

## Public Libraries Working Group Meeting 19

2:00pm Monday 10 October 2022

Wattle Room (Level 1), WA Local Government Association

### ATTENDEES

Nick Sloan	Chief Executive Officer - WALGA (Chair)
Alina Hobs	Fill in for Susie Moir, Policy Manager - Resilient Communities
Catherine Clark	Chief Executive Officer & State Librarian – SLWA
Rachel Puglisi	Fill in for Nina Hewson, Acting Director Local Government Policy and Engagement - Department of Local Government, Sport and Cultural Industries
Caroline Jones	Vice President – Public Libraries WA
Jude Thomas	Local Government Professionals (WA)
Rob Leicester	Manager Core Programs Industry and Economic Development - Department of Primary Industries and Regional Development
Steve McQuade	Steve McQuade – State Library of Western Australia (Secretariat)

### APOLOGIES

Jenny Archibald	Member - Library Board of Western Australia
John Dixon	Director Digital Transformation and Strategy - Office of Digital Government
Cr. Marie O’Dea	Elected Member – Shire of Plantagenet

### MINUTES

#### 1. Welcome

The Chair welcomed attendees to the meeting. Nick Sloan introduced Alina Hobs as fill in for Susie Moir and Rachel Puglisi as fill in for Nina Hewson.

#### 2. Minutes of Previous Meeting

##### **RESOLUTION:**

The draft Minutes of the meeting of 23 May 2022 were endorsed unchanged.

### **3. Actions**

#### **3.1. Review actions from previous meeting.**

##### **3.1.1. Status update to be provided on the Draft Local Level Agreement.**

- Ongoing. SMC still to do.

##### **3.1.2. PLWA to develop discussion paper as the basis for consultation on the public library regulations.**

- CJ to follow up with Alison who was sitting in for CJ from the previous PLWG meeting on 23 May 2022.

##### **3.1.3. Amendments to Public Library Strategy and associated briefing papers to be completed and submitted for approval**

- SMC confirmed that the strategy has been approved by both bodies and minister.
- All in attendance agreed this can be removed from the agenda.

### **4. Strategic Matters**

#### **Public Library Strategy – Year 1 Implementation Plan**

- NS provided a brief overview on the background of the implementation plan
- CC acknowledges the work of SM and Susan McEwan but acknowledges there is still a lot of work to be done.
- SMC provides an overview of the different projects under this strategy, focusing on pillars clearly asked by community. Pillar 3 not as highly valued by community as other bits but important work to do to set us up for rest of strategy. Pillar 1 library support network following City of Fremantle. Digital inclusivity ranked just below pillar 1 by community.
- Shared LMS project, quite some interests from regional libraries as many are on end of life or unsupported systems. About 20 libraries have expressed interest with pilot of 3 libraries taking place soon which will go towards point 2.3. Also looking at going out to market to seek funding to deliver this service more broadly.
- Under pillar 3 given focus on better evaluation would be important to take training or upskilling in outcomes measurement for public libraries, would like to deliver this project.
- Looking at developing project groups around each of the projects and have suggested who we might like to lead them.
- CC asks if we should move to calendar year instead of financial.
- NS asks if there's a consensus on projects that have been identified and that the projects are still up for discussion.
- CJ provides feedback stating that there's still some significant work to do on the plan. They have received approval from PLWA for \$30,000 funding to spend on resources toward the year one implementation.

- CC agrees that work outside of the meeting must be done, what we choose to do we must manage our expectations.
- CJ talks about various projects such as the support worker in Fremantle but expresses concerns about the ongoing costs associated with projects like these. Regarding funding the plan, we are unable to contribute as much as we'd like.
- SMC says we must be mindful of public libraries around the state not having the size or resourcing as larger libraries. Really looking at how we can help bring these libraries up to a base level before we look at introducing them to these projects. Between 40-60 libraries that don't even have a public internet terminal.
- CJ discusses the grant system SLWA offers and further exploration to be done over what are the main barriers and how to support smaller libraries on how to apply for them.
- RL in terms of DPIRBs involvement in these actions they are comfortable with what has been allocated to them. Have made early progress on this already and it's looking promising.
- CJ asks if we should have a strategy implementation working group, would like to do some sector engagement around public libraries.
- CJ suggests that they'd like to do some sector consultation to inform the implementation plan.
- NS agrees it would be usual to have an implementation plan as some items may take 2 to 3 years to get to. Strategy working group last met in May, wonder if it would be worth bringing this group together again.
- CC happy for items to come forward and be added as long as resourcing is there.
- SMC provides history of strategy working group to CC.
- CJ states that the PLWG being the day-to-day driver of the implementation of the strategy is probably not a feasible option and it needs to be more of a collaborative decision making mechanism.
- SMC expresses an interest in not wanting to have an excessive number of groups.
- CJ suggests the PLWG dissolve into project groups once an implementation plan is developed.
- SMC needs to be provided feedback regarding changes to the year one implementation plan by early to mid-November.
- NS suggests having another meeting in December and to provide feedback to SMC regarding changes to the year one implementation plan by early to mid-November.

### Action

- **Provide feedback regarding the year one implementation plan to SMC by mid/late November**

### **5. Standing Items**

- No standing items

### **6. Other Business**

#### **6.1 Review of terms of Reference**

- CC asks if its time to review the terms of reference to ensure we have the appropriate groups represented.
- Plantagenet being a representative being tier 1 but we need tier 2 or 3.
- NS we need to define the term of reference.
- NS and CC agreed to take conversation of definition of term of reference offline.
- CJ asked if we should broaden the representation from State Library.
- SM explains the representation from State Library on the group.
- CJ suggested to include 2 representatives from PLWA and have a country representative to sit on group.
- NS happy to take this into consideration.
- Group to seek feedback on expansion of membership.
- CJ suggested getting representation from cultural group or youth affairs councillor, CC to follow up on this with Minister Templeman.

### Action

- **Provide feedback regarding the terms of reference to SMC by mid/late November**
- **CC to follow up with Minister Templeman regarding who would be suitable.**

**No new issues of business to raise**

### **7. Key Messages to Stakeholders**

- Implementation plan to wash through respective bodies and groups.

### **8. Next Meeting date**

- Tentative date for next meeting set at 12 December 2022.
- Proposed dates to be sent around later in the week.

### Action

- **SMC to circulate meeting dates for December**

9. The meeting closed at 3:09 pm.

DRAFT