



PUBLIC LIBRARIES

AUSTRALIA

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- For further information about these and related statistics, contact the National Information Service on 1300 135 070 or Ann Santo on Melbourne 9615 7910.

NOTES

INTRODUCTION

This publication presents results, in respect of the 1999–2000 financial year, from an Australian Bureau of Statistics (ABS) census of local government libraries, National and State libraries and archival service organisations. It is the second ABS census of the industry with the previous collection being conducted in respect of 1996–1997.

This publication is one of a series to be issued in respect of 1999–2000 for a range of cultural services industries. Other publications in this series are:

Botanic Gardens, Australia, 1999–2000 (Cat. no. 8563.0); released April 2001

Motion Picture Exhibition, Australia, 1999–2000 (Cat. no. 8654.0); released May 2001

Video Hire Industry, Australia, 1999–2000 (Cat. no. 8562.0); released May 2001

Museums, Australia, 1999–2000 (Cat. no. 8560.0)

Television Industry, Australia, 1999–2000 (Cat. no. 8559.0)

Performing Arts, Australia, 1999–2000 (Cat. no. 8697.0)

Commercial Art Galleries, Australia, 1999–2000 (Cat. no. 8651.0)

Film and Video Production and Distribution, Australia, 1999–2000 (Cat. no. 8679.0)

COMMENTS ON THIS PUBLICATION

The ABS welcomes comments and suggestions from users recommending industries and data items for inclusion in future surveys. These comments should be addressed to the Director, Service Industries Surveys, Australian Bureau of Statistics, PO Box 10 Belconnen ACT 2616.

ROUNDING

Where figures have been rounded discrepancies may occur between the sum of component items and the total.



ABBREVIATIONS

- ABS Australian Bureau of Statistics
- ANZSIC Australian and New Zealand Standard Industrial Classification
- OPAC online public access catalogue

Dennis Trewin
Australian Statistician

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INTRODUCTION

This publication presents results, in respect of the 1999–2000 financial year, from an Australian Bureau of Statistics (ABS) census of local government libraries, National and State libraries and archival service organisations. Libraries with restricted access such as those operated by educational institutions (universities and schools), and libraries operated by businesses and organisations for internal reference purposes, were excluded from the collection.

There are three broad models for the operation of local government libraries in Australia:

- A centralised model, which operates in South Australia, Western Australia, Tasmania and the Australian Capital Territory, where the acquisition, cataloguing and processing of all library stock are generally the responsibility of the State library or a single government department, with the individual locations being responsible for the service delivery.
- A coordinated model, which operates in New South Wales and Victoria, where each library location is responsible for the total provision of library services, receiving support from the State and local government in the form of subsidies, grants and materials, and
- A combination of these two models, which operates in Queensland and the Northern Territory.

There are also a number of joint use local government library locations (e.g. combined local government and school libraries) in South Australia, Western Australia, and the Australian Capital Territory which have been included in the scope of the collection. For purposes of this publication, the Australian Capital Territory libraries have been treated as local government libraries, because of the manner in which they operate.

Therefore, care should be taken in comparing State and Territory data as the allocation of income, expenses and employment may be treated differently according to the mode of operation.

SUMMARY INFORMATION

At the end of June 2000, there were 505 local government library organisations with 1,510 library locations, 8 National and State library organisations with 26 locations, and 8 National and State archive organisations with 27 locations operating in Australia.

The total library holding stock of these organisations was 54.3 million books and other library materials at the end of June 2000, of which 36.4 million were available as lending stock and 17.9 million as non-lending stock. This holding stock represented a 3% increase in lending stock and a 6% increase in non-lending stock since June 1997.

During 1999–2000, there were 99.4 million visits to local government, National and State libraries, which represented an 11% increase in visits since 1996–1997. In comparison, there were 11.8 million visits to botanic gardens and 79.4 million paid admissions to motion picture cinemas during the same period.

SUMMARY INFORMATION

continued

Libraries and archives are particularly reliant on government funding for their operation with 91% (\$725 million) of total income being sourced from government funding.

In total, 12,596 employees worked for libraries and archives at the end of June 2000, and 5,150 volunteers worked for libraries and archives during the month of June 2000.

The remainder of this publication presents more detailed information on these data, separately for local government libraries (Chapter 2), National and State libraries (Chapter 3) and archival organisations (Chapter 4).

1.1

KEY AGGREGATES

		LOCAL GOVERNMENT LIBRARIES		NATIONAL AND STATE LIBRARIES		NATIONAL AND STATE ARCHIVES	
		1996-97	1999-2000	1996-97	1999-2000	1996-97	1999-2000
Organisations at end June	no.	522	505	8	8	8	8
Locations at end June	no.	1 526	1 510	r26	26	r27	27
Visits to library locations	'000	84 730.1	93 335.1	4 834.5	6 063.5	na	na
Library holdings at end June							
Lending stock	'000	35 489.2	36 416.4
Non-lending stock	'000	2 671.8	2 963.9	14 198.8	14 925.0	na	na
<i>Total</i>	'000	38 161.0	39 380.3	14 198.8	14 925.0	na	na
Employees at end June 2000							
Librarians and archivists	no.	2 298	2 422	788	732	338	359
Other employees	no.	6 295	7 170	1 281	1 516	384	397
<i>Total</i>	no.	8 593	9 592	2 069	2 248	722	756
Volunteers during June 2000	no.	na	4 493	na	np	na	np
Volunteer hours during June 2000	no.	na	30 647	na	np	na	np
Income							
Government funding	\$m	379.3	455.7	116.0	190.9	57.0	78.2
Income from services to clients	\$m	14.3	17.1	13.7	11.4	5.9	8.2
Other income	\$m	5.4	5.3	18.1	24.7	-0.4	0.8
<i>Total</i>	\$m	398.9	478.0	147.8	227.0	62.5	87.2
Expenses							
Wages and salaries	\$m	209.5	244.0	73.2	88.0	26.1	30.1
Other expenses	\$m	159.3	212.5	87.2	144.1	37.3	48.2
<i>Total</i>	\$m	368.8	456.4	160.3	232.1	63.4	78.3

r revised

na not available

.. not applicable

np not available for publication but included in totals where applicable, unless otherwise indicated

