will be implemented in 2007/2008.

### Internal Audit

A review of all policies and procedures relating to finance was completed as part of the library's Internal Audit program to ensure sound financial principles are being adhered to.

A comprehensive report was taken to the Audit Committee for review and comment.

### Risk Management

The Risk Management Working Group meets monthly and has prepared a Disaster Recovery Plan and proactively manages the identified organisational risks. Regular reports are provided to the Audit Committee and the Board. The Working Group has also conducted self assessments in the areas of Internet Access, Risk Management and Corporate Finance against the Auditor General's Best Practice Guidelines.

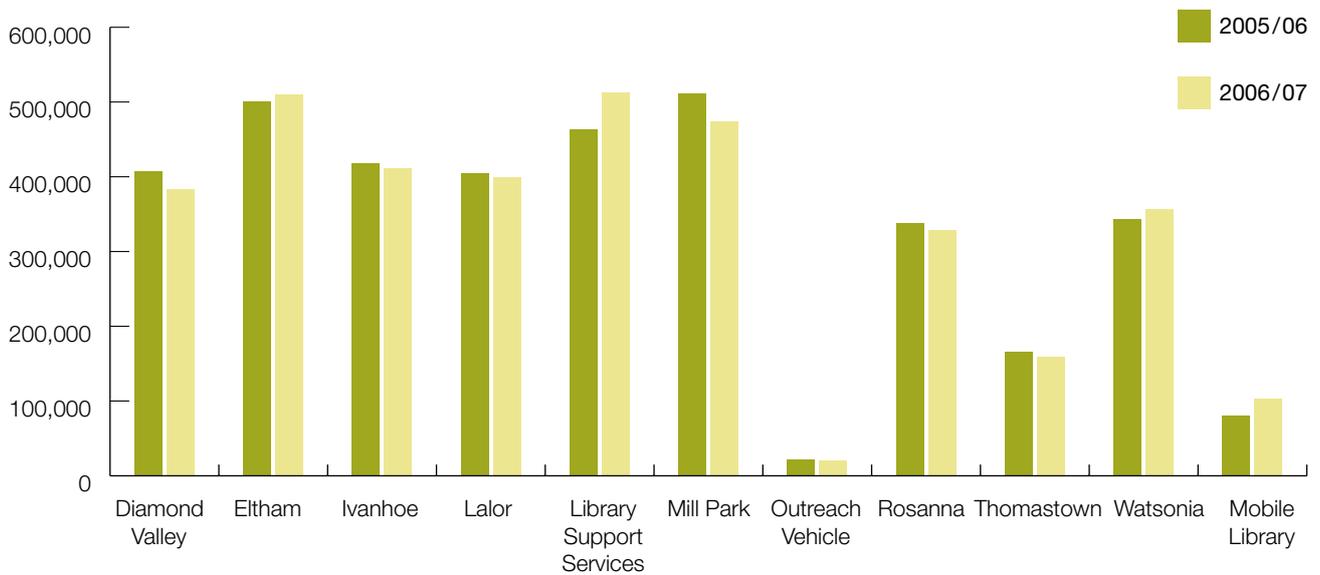
### New Financial Software

Greentree financial software has been introduced to enable for integration with Windows based applications which provide improved reporting. The new software processes transactions as "live" data ensuring financial data is accurate and up to date at all times.

# Statistics 2006–2007

## Loans

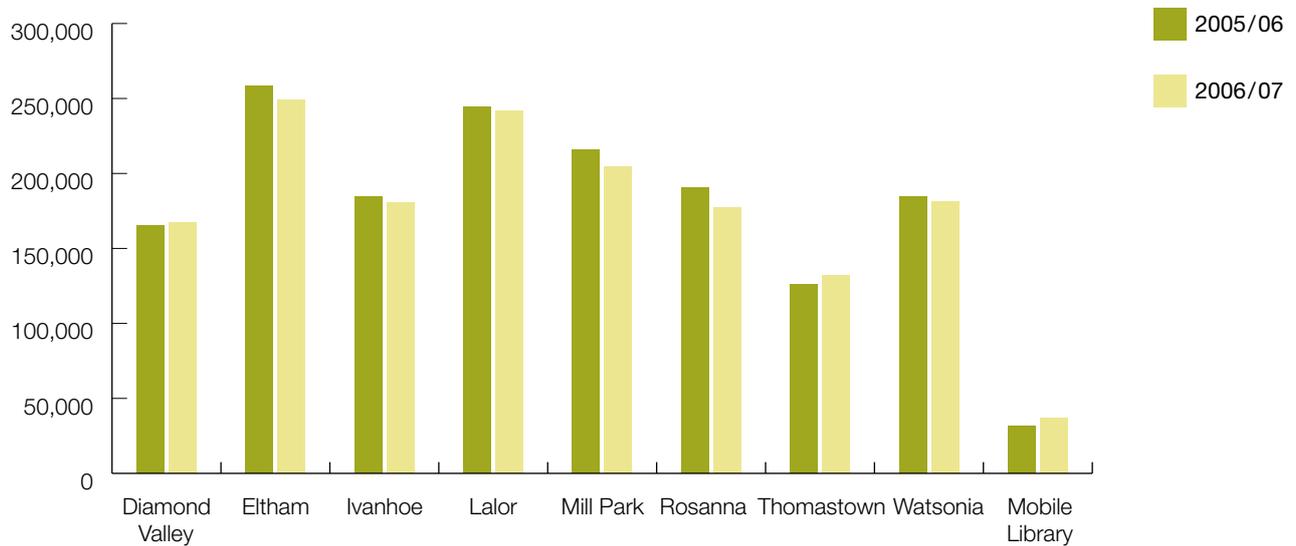
LOANS	DIAMOND VALLEY	ELTHAM	IVANHOE	LALOR	LIBRARY SUPPORT SERVICES	MILL PARK	OUTREACH VEHICLE	ROSANNA	THOMASTOWN	WATSONIA	MOBILE LIBRARY	TOTAL
2005/06	407,264	500,679	418,532	404,898	462,899	510,922	21,561	337,551	166,333	343,991	80,885	3,655,515
2006/07	383,620	510,428	411,413	399,268	513,304	474,103	21,079	328,746	159,127	356,348	103,108	3,660,544
% DIFF	-5.8%	1.9%	-1.7%	-1.4%	10.9%	-7.2%	-2.2%	-2.6%	-4.3%	3.6%	27.5%	0.1%



# Statistics 2006–2007 continued

## Visits

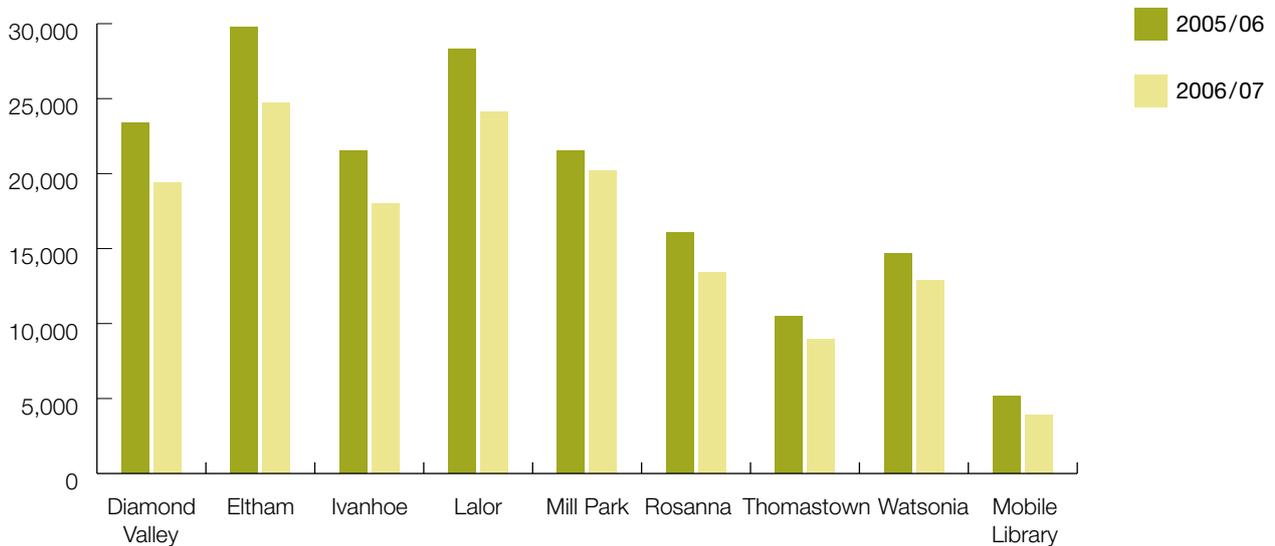
VISITS	DIAMOND VALLEY	ELTHAM	IVANHOE	LALOR	MILL PARK	ROSANNA	THOMASTOWN	WATSONIA	MOBILE	TOTAL
2005/06	165,378	258,175	184,666	244,691	216,145	190,594	126,046	184,701	31,577	1,601,973
2006/07	167,411	248,893	180,640	241,798	204,296	177,109	131,753	181,331	36,665	1,569,896
% DIFF	1.2%	-3.6%	-2.2%	-1.2%	-5.5%	-7.1%	4.5%	-1.8%	16.1%	-2.0%



