

Appendices

Appendix 1

Minister Responsible for the National Library - Portfolio responsibilities

The Minister Responsible for the National Library exercises a critical role assisting in preserving New Zealand's documentary heritage.

As Minister you have a number of responsibilities under the National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003 (the Act). These all contribute to the overall purpose of the Act, which is to provide for the preservation, protection, development and accessibility, as appropriate, for all the people of New Zealand, of the collections of the National Library (which includes the Alexander Turnbull Library) in a manner consistent with their status as documentary heritage and taonga.

The Library and Information Advisory Commission Ngā Kaiwhakamarama i ngā Kohikohinga Kōrero (LIAC) and the Guardians Kaitiaki of the Alexander Turnbull Library provides advice to support Ministerial decisions on the long term direction of the library and information issues and on key matters relating to the operation of the Turnbull Library.

Under the Act, you have a number of specific responsibilities including:

- appointing, by notice in the Gazette, the Guardians Kaitiaki of the Alexander Turnbull Library and the members of Library and Information Advisory Commission, after consultation with the Minister of Māori Affairs
- determining the meeting fees for the Guardians Kaitiaki and Commissioners
- presenting the Guardians Kaitiaki of the Alexander Turnbull annual report to the House of Representatives
- approving the transfer the ownership, custody, or use of documents owned by the National Library to any authority or other person
- requiring, by notice in the Gazette, a publisher of a public document to give copies to the National Librarian, (or authorise the National Librarian to make a copy in the case of internet documents)
- exempting, by notice in the Gazette, a public document or class of public documents from the requirement to supply copies

Appendix 2

Statutory Bodies

The Library and Information Advisory Commission Ngā Kaiwhakamarama i ngā Kohikohinga Kōrero (LIAC)

LIAC was established under the National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003. LIAC provides advice to the Minister responsible for the National Library on:

- library and information issues in New Zealand, including mātauranga Māori (Māori knowledge), and access to library and information services
- the role of library and information services, including mātauranga Māori, in the culture and economic life of New Zealand
- any other matters requested by the Minister.

As Minister, you make appointments to LIAC. You may also establish advisory bodies in addition to the Commission; no such advisory boards have been set up at this time.

LIAC and any advisory boards must report to you each year on the performance of their functions during the preceding year.

LIAC consists of up to six members, with the National Librarian as an ex officio member. The National Library provides the administrative services for the Commission and LIAC's annual budget is provided through the National Library's appropriation.

The LIAC Commissioners are:

Current members	Date of original appointment	Expiry date of present term
Haromi Williams	21/08/08	21/08/11
Nathan Torkington	21/08/08	21/08/11
Brian Pauling (Chair)	01/07/04	01/07/09
Janet Copsey	31/08/06	31/08/09
Bill Macnaught	31/08/06	31/08/09
Paul Thompson	31/08/06	31/08/09
Penny Carnaby, National Librarian	ex officio member	

Guardians Kaitiaki of the Alexander Turnbull Library

The Guardians Kaitiaki of the Alexander Turnbull Library advise the Minister Responsible for the National Library on key matters relating to the operation of the Turnbull Library. The Guardians consist of five members.

The Act requires the Guardians Kaitiaki to provide assurance to the people of New Zealand that the Turnbull collections are held in perpetuity, that they are provided with suitable and separate accommodation, preserved, protected, developed and made accessible, and that the character of the services of the Alexander Turnbull Library as a research library are maintained.

As Minister, you make appointments to the Guardians Kaitiaki. The Guardians Kaitiaki must report to you each year on the performance of their functions during the preceding year. This report must include reports from the National Librarian and the Chief Librarian of the Alexander Turnbull Library, and you present the report to the House of Representatives.

Guardians Kaitiaki are appointed to bring a range of skills relating to mātauranga Māori (Māori knowledge), libraries, access and preservation issues, and historical research.