1.1KEY AGGREGATES *continued*

		TOTAL	
		1996-97	1999-2000
Organisations at end June	no.	538	521
Locations at end June	no.	1 579	1 563
Visits to library locations	'000	89 564.6	99 398.6
Library holdings at end June			
Lending stock	'000	35 489.3	36 416.4
Non-lending stock	'000	16 870.6	17 888.9
<i>Total</i>	'000	52 359.9	54 305.3
Employees at end June 2000			
Librarians and archivists	no.	3 424	3 513
Other employees	no.	7 960	9 083
<i>Total</i>	no.	11 384	12 596
Volunteers during June 2000	no.	na	5 150
Volunteer hours during June 2000	no.	na	33 790
Income			
Government funding	\$m	552.2	724.8
Income from services to clients	\$m	33.9	36.6
Other income	\$m	23.0	30.7
<i>Total</i>	\$m	609.2	792.2
Expenses			
Wages and salaries	\$m	308.7	362.1
Other expenses	\$m	283.8	404.8
<i>Total</i>	\$m	592.5	766.9

r revised

na not available

INCOME AND EXPENSES

The 1,510 local government library locations received \$478 million in total income during 1999–2000. Government funding of \$456 million accounted for 95% of this income. This proportion varied between States and Territories with government funding in the Australian Capital Territory being 92% of total income for local government libraries and Victoria being 93% compared to 98% for the Northern Territory.

The other major source of income was services to clients (e.g. photocopying charges, binding, late charges) which accounted for \$17 million. Local government libraries in New South Wales and Victoria accounted for \$7 million and \$5 million respectively of this income from services to clients.

Total expenses of local government libraries was \$456 million, of which \$270 million (59%) was accounted for by labour costs. The major component of labour costs was wages and salaries of \$244 million which averaged \$25,400 per employee.

Other major expenses of local government libraries included (current) purchases of library materials (\$37 million), repair and maintenance expenses (\$22 million), telecommunication expenses (\$9 million) and paper, printing and stationery expenses (\$6 million).

The total expenditure on the purchases of library materials by local government libraries in 1999-2000 was \$92 million. Of this amount \$37 million was current expenditure (i.e. expensed in the year of purchase as referred to in the previous paragraph) and \$55 million was for capital purchases (i.e. treated as the purchase of an asset and depreciated over a number of years). The accounting treatment for the acquisition of library materials (i.e. as current or capital expenditure) varies between States and Territories (as shown in table 2.2) and hence affects the current expense profile of each State or Territory.

Major contributors to Other expenses for library operations (\$107 million), included property rental, administration and depreciation.

EMPLOYMENT

During June 2000, there were 14,085 persons working in local government libraries, comprising 9,592 employees at the end of June and 4,493 volunteers who worked some time during the month of June.

Of the 9,592 employees, 4,254 worked as permanent full-time, 3,013 worked as permanent part-time and 2,325 worked on a casual basis. Of the total number of employees, 39% (3,735 persons) were qualified either as librarians (2,422 persons) or library technicians (1,313 persons). The proportion of librarians to total employees was highest in New South Wales, Victoria and Western Australia with each States proportion being 27%.

EMPLOYMENT *continued*

Female employees accounted for 87% of the employees in local government libraries, with 85% of librarians and 91% of library technicians being females.

The 4,493 volunteers in local government libraries during June 2000 worked 30,647 hours, which represented 6.8 hours per volunteer for the month.

CLIENTS AND LIBRARY STOCK

During 1999–2000, there were 93.3 million visits to local government libraries, which represented 4.9 visits per head of population for the year. This compares with 4.6 visits per head of population in 1996–97. Per head of population, local government libraries were visited more than the Australian average in South Australia (6.7 visits), the Australian Capital Territory (5.7 visits), Tasmania (5.6 visits) and Victoria (5.0 visits) and far less in Western Australia (3.6 visits) and Northern Territory (4.1 visits).

These visits resulted in local government library loans of 162 million books and other materials, representing a ratio of 1.7 loans per visit.

The sparseness of the population in Western Australia and Northern Territory is reflected in their relatively high number of locations (216 and 27 locations respectively), resulting in one location per 8,500 persons in Western Australia and one location per 7,200 persons in Northern Territory. These proportions compare to the Australian average of one library location per 12,700 persons.

At the end of June 2000, local government libraries had holding stock of 39.4 million books and other library materials, of which 36.4 million books and other library materials were available as lending stock. The ratio of book loans to book stock was 4.0, with Tasmania being the highest at 6.2 and South Australia the lowest at 3.3.

TECHNOLOGY FACILITIES AND USE

At the end of June 2000, local government libraries contained 11,510 personal computers, of which 5,220 were for public use and 6,290 were for library staff use only. A number of these workstations had different and multiple uses.

There were 2,832 internet workstations in local government libraries, which was a 242% increase on the 827 internet workstations at the end of June 1997. At the end of June 2000, there were 1.9 internet workstations per local government library location with the Australian Capital Territory having the highest number with 3.4 workstations per location and Western Australia being the lowest at 1.3 workstations per location.

