No. 70 of 1982

An Act to provide for the administration of public libraries and library services in South Australia; to repeal the Libraries and Institutes Act, 1939-1979 and the Libraries (Subsidies) Act, 1955-1977; and for other purposes.

[Assented to 1 July 1982]

BE IT ENACTED by the Governor of the State of South Australia, with the advice and consent of the Parliament thereof, as follows:

PART I

PRELIMINARY

1. This Act may be cited as the "Libraries Act, 1982".

2. This Act shall come into operation on a day to be fixed by proclamation.

3. This Act is arranged as follows:

PART I—PRELIMINARY

PART II—ADMINISTRATION OF LIBRARIES AND LIBRARY SERVICES

DIVISION I—OBJECTIVES

DIVISION II—THE LIBRARIES BOARD OF SOUTH AUSTRALIA

DIVISION III—FUNCTIONS OF THE BOARD

DIVISION IV—FINANCIAL PROVISIONS

DIVISION V—SUBSIDIES, ETC.

DIVISION VI—STAFF

DIVISION VII—THE INSTITUTES STANDING COMMITTEE

DIVISION VIII—THE INSTITUTES ASSOCIATION OF SOUTH AUSTRALIA

DIVISION IX—REGULATION OF INSTITUTES

PART III—PUBLIC RECORDS

PART IV—MISCELLANEOUS
4. The following Acts are repealed:
   (a) the Libraries and Institutes Act, 1939-1979;
   and
   (b) the Libraries (Subsidies) Act, 1955-1977.

5. In this Act, unless the contrary intention appears—
   “the Association” means the Institutes Association of South Australia:
   “the Board” means the Libraries Board of South Australia:
   “council” means a municipal or district council and includes a body corporate exercising the powers of a municipal or district council:
   “institute” means an organization (not being an organization formed for the purpose of making a profit for its members)—
   (a) the purpose, or one of the purposes, of which is to provide a library from which books may be lent to its members;
   and
   (b) the name of which appears in the schedule to this Act:
   “library materials” means books, magazines, newspapers, records, cassettes, films, videotapes and other materials of a kind commonly lent by, or available for reference at, a library:
   “public instrumentality” means—
   (a) a court or tribunal;
   (b) a department or instrumentality of the Government or the Crown;
   (c) a council;
   or
   (d) any body that has been subsidized out of public funds:
   “public record” means—
   (a) an instrument lodged with, or issued by, a public instrumentality in pursuance of the law of the State;
   (b) a record (including a photographic or electromagnetic record) of any such instrument or its contents kept by, or formerly kept by, a public instrumentality;
   (c) a record (including a photographic or electromagnetic record) of proceedings at the transactions of a public instrumentality kept by, or formerly kept by, the public instrumentality;
   or
   (d) any document or record of a prescribed kind:
   “the repealed Act” means the Libraries and Institutes Act, 1939-1979, repealed by this Act:
   “the Standing Committee” means the Institutes Standing Committee constituted under this Act.

6. This Act binds the Crown.
PART II
ADMINISTRATION OF LIBRARIES AND LIBRARY SERVICES

DIVISION I
Objectives.

7. (1) The objectives to be sought in the administration of this Act are as follows:

(a) to achieve and maintain a co-ordinated system of libraries and library services that adequately meets the needs of the whole community;

(b) to promote and facilitate the establishment and maintenance of libraries and library services by councils and other appropriate bodies;

(c) to promote a co-operative approach to the provision of library services;

(d) to ensure that the community has available to it adequate research and information services providing access to library materials and information stored in libraries and other institutions both within and outside the State.

(2) The library services referred to in subsection (1) include the lending of library materials without direct lending charge.

DIVISION II—THE LIBRARIES BOARD OF SOUTH AUSTRALIA

8. (1) The Libraries Board of South Australia shall continue in existence.

(2) The Board shall—

(a) be a body corporate with perpetual succession and a common seal;

(b) be capable of suing and being sued;

(c) be capable of holding, acquiring, dealing with and disposing of real and personal property;

(d) be capable of acquiring or incurring any other rights and liabilities;

(e) have the powers, rights, functions and duties conferred or imposed by this Act;

and

(f) hold its property on behalf of the Crown.

(3) Where an apparently genuine document purports to bear the common seal of the Board, it shall be presumed in any legal proceedings, in the absence of proof to the contrary, that the common seal of the Board was duly affixed to that document.

(4) Subject to subsection (5), the Board shall be subject to the control and direction of the Minister.

