

Policy Section:	5. Library & Community Services
Policy Name:	Library Service
Classification:	Public – Council Policy
Adopted:	24 May 2016
Frequency of Review:	Biennial
Last Review:	July 2018
Next Review Due:	July 2022
Responsible Officer(s):	Manager, Library and Community Services
Policy and Code of Practice Manual File Ref:	CC10/2601
Council File Reference:	CR18/38451
Legislation Authority:	N/A
Related Policies and Codes:	Internal Policies <ul style="list-style-type: none"> • Gawler Public Library - Collection Management • Gawler Public Library - Conditions of Membership • Gawler Public Library - Conditions of Use • Gawler Public Library - Regulations and Rules for Online Resources and Services
Related Procedures:	

1. BACKGROUND

- 1.1 The purpose of this policy is to state Council's position in the provision of library services to the community. The existence of this policy will assist to identify the Town of Gawler's role in delivering high quality and equitable community services through the provision of effective access to library services.
- 1.2 There is no legislative requirement for Council to have a policy relating to this area however this policy has been developed in accordance with the following associated legislation:

1.2.1 Libraries Act 1982

This Act sets out the principles for libraries to ensure:

- a) library services adequately meet the needs of the whole community
- b) the promotion of a cooperative approach to the provision of library services across the state
- c) the establishment and maintenance of libraries and library services are promoted and facilitated by councils and other appropriate bodies
- d) information and resources are readily available and easily accessible to the community
- e) the lending of library materials incur no direct lending charge

1.2.2 Classification (Publications, Films and Computer Games) Act 1995

This Act allows for the classification of publications, films and computer games.

1.2.3 Copyright Regulations 2017

These Regulations outline the acceptable use that may be made of copyrighted works, and were updated in 2017 to reflect the way people and organisations operate. The public use of Library photocopiers and computer facilities (including the Internet and scanning) is subject to these Regulations.

1.2.5 Disability Discrimination Act 1992

The objective of this Act is to eliminate, as far as possible, discrimination against persons on the ground of disability in areas including

- a) education and access to premises
- b) the provision of goods and services

1.2.6 Other References

- a) Australian Library and Information Association - Statement on Free Access to Information
- b) Libraries of SA – Fair Use Policy For Library Customers

2. PROVISION OF LIBRARY SERVICE

- 2.1 Council recognises that public libraries are an integral part of the social and cultural fabric of the community and that is within Council's area of responsibility to provide a public library service to its community.
- 2.2 Council is committed to the delivery of high quality customer focussed library service that is responsive to its community's needs.
- 2.3 Council recognises that it serves a diverse community with a variety of opinions, beliefs, ideas, values, age, ability and financial support.

2.4 Council's Library shall provide equitable access to information and recreational reading resources in a variety of formats to meet the requirements of the community, within Council's financial limitations.

2.4 Library materials shall be selected in accordance to professional standards and shall be accessible to all unless restricted by Australian Government classifications.

2.5 Gawler Public Library is part of the SA 'One Card' network, which connects more than 130 public libraries across the state.

2.6 Parents and legal guardians shall be responsible for their children's use of library materials and services, including access to the Internet.

3. CONDITIONS OF LIBRARY MEMBERSHIP AND USAGE

3.1 Council shall impose conditions of library membership and library use as determined by the Manager, Library and Community Services.

3.2 Breaches = If a library user breaches the conditions of library membership or library use, the Council reserves the right to:

- a) Remove the individual from the premises.
- b) Restrict or ban access to library materials or facilities.
- c) Terminate the person's library membership.

3.3 As far as is practicable, Council will observe the principles of natural justice in dealing with any breaches.

4. REVIEW AND EVALUATION

The effectiveness of this Policy will be reviewed on a biennial basis. The Chief Executive Officer will report to Council on the outcome of the evaluation and if relevant make recommendations for amendments, alteration or substitution of a new Policy.

The Policy will not be altered or substituted so as to affect a process already commenced. The Policy will be reviewed after each general election of Council.

5. FURTHER INFORMATION

Further information about this Policy can be obtained by:-

Telephone: 8522 9211
Email: council@gawler.sa.gov.au
Appointment: Town of Gawler Administration Centre, 43 High Street, Gawler East.
Library, 65 Angle Vale Road Evanston Gardens
Letter: PO Box 130, Gawler SA 5118

6. AVAILABILITY OF POLICY

The Policy is available for inspection during ordinary business hours at the Council principal office, Town of Gawler Administration Centre 43 High Street, Gawler East or is available on the Council website at www.gawler.sa.gov.au.

A copy of this Policy will be provided to interested parties upon request, for a fee as contained in the Register of Fees and Charges.

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