In addition, local government libraries had 2,967 online public access catalogue (OPAC) workstations which equated to 2.0 per location and 1,882 CD-ROM workstations which equated to 1.3 per location.

2.1 INCOME AND EXPENSES, Local Government Libraries

	<i>New South Wales</i>	<i>Victoria</i>	<i>Queensland</i>	<i>South Australia</i>	<i>Western Australia</i>	<i>Tasmania</i>
	\$m	\$m	\$m	\$m	\$m	\$m
Income						
Government funding						
Federal and State/Territory government	11.5	22.9	28.2	20.8	12.6	9.1
Local government	128.1	68.1	71.5	26.3	42.8	—
<i>Total</i>	139.6	91.0	99.8	47.1	55.4	9.1
Income from services to clients	6.8	4.6	2.2	1.0	1.3	0.3
Financial sponsorships and other income	2.0	2.0	0.5	0.5	0.2	0.1
Total income	148.4	97.6	102.5	48.6	56.9	9.5
Expenses						
Labour costs						
Wages and salaries	81.6	53.8	45.3	21.3	27.2	7.1
Employer contributions to superannuation funds	6.3	4.4	4.0	1.4	2.5	0.8
Workers' compensation costs	2.5	0.9	0.6	0.6	0.7	—
Fringe benefits tax	0.2	0.2	—	—	0.1	—
<i>Total</i>	90.5	59.2	49.9	23.4	30.4	7.9
Online subscription payments	0.6	0.2	0.2	0.1	0.1	—
Freight and cartage expenses	0.3	0.1	0.3	—	0.2	0.1
Postal, mailing and courier services	0.5	0.6	0.7	0.5	0.4	0.1
Telecommunications services	2.2	1.6	1.8	1.3	0.7	0.1
Repair and maintenance expenses	7.4	4.4	6.4	1.2	2.0	0.4
Paper, printing and stationery expenses	1.7	1.4	1.5	0.6	0.8	0.1
Purchases of library materials(a)	7.8	5.3	6.5	7.5	7.9	1.1
Other expenses for library operations	31.7	21.1	26.6	9.5	14.3	0.4
Total expenses	142.6	93.8	94.0	44.2	56.7	10.3

— nil or rounded to zero (including null cells)

(a) In addition to \$36.6m expensed on library materials, there was \$54.8 capital expenditure on library materials, totalling \$91.5m on library acquisitions for 1999–2000.

2.1**INCOME AND EXPENSES, Local Government Libraries** *continued*

	Northern Territory	Australian Capital Territory	Australia
	\$m	\$m	\$m
Income			
Government funding			
Federal and State/Territory government	3.4	8.4	117.0
Local government	1.9	—	338.7
Total	5.3	8.4	455.7
Income from services to clients	0.1	0.6	17.1
Financial sponsorships and other income	0.1	—	5.3
Total income	5.4	9.1	478.0
Expenses			
Labour costs			
Wages and salaries	3.8	4.0	244.0
Employer contributions to superannuation funds	0.2	0.7	20.2
Workers' compensation costs	—	0.2	5.5
Fringe benefits tax	—	—	0.5
Total	4.0	4.9	270.2
Online subscription payments	—	—	1.2
Freight and cartage expenses	—	—	1.1
Postal, mailing and courier services	—	—	2.8
Telecommunications services	0.1	1.3	9.1
Repair and maintenance expenses	0.1	0.1	22.0
Paper, printing and stationery expenses	0.1	0.1	6.3
Purchases of library materials(a)	0.2	0.4	36.6
Other expenses for library operations	0.7	2.9	107.2
Total expenses	5.3	9.6	456.4

— nil or rounded to zero (including null cells)

(a) In addition to \$36.6m expensed on library materials, there was \$54.8 capital expenditure on library materials, totalling \$91.5m on library acquisitions for 1999–2000.

2.2**ACQUISITION OF LIBRARY MATERIALS, Local Government Libraries**

	New South Wales	Victoria	Queensland	South Australia	Western Australia	Tasmania	Northern Territory	Australian Capital Territory	Australia
	\$m	\$m	\$m	\$m	\$m	\$m	\$m	\$m	\$m
Capital expenditure	19.6	15.3	12.9	4.1	0.6	0.6	0.4	1.3	54.8
Current expenditure	7.8	5.3	6.5	7.5	7.9	1.1	0.2	0.4	36.6
Total	27.4	20.6	19.4	11.5	8.5	1.7	0.6	1.7	91.5

