

# **VOTE** *National Library*

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# *National Library*

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## Overview

Appropriations sought for Vote National Library in 2002/03 total \$50.688 million. This is intended to be spent as follows:

- \$49.038 million (96.7% of the Vote) on purchasing the services of the National Library.
- \$47,000 (0.1% of the Vote) on purchasing independent monitoring and advisory services from the Trustees of the National Library.
- \$1.603 million (3.2% of the Vote) on purchasing material for the Alexander Turnbull Library collections. This is part of a multi-year appropriation of \$4.809 million for the period 2001/02 to 2003/04.

Details of how the appropriations are to be spent appear in Parts B1, B2, C, and E of this Vote.

## Terms and Definitions Used

**Trustees**                      The Trustees of the National Library

## Footnotes

**Note 1**                              This is the value of the expenditure that the Government currently expects it will have incurred against the appropriation by the time the appropriation expires at the end of June 2004.

# *National Library*

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VOTE MINISTER: Minister Responsible for the National Library

ADMINISTERING DEPARTMENT: National Library

The Minister Responsible for the National Library is the Responsible Minister for the National Library

## Part A - Statement of Objectives and Trends

### Part A1 - Objectives for Vote National Library

#### *Related Government Outcomes*

The appropriations sought for Vote National Library will fund activities that support the following major outcomes:

- New Zealanders participate and prosper in a society that is shaped by access to knowledge and information.
- New Zealanders participate and prosper in a society that is shaped by a dynamic cultural heritage.

These National Library outcomes are aligned with the following current Key Government Goals to guide Public Sector policy and performance.

- Strengthen National Identity and Uphold the Principles of the Treaty of Waitangi.
- Improve New Zealanders' Skills.

#### *Output Classes*

During 2002/03 the appropriations will fund outputs for:

- collecting and preserving published and unpublished items for the National Library and Alexander Turnbull Library collections
- the provision of services which assist access to library-based information
- the provision of library and information services and products to schools
- policy advice on the role of information in New Zealand's cultural and economic life.

Within these output classes, the National Library will pursue a number of activities that support its mission of national access to library and information resources. The Library's specific outcomes for the next two to three years are:

- Advice - the National Library is a key adviser to government on the role of information in New Zealand's cultural and economic life.
- Access - the National Library provides opportunities for New Zealanders to access a range of information resources that enrich the cultural and economic life of New Zealand.
- Heritage - New Zealand's documentary heritage is the primary focus for the National Library's collection, preservation and access activities.

- Schools - All New Zealand schools have access to tools to use and manage information effectively in support of teaching the New Zealand curriculum.
- Partnership - The National Library acknowledges Māori as tangata whenua and has a strategy for developing an effective partnership with Māori.

Funding is also appropriated for the operations of the Trustees of the National Library. The Trustees provide independent advice and reports to the Minister Responsible for the National Library on the general progress and development of the National Library and on related information issues.

## Part A2 - Trends in Vote National Library

### *Trends in Outputs 1997/98 to 2002/03*

The cost of classes of outputs to be supplied has fallen from \$50.381 million in 1997/98 to \$47.384 million in 1999/2000, before increasing to \$50.305 million in 2000/01 owing to funding for new programmes. Classes of outputs to be supplied decreased to \$49.056 million in 2001/02 due to a reduction in the capital charge rate. In 2002/03 classes of outputs to be supplied have increased slightly to \$49.085 million owing to additional funding of \$500,000 offset by a reduction in the capital charge rate.

The main underlying factors, other than changes in the capital charge rate, leading to changes in the cost of outputs are:

- Funding in 2002/03 to address recruitment and retention issues in the National Library.
- Funding for new programmes to extend the National Library's collections, enhance electronic access, and strengthen school libraries in selected low decile schools increased outputs and the related costs in 2000/01.
- In 1998/99 the cost of outputs was increased as a result of the need to replace smoke-damaged computer equipment following a fire in the National Library basement in December 1998. This was funded by the proceeds of an insurance policy held by the National Library.
- An additional appropriation of \$500,000 for costs associated with the termination of the NDIS project was included in the cost of outputs in 1997/98. The National Library received a settlement of \$5.394 million in 1997/98, which was recorded as departmental revenue and returned to the Crown as part of the 1997/98 surplus.

### *Trends in Other Appropriations 1997/98 to 2002/03*

#### **Purchase or development of capital assets**

The National Library received an annual appropriation until 2000/01 to fund purchases for the Alexander Turnbull Library collections that are owned by the Crown. These purchases were close to the level of the appropriation each year. The amount of this appropriation was \$562,000 including GST from 1997/98 to 1999/2000, before being increased to \$1.603 million in 2000/01 to enable the National Library to collect a greater range of heritage material on behalf of the Crown.