# Statistics 2006–2007 continued

## Members

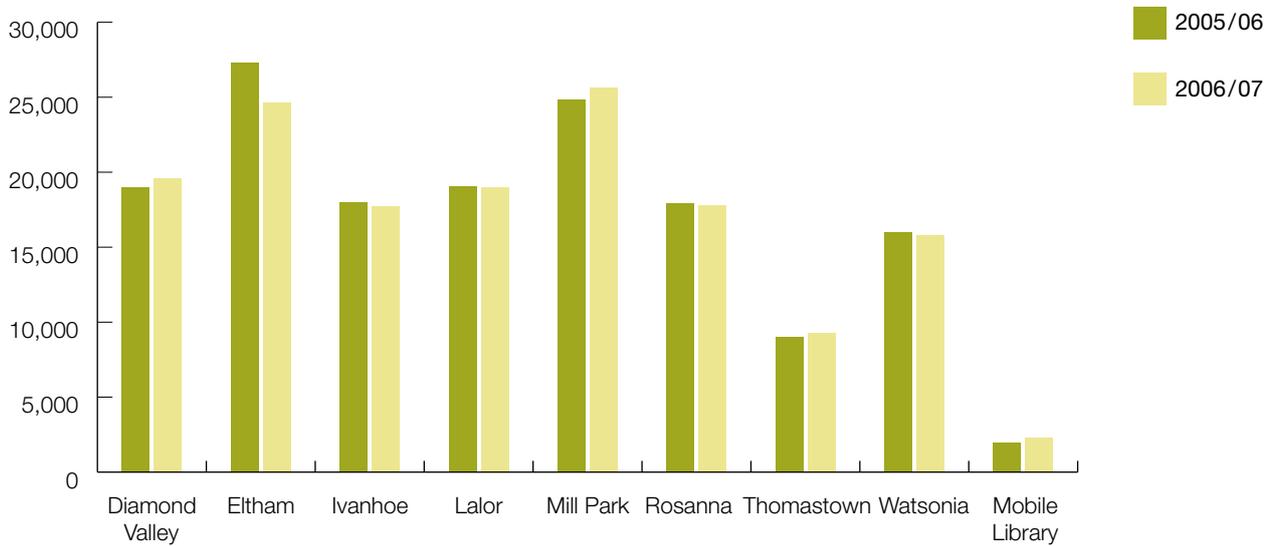
MEMBERS	DIAMOND VALLEY	ELTHAM	IVANHOE	LALOR	MILL PARK	ROSANNA	THOMASTOWN	WATSONIA	MOBILE	TOTAL
2005/2006	23,395	29,752	21,505	28,321	21,485	16,044	10,506	14,686	5,160	170,854
2006/2007	19,372	24,737	17,972	24,127	20,169	13,421	8,944	12,887	3,892	145,521
% DIFF	-17.2%	-16.9%	-16.4%	-14.8%	-6.1%	-16.3%	-14.9%	-12.2%	-24.6%	-14.8%



# Statistics 2006–2007 continued

## Information

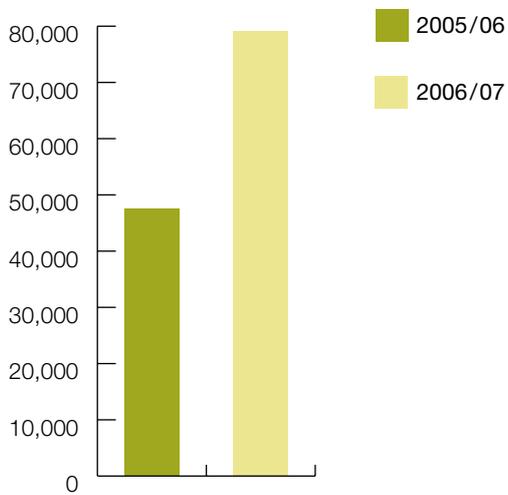
INFORMATION	DIAMOND VALLEY	ELTHAM	IVANHOE	LALOR	MILL PARK	ROSANNA	THOMASTOWN	WATSONIA	MOBILE	TOTAL
2005/06	19,002	27,293	17,969	19,058	24,851	17,944	9,006	15,963	1,982	153,068
2006/07	19,568	24,628	17,719	18,970	25,631	17,800	9,257	15,776	2,295	151,644
% DIFF	3.0%	-9.8%	-1.4%	-0.5%	3.1%	-0.8%	2.8%	-1.2%	15.8%	-0.9%



# Statistics 2006–2007 continued

## Online Retrievals

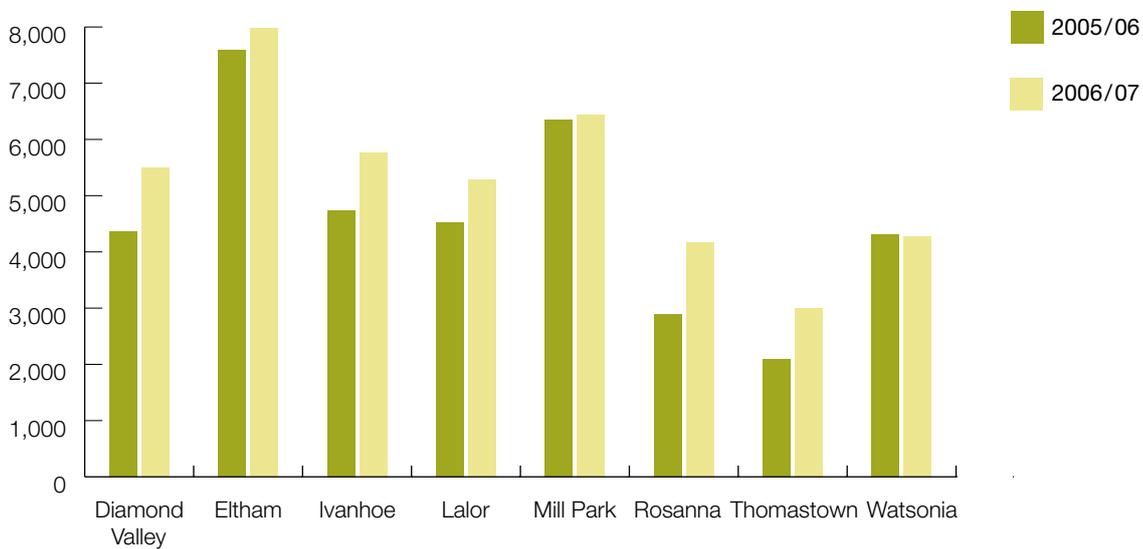
FULL TEXT RETRIEVALS	JUL–SEP 05	OCT–DEC 05	JAN–MAR 06	APR–JUN 06	JUL–SEP 06	OCT–DEC 06	JAN–MAR 07	APR–JUN 07
	10,713	10,979	12,822	13,086	15,271	12,952	22,751	28,149



# Statistics 2006–2007 continued

## Attendance at Activities

ATTENDANCE	DIAMOND VALLEY	ELTHAM	IVANHOE	LALOR	MILL PARK	ROSANNA	THOMASTOWN	WATSONIA	TOTAL
2005/06	4,361	7,599	4,737	4,525	6,351	2,892	2,099	4,316	36,880
2006/07	5,502	7,975	5,772	5,282	6,430	4,173	3,001	4,275	42,410