2.3

CHARACTERISTICS OF EMPLOYEES, Local Government Libraries

	<i>Males</i>		<i>Females</i>		<i>Persons</i>
	no.	%	no.	%	
PERMANENT FULL-TIME					
New South Wales	319	20.8	1 215	79.2	1 534
Victoria	145	17.3	695	82.7	840
Queensland	99	11.8	741	88.2	840
South Australia	55	14.6	323	85.4	378
Western Australia	78	16.3	402	83.8	480
Tasmania	14	16.7	70	83.3	84
Northern Territory	—	—	25	100.0	25
Australian Capital Territory	12	16.4	61	83.6	73
<i>Australia</i>	<i>722</i>	<i>17.0</i>	<i>3 532</i>	<i>83.0</i>	<i>4 254</i>
PERMANENT PART-TIME					
New South Wales	48	5.8	777	94.2	825
Victoria	103	10.7	858	89.3	961
Queensland	14	5.9	224	94.1	238
South Australia	20	6.7	277	93.3	297
Western Australia	27	5.6	459	94.4	486
Tasmania	6	4.0	143	96.0	149
Northern Territory	—	—	33	100.0	33
Australian Capital Territory	4	16.7	20	83.3	24
<i>Australia</i>	<i>222</i>	<i>7.4</i>	<i>2 791</i>	<i>92.6</i>	<i>3 013</i>
CASUALS					
New South Wales	112	14.9	641	85.1	753
Victoria	75	15.2	420	84.8	495
Queensland	94	14.5	555	85.5	649
South Australia	28	15.9	148	84.1	176
Western Australia	14	9.1	140	90.9	154
Tasmania	—	—	23	100.0	23
Northern Territory	18	31.6	39	68.4	57
Australian Capital Territory	—	—	18	100.0	18
<i>Australia</i>	<i>341</i>	<i>14.7</i>	<i>1 984</i>	<i>85.3</i>	<i>2 325</i>
TOTAL					
New South Wales	479	15.4	2 633	84.6	3 112
Victoria	323	14.1	1 973	85.9	2 296
Queensland	207	12.0	1 520	88.0	1 727
South Australia	103	12.1	748	87.9	851
Western Australia	119	10.6	1 001	89.4	1 120
Tasmania	20	7.8	236	92.2	256
Northern Territory	18	15.7	97	84.3	115
Australian Capital Territory	16	13.9	99	86.1	115
Australia	1 285	13.4	8 307	86.6	9 592

— nil or rounded to zero (including null cells)

2.4

OCCUPATION OF EMPLOYEES, Local Government Libraries

	Males		Females		Persons no.
	no.	%	no.	%	
LIBRARIANS					
New South Wales	158	19.0	673	81.0	831
Victoria	90	14.8	519	85.2	609
Queensland	34	8.3	375	91.7	409
South Australia	22	13.3	144	86.7	166
Western Australia	40	13.3	261	86.7	301
Tasmania	11	20.4	43	79.6	54
Northern Territory	—	—	23	100.0	23
Australian Capital Territory	4	13.8	25	86.2	29
Australia	359	14.8	2 063	85.2	2 422
LIBRARY TECHNICIANS					
New South Wales	65	12.5	456	87.5	521
Victoria	28	9.1	281	90.9	309
Queensland	11	7.0	147	93.0	158
South Australia	—	—	76	100.0	76
Western Australia	4	7.5	49	92.5	53
Tasmania	9	5.1	169	94.9	178
Northern Territory	—	—	18	100.0	18
Australian Capital Territory	—	—	—	—	—
Australia	117	8.9	1 196	91.1	1 313
OTHER LIBRARY EMPLOYEES					
New South Wales	256	14.5	1 504	85.5	1 760
Victoria	205	14.9	1 173	85.1	1 378
Queensland	162	14.0	998	86.0	1 160
South Australia	81	13.3	528	86.7	609
Western Australia	75	9.8	691	90.2	766
Tasmania	—	—	24	100.0	24
Northern Territory	18	24.3	56	75.7	74
Australian Capital Territory	12	14.0	74	86.0	86
Australia	809	13.8	5 048	86.2	5 857
TOTAL					
New South Wales	479	15.4	2 633	84.6	3 112
Victoria	323	14.1	1 973	85.9	2 296
Queensland	207	12.0	1 520	88.0	1 727
South Australia	103	12.1	748	87.9	851
Western Australia	119	10.6	1 001	89.4	1 120
Tasmania	20	7.8	236	92.2	256
Northern Territory	18	15.7	97	84.3	115
Australian Capital Territory	16	13.9	99	86.1	115
Australia	1 285	13.4	8 307	86.6	9 592

— nil or rounded to zero (including null cells)

2.5 LOCATIONS, CLIENTS AND LIBRARY STOCK, Local Government Libraries

		New South Wales	Victoria	Queensland	South Australia	Western Australia	Tasmania	Northern Territory	Australian Capital Territory	Australia
Locations at end June										
Branches	no.	387	260	291	156	216	48	27	8	1 393
Mobile services	no.	40	34	19	17	6	—	—	1	117
Visits during 1999–2000	'000	30 441.6	23 974.3	16 876.2	10 007.0	6 839.9	2 613.4	796.8	1 786.0	93 335.1
Memberships/ registered borrowers at end June 2000(a)	'000	4 165.5	2 410.3	1 665.6	946.1	1 123.9	149.1	86.6	139.0	10 686.1
Holdings at end June 2000										
Lending stock										
Books	'000	10 207.3	7 675.6	6 736.3	3 879.2	2 864.3	623.1	345.1	567.9	32 898.8
Other	'000	1 117.2	636.4	619.1	539.4	404.9	70.8	36.6	93.3	3 517.7
Total	'000	11 324.6	8 312.0	7 355.4	4 418.5	3 269.2	693.9	381.7	661.2	36 416.4
Total non-lending stock	'000	1 579.7	605.5	361.8	179.3	120.3	56.9	22.9	37.6	2 963.9
Total	'000	12 904.2	8 917.5	7 717.2	4 597.8	3 389.5	750.7	404.5	698.8	39 380.3
Loans during 1999–2000										
Books	'000	36 622.0	32 401.0	30 401.4	12 919.3	13 563.0	3 830.7	1 208.3	2 123.9	133 069.5
Other	'000	6 783.7	7 349.0	7 264.2	3 786.1	2 430.6	708.0	236.3	408.3	28 966.3
Total	'000	43 405.7	39 750.0	37 665.6	16 705.4	15 993.6	4 538.7	1 444.6	2 532.2	162 035.8

— nil or rounded to zero (including null cells)

(a) Library patrons may hold a membership at more than one library, hence they were counted at each library where a membership was held.