For the period 2001/02 to 2003/04 the National Library has received a multi-year appropriation of \$4.809 million. The multi-year appropriation enables the National Library to take a longer-term approach to the purchase of heritage material. The portion of the multi-year appropriation that relates to 2002/03 is \$1.603 million.

### *Comparison of 2001/02 with 2002/03*

Classes of outputs to be supplied have increased from \$49.056 million in 2001/02 to \$49.085 million in 2002/03 owing mainly to an increase in funding offset by a reduction in the capital charge rate from 9% in 2001/02 to 8.5% in 2002/03.

## Trends in Vote National Library - Summary of Appropriations and Crown Revenue

Types of Appropriation	1997/98	1998/99	1999/2000	2000/01	2001/02		2002/03 Appropriations to be Used				2003/04	2004/05	2005/06	
	Actual \$000	Actual \$000	Actual \$000	Actual \$000	Budget \$000	Estimated Actual \$000	By the Department Administering the Vote		For Non-Departmental Transactions		Total \$000	Estimated \$000	Estimated \$000	Estimated \$000
							Annual \$000	Other \$000	Annual \$000	Other \$000				
<b>Operating Flows</b>														
Classes of Outputs to be Supplied	50,381	49,894	47,384	50,305	49,056	48,787	49,038	-	47	-	49,085	49,126	49,167	49,205
Benefits and Other Unrequited Expenses	-	-	-	-	-	-	N/A	N/A	-	-	-	-	-	-
Borrowing Expenses	-	-	-	-	-	-	N/A	N/A	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-	-	-
<b>Capital Flows</b>														
Capital Contributions	-	-	-	-	-	-	-	-	-	-	-	-	-	-
Purchase or Development of Capital Assets	559	561	559	1,580	-	-	N/A	N/A	-	-	-	-	1,603	1,603
Repayment of Debt	-	-	-	-	-	-	N/A	N/A	-	-	-	-	-	-
<b>Total Appropriations</b>	<b>50,940</b>	<b>50,455</b>	<b>47,943</b>	<b>51,885</b>	<b>49,056</b>	<b>48,787</b>	<b>49,038</b>	<b>-</b>	<b>47</b>	<b>-</b>	<b>49,085</b>	<b>49,126</b>	<b>50,770</b>	<b>50,808</b>
<b>Total Crown Revenue and Receipts</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>N/A</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Part B - Statement of Appropriations

### Part B1 - Details of Appropriations

	2001/02				2002/03		Description of 2002/03 Appropriations
	Vote		Estimated Actual		Vote		
Appropriations	Annual \$000	Other \$000	Annual \$000	Other \$000	Annual \$000	Other \$000	
<b>Departmental Output Classes (Mode B Gross)</b>							
D1 Collecting and Preserving Information	13,941	-	13,900	-	<b>13,153</b>	-	Collecting and preserving published and unpublished items for the National Library and Alexander Turnbull Library collections.
D2 Access to Information	20,884	-	20,772	-	<b>21,191</b>	-	The provision of services which assist access to library-based information, including cataloguing, the provision of tools and finding aids, and providing access to the collections.
D3 Library and Information Services to Schools	13,792	-	13,690	-	<b>14,197</b>	-	The provision of library and information services and products to schools, in support of the National Curriculum.
D4 Policy Advice	392	-	378	-	<b>497</b>	-	Policy advice on the role of information in New Zealand's cultural and economic life. This output class also includes services to the Minister Responsible for the National Library, and the support of the Trustees of the National Library.
<b>Total Appropriations for Departmental Output Classes (Mode B Gross)</b>	49,009	-	48,740	-	49,038	-	
<b>Non-Departmental Output Classes</b>							
O1 Policy Advice	47	-	47	-	<b>47</b>	-	Policy advice to the Minister Responsible for the National Library by the Trustees of the National Library.



<b>Total Appropriations for Non-Departmental Output Classes</b>	47	-	47	-	47	-	
<b>Total Appropriations</b>	49,056	-	48,787	-	49,085	-	

## Part B2 - Details of Multi-Year Appropriation

Appropriations	Current Appropriation \$000	Description of Appropriations
<b>Purchase or Development of Capital Assets by the Crown</b>		
<b>Heritage Collections</b>		
Term	2001/02 to 2003/04	Multi-year appropriation for the purchase of material for the Alexander Turnbull Library collections held and managed by the National Library.
Original Appropriation	4,809	
Adjustments	-	
Total Appropriation	4,809	
Actual to date (March)	816	
Expected Actual to year end	1,603	
Remaining	3,206	
<b>Expected Outcome (see note 1)</b>	<b>4,809</b>	

## Part C - Explanation of Appropriations for Output Classes

### Part C1 - Departmental Output Classes

#### *Output Class D1 - Collecting and Preserving Information*

Under this output class the Minister Responsible for the National Library purchases the policy for and the physical collection, preservation, maintenance and holding of collection items. The work includes developing and consulting nationally on policy, the selecting, buying, preserving, shelving and holding of publications, manuscripts, maps, images, oral history and electronically held information. Items for the Alexander Turnbull Library collections are treated to ensure preservation for posterity. Published works held in other National Library collections are collected and held for general reference information and to support the work of other libraries. Outputs within this class will include:

- The policy, management, identification, acquisition and holding of both published and unpublished items for the National Library and the Alexander Turnbull Library collections. Included is the work of preventative conservation, shelving and general care of the collection items. The items include Legal Deposit material, manuscripts, maps, pictures, oral history, and items in electronic formats.
- The copying of at-risk material for archival purposes, and the preservation and restoration of items for the collections.