The Guardians Kaitiaki of the Alexander Turnbull Library are:

Current members	Date of original appointment	Expiry date of present term
Dr Lydia Wevers (Chair)	04/09/03	31/08/09
Elizabeth Caffin	31/08/06	31/08/10
Professor Judith Binney	04/09/03	31/08/09
Dr Monty Soutar	31/08/06	31/08/09
Professor Mark Apperley	31/08/06	31/08/09

Appendix 3

List of Attachments

- Statement of Intent 2008-2011
- Annual Report 2008
- New Generation Strategic Directions 2017
- Digital Strategy 2.0
- New Zealand Digital Content Strategy
- A number of brochures produced by the National Library

Appendix 4

Upcoming Events Associated with the National Library

As Minister Responsible for the National Library you will be invited to speak at Annual General Meetings and events being held across the sector. We will provide your Office with draft speech notes and a full report on the event and the attendees, if you choose to attend any events hosted by the National Library.

Listed below are events or hosted by the National Library during your first few months as Minister Responsible for the National Library. We will liaise with your office about your attendance at these events.

Welcome Sweet Peace - Returning home after the Great War

The Armistice of 11 November 1918 brought to a close four years of fighting in which thousands of New Zealanders served with distinction in various theatres of conflict.

By employing a wide range of visual and aural material, Welcome Sweet Peace charts the development of the post-war settlement in New Zealand from the euphoric early days following Armistice through to the social, cultural and political upheaval imposed on all New Zealanders in the early 1920s.

- The event is being at the National Library on 1 December. The Governor General is attending this event.

Digital NZ

Digital New Zealand is a collaborative project led by the National Library in association with LINZ, Archives New Zealand, and the National Digital Forum. It was established as part of New Zealand's Digital Content Strategy.

- The official launch of this project is scheduled for 3 December.

Collecting Pandemonium: John Milton in the Alexander Turnbull Library

Collecting Pandemonium showcases the full range of Milton holdings in the Alexander Turnbull Library. Highlights include: elaborate fine print editions of Milton's work, a collection of his radical pamphlets, lavishly illustrated versions of Paradise Lost, and translations of his great poem into many languages - from Swedish, Welsh, Tongan, Greek to Ancient Armenian.

This exhibition marks the 400th anniversary of Milton's birth. It also accompanies Miltonic Origins/Miltonic Innovations: Milton's poetry and thought in new world societies and cultures, an international symposium being held at the Alexander Turnbull Library in December. The symposium and exhibition continue a long tradition of the Alexander Turnbull Library actively contributing to Milton studies on a world stage.

- The launch event is being held at the National Library on 5 December.

Manuscripts & Pictorials - McLean Papers Launch

The Alexander Turnbull Library collection of Sir Donald McLean papers, which includes 100,000 pages of 19th Century manuscripts, has now been digitised and will be offered to researchers through a full searchable, innovative website.

The McLean papers include inwards correspondence to McLean in English and te reo, journals, diaries and notebooks, telegrams, official papers and personal papers. These make up a particularly rich record of relations between Māori and Pākehā from the 1840s to the 1870s. The McLean papers form a comprehensive search resource for people studying the nature of land sales and issues in a particular region or people looking to understand McLean from a Māori perspective.

- The website will be launched at the Library on 11 December

National Digital Heritage Archive

The first phase of the NDHA went live at the end of October 2008, on time and on budget. The archive will provide full end-to-end processes for the preservation and access of published and unpublished digital materials. The second and final phase of the NDHA will be delivered in late 2009.

