

# *Performance Information for Appropriations*

## *Vote National Library*

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MINISTER(S) RESPONSIBLE FOR APPROPRIATIONS: Minister Responsible for the National Library (M48)

ADMINISTERING DEPARTMENT: National Library of New Zealand

MINISTER RESPONSIBLE FOR NATIONAL LIBRARY OF NEW ZEALAND: Minister Responsible for the National Library

## Part 1 - Summary of the Vote

### Part 1.1 - Overview of the Vote

The Minister for the National Library is responsible for Appropriations in Vote National Library for the 2008/09 financial year covering the following:

A total of just over \$67 million on services offered by the National Library including:

- collecting and preserving information
- access to information
- library and information services to schools, and
- policy advice with regard to library and information issues.

A total of just over \$23 million for the purchase of capital assets in the provision of National Library services, including:

- a total of just over \$12 million on building a National Library building for the 21st Century
- a total of over \$1 million on building a National Digital Heritage Archive
- a total of nearly \$4 million on the purchase of books for the Library's General and Schools Collection
- a total of nearly \$6 million on other asset purchases.

A total of under \$2 million on purchasing material for the Alexander Turnbull Library Collections. This will form part of a multi-year appropriation of \$4.638 million for the period 2008/09 to 2010/11.

Details of these appropriations are set out in Parts 2-6 below.

### Part 1.2 - High-Level Objectives of the Vote

#### **Objectives of the Vote**

The National Library is aligned with the following Government priorities to guide public sector policy and performance:

- National Identity.
- Families - Young and Old.
- Economic Transformation.

Although the Library contributes to all three outcomes there is a particular focus, because of the strength of its collections, on the National Identity theme. 'Sustainability' is an important Government theme that underpins Library activities.

Vote National Library appropriations fund activities that support this outcome statement:

- *New Zealanders' connected with information important to all aspects of their lives.*

The National Library contributes to the following intermediate outcomes:

- *New Zealand's documentary heritage is nurtured.*
- *New Zealanders' access to information is facilitated*
- *New Zealanders are skilful and confident in using information.*

To achieve Government themes and Library outcomes the following interventions have been designed:

- *Build and preserve heritage collections/taonga and enhance research services within the Alexander Turnbull Library.*
- *Collect, preserve and make accessible digital objects for and about New Zealand and New Zealanders.*
- *Expand access to a range of information to meet the changing needs of New Zealanders.*
- *Develop enhanced services for schools to support teaching and learning.*

During 2008/09 the appropriations will fund outputs for:

- *The provision of services which assist access to library collections and other information.*
- *Collecting and preserving published and unpublished items for the National Library and Alexander Turnbull Library collections.*
- *The provision of library and information services and products to schools.*
- *Policy advice on the role of information in New Zealand's cultural, creative and economic life.*

Key government strategies for the National Library are:

- the Digital Strategy
- the Digital Content Strategy
- the Māori Language Strategy
- enabling the 21st century learner - an E-learning Action Plan for Schools 2006-2010
- ICT Strategic Framework for Education.

## Part 1.3 - Trends in the Vote

### Summary of Financial Activity

	2003/04	2004/05	2005/06	2006/07	2007/08		2008/09			2009/10	2010/11	2011/12
	Actual \$000	Actual \$000	Actual \$000	Actual \$000	Budgeted \$000	Estimated Actual \$000	Departmental Transactions Budget \$000	Non- Departmental Transactions Budget \$000	Total Budget \$000	Estimated \$000	Estimated \$000	Estimated \$000
<b>Appropriations</b>												
Output Expenses	44,359	47,293	50,941	52,235	66,132	64,832	67,302	-	67,302	61,479	66,434	67,743
Benefits and Other Unrequited Expenses	-	-	-	-	-	-	N/A	-	-	-	-	-
Borrowing Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Other Expenses	-	-	-	-	-	-	-	-	-	-	-	-
Capital Expenditure	6,717	8,427	5,894	9,672	16,064	15,764	23,262	1,546	24,808	42,962	29,389	8,838
Intelligence and Security Department Expenses and Capital Expenditure	-	-	-	-	-	-	-	N/A	-	-	-	-
<b>Total Appropriations</b>	<b>51,076</b>	<b>55,720</b>	<b>56,835</b>	<b>61,907</b>	<b>82,196</b>	<b>80,596</b>	<b>90,564</b>	<b>1,546</b>	<b>92,110</b>	<b>104,441</b>	<b>95,823</b>	<b>76,581</b>
<b>Crown Revenue and Receipts</b>												
Tax Revenue	-	-	-	-	-	-	N/A	N/A	-	-	-	-
Non-Tax Revenue	-	-	-	-	-	-	N/A	N/A	-	-	-	-
Capital Receipts	-	-	-	-	-	-	N/A	N/A	-	-	-	-
<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>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## Budget Policy Initiatives