 **Library Locations**

### Banyule Libraries

**Ivanhoe Library**  
255 Upper Heidelberg Road  
Ivanhoe 3079  
Telephone 9497 5780

**Rosanna Library**  
72 Turnham Avenue  
Rosanna 3084  
Telephone 9459 6171

**Watsonia Library**  
Ibbotson Street  
Watsonia 3087  
Telephone 9435 2397

### Nillumbik Libraries

**Diamond Valley Library**  
Civic Drive  
Greensborough 3088  
Telephone 9439 3809

**Eltham Library**  
Panther Place  
Eltham 3095  
Telephone 9439 9266

### Whittlesea Libraries

**Lalor Library**  
2A May Road  
Lalor 3075  
Telephone 9465 2353

**Mill Park Library**  
394 Plenty Road  
Mill Park 3082  
Telephone 9437 8189

**Thomastown Library**  
52 Main Street  
Thomastown 3074  
Telephone 9464 1864

### Regional Service

Mobile Library  
Home Library Service  
Outreach Library Service

YARRA PLENTY REGIONAL

LIBRARY SERVICE

*General Purpose Financial Report*

*For the Year Ended 30 June 2007*

## Index

Item	Page
Income Statement	1
Balance Sheet	2
Statement of Changes In Equity	3
Cashflow Statement	4
Notes to the Financial Statements	
Note 1    Significant Accounting Policies	
(a) Basis of Accounting	5
(b) Recognition of Assets	5
(c) Borrowing Costs	5
(d) Depreciation of Non-current Assets	6
(e) Employee Entitlements	7
(f) Investments	7
(g) Revenue Recognition	8
(h) Allocation between current and non-current	8
(i) Leases	8
Note 2    Contributions to Regional Library Service	9
Note 3    Revenues and Expenses from Ordinary Activities	9
Note 4    Depreciation Expense	10
Note 5    Finance Costs	10
Note 6    Sale of Fixed Assets	10
Note 7    Trade and Other Receivables	10
Note 8    Cash Assets	10
Note 9    Trade and Other Payables	11
Note 10   Provisions	11
Note 11   Employee Costs	11
Note 12   Superannuation	12
Note 13   Related Party Transactions	13
Note 14   Bookstock, Plant and Equipment	14
Note 15   Reconciliation of Cash	16
Note 16   Reconciliation of Operating Result with net cash from Operations	16
Note 17   Reserves	16
Note 18   Restricted Assets	17
Note 19   Contributions by Participating Councils	17
Note 20   Interest Bearing Loans and Borrowings	17
Note 21   Operating Lease Commitments	18
Note 22   Commitments for Capital Expenditure	19
Note 23   Contingent Liabilities	19
Note 24   Financing Facilities	19
Note 25   Relevant Financial Ratios	19
Note 26   Financial Instruments	
(a) Accounting Policy, Terms and Conditions	20
(b) Net Fair Values	20
(c) Credit Risk Exposure	20
(d) Interest Rate Risk	21
Certification of Financial Statements	22

**INCOME STATEMENT FOR THE YEAR ENDED 30 JUNE 2007**

	<b>Note</b>	<b>2006/2007</b>	<b>2005/2006</b>
		<b>\$</b>	<b>\$</b>
<b>REVENUE</b>			
Contributions to Regional Library Service	2	8,970,148	8,365,218
Library Fees		256,100	265,653
Interest		124,532	108,640
Other	3	<u>432,797</u>	<u>702,743</u>
<b>TOTAL REVENUE</b>		<b>9,783,577</b>	<b>9,442,254</b>
<b>EXPENSES</b>			
Employee Costs	11	5,749,975	5,486,543
Headquarter Building Costs		93,475	99,216
Depreciation	4	1,706,230	1,806,329
Administration Costs		939,853	888,804
Finance Costs		57,374	42,365
Other	3	<u>1,460,825</u>	<u>1,130,158</u>
<b>TOTAL EXPENSES</b>		<b>10,007,732</b>	<b>9,453,415</b>
<b>Net Gain(Loss) on disposal of property, plant and equipment</b>	<b>6</b>	<b>975</b>	<b>(23,258)</b>
<b>DEFICIT FOR THE PERIOD</b>		<b><u>(223,180)</u></b>	<b><u>(34,419)</u></b>

The accompanying notes form part of this financial report

Yarra Plenty Regional Library Service  
(Incorporated under Section 196 of the Local Government Act 1989)

**BALANCE SHEET AS AT 30 JUNE 2007**

	Note	2006/2007 \$	2005/2006 \$
<b>ASSETS</b>			
<b>CURRENT ASSETS</b>			
Cash and cash equivalents	8	1,191,540	1,334,291
Trade and other receivables	7	153,079	68,761
Prepayments		<u>19,771</u>	<u>35,180</u>
<b>TOTAL CURRENT ASSETS</b>		<u>1,364,390</u>	<u>1,438,232</u>
<b>NON-CURRENT ASSETS</b>			
Bookstock, plant and equipment	14	<u>4,111,495</u>	<u>4,478,666</u>
<b>TOTAL NON-CURRENT ASSETS</b>		<u>4,111,495</u>	<u>4,478,666</u>
<b>TOTAL ASSETS</b>		<u><u>5,475,885</u></u>	<u><u>5,916,898</u></u>
<b>LIABILITIES</b>			
<b>CURRENT LIABILITIES</b>			
Interest Bearing Loans and Borrowings	20	146,884	121,036
Trade and other payables	9	291,314	543,197
Provisions	10	<u>1,048,212</u>	<u>988,265</u>
<b>TOTAL CURRENT LIABILITIES</b>		1,486,410	1,652,498
<b>NON-CURRENT LIABILITIES</b>			
Interest Bearing Loans and Borrowings	20	157,213	257,957
Provisions	10	<u>85,574</u>	<u>36,575</u>
<b>TOTAL NON-CURRENT LIABILITIES</b>		242,787	294,532
<b>TOTAL LIABILITIES</b>		<u>1,729,197</u>	<u>1,947,030</u>
<b>NET ASSETS</b>		<u>3,746,688</u>	<u>3,969,868</u>
<b>EQUITY</b>			
Members Contributions		3,770,079	3,770,079
Accumulated Surplus(Deficit)		(77,407)	145,773
Reserves	17	<u>54,016</u>	<u>54,016</u>
<b>TOTAL EQUITY</b>		<u>3,746,688</u>	<u>3,969,868</u>

The accompanying notes form part of this financial report

**STATEMENT OF CHANGES IN EQUITY  
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	Total	Members Contribution	Accumulated Surplus/ (Deficit)	Asset Revaluation Reserve
<b>2007</b>		<b>2006/2007</b>	<b>2006/2007</b>	<b>2006/2007</b>	<b>2006/2007</b>
		\$	\$	\$	\$
Balance at beginning of the financial year		3,969,868	3,770,079	145,773	54,016
Surplus/(Deficit) for the year		(223,180)	0	(223,180)	0
Net asset revaluation (decrement)		0	0	0	0
Balance at end of the financial year		<u>3,746,688</u>	<u>3,770,079</u>	<u>(77,407)</u>	<u>54,016</u>
		<b>Total</b>	<b>Members Contribution</b>	<b>Accumulated Surplus/ (Deficit)</b>	<b>Asset Revaluation Reserve</b>
<b>2006</b>		<b>2005/2006</b>	<b>2005/2006</b>	<b>2005/2006</b>	<b>2005/2006</b>
		\$	\$	\$	\$
Balance at beginning of the financial year		4,004,287	3,770,079	180,192	54,016
Surplus/(Deficit) for the year		(34,419)	0	(34,419)	0
Net asset revaluation (decrement)		0	0	0	0
Balance at end of the financial year		<u>3,969,868</u>	<u>3,770,079</u>	<u>145,773</u>	<u>54,016</u>

The accompanying notes form part of this financial report

**CASHFLOW STATEMENT  
FOR THE YEAR ENDED 30 JUNE 2007**

	Note	2006/2007 Inflows/ (Outflows) \$ Actual	2005/2006 Inflows/ (Outflows) \$ Actual
<b>CASH FLOWS FROM OPERATING ACTIVITIES</b>			
Contributions (incl GST)		8,208,973	7,602,577
Grants Received from Government (incl GST)		1,658,189	1,599,162
Payments to suppliers (incl GST)		(2,924,824)	(2,310,469)
Payments to Employees		(5,653,051)	(5,558,932)
Interest Received		110,992	103,870
Library Fees (incl GST)		258,276	267,917
Other Receipts (incl GST)		465,811	720,017
Finance Costs (incl GST)		(63,111)	(46,601)
Net GST Payment		(669,906)	(689,961)
Net cash provided by operating activities	16	<u>1,391,349</u>	<u>1,687,580</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>			
Payments for library books, plant and equipment		(1,416,258)	(2,309,704)
Proceeds from sale of bookstock/equipment		3,194	38,478
Net cash used in investing activities		<u>(1,413,064)</u>	<u>(2,271,226)</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>			
Payments for Leased plant and equipment		(121,036)	(108,154)
Net cash used in financing activities		<u>(121,036)</u>	<u>(108,154)</u>
Net increase/(decrease) in cash and cash equivalents	15	(142,751)	(691,800)
Cash and cash equivalents at the beginning of the financial year		<u>1,334,291</u>	<u>2,026,091</u>
Cash and cash equivalents at the end of the financial year		<u>1,191,540</u>	<u>1,334,291</u>
Restrictions on cash assets	18		

The accompanying notes form part of this financial report

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 1 SIGNIFICANT ACCOUNTING POLICIES**

**(a) BASIS OF ACCOUNTING**

This financial report is a general purpose financial report that has been prepared to comply with the provisions of the Local Government Act 1989 and Local Government (Finance and Reporting) Regulations 2004 and applicable Australian Accounting Standards and other mandatory professional reporting requirements. It has been prepared on the accrual basis under the convention of historical cost accounting.