(5) No direction may be given under subsection (4)—

(a) as to the nature, content or regulation of library collections;

(b) suppressing the dissemination of information;

(c) preventing or controlling access by the public to library materials at times when the libraries in which those materials are stored are open to the public;

or
9. (1) The Board shall consist of eight members appointed by the Governor.

(2) Three members of the Board shall be members or officers of councils, and of these two shall be nominated by the Local Government Association of South Australia.

(3) The Governor may appoint one member of the Board to be Chairman, and another member to be Deputy Chairman, of the Board.

(4) The members of the Board who were in office immediately before the date of the commencement of this Act shall, upon that date, vacate their respective offices but, subject to this Act, shall be eligible for re-appointment.

(5) The Governor may appoint a suitable person to be a deputy of a member of the Board.

(6) In the absence of a member of the Board from the duties of his office, his deputy may act as a member of the Board.

10. (1) Subject to subsection (4), a member of the Board shall be appointed—

(a) in the case of a member whose appointment was one of the first to be made under this Act—for a term of office (not exceeding four years) specified in the instrument of his appointment;

and

(b) in any other case—for a term of four years, and shall, at the expiration of a term of appointment be eligible for re-appointment.

(2) The Governor may remove a member of the Board from office on the grounds of—

(a) mental or physical incapacity to carry out satisfactorily the duties of his office;

(b) dishonourable conduct;

or

(c) neglect of duty.

(3) The office of a member of the Board becomes vacant if—

(a) he dies;

(b) his term of office expires;

(c) he resigns by notice in writing addressed to the Minister;

(d) being one of the three members who are required by this Act to be members or officers of councils, he ceases to be a member or an officer of a council;

or

(e) he is removed from office by the Governor under subsection (2).

(4) Upon the office of a member of the Board becoming vacant, a person shall be appointed to the vacancy in accordance with this Act, but where the
office of a member of the Board becomes vacant before the expiration of the term for which he was appointed, the person appointed in his place shall be appointed only for the balance of that term.

11. (1) Five members of the Board shall constitute a quorum of the Board, and no business shall be transacted at a meeting of the Board unless a quorum is present.

(2) The Chairman of the Board shall preside at all meetings of the Board at which he is present, and in his absence the Deputy Chairman shall preside, and in the absence of both the Chairman and the Deputy Chairman, the members present at the meeting shall choose one of their number to preside at that meeting.

(3) A decision carried by a majority of the votes cast by the members present at a meeting shall be a decision of the Board.

(4) Each member present at a meeting of the Board shall be entitled to one vote on a question arising for decision at that meeting, and, in the event of an equality of votes, the person presiding at the meeting shall have a second or casting vote.

(5) The Board shall cause accurate minutes to be kept of its proceedings.

(6) Subject to this Act, the Board may conduct its proceedings in such manner as it thinks fit.

12. (1) An act or proceeding of the Board shall not be invalid by reason of a vacancy in its membership or a defect in the appointment of a member.

(2) No liability shall attach to a member of the Board for any act or omission by him, or the Board, in good faith and in the exercise of his or its powers or functions or in the discharge of his or its duties under this Act.

(3) A liability that would, but for subsection (2) lie against a member of the Board, shall lie against the Crown.

13. (1) A member of the Board is entitled to such fees, allowances and expenses as the Governor may, from time to time, determine.

(2) The office of a member of the Board is not by virtue of this section or of any payments under this section an office of profit from the Crown.

14. The functions of the Board are as follows:

(a) to formulate policies and guidelines for the provision of public library services;

(b) to establish, maintain and expand collections of library materials and, in particular, collections of such materials that are of South Australian origin, or have a particular relevance to this State;

(c) to administer the State Library and the Archives;

(d) to establish and maintain such other public libraries and public library services as may best conduce to the public interest;
(e) to promote, encourage and assist in the establishment, operation and expansion of public libraries and public library services by councils and others;

(f) to collaborate with departments and instrumentalities of Government, and with other authorities and bodies, in the provision of library and information services;

(g) to make recommendations to the Minister upon the allocation of funds that are available for the purposes of public libraries and public library services;

(h) to receive and expend funds for the purposes of this Act;

(i) to acquire, deal with and dispose of real and personal property, and to enter into contracts and arrangements, for the purposes of the Board;

(j) to promulgate, and encourage the adoption of, standards for the efficient management of public records and the selection of public records for preservation;

(k) to initiate and monitor research and experimental projects in relation to public libraries and public library services;

(l) to convene meetings of the Association and make such provision as is necessary for the proper conduct of the business of the Association;

(m) to maintain a general oversight of libraries administered by institutes;

and

(n) to keep library services provided in the State under continuing evaluation and review.