Policy Initiative	Appropriation	2007/08 Budgeted \$000	2008/09 Budget \$000	2009/10 Estimated \$000	2010/11 Estimated \$000	2011/12 Estimated \$000
National Library Redevelopment	Collecting and Preserving Information	939	-	-	-	-
	Access to Information	299	-	-	-	-
	Library and Information Services to Schools	576	-	-	-	-
	Policy Advice	86	-	-	-	-
Building a National Library for the 21st Century	Collecting and Preserving Information (funded by Revenue Crown)	4,942	3,092	2,517	4,952	5,599
	Access to Information (funded by Revenue Crown)	1,574	984	802	1,577	1,783
	Library and Information Services to Schools (funded by Revenue Crown)	3,031	1,897	1,544	3,038	3,435
	Policy Advice (funded by Revenue Crown)	453	283	231	454	513
	Departmental Capital Injection	3,467	12,211	32,116	19,133	2,500
Total Initiatives		15,367	18,467	37,210	29,154	13,830

## Analysis of Significant Trends

### Departmental output classes

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

- Funding in 2004/05 (increasing in subsequent years) for a Trusted Digital Repository, associated with the collection, preservation and provision of access to digital material. Funding received was \$1.788 million, \$3.512 million, \$5.074 million and \$5.376 million in 2004/05, 2005/06, 2006/07 and 2007/08 and outyears respectively.
- Funding received in a number of Budget rounds to invest in people capability and property management and maintenance.
- An increase in appropriation in 2006/07 and an equivalent return of capital for a single year accounting adjustment to recognise the provision for the cost of exiting two property leases in 2010.
- Funding in 2007/08 and outyears for the Digital New Zealand programme and for costs associated with the Aotearoa Peoples Network to fund the rollout of free broadband internet access in public libraries.
- Funding in 2007/08 and outyears associated with building a National Library for the 21st century totalling \$10 million, \$6.256 million, \$5.094 million, \$10.021 million and \$11.330 million in 2007/08, 2008/09, 2009/10, 2010/11 and 2011/12 respectively.

### Capital expenditure

Two significant programmes of work have affected capital expenditure since 2006/07. The Trusted Digital Repository work programme increased capital expenditure by \$3.300 million and \$5.400 million in 2006/07 and 2007/08 respectively, and building a National Library for the 21st century affects 2007/08 and outyears by a total of \$69.400 million.