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.

Australian Accounting Standards include Australian equivalents to International Financial Reporting Standards (IFRS). This Financial Report complies with the Australian equivalent to IFRS (AIFRS).

**(b) RECOGNITION OF ASSETS**

Library books provided by member municipalities at the commencement of operations are valued at written down current cost. All library books and other collection materials are recognised as assets.

All items of property, plant and equipment, or groups of such items with a value greater than \$500 (\$500 in 2005/2006) are recognised as assets.

All other assets acquired are initially recorded at cost. Cost includes all costs incidental to the acquisition and preparation of the asset ready for use.

**(c) BORROWING COSTS**

Borrowing costs are recognised as an expense in the period in which they are incurred.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 1 SIGNIFICANT ACCOUNTING POLICIES**

**(d) DEPRECIATION OF NON-CURRENT ASSETS**

Non-current 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.

Straight-line depreciation is provided based on the residual useful life as determined each year for library bookstock.

A change was made to the method of depreciation for plant and equipment as of 1st January 2000 as a result of the revaluation of all non-current assets. Straight-line depreciation is provided based on the residual useful life as determined each year.

Major depreciation periods are:

Plant and equipment	5 to 15 years
Library books	2 to 7 years
Leased Assets	1 to 4 years

Library books are depreciated for the full financial year in the year of purchase.

Withdrawn bookstock is written off on a first in, first out basis.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 1 SIGNIFICANT ACCOUNTING POLICIES**

**(e) EMPLOYEE ENTITLEMENTS**

Annual and Long Service Leave entitlements are accrued on a pro rata basis in respect of services provided by employees up to the reporting date. Such accruals are assessed as at each reporting date, having regard to legal and contractual entitlements.

No provision is made in respect of employee entitlements for sick leave because it is non vesting and the anticipated pattern of future sick leave to be taken indicates that accumulated non vesting sick leave will never be paid.

AASB 119 Employee Benefits requires liabilities for short-term employee benefits to be measured at nominal amounts and liabilities for long term employee benefits to be measured at present value. AASB 119 defines short-term employee benefits as benefits that fall due wholly within twelve months after the related period of service. Therefore liabilities for short-term employee benefits are measured at present value where they are not expected to be settled within 12 months of reporting date.

Employee benefits are classified as current where the library service does not have an unconditional right to defer settlement of the liability for at least 12 months after the reporting date.

Annual and Long Service Leave provisions are calculated using discount rates as published in the Department of Treasury and Finance "Accounting and Financial Reporting Bulletin - Issue: June 2007" ranging from 6.25% to 6.46%.

The superannuation expense for the reporting period is the amount of the statutory contribution the regional library makes to the superannuation scheme which provides benefits to its employees. Details of those arrangements are set out in note 12.

**(f) INVESTMENTS**

Investments are valued at cost. Interest revenues are recognised as they accrue

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 1        SIGNIFICANT ACCOUNTING POLICIES**

**(g)        REVENUE RECOGNITION**

**Grants**

Grants are recognised as revenues when the regional library obtains control over the assets comprising the contributions. Control over granted assets is normally obtained upon their receipt or upon prior notification that a grant has been secured, and the timing of commencement of control depends upon the arrangements that exist between the grantor and the regional library.

**Library Fees And Other Income**

Library fees, charges and other income are recognised as revenue when the service has been provided, the payment is received or the penalty has been applied, whichever first occurs.

**(h)        ALLOCATION BETWEEN CURRENT AND NON-CURRENT**

In the determination, except as set out in Note 1 (e) above in relation to employee benefits (AASB 119), whether an asset or liability is current or non-current, consideration is given to the time when each asset or liability is expected to be realised or paid.

**(i)        LEASES**

**Finance Leases**

Leases of assets where substantially all the risks and benefits incidental to ownership of the asset, but not the legal ownership, are transferred to the Library Service are classified as finance leases. Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense. Leased assets are amortised on a straight line basis over their estimated useful lives to the Library Service where it is likely that the Library will obtain ownership of the asset or over the term of the lease, whichever is shorter. Leased assets are currently being amortised over a 1 to 4 year period.

**Operating Leases**

Lease payments for operating leases are recognised as an expense in the years in which they are incurred as this reflects the pattern of benefits derived by the Library Service.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 2 CONTRIBUTIONS TO REGIONAL LIBRARY SERVICE (Refer to Note 19)**

The following contributions were received during the year.

	<b>Municipalities' contributions</b>	<b>State Government Grant</b>	<b>2006/2007 Total \$</b>	<b>2005/2006 Total \$</b>
Shire of Nillumbik	1,568,277	300,295	1,868,572	2,074,007
City of Banyule	3,127,613	577,938	3,705,551	3,611,874
City of Whittlesea	2,766,813	629,212	3,396,025	2,679,337
	<u>7,462,703</u>	<u>1,507,445</u>	<u>8,970,148</u>	<u>8,365,218</u>

**NOTE 3 REVENUES AND EXPENSES**

**2006/2007**

**2005/2006**

The following items are included in these categories

	<b>\$</b>	<b>\$</b>
<b>Other Income</b>		
Photocopying Fees	60,871	67,226
Fundraising	42,594	36,401
Murrundindi Computer Rental	50,000	48,499
Telephone	999	1,075
Grant Funding	181,339	532,602
Miscellaneous	96,994	16,940
	<u>432,797</u>	<u>702,743</u>
<b>Other Expenses</b>		
Computer Services	418,407	232,768
Document Copy	52,650	53,949
Fundraising Expenses	13,737	13,689
Transport Costs	177,660	195,933
Outreach Services	146,857	113,959
People & Learning Expenses	73,419	60,416
Collection Services	496,169	360,741
Minor Equipment	2,878	6,375
Grant Expenditure	62,145	73,883
Audit Fees Payable	16,903	18,445
	<u>1,460,825</u>	<u>1,130,158</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

<b>NOTE 4</b>	<b>DEPRECIATION EXPENSE</b>	<b>2006/2007</b>	<b>2005/2006</b>
		<b>\$</b>	<b>\$</b>
	Depreciation expense for the year was charged in respect of:		
	Plant and equipment and motor vehicles	132,344	104,505
	Library books and audio visuals	1,448,972	1,591,260
	Leased IT equipment	<u>124,914</u>	<u>110,564</u>
	Total	<u>1,706,230</u>	<u>1,806,329</u>
<b>NOTE 5</b>	<b>FINANCE COSTS</b>		
	Interest - Finance leases	<u>57,374</u>	<u>42,365</u>
		<u>57,374</u>	<u>42,365</u>
<b>NOTE 6</b>	<b>SALE OF FIXED ASSETS</b>		
	Proceeds on sale of fixed asset/withdrawn bookstock	3,194	38,478
	Less: written down value of fixed asset disposed and withdrawn bookstock	(2,219)	(61,736)
	Profit/(Loss) on sale of non-current assets	<u>975</u>	<u>(23,258)</u>
<b>NOTE 7</b>	<b>TRADE AND OTHER RECEIVABLES</b>		
	<u>Current</u>		
	Interest accrued on investments	19,987	6,448
	Other	<u>133,092</u>	<u>62,313</u>
		<u>153,079</u>	<u>68,761</u>
<b>NOTE 8</b>	<b>CASH AND CASH EQUIVALENT ASSETS</b>		
	Interest bearing deposits - Current	649,149	1,011,442
	Bank	541,071	321,529
	Cash on Hand	<u>1,320</u>	<u>1,320</u>
		<u>1,191,540</u>	<u>1,334,291</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

<b>NOTE 9</b>	<b>TRADE AND OTHER PAYABLES</b>	<b>2006/2007</b>	<b>2005/2006</b>
		<b>\$</b>	<b>\$</b>
	<u>Current</u>		
	Payables	106,245	198,395
	Accruals	185,069	344,802
	Total	<u>291,314</u>	<u>543,197</u>
<b>NOTE 10</b>	<b>PROVISIONS</b>		
	<u>Current</u>		
	Annual Leave	367,468	361,804
	Long Service Leave	680,744	626,461
		<u>1,048,212</u>	<u>988,265</u>
	<u>Non-current</u>		
	Long Service Leave	85,574	36,575
		<u>85,574</u>	<u>36,575</u>
	Total	<u>1,133,786</u>	<u>1,024,840</u>
	Amounts expected to be settled no more than 12 months after end of reporting date	415,749	405,261
	Number of employees at the end of the year	164	171
<b>NOTE 11</b>	<b>EMPLOYEE COSTS</b>		
	The following items are included as employee costs:		
	Salaries	5,059,578	4,705,631
	Executive Officer's Allowance	2,667	4,300
	Superannuation	474,303	615,606
	Workcover Levy	63,661	66,793
	Annual Leave/Long Service Leave Provision	149,766	94,212
		<u>5,749,975</u>	<u>5,486,542</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 12 SUPERANNUATION: Employer Contributions**

Library makes employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). The Fund has two categories of membership, each of which is funded differently .