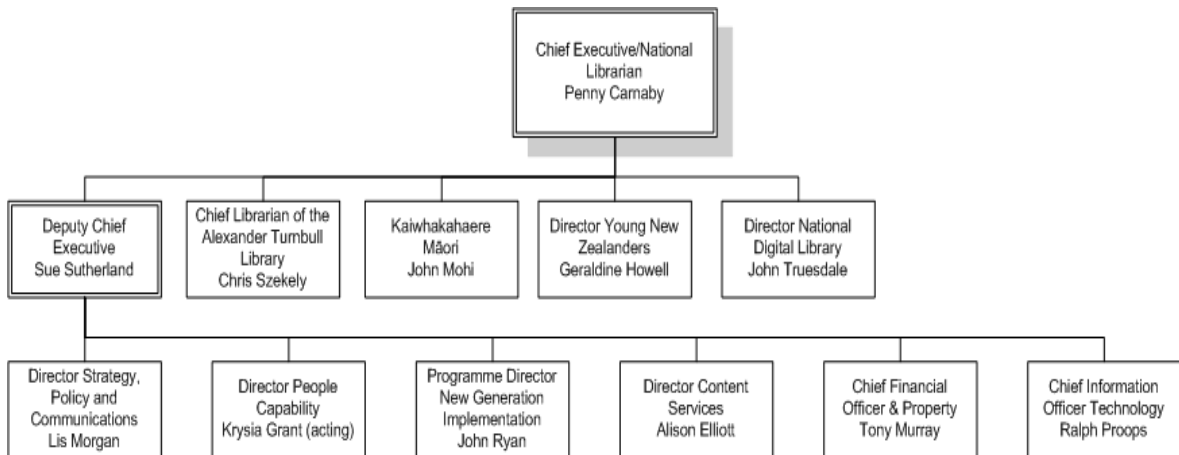
The NDHA development has contributed to Library's digital preservation management expertise and reputation. The launch in February will coincide with a digital preservation workshop and digital continuity forum hosted by the National Library for peer organisations and attended by international innovators in the field.

- The launch event will be held at the National Library on 5 February 2009.

Appendix 5

National Library Structure and Staffing

The National Library is headed by the Chief Executive/National Librarian, and is organised into a number of organisational groups, as illustrated below.



Staffing and Capability

The National Library provides services to young New Zealanders, researchers, and other libraries. As at 30 June 2008, 75 percent of full time equivalent staff provided front line services. The majority of National Library staff work from the National Library building in Molesworth Street, and there are also staff in service centres around New Zealand.

There are three main regional centres - Auckland, Palmerston North, and Christchurch (all hold collections) - but staff are located throughout New Zealand in 15 service sites. Sites outside of Wellington are primarily focused on the provision of services to schools, and range in size from substantial facilities in Christchurch, Palmerston North and Auckland to one person operations in outlying areas such as Kerikeri and Greymouth.

Role of the National Librarian

The current National Librarian is Penny Carnaby, who took up the role in January 2003. The National Library Strategic Leadership Group consists of the National Librarian, Deputy Chief Executive, Chief Librarian of the Alexander Turnbull Library, and nine Directors who each head a particular organisational group. The role of the Strategic Leadership Team is to make collective decisions based on good understandings of our required outcomes, sound evidence, and robust debate.

The role of the National Librarian is set out in the Act, which provides the officeholder with statutory independence for certain matters - for example to provide for the preservation, protection, development and accessibility of New Zealand's documentary heritage and taonga.

In other respects the National Librarian operates as a Chief Executive of a government department. The appointment and reappointment of the National Librarian is made by the Commissioner of the State Services under section 37 of the State Services Act 1988.

The National Librarian also has specific responsibilities set out in the Privacy Act 1993, Official Information Act 1982 and Public Records Act 2005.

Appendix 6

Legislation Administered by the National Library of New Zealand

Principal Act

National Library of New Zealand (Te Puna Mātauranga o Aotearoa) Act 2003

Orders made under the Act

National Library Requirement (Books and Periodicals) Notice 2004

National Library Requirement (Electronic Documents) Notice 2006

Principal Act

Public Lending Right for New Zealand Authors Act 2008

Regulations

Public Lending Right for New Zealand Authors Regulations 2008

The National Library takes over the responsibility for the Public Lending Right for New Zealand Authors Act and Regulations on 1 January 2009. Until that date, the Act and Regulations administered by the Ministry for Culture and Heritage.