## Part 2 - Details and Expected Performance for Output Expenses

### Part 2.1 - Departmental Output Expenses

#### Intended Impacts, Outcomes and Objectives

Intended Impacts, Outcomes or Objectives of Appropriations	Appropriations
<p><b>Outcome:</b> New Zealanders' access to information is facilitated.</p> <p><b>Description:</b> Assisting access to the National Library and Alexander Turnbull Library Collections and other information.</p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Maintain and build databases and access tools.</li> <li>• Provide access to the collections.</li> <li>• Provide advice and support for New Zealand libraries and information organisations.</li> </ul> <p><b>Impacts and Outcomes sought:</b></p> <ul style="list-style-type: none"> <li>• Comprehensive and timeliness of cataloguing of collections.</li> <li>• Work of researchers is supported by the material available and results in citations.</li> <li>• Use of the collection grows using the various products and services available for access.</li> <li>• More information about the collections becomes available.</li> </ul>	Access to Information
<p><b>Outcome:</b> New Zealand's documentary heritage is nurtured.</p> <p><b>Description:</b> The physical collection, preservation, maintenance, and holding of collection items.</p> <p><b>Objectives:</b></p> <ul style="list-style-type: none"> <li>• Collect and preserve information.</li> <li>• Provide preservation and conservation services.</li> </ul> <p><b>Impacts and Outcomes sought:</b></p> <ul style="list-style-type: none"> <li>• Collections are a good representation of New Zealand material published during the collecting period and meets user demands.</li> <li>• Preservation treatment of Alexander Turnbull Library Collections meets priorities set to ensure the longevity of the collection.</li> </ul>	Collecting and Preserving Information
<p><b>Outcome:</b> New Zealanders are skilful and confident in using information.</p> <p><b>Description:</b> Delivery of library-based information services and products to schools.</p> <p><b>Objective:</b></p> <ul style="list-style-type: none"> <li>• Provision of curriculum and library information support to schools.</li> </ul> <p><b>Impacts and Outcomes sought:</b></p> <ul style="list-style-type: none"> <li>• School libraries develop with the assistance of the National Library.</li> <li>• Materials available for access via the National Library meet the current curriculum needs and teachers have a high-level of awareness of available National Library products and services.</li> <li>• School Services works collaboratively with schools, the Ministry of Education, and other agencies to develop library and information access, management and use as well as literacy and information literacy, amongst students, particularly those in low decile schools.</li> </ul>	Library and Information Services to Schools

Intended Impacts, Outcomes or Objectives of Appropriations	Appropriations
<p><b>Description:</b> The provision of policy advice on information issues relevant to the Government's expected outcomes for the National Library and library services in New Zealand.</p> <p><b>Objective:</b> Provision of policy advice to Government.</p> <p><b>Outcome sought:</b> Government decisions relating to the Library and Information sector reflect the advice given by the National Library.</p>	Policy Advice

## National Library Services MCOA (M48)

### *Scope of Appropriation*

#### **Collecting and Preserving Information**

Collecting and preserving published and unpublished items for the National Library and Alexander Turnbull Library collections.

#### **Access to Information**

The provision of services which assist access to library collections and other information, including cataloguing and describing, the provision of tools and finding aids, providing access to the collections, and the purchase of information.

#### **Library and Information Services to Schools**

The provision of library and information services and products to schools, in support of the National Curriculum.

#### **Policy Advice**

Policy advice on the role of information in New Zealand's cultural and economic life. This includes services to the Minister Responsible for the National Library, and the support of the advisory bodies established under the National Library of New Zealand (Te Puna Mātauranga o Aotearoa Act) 2003.

### *Explanation for Use of Multi-Class Output Expense Appropriation*

Outcome and service delivery alignment.

### *Expenses and Revenue*

	2007/08		2008/09
	Budgeted \$000	Estimated Actual \$000	Budget \$000
Total Appropriation	66,132	64,832	67,302
Revenue from the Crown	60,790	59,490	63,559
Revenue from Others	5,520	5,520	3,904

### *Reasons for Change in Appropriation*

There is no significant change in appropriation in 2008/09.