**SUPERANNUATION: Accumulation Benefits**

The Fund's accumulation benefits category, Vision Super Saver, receives both employer and employee contributions on a progressive basis. Employer contributions are based on a fixed percentage of employee earnings (9% required under Superannuation Guarantee Legislation). No further liability accrues to the Library as the superannuation benefits accruing to employees are represented by their share of the net assets of the fund.

**SUPERANNUATION: Defined Benefits**

The Fund's Defined Benefit Plan is a multi-employer sponsored plan. As the Fund's assets and liabilities are pooled and are not allocated by employer, the Actuary is unable to allocate benefit liabilities, assets and costs between employers. As provided under Paragraph 32 (b) of AASB 119, Library does not use defined benefit accounting for these contributions.

The Library makes employer contributions to defined benefits category of the fund at rates determined by the Fund's Trustee on the advice of the actuary. On the basis of the results of the most recent full actuarial investigation conducted by the Fund's actuary Grant Harslett, FIA FIAA of Towers Perrin as at 31 December 2005, the Trustee has determined that the Library should make the following contributions:

- 9.25% of members' salaries (same as previous year);
- the difference between resignation and retrenchment benefits paid to its retrenched employees (same as previous year);

The Fund's liability for accrued benefits was determined in the 31December 2006 actuarial investigation pursuant to the requirements of Australian Accounting Standard AAS25 as follows:

	<b>30-Jun-06</b>
	<b>\$'000</b>
Net Market Value of Assets	3,443,686
Accrued Benefits (per accounting standards)	3,319,598
Difference between Assets and Accrued Benefits	124,088
Vested Benefits	3,040,443

The financial assumptions used to calculate the Accrued Benefits for the defined benefit category of the Fund were:

Net Investment Return	8.0% p.a.
Salary Inflation	5.5% p.a.
Price Inflation	3.0% p.a.

	<b>2007</b>	<b>2006</b>
	<b>\$'000</b>	<b>\$'000</b>
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	474	615

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 13 RELATED PARTY TRANSACTIONS**

**(a) Names of persons holding the position of Responsible Person at the Yarra Plenty Regional Library Corporation during the reporting period are:**

Councillors	Sam Alessi Frank Merlino Thomas Mellican (Commenced 1st Jan 2007) Warwick Leeson (Commenced 1st Jan 2007) Anthony Carbines Greg Johnson Howard Bulmer (Resigned 31 Dec 2006) Michael Young (Resigned 31 Dec 2006) Peter Mc Kenna (Resigned 31 Dec 2006)
Chief Executive Officer	Christine Mackenzie

**(b) Remuneration of Responsible Persons in bands of \$10,000**

Income Range:	2006/2007 No	2005/2006 No
NIL	8	9
\$140,000 - \$149,999	1	1
Total	9	10
Total remuneration for the reporting period for responsible persons mentioned above	\$ 145,876	\$ 141,683

**(c) Senior Officers Remuneration**

The number of senior officers, other than the Responsible Persons, whose total remuneration exceeded \$100,000 during the reporting period, are shown below in their relevant income bands:

There are no senior officers whose total remuneration exceeds \$100,000

**(d) Retirement benefits paid by the library in connection with the retirement of Responsible Persons amounted to Nil.**

**(e) No loans have been made, guaranteed or secured by the library to a Responsible Person of the library during the reporting period.**

**(f) Other Transactions**

Other related party transactions requiring disclosure have been considered and there are no matters to report.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

<b>NOTE 14</b>	<b>BOOKSTOCK, PLANT AND EQUIPMENT</b>	<b>2006/2007</b>	<b>2005/2006</b>
		<b>\$</b>	<b>\$</b>
	Plant and equipment		
	- at cost	1,819,666	1,872,774
	Less: Accumulated Depreciation	615,016	576,173
		<u>1,204,650</u>	<u>1,296,601</u>
	Bookstock - at cost	9,852,016	11,561,760
	Less Accumulated Depreciation	7,247,419	8,760,716
		<u>2,604,597</u>	<u>2,801,044</u>
	Leased IT Equipment	596,350	491,585
	Less Accumulated Depreciation	294,102	110,564
		<u>302,248</u>	<u>381,021</u>
	Total bookstock, plant and equipment	<u><u>4,111,495</u></u>	<u><u>4,478,666</u></u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 14 BOOKSTOCK, PLANT AND EQUIPMENT**

Movement in the carrying amounts for each class of property, plant and equipment between the beginning and the end of the current financial year.

<b>2007</b>	<b>Bookstock</b>	<b>Plant and Equipment</b>	<b>Leased Equipment</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>		<b>\$</b>
Balance at the beginning of the year	2,801,043	1,296,602	381,021	4,478,666
Additions	1,252,526	42,612	46,141	1,341,279
Disposals/Withdrawals	(2,962,269)	(95,722)	-	(3,057,991)
Revaluation increments/ (decrements)	-	-	-	-
Depreciation Expense	(1,448,972)	(132,344)	(124,914)	(1,706,230)
Accumulated Depreciation written back	2,962,269	93,502	-	3,055,771
Carrying amount at the end of the year	<u>2,604,597</u>	<u>1,204,650</u>	<u>302,248</u>	<u>4,111,495</u>
<b>2006</b>	<b>Bookstock</b>	<b>Plant and Equipment</b>	<b>Leased Equipment</b>	<b>Total</b>
	<b>\$</b>	<b>\$</b>		<b>\$</b>
Balance at the beginning of the year	3,111,704	400,177	255,010	3,766,891
Additions	1,280,599	1,062,667	236,575	2,579,841
Disposals/Withdrawals	(1,450,279)	(226,269)	-	(1,676,548)
Revaluation increments/ (decrements)	-	-	-	-
Depreciation Expense	(1,591,260)	(104,505)	(110,564)	(1,806,329)
Accumulated Depreciation written back	1,450,279	164,532	-	1,614,811
Carrying amount at the end of the year	<u>2,801,043</u>	<u>1,296,602</u>	<u>381,021</u>	<u>4,478,666</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 15 RECONCILIATION OF CASH**

For the purposes of the statement of cash flows, cash includes cash on hand and at banks.

Cash at the end of the year as shown in the statement of cash flows is reconciled to the related items in the balance sheet as follows:

	<b>2006/2007</b>	<b>2005/2006</b>
	\$	\$
Cash at Bank (Overdraft)	541,071	321,529
Cash on hand	1,320	1,320
Interest Bearing Deposits	649,149	1,011,442
	<u>1,191,540</u>	<u>1,334,291</u>

**NOTE 16 RECONCILIATION OF CASH FLOWS FROM OPERATING ACTIVITIES TO PROFIT OR LOSS**

	<b>2006/2007</b>	<b>2005/2006</b>
	\$	\$
Net Result For the Reporting Period	(223,180)	(34,419)
Cash flows in operating surplus attributable to non-operating activities :		
Non-cash flows in operating profit :		
Depreciation	1,706,230	1,806,329
(Profit)/Loss on sale of plant & equipment	(975)	23,258
Changes in assets and liabilities :		
(Increase)/Decrease in receivables	(84,318)	(60,868)
(Increase)/Decrease in prepayments	15,409	57,186
Increase/(Decrease) in payables	(130,763)	(145,043)
Increase/(Decrease) in provision for employee entitlements	108,946	41,137
Net cash provided by operating activities	<u>1,391,349</u>	<u>1,687,580</u>

**NOTE 17 RESERVES**

	<b>2006/2007</b>	<b>2005/2006</b>
	\$	\$
<b><u>Asset Revaluation Reserve</u></b>		
Balance at beginning of the year	54,016	54,016
Balance at end of the year	<u>54,016</u>	<u>54,016</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 18 RESTRICTED ASSETS**

The following restrictions have been imposed by regulations or other externally imposed requirements:

	<b>2006/2007</b>	<b>2005/2006</b>
	\$	\$
Long Service Leave - Investments	580,000	626,461

