

LIBRARY POLICY

COMMUNITY POLICY



1 Scope

This policy applies to all branches and sections of the Rockhampton Regional Council library service.

2 Purpose

The purpose of this policy is to ensure Council's commitment to:

- (a) The provision of quality public library services which effectively meet the needs of the community;
- (b) Confer the necessary powers for the administration, management and control of the library and library services; and
- (c) Provide for the protection of library resources and a safe and amenable environment.

3 Related Documents

3.1 Primary

Nil

3.2 Secondary

Human Rights Act 2019

Libraries Act 1988

Fees and Charges Schedule

Library Board of Queensland – Library Service Level Agreement for Public Library Services

Library Exclusion and Banning Procedure

Library Membership Application Form and Terms and Conditions of Library Membership

Library Membership Procedure

Rockhampton Regional Libraries Conditions of Entry

4 Definitions

To assist in interpretation, the following definitions apply:

Council	Rockhampton Regional Council
Item	Any library resource, including but not limited to, physical or digital format that is available for loan from the library to library members and includes books, magazines, audio or video recordings, music scores, pamphlets, prints or pictures; as well as toys, games, sports equipment and eContent.

LEGAL AND GOVERNANCE USE ONLY

Adopted/Approved:	Adopted, 13 July 2010	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:	23 September 2020	Page No:	Page 1 of 3

Library Resource	Includes: (a) An article available for use in, or for loan from, a library; or (b) Equipment or facilities available for use in a library; and (c) eContent (eAudio, eBooks, eMagazines, film streaming, training courses or database access) available for use or loan on a library or personal device.
Member	Any person who is registered as a member of the library.
Membership Card	A card or other form of identification issued to a person who has been enrolled as a member of the library.

5 Policy Statement

Through its library service Council is committed to:

- (a) Providing the community with free access to safe and amenable core public library services that keep pace with professional and technological developments. Providing appropriate staff resources, including professionally qualified library manager, librarians and library technicians, in order to maintain a quality service.
- (b) Providing physical and digital library collections that are relevant, accessible and appropriate to diverse community needs for learning, literacy, recreational and cultural opportunities for present and future users.
- (c) Providing facilities that offer flexible physical and virtual spaces accessible to the whole community at times that is responsive to community needs.
- (d) Providing an inter-library loans service for requested items not held in the Rockhampton Regional Council Library Services collections, and not available or suitable for purchase.
- (e) Providing and developing a Local and Family History collection and information service.
- (f) Providing information technology systems and services to ensure efficient management of public resources.
- (g) Providing a range of services and programs that support learning and exchange of ideas, literacy and digital literacy development and skills, and opportunities for creativity and innovation.
- (h) Delivering programs that build community capacity, social inclusion and promote positive intercultural relations.

6 Review Timelines

This policy is reviewed when any of the following occur:

- (a) The related information is amended or replaced; or
- (b) Other circumstances as determined from time to time by the Council.

LEGAL AND GOVERNANCE USE ONLY			
Adopted/Approved:	Adopted, 13 July 2010	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:	23 September 2020	Page No:	Page 2 of 3

7 Document Management

Sponsor	Chief Executive Officer
Business Owner	General Manager Community Services
Policy Owner	Manager Communities and Culture
Policy Quality Control	Legal and Governance



LEGAL AND GOVERNANCE USE ONLY

Adopted/Approved:	Adopted, 13 July 2010	Department:	Community Services
Version:	1	Section:	Communities and Culture
Reviewed Date:	23 September 2020	Page No:	Page 3 of 3