## Output Performance Measures and Standards

Performance Measures	2007/08		2008/09
	Budgeted Standard	Estimated Actual Standard	Budget Standard
<b>1. Access to Information</b>			
<b>1.1 Maintaining and building databases and access tools</b>			
Maintaining and developing new title records for the heritage collection	15,000-18,000	15,000-18,000	15,000-18,000
Bibliographic records for retrospective material added to the heritage collections	24,000-26,000	24,000-26,000	18,000-20,000
Index New Zealand Citations added	29,000-31,000	29,000-31,000	28,000-30,000
Digital objects in a number of formats	153,000-159,000	153,000-159,000	350,000-355,000
TAPUHI new and retrospective records	20,000-24,000	20,000-24,000	20,000-24,000
Number of items copied through access copying programmes for addition to reference collections and databases	735,000-737,000	735,000-737,000	559,000-674,000
Bibliographic records for newly published material to international standards	95%	95%	95%
Index New Zealand titles completed to Indexing standards	95%	95%	90%
Bibliographic records created for newly published material added to the heritage collection and items accessible within 15 working days	95%	95%	90%
Index New Zealand citations priority titles within 5 working days	95%	95%	95%
TAPUHI new records added within 20 working days	-	-	95%
<b>1.2 Providing access to the collections</b>			
Number of Alexander Turnbull Library citations in all published formats from books to born-digital	280-310	280-310	330-360
Number of unique visitors to national library website	-	-	450,000-550,000
Number of visitors to exhibitions including touring	30,000-35,000	30,000-35,000	30,000-35,000
Number of researchers assisted by the Alexander Turnbull Library	30,000-33,000	30,000-33,000	26,000-29,000
Number of reference enquiries and independent on-site use of the general Collections	95,000-98,000	95,000-98,000	95,000-98,000
Number of copies produced for external requests	-	-	110,000-210,000
Percentage increase of unique visitors to all national library websites	-	-	25%
Percentage of remote users indicating their expectations were met or exceeded	Benchmark to be set 2007/08	Benchmark to be set 2007/08	90%
User access to online collections 23/7	-	-	95%
Percentage of author/title requests that will be completed within 2 working days for offsite use	90%	90%	90%
Percentage of subject requests for print Disabilities items that will be completed within 5 working days	99%	99%	90%
<b>1.3 Advice and support for New Zealand libraries and information organisations</b>			
Access to Te Puna database available for subscribers 23/7	95%	95%	95%



Performance Measures	2007/08		2008/09
	Budgeted Standard	Estimated Actual Standard	Budget Standard
<b>1.4 User satisfaction and access</b>			
User satisfaction with access to services for young New Zealanders in schools	95%	95%	95%
<b>2. Collecting and Preserving Information</b>			
<b>2.1 Collecting and preserving information</b>			
Number of items that will be acquired for the Alexander Turnbull Library	76,000-79,000	76,000-79,000	69,000-72,000
Number of digital items acquired through Legal Deposit	-	-	5,000-6,000
<b>2.2 Preservation and Conservation activities</b>			
Number of collection items included in preservation treatment, copying and archival storage programmes meeting Conservation and Copying Guidelines	489,000-670,000	489,000-670,000	270,000-290,000
Percentage of backlog preservation copying and conservation treatments planned to achieve Conservation Guidelines completed	70%	70%	60%
<b>3. Library and Information Services to Schools</b>			
<b>3.1 Curriculum and library information support to schools</b>			
Number of items that will be acquired for the Schools Collection	46,000-49,000	46,000-49,000	46,000-49,000
Number of curriculum support items that will be issued from the collections	1.0m-1.5m	1.0m-1.5m	1.0m-1.5m
Number of document supply service requests items supplied to schools	18,000-21,000	18,000-21,000	18,000-21,000
Number of requests to Curriculum Information Service	53,000-58,000	53,000-58,000	52,000-58,000
Number of school professional development seminars and network meetings delivered	380-410	380-410	300-350
Number of low decile schools that will be involved in the Strengthening School Libraries programme for improving literacy and information skills	10	10	10
Percentage of surveyed respondents indicating satisfaction with items received	95%	95%	95%
Percentage of schools of decile rating 4 and below that receive School Services support	70-80%	70-80%	70-80%
Number of requests to Curriculum Information Service within 5 working days	95%	95%	85%
<b>4. Policy Advice</b>			
<b>4.1 Policy Advice to Government</b>			
Percentage of Policy papers that the Minister is satisfied with in regard to the following characteristics: Purpose, Logic, Accuracy, Options, Consultation, Practicality, Timeliness, Presentation	100%	100%	95%
Percentage of questions and other request completed within statutory and other agreed timeframes	100%	1005	100%
Satisfaction of the Chair of the Library and Information Advisory Committee with the quality of support	Satisfactory or above	Satisfactory or above	Satisfactory or above
Satisfaction of the Chair of the Guardians/Kaitiaki of the Alexander Turnbull Library with the quality of support	Satisfactory or above	Satisfactory or above	Satisfactory or above