**NOTE 19 CONTRIBUTIONS BY PARTICIPATING COUNCILS**

The percentage contributions by participating Councils making up the Yarra Plenty Regional Library Service is as follows:

	<b>2006/2007</b>	<b>2005/2006</b>
Shire of Nillumbik	20.50%	20.50%
City of Banyule	45.50%	46.00%
City of Whittlesea	34.00%	33.50%
	<u>100.00%</u>	<u>100.00%</u>

**NOTE 20 INTEREST BEARING LOANS AND BORROWINGS**

**Finance Leases**

The Library Service had the following obligations under finance leases for the lease of equipment (the sum of which is recognised as a liability after deduction of future lease finance charges included in the obligation):

	<b>2006/2007</b>	<b>2005/2006</b>
	\$	\$
-Not later than one year	182,933	178,410
-Greater than one year but not later than five years	<u>173,372</u>	<u>301,047</u>
Minimum lease payments	356,305	479,457
Less : future finance charges	<u>52,208</u>	<u>100,464</u>
Recognised in the balance sheet as:	<u>304,097</u>	<u>378,993</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

<b>NOTE 21 OPERATING LEASE COMMITMENTS</b>	<b>2006/2007</b>	<b>2005/2006</b>
	<b>\$</b>	<b>\$</b>
<b>Motor Vehicles</b>		
Payable:		
-Not later than one year	17,906	39,551
-Greater than one year but not later than five years	3,181	21,087
	<u>21,087</u>	<u>60,638</u>
 <b>Headquarters Rental</b>		
Payable:		
-Not later than one year	103,564	57,166
-Greater than one year but not later than five years	267,540	-
	<u>371,104</u>	<u>57,166</u>
 Term of the Lease: Commencing on 1 February 2006 and ending on 31 January 2011		
 <b>Teleessaging</b>		
Payable:		
-Not later than one year	33,564	33,564
-Greater than one year but not later than five years	16,782	50,346
	<u>50,346</u>	<u>83,910</u>
 <b>Photocopier Lease</b>		
Payable:		
-Not later than one year	46,716	46,716
-Greater than one year but not later than five years	50,767	97,483
	<u>97,483</u>	<u>144,199</u>

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 22 COMMITMENTS FOR CAPITAL EXPENDITURE**

Capital and other expenditure commitments contracted for as at the reporting date and which have not been recognised as liabilities in the statement of financial position are as follows :	<b>2006/2007</b>	<b>2005/2006</b>
	<b>\$</b>	<b>\$</b>
Bookstock	340,385	30,332
Other - RFID Project Capital	966,622	993,953
Other RFID Project expenses	369,148	-
	<u>1,676,155</u>	<u>1,024,285</u>
The periods expected to lapse from the reporting date to the expected date of payment are as follows :		
-Not later than one year	1,399,294	1,024,285
-Greater than one year but not later than five years	276,861	-
	<u>1,676,155</u>	<u>1,024,285</u>

**NOTE 23 CONTINGENT LIABILITIES**

The Yarra Plenty Regional Library Service has no known contingent liabilities as at 30th June, 2007

**NOTE 24 FINANCING FACILITIES**

The Yarra Plenty Regional Library Service does not have any credit standby arrangements or unused loan facilities.

The Yarra Plenty Regional Library Service does have credit card facilities with an unused credit limit of \$15,000 at 30 June 2007

**NOTE 25 RELEVANT FINANCIAL RATIOS**

**(a) Working Capital**

To assess the corporation's ability to meet current commitments	<b>2007</b>	<b>2006</b>
Current Assets/Current Liabilities	<u>1,364,390</u> 0.91	<u>1,438,232</u> 0.87
	1,486,410	1,652,498

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 26 FINANCIAL INSTRUMENTS**

**(a) Accounting Policy, Terms and Conditions**

Recognised Financial Instruments	Note	Accounting Policy	Terms and Conditions
<b>Financial Assets</b>			
Bank Deposits On Call	8	Valued at face value. Interest recognised as it accrues	Current account interest fluctuates between 5.65% and 6.15%. The rate at balance date was 6.15%
30/60/90 day Bank Bills	8	Valued at face value. Interest recognised as it accrues.	Bills can be redeemed at call. Interest rates fluctuated between 5.46% and 6.44%. The average rate at balance date was 5.84%
Receivables	7	Receivables are carried at nominal amounts	General debtors are unsecured and interest free.
<b>Financial Liabilities</b>			
General Payables	9	Liabilities are recognised for amounts to be paid in the future for goods received and services provided to the Library Service as at balance date whether or not invoices have been received.	General payables are unsecured and are normally settled within 30 days of receipt of invoice.
Interest bearing loans and borrowings	20	Finance leases are accounted for at their principle amount with the lease payments discounted to their present value using the interest rate implicit in the leases.	As at balance date the Library had leases with an average lease term of 3 years.

**(b) Net Fair Values**

Due to the short term nature of all financial assets and liabilities net fair value approximates approximates the carrying value for all items

**(c) Credit Risk Exposure**

The Library's maximum exposure to credit risk at balance date in relation to each class of financial asset is the carrying amount of those assets as indicated in the balance sheet.

The Library has zero credit risk arising from concentrations of trade debtors.

**NOTES TO THE FINANCIAL REPORT  
FOR THE YEAR ENDED 30 JUNE 2007**

**NOTE 26 FINANCIAL INSTRUMENTS (continued)**

**(d) Interest Rate Risk**

The Library's exposure to interest rate risk and the effective interest rates of financial assets and financial liabilities at balance date are as follows :

2007

	Note	Floating Interest Rate \$'000	Fixed Interest Maturing In:		Non-interest Bearing \$'000	Carrying Amount \$'000
			1 year or less \$'000	Over 1 to 5 years		
<b>Financial Assets</b>						
Cash Assets	8	541,071	649,149		1,320	1,191,540
Receivables	7				153,079	153,079
<b>Total financial assets</b>		<b>541,071</b>	<b>649,149</b>		<b>154,399</b>	<b>1,344,619</b>
Weighted Average Interest Rate						5.84%
<b>Financial Liabilities</b>						
Payables	9				291,314	291,314
Interest Bearing Liability			146,884	157,213		304,097
<b>Total Financial Liabilities</b>			<b>146,884</b>	<b>157,213</b>	<b>291,314</b>	<b>595,411</b>
Weighted Average Interest Rate						18.11%

2006

	Note	Floating Interest Rate \$'000	Fixed Interest Maturing In:		Non-interest Bearing \$'000	Carrying Amount \$'000
			1 year or less \$'000	Over 1 to 5 years		
<b>Financial Assets</b>						
Cash Assets	8	321,529	1,011,442		1,320	1,334,291
Receivables	7				68,761	68,761
<b>Total financial assets</b>		<b>321,529</b>	<b>1,011,442</b>		<b>70,081</b>	<b>1,403,052</b>
Weighted Average Interest Rate						5.57%
<b>Financial Liabilities</b>						
Payables	9				543,197	543,197
Interest Bearing Liability			121,036	257,957		378,993
<b>Total Financial Liabilities</b>			<b>121,036</b>	<b>257,957</b>	<b>543,197</b>	<b>922,190</b>
Weighted Average Interest Rate						17.45%

Yarra Plenty Regional Library Service  
(Incorporated under Section 196 of the Local Government Act 1989)

**CERTIFICATION OF FINANCIAL STATEMENTS**

In my opinion the accompanying financial statements have been prepared in accordance with the Local Government Act 1989, and the Local Government (Finance and Reporting) Regulations 2004, Australian Accounting Standards and other mandatory professional reporting requirements.



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**PRINCIPAL ACCOUNTING OFFICER**  
**MICHELE TAME**

Dated : 14/9/2007

In our opinion the accompanying financial statements present fairly the financial transactions of the Yarra Plenty Regional Library for the year ended 30 June 2007 and the financial position of the Library as of 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 Library on 16th August 2007 to certify the financial statements in their final form.