2.6 SELECTED RATIOS, Local Government Libraries

		New South Wales	Victoria	Queensland	South Australia	Western Australia
Labour costs per employee	\$'000	29.1	25.8	28.9	27.5	27.1
Labour costs to total expenses	%	63.5	63.1	53.1	53.0	53.6
Government funding to total income	%	94.1	93.2	97.3	96.9	97.4
Library visits per head of population	no.	4.7	5.0	4.7	6.7	3.6
Library holdings per head of population	no.	2.0	1.9	2.2	3.1	1.8
Library loans per head of population	no.	6.7	8.3	10.6	11.2	8.5
Library loans per library visit	no.	1.4	1.7	2.2	1.7	2.3
Book loans per book stock	no.	3.6	4.2	4.5	3.3	4.7

2.6SELECTED RATIOS, Local Government Libraries *continued*

		Tasmania	Northern Territory	Australian Capital Territory	Australia
Labour costs per employee	\$'000	30.8	34.9	42.6	28.2
Labour costs to total expenses	%	76.8	76.3	51.0	59.2
Government funding to total income	%	95.8	97.1	92.8	95.3
Library visits per head of population	no.	5.6	4.1	5.7	4.9
Library holdings per head of population	no.	1.6	2.1	2.2	2.1
Library loans per head of population	no.	9.6	7.4	8.1	8.5
Library loans per library visit	no.	1.7	1.8	1.4	1.7
Book loans per book stock	no.	6.2	3.5	3.7	4.0

2.7

TECHNOLOGY FACILITIES, Local Government Libraries

		New South Wales	Victoria	Queensland	South Australia	Western Australia
PCs at end June 2000						
For public use	no.	1 373	1 213	1 098	746	509
For staff use only	no.	2 048	1 347	992	781	856
Total	no.	3 421	2 560	2 090	1 527	1 365
Total PCs per location	no.	8.0	8.7	6.7	8.8	6.2
OPAC workstations at end June 2000	no.	885	712	632	330	288
OPAC workstations per location	no.	2.1	2.4	2.0	1.9	1.3
Internet workstations at end June 2000	no.	696	783	435	454	298
Internet workstations per location	no.	1.6	2.7	1.4	2.6	1.3
CD-ROM workstations at end June 2000	no.	587	371	288	379	178
CD-ROM workstations per location	no.	1.4	1.3	0.9	2.2	0.8
Other PC workstations at end June 2000	no.	402	393	198	354	106
Other PC workstations per location	no.	0.9	1.3	0.6	2.1	0.5
Photocopiers at end June 2000	no.	455	276	232	135	164
Photocopiers per location	no.	1.1	0.9	0.8	0.8	0.7
Other technology facilities at end June 2000	no.	813	407	475	592	390
Other technology facilities per location	no.	1.9	1.4	1.5	3.4	1.8
Organisations with web site/home page or other web presence at end June 2000	no.	70	38	47	34	36
Proportion	%	72.9	90.5	38.5	38.6	27.1
Organisations with library catalogue available on their website at end June 2000	no.	15	24	10	6	10
Proportion	%	15.6	57.1	8.2	6.8	7.5

2.7TECHNOLOGY FACILITIES, Local Government Libraries *continued*

		Tasmania	Northern Territory	Australian Capital Territory	Australia
PCs at end June 2000					
For public use	no.	115	87	79	5 220
For staff use only	no.	80	82	104	6 290
<i>Total</i>	no.	195	169	183	11 510
Total PCs per location	no.	4.1	6.3	20.3	7.6
OPAC workstations at end June 2000	no.	53	34	33	2 967
OPAC workstations per location	no.	1.1	1.3	3.7	2.0
Internet workstations at end June 2000	no.	97	38	31	2 832
Internet workstations per location	no.	2.0	1.4	3.4	1.9
CD-ROM workstations at end June 2000	no.	16	56	7	1 882
CD-ROM workstations per location	no.	0.3	2.1	0.8	1.3
Other PC workstations at end June 2000	no.	—	37	8	1 498
Other PC workstations per location	no.	—	1.4	0.9	1.0
Photocopiers at end June 2000	no.	41	20	15	1 338
Photocopiers per location	no.	0.9	0.7	1.7	0.9
Other technology facilities at end June 2000	no.	64	54	8	2 803
Other technology facilities per location	no.	1.3	2.0	0.9	1.9
Organisations with web site/home page or other web presence at end June 2000	no.	1	9	1	236
Proportion	%	100.0	40.9	100.0	46.7
Organisations with library catalogue available on their website at end June 2000	no.	1	8	1	75
Proportion	%	100.0	36.4	100.0	14.9

— nil or rounded to zero (including null cells)

CHAPTER 3

NATIONAL AND STATE LIBRARIES

INCOME AND EXPENSES

The 8 National and State libraries received total income of \$227 million during 1999–2000. Operational government funding of \$191 million accounted for 84% of this income and comprised \$39 million from the Federal government and \$152 million from the State and Territory governments.

Other major income for the National and State libraries included income from services to clients (e.g. photocopying, imaging and laminating charges) of \$11 million, interest income of \$8 million, income from sales of goods of \$6 million and fund-raising income of \$5.5 million (including financial sponsorship of \$2 million and donations of \$2.5 million).

The total expenses of the National and State libraries was \$232 million. Labour costs of \$97 million accounted for 42% of expenses. The wages and salaries component of \$88 million represented an average of \$39,100 per employee.

Other major expenses included depreciation and amortisation (\$23 million), operational purchases of library materials (\$11 million), repair and maintenance expenses (\$6 million) and rent, leasing and hiring expenses (\$4 million).