### *Conditions on Use of Appropriation*

Reference	Conditions
Output 1. Access to Information	National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003. Part 2, Section 7 (a). This notes the purpose of the National Library is to “enrich the cultural and economic life of New Zealand” by “collecting, preserving, and protecting documents, particularly those relating to New Zealand; and making them accessible for all the people of New Zealand in a manner consistent with their status as documentary heritage and taonga”.
Output 2. Collecting and Preserving Information	As above. The National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003. Part 2, Section 7 (a). The purpose of the National Library is to “enrich the cultural and economic life of New Zealand” by “collecting, preserving, and protecting documents, particularly those relating to New Zealand”.
Output 3. Library and Information Services to Schools	National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003. Part 2, Section 9 (1)(c). One of the functions of the National Library is to “provide other services, including access to information resources, and bibliographical and school services, as the Minister thinks fit”.
Output 4. Policy Advice	National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003. Section 9 (1)(e). One of the functions of the National Library is to “advise and assist the Minister in matters relating to library and information issues”.

### *Current and Past Policy Initiatives*

Policy Initiative	Year of First Impact	2007/08 Budgeted \$000	2008/09 Budget \$000	2009/10 Estimated \$000	2010/11 Estimated \$000	2011/12 Estimated \$000
Staff Salaries	2002	2,543	2,543	2,543	2,543	2,543
Insurance Premium Increase	2003	640	640	640	640	640
Trusted Digital Repository	2004	5,376	5,376	5,376	5,376	5,376
Library and Information Advisory Commission	2004	35	35	35	35	35
Improving Access to National Library's Electronic Services	2005	1,145	1,145	1,145	1,145	1,145
Capital Charge Effect of Land and Building Revaluation	2006	327	327	327	327	327
Property and Services	2007	130	130	130	130	130
People Capability Salaries	2007	859	859	859	859	859
Poet Laureate	2007	25	50	50	50	50
People's Network	2007	1,100	1,100	1,100	1,100	1,100
Digital Scorecard	2007	150	-	150	-	150
Digital New Zealand	2007	750	900	750	900	750
Building a National Library for the 21st Century	2008	10,000	6,256	5,094	10,021	11,330

# Part 6 - Details and Expected Results for Capital Expenditure

## Part 6.1 - Departmental Capital Expenditure

### Intended Impacts, Outcomes and Objectives

Intended Impacts, Outcomes or Objectives of Appropriations	Appropriations
<p><b>National Digital Heritage Archive</b></p> <p><b>Description:</b> continued development of the National Digital Heritage Archive, a digital archive and preservation management system which will contain material obtained through legal deposit, web-harvesting, donations, and digitisation programmes.. The NDHA is a digital repository, which will collect, preserve, and provide access to New Zealand's digital material. This is a 4 to 5-year project and the Library is entering the final phases of the NDHA project (it is expected to be fully functional by 2009).</p> <p><b>Outcome:</b> the National Library will have the infrastructure and technology it needs to provide ongoing access to and preservation of digital heritage collections for the benefit of all New Zealanders.</p>	<p>Access to Information &amp; Collecting and Preserving Information</p>
<p><b>National Library Wellington Building Redevelopment</b></p> <p><b>Description:</b> redeveloping the Wellington National Library building in order to preserve, protect and make accessible the National Library collections for current and future generations of New Zealanders and users worldwide.</p> <p><b>Outcomes:</b> a transformed 21st century National Library accessible to all through a comprehensive digital presence; improved protection for heritage collections; increased collection storage space; updated library services; an environmentally sustainable building.</p>	<p>Access to Information &amp; Collecting and Preserving Information</p>
<p><b>Aotearoa People's Network</b></p> <p><b>Description:</b> continued rollout of the Aotearoa People's Network which involves the provision of free hardware/software/training to participating libraries. Results in the provision of free internet access; onsite support and skill building for library staff; tools to encourage users to create, access, share and preserve content; provision of ICT (computer devices with networked printers, webcams and associated software); community repositories for citizen created content; training for library staff.</p> <p><b>Outcome:</b> a standard level of ICT facilities for participating public libraries:</p> <ul style="list-style-type: none"> <li>• ICT skill development for individuals and communities</li> <li>• access to new technologies for all (especially those who currently do not have access for financial or other reasons)</li> <li>• content creation and management - creating a shared digital heritage, and</li> <li>• a free flow of information for all New Zealanders with access to a public library.</li> </ul>	<p>Access to Information</p>