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**COUNCILLOR**  
**FRANK MERLINO**

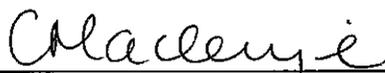
Dated : 14/9/2007



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**COUNCILLOR**  
**ANTHONY CARBINES**

Dated : 14/9/2007



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**CHIEF EXECUTIVE OFFICER**  
**CHRISTINE MACKENZIE**

Dated: 14/9/2007

YARRA PLENTY REGIONAL

LIBRARY SERVICE

*Standard Statements*

*For the Year Ended 30 June 2007*

## INDEX

<b>Item</b>	<b>Page</b>
<b>Standard Income Statement</b>	<b>1</b>
<b>Standard Balance Sheet</b>	<b>2</b>
<b>Standard Cash Flow Statement</b>	<b>3</b>
<b>Standard Capital Works and Asset Reconciliation Statement</b>	<b>4</b>
<b>Notes to Standard Statements</b>	<b>5</b>
<b>Certification of Standard Statements</b>	<b>10</b>

Comparison Report      Standard Income Statement

For the year ending 30 June 2007

	Budget	Actuals	Variances		Note
	2006/07	2006/07	\$	%	
REVENUE	\$	\$			
Contributions to Regional Library Service	8,926,877	8,970,148	43,271	0%	2
Library Fees	255,000	256,100	1,100	0%	3
Interest	105,000	124,532	19,532	19%	4
Other	243,809	432,797	188,988	78%	6
<b>TOTAL REVENUE</b>	<b>9,530,686</b>	<b>9,783,577</b>	<b>252,891</b>	<b>3%</b>	
<b>EXPENSES</b>					
Employee Costs	5,619,877	5,749,975	(130,098)	(2%)	7
Headquarter Building Costs	101,000	93,475	7,525	7%	
Depreciation	1,531,228	1,706,230	(175,002)	(11%)	8
Administration Costs	945,000	939,853	5,147	1%	9
Finance Costs	0	57,374	(57,374)	(100%)	14
Other	1,377,309	1,460,825	(83,516)	(6%)	10
<b>TOTAL EXPENSES</b>	<b>9,574,414</b>	<b>10,007,732</b>	<b>(433,318)</b>	<b>(5%)</b>	
Net Gain(Loss) on disposal of property, plant and equipment	-	975	975	100%	5
<b>NET RESULT FOR THE REPORTING PERIOD</b>	<b>(43,728)</b>	<b>(223,180)</b>	<b>(179,452)</b>	<b>410%</b>	

Comparison Report Standard Balance Sheet

As At 30 June 2007

	2006/2007 \$ Budget	2006/2007 \$ Actual	Variations \$	Variations %	Note
<b>ASSETS</b>					
<b>CURRENT ASSETS</b>					
Cash Assets	1,269,545	1,191,540	(78,005)	(6%)	15
Trade and Other Receivables	8,373	153,079	144,706	1,728%	11
Prepayments	97,992	19,771	(78,221)	(80%)	11
<b>TOTAL CURRENT ASSETS</b>	<u>1,375,910</u>	<u>1,364,390</u>	<u>11,520</u>	<u>1%</u>	
<b>NON-CURRENT ASSETS</b>					
Bookstock, plant and equipment	4,083,276	4,111,495	(28,219)	(1%)	8
<b>TOTAL NON-CURRENT ASSETS</b>	<u>4,083,276</u>	<u>4,111,495</u>	<u>(28,219)</u>	<u>(1%)</u>	
<b>TOTAL ASSETS</b>	<u>5,459,186</u>	<u>5,475,885</u>	<u>(16,699)</u>	<u>0%</u>	
<b>LIABILITIES</b>					
<b>CURRENT LIABILITIES</b>					
Interest bearing loans and borrowings	-	146,884	(146,884)	100%	14
Trade and Other Payables	296,781	291,314	5,467	2%	12
Provisions	789,044	1,048,212	(259,168)	(33%)	13
<b>TOTAL CURRENT LIABILITIES</b>	<u>1,085,825</u>	<u>1,486,410</u>	<u>400,585</u>	<u>37%</u>	
<b>NON-CURRENT LIABILITIES</b>					
Interest bearing loans and borrowings	-	157,213	157,213	100%	14
Provisions	497,239	85,574	(411,665)	(83%)	13
<b>TOTAL NON-CURRENT LIABILITIES</b>	<u>497,239</u>	<u>242,787</u>	<u>254,452</u>	<u>100%</u>	
<b>TOTAL LIABILITIES</b>	<u>1,583,064</u>	<u>1,729,197</u>	<u>(146,133)</u>	<u>(9%)</u>	
<b>NET ASSETS</b>	<u>3,876,122</u>	<u>3,746,688</u>	<u>129,434</u>	<u>3%</u>	
<b>REPRESENTED BY:</b>					
Members Contributions	3,770,079	3,770,079	-	0%	
Accumulated Surplus/(Deficit)	52,027	(77,407)	129,434	249%	
Reserves	54,016	54,016	-	0%	
<b>EQUITY</b>	<u>3,876,122</u>	<u>3,746,688</u>	<u>129,434</u>	<u>3%</u>	

Comparison Report                      Standard Cash Flow Statement

As at 30 June 2006	Budget 2006/2007	Actuals 2006/2007	Variances	Note
	\$	\$	\$                      %	
<b>Cash flows from operating activities</b>				
Contributions (incl GST)	8,162,527	8,208,973	46,446	2
Grants Received from Government (incl GST)	1,658,189	1,658,189	0	2
Payments to suppliers (incl GST)	(2,621,640)	(2,924,824)	(303,184)	16
Payments to Employees	(5,460,600)	(5,653,051)	(192,451)	17
Interest Received	105,000	110,992	5,992	4
Library Fees (incl GST)	257,500	258,276	776	3
Other Receipts (incl GST)	267,039	465,811	198,772	6
Finance Costs (incl GST)	-	(63,111)	(63,111)	14
Net GST Payment	(681,238)	(669,906)	11,332	(2%)
<b>Net cash provided by operating activities</b>	<u>1,686,777</u>	<u>1,391,349</u>	<u>(295,428)</u>	<u>194%</u>
<b>CASH FLOWS FROM INVESTING ACTIVITIES</b>				
Payments for library books, plant and equipment	(1,427,500)	(1,416,258)	11,242	8
Proceeds from sale of bookstock/equipment	-	3,194	3,194	100%
<b>Net cash used in investing activities</b>	<u>(1,427,500)</u>	<u>(1,413,064)</u>	<u>14,436</u>	<u>99%</u>
<b>CASH FLOWS FROM FINANCING ACTIVITIES</b>				
Payments for leased plant and equipment	-	(121,036)	(121,036)	100%
<b>Net cash used in financing activities</b>	<u>-</u>	<u>(121,036)</u>	<u>(121,036)</u>	<u>100%</u>
Net increase/(decrease) in cash held	259,277	(142,751)	(402,028)	(155%)
Cash at the beginning of the financial year	1,010,268	1,334,291	324,023	
Cash at the end of the financial year	<u>1,269,545</u>	<u>1,191,540</u>	<u>(78,005)</u>	<u>(6%)</u>

Comparison Report Standard Capital Works & Asset Reconciliation Statement

For the year ending 30 June 2007

	2006/2007 \$ Budget	2006/2007 \$ Actual	Variances \$	%	Note
Bookstock	1,427,500	1,252,526	(174,974)	(12%)	8
IT Equipment	0	26,670	26,670	100%	8
Vehicles	0	0	0	0%	8
Plant & Equipment	0	15,942	15,942	100%	8
Leased IT Equipment	0	46,141	46,141	100%	
<b>Total Capital Works</b>	<b>1,427,500</b>	<b>1,341,279</b>	<b>(86,221)</b>	<b>(6%)</b>	

Represented By:

Renewal	1,427,500	1,268,468	(159,032)	(11%)	
Upgrade					
Expansion					
New Assets	0	72,811	72,811	100%	
<b>Total Capital Works</b>	<b>1,427,500</b>	<b>1,341,279</b>	<b>(86,221)</b>	<b>(6%)</b>	

Property, Plant and Equipment movement Reconciliation Worksheet

	2006/2007 \$	2006/2007 \$	%
Total Capital Works	1,427,500	1,341,279	(6%)
Asset Revaluation Movement		(86,221)	
Depreciation Expense	(1,531,228)	(175,002)	11%
Written Down Value of assets sold	-	(2,219)	(100%)
<b>Net Movement in property, plant &amp; equipment</b>	<b>(103,728)</b>	<b>(263,442)</b>	<b>254%</b>

## Notes to Standard Statements

### Note

#### 1 Basis of preparation of Standard Statements

The library service is required to prepare and include audited Standard Statements within its Annual Report. Four Statements are required - Standard Income Statement, Standard Balance Sheet, Standard Cash Flow Statement, and a Standard Statement of Capital Works, together with explanatory notes.

These statements and supporting notes form a special purpose financial report prepared to meet the requirements of the Local Government Act 1989 and Local Government (Finance and Reporting) Regulations 2004.

The Standard Statements have been prepared on accounting bases consistent with those used for the General Purpose Financial Statements and the Budget. The results reported in these statements are consistent with those reported in the General Purpose Financial Statements.

The Standard Statements are not a substitute for the General Purpose Financial Statements, which are included in the Library's Annual Report. They have not been prepared in accordance with all Australian Accounting Standards or other authoritative professional pronouncements.