The other expenses of \$83 million included capital asset charges, interest charges and payments to employment agencies for staff.

The accounting treatment for the acquisition of library materials (i.e. as current or capital expenditure) varies across libraries, with the total expenditure on the acquisition of library materials by the National and State libraries in 1999–2000 being \$31.5 million. Of this amount \$10.7 million was current expenditure (i.e. expensed in the year of purchase as referred to above) and \$20.8 million was capital purchases (i.e. treated as the purchase of an asset and depreciated over a number of years).

EMPLOYMENT

At the end of June 2000, the National and State libraries employed 2,248 persons, which represented a 9% increase since June 1997. Most employees (74%) worked on a permanent full-time basis, with the remainder working either as permanent part-time (12%) or casuals (14%).

Females represented 68% of the employment in the National and State libraries, which was lower than the 87% proportion of female employees working in local government libraries.

Of the 2,248 employees, 1,147 employees were either qualified as librarians (713 persons) or library technicians (434 persons).

CLIENTS AND LIBRARY STOCK

During 1999–2000, there were 6.1 million visits to the National and State libraries, which was a 25% increase since 1996–1997.

CLIENTS AND LIBRARY
STOCK *continued*

At the end of June 2000, the National and State libraries, held 14.9 million books and other library materials for non-lending purposes. This represented a 5% increase in holdings since June 1997.

TECHNOLOGY FACILITIES
AND USE

At the end of June 2000, the National and State libraries had 2,625 personal computers, of which 454 were for public use and 2,171 for library staff use only.

These 8 libraries had 329 OPAC workstations, 241 CD-ROM workstations and 173 internet workstations.

3.1

INCOME AND EXPENSES, National and State libraries

1999–2000

\$m

Income

Government funding	
Federal government	38.6
State/Territory government	152.3
<i>Total</i>	190.9
Sales of goods	5.8
Income from services to clients	11.4
Fund raising income	5.5
Interest income	7.6
Other income	5.8

Total **227.0**

Expenses

Labour costs	
Wages and salaries	88.0
Employer contributions to superannuation funds	7.9
Workers' compensation costs	1.1
Fringe benefits tax	0.1
<i>Total</i>	97.2
Other expenses	
Online subscription payments	1.0
Freight and cartage expenses	0.5
Postal, mailing and courier services	1.0
Telecommunications services	2.5
Repair and maintenance expenses	5.7
Rent, leasing and hiring expenses	3.8
Paper, printing and stationery expenses	1.9
Purchases of library materials(a)	10.7
Insurance premiums	1.6
Depreciation and amortisation	23.2
Other expenses	83.0
<i>Total</i>	135.0

Total **232.1**

- (a) In addition to \$10.7m expensed on library materials, there was \$20.8m capital expenditure on library materials, totalling \$31.5m on library acquisitions for 1999–2000.

3.2 CHARACTERISTICS OF EMPLOYEES, National and State libraries

	<i>Males</i>		<i>Females</i> ...		<i>Persons</i>	
	no.	%	no.	%	no.	%
Employment at end June 2000						
Permanent full-time	567	79.5	1 094	71.3	1 661	73.9
Permanent part-time	51	7.2	218	14.2	269	12.0
Casuals	95	13.3	223	14.5	318	14.1
<i>Total(a)</i>	<i>713</i>	<i>100.0</i>	<i>1 535</i>	<i>100.0</i>	<i>2 248</i>	<i>100.0</i>
Employees at end June 1997						
<i>Total</i>	<i>647</i>	<i>100.0</i>	<i>1 422</i>	<i>100.0</i>	<i>2 069</i>	<i>100.0</i>

(a) Of the 2248 employees there were 167 male and 546 female librarians.

3.3 TECHNOLOGY FACILITIES, National and State Libraries

	<i>National and State libraries</i>
	no.
PCs at end June	
For public use	454.0
For staff use only	2 171.0
<i>Total</i>	<i>2 625.0</i>
OPAC workstations at end June 2000	329.0
OPAC workstations per location	12.7
Internet workstations at end June 2000	173.0
Internet workstations per location	6.7
CD-ROM workstations at end June 2000	241.0
CD-ROM workstations per location	9.3
Other PC workstations at end June 2000	32.0
Other PC workstations per location	1.2
Photocopiers at end June 2000	100.0
Photocopiers per location	3.9
Other technology facilities at end June 2000	303.0
Other technology facilities per location	11.7

CHAPTER 4

ARCHIVAL SERVICE ORGANISATIONS

INCOME AND EXPENSES

At the end of June 2000, there were 8 National and State archives operating in Australia. These archives received \$87 million in income, of which 90% (\$78 million) was sourced from government funding.

Labour costs of \$34 million accounted for 43% of the total expenses of \$78 million. The major component of labour costs was wages and salaries of \$30 million which represented \$39,800 per employee. Other major expenses were rent, leasing and hiring of \$7 million, and other expenses of \$25 million which included capital asset charges, interest charges and payments to employment agencies for staff.

EMPLOYMENT

At the end of June 2000, the 8 National and State archives had 756 employees, of whom 346 were archivists. Females accounted for 58% (439 persons) of the total employees.

HOLDINGS, VISITS AND ENQUIRIES

The 8 National and State archives had 959,700 metres of holdings at the end of June 2000, which was a 33% increase in holdings since June 1997. During 1999–2000, there were 94,200 visits to search rooms of these archives and 218,400 recorded archival enquiries, which was a marginal increase on the visits and enquiries of 1996–1997.