## National Library of New Zealand - Capital Expenditure PLA (M48)

### *Scope of Appropriation*

This appropriation is limited to the purchase or development of assets by and for the use of the National Library of New Zealand, as authorised by section 24(1) of the Public Finance Act 1989

### *Capital Expenditure*

	2007/08		2008/09
	Budgeted \$000	Estimated Actual \$000	Budget \$000
Forests/Agricultural	-	-	-
Land	-	-	-
Property, Plant and Equipment	3,817	3,817	12,561
Intangibles	6,287	6,287	6,936
Other	4,033	4,033	3,765
<b>Total Appropriation</b>	<b>14,137</b>	<b>14,137</b>	<b>23,262</b>

### *Reasons for Change in Appropriation*

The 2008/09 Capital Expenditure budget includes funding for the redevelopment of the National Library Wellington Building for the 21st Century.

### *Expected Results*

	2007/08		2008/09
	Budgeted Standard	Estimated Actual Standard	Budget Standard
National Digital Heritage Archive completed to specifications	90%	90%	93%
Wellington Building redevelopment detailed design specification completed	-	-	95%
Aotearoa Peoples Network - number of participating libraries initial phases completed	34	34	36

## Part 6.2 - Non-Departmental Capital Expenditure

### **Intended Impacts, Outcomes and Objectives**

Intended Impacts, Outcomes or Objectives of Appropriations	Appropriations
<p>Heritage Collections: This involves the physical collection, preservation, maintenance and holding of Heritage Collection (Alexander Turnbull Library) items.</p> <p>Intermediate Outcome: New Zealand's Documentary Heritage is nurtured.</p> <p>Intervention: Build and preserve heritage collections/taonga and enhance research services within the Alexander Turnbull Library.</p>	Collecting and Preserving Information

## Heritage Collections (M48)

### *Scope of Appropriation and Capital Expenditure*

Title, Scope and Period of Appropriations	Appropriation	\$000
<b>Heritage Collections (M48)</b> Purchase of material for the Alexander Turnbull Library collections held and managed by the National Library. Commences: 1 July 2005 Expires: 30 June 2008	Original Appropriation	4,929
	Adjustments to 2006/07	-
	Adjustments for 2007/08	(6)
	Adjusted Appropriation	4,923
	Actual to 2006/07 Year End	2,996
	Estimated Actual for 2007/08	1,627
	Estimated Actual for 2008/09	-
	Estimated Appropriation Remaining	300

### *Expected Results*

	2007/08		2008/09
	Budgeted Standard	Estimated Actual Standard	Budget Standard
Heritage Collection (Alexander Turnbull Library) items acquired	63,000	63,000	68,000

### *Conditions on Use of Appropriation*

Reference	Conditions
Heritage Collection (Alexander Turnbull Library)	National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003. Part 2, Section 7 (a). This section and clause notes the purpose of the National Library is to "enrich the cultural and economic life of New Zealand" by "collecting, preserving, and protecting documents, particularly those relating to New Zealand".

## Reporting Mechanisms

Appropriation	Reporting Mechanism
Heritage Collections (Alexander Turnbull Library)	Not required.

The above table indicates the mechanisms to be used for reporting actual performance for each non-departmental capital expenditure appropriation.