The Standard Statements compare the Library's financial plan, expressed through its budget, with actual performance. The Local Government Act 1989 requires explanation of any material variances.

The budget figures included in the Statements are those adopted by the Library on 29 June, 2006. The budget was based on assumptions that were relevant at the time of adoption of the budget. The Library set guidelines and parameters for revenue and expense targets in this budget in order to meet the Library's business plan and financial performance targets for both the short and long term. The budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

Detailed information on the actual financial results are contained in the General Purpose Financial Statements, which are included in the Library's Annual Report. The detailed budget can be obtained by contacting the Library. The Standard Statements must be read with reference to these documents.

## Notes to Standard Statements

### Note

#### **2 Contributions to Regional Library Service**

Contributions to the library service are accounted for as they are received and therefore amounts received prior to 30 June in any year are taken up in that year.

The variation in contributions is due to timing of contribution payments.

Reconciliation:

	\$ 000's
2006/07 payments received in 2005/06 year	(355)
2007/08 payments received in 2006/07 year	392
Other Misc	6
Total Variance	<u>43</u>

#### **3 Library Fees**

Income from library fees is as predicted

#### **4 Interest Income**

Interest income has risen in line with higher investment rates

#### **5 Net Gain(Loss) on disposal of property, plant and equipment**

Obsolete computer equipment was written off and some income was received from the sale of security cases.

The written down value of assets sold represents the book value of disposed minor equipment, computer assets and withdrawn bookstock.

## Notes to Standard Statements

### Note

#### **6 Other Income**

The increase to other income is due to additional grant funding received and sale of services to other organisations

	\$ 000's
City of Brisbane (Share of Overdrive Purchase)	35
Misc Outreach Grants	7
Library Unconference	3
Sale of Services	16
Community Rooms	20
Fundraising	6
Reimbursements	34
Local Priorities	79
Misc Other	7
Photocopier Income	(19)
Total Variance	<u>188</u>

#### **7 Headquarters Building Costs**

Rental expense for lease of Library Headquarters

#### **8 Depreciation Expense and Capital Purchases**

The allocation in the library budget for depreciation reflects capital spending for the financial year

Additional depreciation has been incurred as a result of change in accounting policy under IFRS which sees leases for IT equipment taken up as finance leases. There has been a shift from operating lease expense to depreciation expense.

Other additional depreciation expense relates to major capital purchases in the 2005/06 year (vehicles and WAN equipment).

#### **9 Administration Costs**

Administration costs have been relatively stable this year with some minor savings in various accounts.

## Notes to Standard Statements

### Note

#### 10 Other Expenditure

The variance to other expenditure is due to over expenditure mainly in the system communications budget (\$87,000) and and minor reductions in other accounts.

#### 11 Receivables and Prepayments

Receivables include the following amounts	\$
	000's
Interest	20
Rebate from ATO	33
Refund of credits Southern Scene	30
IAM payment for leased IT equipment	46
Reimbursement of legal fees for RFID contract	5
State Library payment for sale of services	11
Miscellaneous Other	8
Total	<u>153</u>

#### 12 Payables

Payables include the following amounts:

Sundry Creditor Payments	106
Accrued Salaries	185
	<u>291</u>

#### 13 Provisions

Variances in provisions are due to a shift in apportionment between current and non current under AIFRS.

#### 14 Interest bearing loans and borrowings

Finance leases

In accordance with AIFRS leasing for IT equipment which were previously considered to be operating leases have now been taken up as finance leases.

Finance leases are capitalised, recording an asset and a liability equal to the present value of the minimum lease payments, including any guaranteed residual value. Lease payments are allocated between the reduction of the lease liability and the interest expense (shown as finance costs).

#### 15 Cash Assets and Cash at End of Financial Year

The depletion of cash assets is in line with spending on major projects which has reduced reserve funds.

## Notes to Standard Statements

### Note

#### **16 Payments to Suppliers**

Includes additional expenditure on system communications, IT consultancy, branch maintenance and payments associated with extra funds received.

#### **17 Payments to Employees**

Additional payments relate to unrealised savings in replacement staff costs and increases in provisions

Yarra Plenty Regional Library Service  
(Incorporated under Section 196 of the Local Government Act 1989)

**CERTIFICATION OF STANDARD STATEMENTS**

In my opinion the accompanying standard statements have been prepared on accounting bases consistent with the financial statements and in accordance with the Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2004.



\_\_\_\_\_  
**PRINCIPAL ACCOUNTING OFFICER**

**MICHELE TAME**

Dated : 14/9/2007

In our opinion the accompanying standard statements have been prepared on accounting bases consistent with the financial statements and in accordance with the Local Government Act 1989 and the Local Government (Finance and Reporting) Regulations 2004.

As at the date of signing, we are not aware of any circumstances which would render any particulars in the standard statements to be misleading or inaccurate.

We have been authorised by the Library on 16th August 2007 to certify the standard statements in their final form.



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**COUNCILLOR**

**FRANK MERLINO**

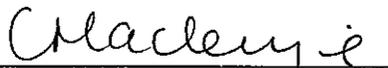
Dated : 14/9/2007



\_\_\_\_\_  
**COUNCILLOR**

**ANTHONY CARBINES**

Dated : 14/9/2007



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**CHIEF EXECUTIVE OFFICER**

**CHRISTINE MACKENZIE**

Dated: 14/9/2007

## INDEPENDENT AUDIT REPORT

### Yarra Plenty Regional Library Corporation

#### To the Members of the Board of the Corporation

#### *Matters Relating to the Electronic Presentation of the Audited Financial Report and Standard Statements*

This auditor's report for the financial year ended 30 June 2007 relates to the financial report of Yarra Plenty Regional Library Corporation included on its web site. The Members of the Board of Yarra Plenty Regional Library Corporation are responsible for the integrity of the web site. I have not been engaged to report on the integrity of the web site. The auditor's report refers only to the statements named below. An opinion is not provided on any other information which may have been hyperlinked to or from these statements. If users of this report are concerned with the inherent risks arising from electronic data communications, they are advised to refer to the hard copy of the audited financial report to confirm the information included in the audited financial report presented on this web site.

#### *The Financial Report and Standard Statements*

The accompanying financial report for the year ended 30 June 2007 of Yarra Plenty Regional Library Corporation which comprises of the income statement, balance sheet, statement of changes in equity, cashflow statement, a summary of significant accounting policies and other explanatory notes to and forming part of the financial report, and the certification of financial statements has been audited.

The accompanying standard statements for the year ended 30 June 2007 of the Corporation which comprises of the standard income statement, standard balance sheet, standard cash flow statement, standard capital works and asset reconciliation statement, the related notes and the certification of standard statements have been audited.

#### *The Responsibility of Members of the Board of the Corporation for the Financial Report and Standard Statements*

The Members of the Board of Yarra Plenty Regional Library Corporation are responsible for the preparation and the fair presentation of:

- the financial report in accordance with Australian Accounting Standards (including the Australian Accounting Interpretations) and the financial reporting requirements of the *Local Government Act 1989*
- the standard statements in accordance with the basis of preparation as described in note 1 of the statements and the requirements of the *Local Government Act 1989*.

This responsibility includes:

- establishing and maintaining internal controls relevant to the preparation and fair presentation of the financial report and standard statements that are free from material misstatement, whether due to fraud or error
- selecting and applying appropriate accounting policies
- making accounting estimates that are reasonable in the circumstances.

## Independent Audit Report (continued)

### *Auditor's Responsibility*

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

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial report and standard statements. The audit procedures selected depend on judgement, including the assessment of the risks of material misstatement of the financial report and standard statements, whether due to fraud or error. In making those risk assessments, consideration is given to internal control relevant to the Members of the Board of the Corporation's preparation and fair presentation of the financial report and standard statements 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 Corporation's internal control. An audit also includes evaluating the appropriateness of the accounting policies used, and the reasonableness of accounting estimates made by the Members of the Board of the Corporation, as well as evaluating the overall presentation of the financial report and standard statements.

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

### *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. The Auditor-General, his staff and delegates comply with all applicable independence requirements of the Australian accounting profession.

### *Auditor's Opinion*

In my opinion:

- the financial report presents fairly, in all material respects, the financial position of Yarra Plenty Regional Library Corporation as at 30 June 2007 and its financial performance and cash flows for the year then ended in accordance with applicable Australian Accounting Standards (including the Australian Accounting Interpretations), and the financial reporting requirements of the *Local Government Act* 1989.
- The standard statements present fairly, in all material respects, in accordance with the basis of preparation as described in note 1 to the statements and comply with the requirements of the *Local Government Act* 1989.

MELBOURNE  
20 September 2007

  
D.D.R. Pearson  
Auditor-General