15. (1) The Board may, with the consent of the Minister, establish such sub-committees as it thinks fit to assist it in carrying out its functions.

(2) Any such sub-committee may consist of, or include, persons who are not members of the Board.

(3) The terms and conditions on which the members of any such sub-committee hold office, and the manner in which the sub-committee conducts its business, shall be as determined by the Board.

16. (1) The Board may, by instrument in writing, delegate any of its powers or functions to a sub-committee established by the Board or to a member of the Board or any other person.

(2) A delegation under this section is revocable at will, and does not prevent the Board from exercising or discharging a power or function so delegated.

DIVISION IV—FINANCIAL PROVISIONS

17. (1) Subject to subsection (3), the Board shall not expend moneys except in accordance with a budget approved by the Minister.

(2) The Board may at any time submit for the approval of the Minister a proposed budget, or a proposed alteration to an approved budget, relating to proposed expenditure by the Board.

(3) This section does not apply to moneys that arise from a testamentary or other gift.
18. (1) The Board shall cause proper accounts to be kept of its financial affairs.

(2) The Auditor-General may at any time, and shall at least once in each year, audit the accounts of the Board.

19. (1) The Board may, with the consent of the Treasurer, borrow moneys for the purposes of this Act.

(2) The obligations of the Board under any loan contracted under subsection (1) are guaranteed by the Treasurer.

(3) Any moneys required to be paid in pursuance of a guarantee under subsection (2) shall be paid out of the General Revenue of the State which is appropriated to the necessary extent.

20. (1) The Board may, with the consent of the Treasurer, invest any of its moneys that are not immediately required for the purposes of this Act (not being moneys to which subsection (2) applies) in such manner as the Treasurer may approve.

(2) Moneys of the Board arising from a testamentary or other gift may, subject to the terms of the gift, be invested by the Board as it thinks fit.

21. (1) The Minister may, on the recommendation of the Board, pay such subsidies, or grant such other assistance, as he thinks fit for the establishment, maintenance and extension of—

(a) public libraries and public library services;

and

(b) libraries and library services provided by institutes.

(2) Where charges are made in respect of the lending of library materials from a public library (not being a library administered by an institute) the amount or value of a subsidy or other assistance to be provided under this section in respect of the maintenance of the library and the provision of public library services from the library shall be reduced by the amount of the total estimated revenue to be derived from the making of the charges over the period to which the subsidy or other assistance relates.

22. (1) There shall be such staff as the Governor considers necessary for the administration of this Act.

(2) The staff referred to in subsection (1) shall be appointed, and shall hold office, subject to the Public Service Act, 1967-1981.

23. (1) There shall be a committee entitled the “Institutes Standing Committee”.

(2) The Standing Committee shall consist of—

(a) four members appointed by the Board;
(b) the President of the Association;

and

(c) three members elected by the Association.

(3) Subject to subsection (4), a member of the Standing Committee shall be appointed or elected for a term of two years.

(4) Of the members first appointed under subsection (2) (a), two shall retire at the expiration of one year from the date of the first appointment, and of the members first elected under subsection (2) (c), two shall retire at the expiration of one year from the date of the first election.

(5) The members to retire under subsection (4) shall be determined by lot.

(6) A member of the Standing Committee is, at the expiration of a term of office, or upon retiring under subsection (4), eligible for re-appointment or re-election.

(7) A member of the Standing Committee shall hold office upon terms and conditions determined by the Board and approved by the Minister.

(8) A person appointed or elected to fill a casual vacancy in the membership of the Standing Committee shall hold office for the balance only of the term of his predecessor.

(9) The Standing Committee may elect one of its members to be Chairman of the Committee.

(10) The Chairman shall preside at any meeting of the Standing Committee at which he is present and, in the absence of the Chairman from a meeting, the members present at the meeting may elect one of their number to preside at the meeting.

(11) Five members of the Standing Committee shall constitute a quorum of the Standing Committee and no business shall be transacted at a meeting of the Standing Committee unless a quorum is present.

(12) Each member of the Standing Committee who is present at a meeting of the Committee shall be entitled to one vote on a matter arising for determination by the Committee at that meeting and, in the event of an equality of votes, the person presiding at the meeting shall have a second, or casting vote.

(13) Subject to this Act, the Standing Committee may conduct its proceedings in such manner as it thinks fit.

24. The functions of the Standing Committee are as follows:

(a) to investigate, either of its own motion or at the request of the Board, matters relating to the administration, operation and activities of institutes;

and

(b) to investigate and report to the Board upon any other matter referred by the Board to the Standing Committee for advice.