#### *Output Class D2 - Access to Information*

Under this output class the Minister Responsible for the National Library purchases the facilitation of access to library-based information. This class of outputs involves assisting access to the National Library and Alexander Turnbull Library collections and other library-based information. Included here is cataloguing and the provision of tools and finding aids. Surrogate copies of published and unpublished resources are made available for on and offsite use and, where available online, research use. Selected material is arranged and exhibited, research and reference enquiries are completed, and advisory support is provided to facilitate access for libraries, information organisations and independent researchers. Outputs within this class will include:

- The policy, management and development of databases. The addition to the databases of records provided to the National Library through cooperative arrangements with supporting libraries, and all the work of describing, cataloguing, indexing and adding records and digital objects to the databases for the National Library and Alexander Turnbull Library collections. This includes the electronic records retrospective work, the digital library programme and the maintenance and support of the electronic systems.
- The policy for access, the display of items, the completion of research and reference enquiries and assisting the use of the National Library and Alexander Turnbull Library collections. Where material is shelved under conditions of restricted access, it consists of the activities necessary to retrieve items for clients. It also includes completing individuals' requests for copies of items, and the location, dispatch, processing and re-shelving of items made available on loan to other libraries.

- The policy for and the provision of advice and support for the sharing of library and information resources. This includes assisting the development of libraries and management of resources. These services advise on preservation of material, and the use of national documentary information including bibliographic information held in electronic format enabling the effective delivery of information by library-based information providers.

### *Output Class D3 - Library and Information Services to Schools*

Under this output class the Minister Responsible for the National Library purchases the delivery of library-based information services and products to schools. This involves the policy, management, building and holding of the schools collection, responding to schools' and kura kaupapa requests for items to support teaching of the National Curriculum, and services for library development. Outputs within this class will include:

- Developing and consulting on policy for services to schools, collecting, managing and holding the schools collection and responding to requests for items in support of the curriculum. This includes the advice and facilitation of strategic planning for school library development, the assisting of networks, and the work with low decile schools on strengthening their libraries for improving literacy and information skills.

### *Output Class D4 - Policy Advice*

Under this output class the Minister Responsible for the National Library purchases policy advice on information issues relevant to the Government's expected outcomes for the National Library and library services in New Zealand. Outputs within this class will include:

- Policy advice to Government - advice on the role of information in New Zealand's cultural and economic life.
- Ministerial servicing - services to support the Minister including replies to correspondence, parliamentary questions, and replies to Official Information Act and Ombudsmen's requests.
- Support services to advisory bodies - services to support the Trustees of the National Library in their independent monitoring and advisory role.

## **Part C2 - Non-Departmental Output Classes**

### *Output Class O1 - Policy Advice*

Under this output class the Minister Responsible for the National Library purchases independent monitoring and advisory services from the Trustees of the National Library.

#### **Quantity, quality, timeliness and cost**

The Minister will expect:

#### Performance measures to be achieved

The quantity and scope of policy advice to be provided will be explicitly agreed with the Minister and timeframes will be specified.

Overall quality

The Minister's views of the relevance and quality of the advice will be sought as part of an annual review between the Minister and the Chairperson of the Trustees.

Cost

This output class will be provided within the appropriated sum of \$0.047 million including GST.

<b>Year</b>	<b>Cost GST incl \$000</b>	<b>Cost GST excl \$000</b>	<b>Total Revenue GST excl \$000</b>	<b>Revenue Crown GST excl \$000</b>	<b>Revenue Other GST excl \$000</b>
2002/03	47	42	42	42	0
2001/02	47	42	42	42	0

The 2001/02 final appropriation for this output class was \$47,000 including GST.

## Part E - Explanation of Appropriations for Capital Flows

### *Net Worth of Entities Owned*

#### **Statement of Estimated and Forecast Net Worth**

	Balance Date	Estimated Net Worth 2002 \$ million	Forecast Net Worth 2003 \$ million
National Library	30 June	89.327	89.585
Crown Entity:			
The Trustees of the National Library	30 June	0.211	0.195

#### **Part E2 - Purchase or Development of Capital Assets of the Crown**

The National Library acts as curator of the Alexander Turnbull Library collections on behalf of the Crown. The additions to the collections are appropriated as capital expenses and shown on the Crown's balance sheet.