In addition National and State libraries also undertook archival services as a secondary activity. They had 33,500 metres of archive holdings, which attracted 342,700 visits to search rooms and 56,700 recorded enquiries during 1999–2000.

4.1

KEY AGGREGATES, National and State Archives

		1996-97	1999-2000
Organisations at end June	no.	8	8
Holdings, visits and enquiries(a)			
Archive holdings at end June	'000 metres	722.0	959.7
Visits to search rooms	'000	93.1	94.2
Recorded archival enquiries	'000	211.5	218.4
Employment			
Males	no.	316	317
Females	no.	406	439
Total(b)	no.	722	756
Income			
Government funding	\$m	57.0	78.2
Income from services to clients	\$m	5.9	8.2
Other income	\$m	-0.4	0.8
Total	\$m	62.5	87.2
Expenses			
Labour costs			
Wages and salaries	\$m	26.1	30.1
Employer contributions to superannuation funds	\$m	3.5	3.5
Workers compensation costs	\$m	0.3	0.5
Fringe benefits tax	\$m	na	0.2
Total	\$m	29.8	34.3
Depreciation	\$m	4.9	11.8
Purchases of library materials	\$m	0.7	0.2
Rent, leasing and hiring expenses	\$m	10.0	6.8
Telecommunication services	\$m	1.0	0.7
Other expenses	\$m	17.0	24.6
Total	\$m	63.4	78.3

na not available

- (a) In addition, there were 33,100 metres of archive holdings and 39,300 recorded archival enquires in the eight National and State Libraries.
- (b) Of the 756 employees at the end of June 2000, there were 346 archivists and 410 other staff.

EXPLANATORY NOTES

- INTRODUCTION**
- 1** This publication presents results, in respect of the 1999–2000 financial year, from an Australian Bureau of Statistics (ABS) census of local government libraries, National and State libraries and archival service organisations.
- SCOPE**
- 2** For the purposes of this collection, libraries with restricted access such as those operated by educational institutions (universities and schools) and libraries operated by businesses and organisations for internal reference purposes were excluded from the collection.
- 3** It should be noted that there are three broad models of local government library organisations. A centralised model exists in South Australia, Western Australia, Tasmania and the Australian Capital Territory where the acquisition, cataloguing and processing of library stock are generally the responsibility of the State library or a government department, with the individual locations being responsible for provision of service delivery. A coordinated model exists in New South Wales and Victoria, where each library location is responsible for the total provision of local government library services, receiving support from the State and local government in the form of subsidies, grants or materials. Local government libraries in Queensland and the Northern Territory have combinations of these two models.
- 4** There are a number of joint use library locations (e.g. local government and school libraries) in South Australia, Western Australia and the Australian Capital Territory which have been included in the scope of the survey.
- 5** Care should be taken when comparing data in this publication with that in *Libraries and Museums, Australia, 1996–1997* (Cat. no. 8649.0) because the scope of the library survey was different. However, the historical data shown in this publication has been produced on the same basis to allow for accurate comparisons.
- STATISTICAL UNIT**
- 6** The statistical unit for National and State libraries and archives was the management unit. The management unit is the highest-level accounting unit within an organisation, having regard for industry homogeneity, for which accounts are maintained.
- 7** For local government authorities, the unit was defined to be those activities associated with the provision of library services.
- RELIABILITY OF DATA**
- 8** Because the collection was a census, the data are not subject to sampling variability. However, other inaccuracies collectively referred to as non-sampling error may affect the data. These non-sampling errors may arise from a number of sources, including:
- errors in the reporting of data by respondents;
 - errors in the capturing or processing of data;
 - estimation for missing or misreported data; and
 - definition and classification errors.
- 9** Every effort has been made to reduce non-sampling error to a minimum by careful design and testing of questionnaires, efficient operating procedures and systems, and appropriate methodology.

REFERENCE PERIOD

10 Data contained in the tables of this publication relate to all employing organisations which operated in Australia at any time during the year ended 30 June 2000. Counts of organisations include only those that were operating at 30 June 2000.

ORGANISATIONS CEASED
DURING THE YEAR

11 A very small number of organisations ceased operations during the 1999–2000 reference period. As is normal ABS procedure, the contributions of these organisations were included in the survey output.

ACKNOWLEDGMENT

12 ABS publications draw extensively on information provided freely by individuals, businesses, governments and other organisations. Their continued cooperation is very much appreciated; without it, the wide range of statistics published by the ABS would not be available. Information received by the ABS is treated in strict confidence as required by the *Census and Statistics Act 1905*.

GLOSSARY

Acquisitions	This is the value of goods purchased, either expensed or capitalised.
Archival service organisations	These are organisations whose primary function is the permanent preservation of unique records. They provide services which include description and preservation of archival material and the provision of archival research and reference facilities.
Archivist	This item refers to staff holding the relevant qualifications to perform the duties of the position.
Book loans per book stock	This item refers to the average number of times that each book in lending stock was loaned out during 1999–2000.
Capital asset charge	This is an expenditure item recorded in the profit and loss statements of some Federal and State government bodies. This expense is offset within the financial statements by a notional grant. The item is a paper adjustment, to measure the bodies' use of capital during the year.
Capital expenditure	Capital expenditure is the sum of outlays for the purchase of fixed tangible and/or intangible assets by the business during the reference period.
Current expenditure (on library materials)	This item refers to the purchase of library materials expensed during the reference period (i.e. not capitalised).
Casual employees	This item refers to employees who are not entitled to take paid holidays or sick days.
Depreciation	This item refers to financial charges made in the accounts to reflect that part of the value of the asset which may be regarded as having been used up in producing revenue in a particular accounting period. They represent the accounting process of systematically allocating the cost of a non-current asset over its expected useful life.
Employees at end of June	This item includes working directors, and other employees working for a business during the last pay period in June. Employees absent on paid or prepaid leave are included.
Employer contributions to superannuation funds	This item refers to the contributions made by the employer to superannuation funds (including employer productivity contributions).
Financial sponsorships and Other income	This item includes fundraising from corporations, philanthropic trusts and 'friends' groups in the form of donations, bequests, and sponsorships. It also includes other income items not listed elsewhere in the table.
Freight and cartage expenses	This item includes costs charged to a business for the transport and delivery of goods by rail, road, air and/or sea.
Fringe benefits tax	This item refers to a tax payment by employers when certain benefits in excess of normal wages and salaries are received by their employees in connection with their employment.
Full-time employees	This item refers to employees who work 35 hours or more per week.
Government funding	This item consists of project or program payments made by Commonwealth, State, Territory, and local government in the form of operational funds for ongoing operations and capital funds to purchase equipment or property.