25. (1) A member of the Standing Committee is entitled to such fees, allowances and expenses as the Governor may, from time to time, determine.

(2) The office of a member of the Standing Committee is not by virtue of this section or any payments under this section an office of profit from the Crown.
DIVISION VIII—THE INSTITUTES ASSOCIATION OF SOUTH AUSTRALIA

26. (1) The Association formerly known as the "Institutes Association of South Australia, Incorporated" shall continue in existence under the name of the "Institutes Association of South Australia".

(2) The incorporation of the Association under the Associations Incorporation Act, 1956-1965, is dissolved and all property, rights and liabilities of the Association are vested in the Board and the property vested in the Board under this subsection shall be applied by the Board for the benefit of the Association or of institutes.

(3) Every institute for the time being in existence shall be a member of the Association.

(4) The Board shall in each year convene an annual meeting of the Association and such other meetings as the Board thinks necessary.

(5) Each institute is entitled to be represented at a meeting of the Association by one delegate.

(6) A delegate may represent up to three institutes and shall be entitled to one vote for each institute represented by him on any questions arising at a meeting of the Association.

(7) A decision carried by a majority of the votes of the delegates present at a meeting of the Association shall be a decision of the Association.

(8) The Association shall, as occasion requires, at an annual general meeting, elect one of the delegates present as its President.

(9) The President of the Association shall be elected for a term of two years and shall hold office on such conditions as may be determined by the Association.

(10) The President shall preside at every meeting of the Association at which he is present, and, in the absence of the President, the delegates present at a meeting shall elect one of their number to preside at the meeting.

(11) There shall be an Executive of the Association consisting of—

(a) the President;

and

(b) two delegates to an annual general meeting of the Association elected at that meeting.

(12) An election under subsection (11) (b) shall be for a term of two years and the Association shall, as occasion requires, hold elections for the purpose of establishing or maintaining the membership of the Executive.

27. (1) The functions of the Association are as follows:

(a) to elect members, as occasion requires, to the Standing Committee;

(b) to bring matters of concern to institutes to the attention of the Board, the Standing Committee and the Minister;

and

(c) to deal with any other business that may be placed before the Association by the Board.

(2) The right of election conferred by subsection (1) (a) may in relation to a casual vacancy be exercised by the Executive of the Association.
DIVISION IX—REGULATION OF INSTITUTES

28. (1) As from a date to be determined by the Board on the advice of the Standing Committee, the constitution and rules of each institute shall be in a form approved by the Board on the recommendation of the Standing Committee.

(2) If an institute does not, on or before a date falling three months before the date determined under subsection (1), submit for the approval of the Board a draft of its proposed constitution and rules for the approval of the Board, or if a draft so submitted is not approved by the Board, then as from the date determined under subsection (1) the constitution and rules of the institute shall be in the form of a model constitution and model rules determined by the Board on the advice of the Standing Committee.

(3) Where an institute is an association incorporated under the Associations Incorporation Act, 1956-1965, the Board shall, as soon as practicable after the date determined under subsection (1), cause copies of the constitution and rules of the association to be lodged with the Registrar of Associations, and the Registrar shall register that constitution and those rules as the constitution and rules of the Association.

(4) Until the date determined under subsection (1), the provisions of the repealed Act that are relevant to the constitution, administration, operation, control and dissolution of institutes shall, subject to any exclusions or modifications prescribed by regulation, continue to apply to institutes.

(5) For the purpose of the continued application of provisions of the repealed Act under subsection (4), any powers, functions or obligations assigned to the former Institutes Association of South Australia Incorporated, or the Council of that Association, by those provisions shall be exercised or discharged by the Board.

29. Regulations may be made on the recommendation of the Board after consultation with the Standing Committee—

(a) relating to the administration of institutes;

(b) conferring on institutes powers that are necessary or incidental to the proper performance of their functions;

(c) providing for the dissolution of institutes and matters consequential upon the dissolution;

and

(d) dealing with the disposal of property held by or on behalf of an institute that has been dissolved or has become defunct.

30. No land held by, or on behalf of, an institute and used by the institute for the purposes of the institute shall be liable to land tax.
PART III
PUBLIC RECORDS

31. (1) Subject to subsection (2), a person who has the custody of public records may deposit any such records with the Board.

(2) The Board may, in its discretion, decline to receive any such public records.

32. (1) Subject to subsection (2), a person shall not sell, destroy or otherwise dispose of public records unless he has given the Board at least one month's notice in writing of the existence of the public records and of his intention to sell, destroy or otherwise dispose of them.