Income from services to clients	This item refers to income generated through the provision of services to library clients and includes membership fees, charges for photocopying, fines and overdue charges.
Insurance premiums	This item refers to expenses incurred by a business in respect of different types of insurance policies but excluding workers compensation and compulsory third party motor vehicle insurance.
Interest income	This item refers to income earned through the lending out of funds owned by the entity.
Labour costs	This item includes those expenses involved in the production of goods and services and includes items such as wages, salaries, employer contributions to superannuation funds, workers compensation costs, fringe benefits tax and payroll tax.
Lending stock	This item refers to those books, journals, periodicals, audio-visual materials, etc. that are available for loan to the public.
Library holdings at end of June	This item refers to the number of library holdings as at 30 June 2000, and includes lending and non-lending stock of books, journals, periodicals, audio-visual materials, games, etc.
Library holdings per head of population	This item refers to the total library stock held (including lending and non-lending stock), divided by the estimated resident population of the relevant State or Territory at 30 June 2000.
Library loans per head of population	This item refers to the number of loans of library materials during 1999–2000, divided by the estimated resident population of the relevant State or Territory at 30 June 2000.
Library visits per head of population	This item refers to the total number of visits to library locations during 1999–2000, divided by the estimated resident population of the relevant State or Territory at 30 June 2000.
Library technicians	This item refers to staff holding the relevant qualifications to perform the duties of the position.
Loans during 1999–2000	This item indicates the usage of the lending stock of books and other library materials during the financial year.
Locations at end June	This is the number of physical locations of library operations and includes branch library locations and mobile services.
Memberships/registered borrowers at the end of June	This item refers to the number of people registered, at the end of June 2000, to use the library services.
Non-lending stock	This item represents all library materials in the collection not available for loan to the public, that is, reference material only.
On-line subscription payments	This item includes payments to on-line service providers such as internet service providers.
OPAC workstations	These are on-line public access catalogue workstations.
Other expenses (for library operations)	For public libraries, this item includes expenses such as rent of premises, depreciation, software development, travel and accommodation. For National and State libraries, this item includes capital asset charges, interest charges, payments to employment agencies for staff. For National and State archives, this item includes capital asset charges, interest charges, payments to employment agencies for staff, postage, repair and maintenance, insurance premiums, and paper, printing and stationery.

Other income	For National and State libraries, this item includes net profit (loss) on sale of non-current assets. For National and State archives, this item includes bequests, interest income and net profit (loss) on sale of non-current assets.
Other technology facilities	This item includes all other technology available for public use, e.g. facsimile machines, microfiche readers, video recorders, CD players and tape players, etc.
Paper, printing and stationery expenses	This item refers to paper, printing and stationery expenses for office supplies and printing carried out by or for the business.
Part-time employees	This item refers to employees who work less than 35 hours per week.
Payments to employment agencies for staff	This item includes payment to employment agencies for procuring the services of staff. This is commonly a temporary contract between the client and the employment agency.
Postal, mailing and courier services	This item refers to expenses incurred for the picking up, transport and delivery of addressed or unaddressed mail.
Public libraries	This includes local government libraries, regional libraries and the local government supported component of joint use libraries.
Purchases of library materials	This item includes current expenditure on materials (such as books, journals, periodicals, audio-visual materials, etc) for library operations.
Recorded archival enquiries	This item includes enquiries/requests for information at National and State archives.
Rent, leasing and hiring expenses	This item refers to costs for the rent, leasing and hiring of vehicles, land, buildings, machinery, equipment and any other property from other businesses or individuals.
Repair and maintenance expenses	This item includes costs associated with work undertaken on plant and machinery, etc. to maintain normal business operations.
Sales of goods	This item refers to income derived from the sale of goods in the ordinary course of business operations, including the sales of books, and income from merchandising activities.
Telecommunication services	This item includes all payments (of a non-capital nature) for telecommunication services which engage wire, cable or radio transmission.
Visits during 1999–2000	This item refers to the number of visits to library locations (branches and mobile services), during the financial year.
Volunteers	This item refers to volunteers who provide assistance in the forms of time, labour and/or skills, and receive no payment, either monetary or in kind, in return.
Volunteer hours	This item refers to the number of hours worked by volunteers during June 2000.
Wages and salaries	This item refers to payments accruing to all employees during the financial year including provisions for employee entitlements, severance, termination and redundancy payments.
Workers compensation costs	This item refers to the compulsory insurance cover to be taken out by all employers, except for self-insured workers, according to legislative schemes to cover employees suffering injury or disease in the course of or arising out of employment.

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