Penalty: Five hundred dollars.

(2) Notice need not be given under subsection (1) in respect of records which may, according to principles or determinations promulgated by the Board, be sold, destroyed or disposed of without such notice.

(3) In any case where notice is given, the Board or an officer authorized by the Board may inspect and take possession of the public records or may, by notice in writing to the person who has charge of the records, require that person to deposit the records with the Board.

(4) A person of whom a requirement is made under subsection (3) shall comply forthwith with that requirement.

Penalty: Five hundred dollars.

33. (1) If a person has custody or possession of public records otherwise than in an official capacity, a court of summary jurisdiction may, on the complaint of the Board, or of an officer authorized by the Board, order that person to deliver the public records to the Board on or before a day specified in the order.

(2) If a person fails to comply with an order of a court of summary jurisdiction under subsection (1), he shall be guilty of an offence and liable to a penalty of not more than one hundred dollars for every day during which the default continues.

(3) In proceedings under this section, an allegation in a complaint that a person has custody or possession of public records otherwise than in an official capacity, shall be deemed to be proved in the absence of proof to the contrary.

34. (1) The Board may appoint places for the custody of public records that have been delivered into its possession.

(2) Where in the opinion of the Board public records are not worthy of preservation the Board may destroy or otherwise dispose of those public records.

(3) Before the Board exercises its powers under subsection (2) it should, wherever practicable, consult with the person from whom the public records were obtained and any other person who has, in the opinion of the Board, a substantial interest in the records.
PART IV
MISCELLANEOUS

35. (1) The publisher of material published in South Australia to which this section applies shall, within one month after publication, deliver at his own expense a copy of the material—

(a) to the Board;

and

(b) to the Parliamentary Librarian.

(2) Where material to which this section applies is published in various forms of differing quality, the copies delivered under this section must be of the finest quality.

(3) If a publisher fails to comply with this section he shall be guilty of an offence and liable to a penalty not exceeding one thousand dollars.

(4) A receipt shall be issued for material delivered under this section.

(5) This section applies to—

(a) a book, or a part or division of a book;

(b) a newspaper, magazine, journal or pamphlet;

(c) a map, plan, chart or table;

(d) printed music,

but does not include a second or subsequent edition of any such material that does not differ from a former edition published in South Australia.

36. (1) The following societies are affiliated with the Board—

(a) the Royal Society of South Australia (Incorporated);

(b) the Royal Geographical Society of Australasia (South Australian Branch) Incorporated;

and

(c) the Astronomical Society of South Australia.

(2) The Board may, with the consent of the Minister, affiliate with any educational, literary or scientific society or body that desires such affiliation upon such terms as are agreed between the Board and the society or body.

(3) The Board may accord to any body or association or society affiliated with it such rights in relation to use of property of the Board as the Board thinks fit.

37. A gift or bequest made to or for the benefit of a library administered by the Board or the governing body of such a library, or the Association, or institutes generally, shall be deemed to be a gift or bequest to the Board and shall be applied by the Board towards the purposes to which the gift or bequest was made.

38. The Board may, subject to the provisions of the Public Service Act, 1967-1981, provide courses of training as librarian for such persons as it thinks fit, whether those persons are employed under this Act or not.
39. (1) A person who, without proper authority to do so, damages, removes or interferes with property of the Board shall be guilty of an offence and liable to a penalty not exceeding two thousand dollars.

(2) A court by which a person is convicted of an offence under subsection (1) may order the convicted person to pay to the Board such compensation as the court thinks fit.

40. (1) The Board may, by notice published in the Gazette—

(a) determine conditions to be observed by persons to whom library materials are lent by the Board;

(b) determine conditions upon which persons may have access to library or other materials in the possession of the Board;

(c) fix fines, or a scale of fines, to be paid by any person who contravenes or fails to comply with, a condition in force under this section;

(d) fix fees to be paid for services rendered by the Board (other than the lending of library materials);

(e) vary or revoke a notice previously published under this section.

(2) A person by whom a fine is payable by virtue of a notice under subsection (1) who refuses or fails to comply forthwith with a demand by the Board for payment of the fine shall be guilty of an offence and liable to a penalty not exceeding two hundred dollars.

41. Proceedings for an offence against this Act shall be disposed of summarily.

42. (1) The Board shall, on or before the thirty-first day of October in each year submit to the Minister a report on its work during the year ending on the preceding thirtieth day of June.

(2) The report should include copies of the audited accounts of the Board for the period to which the report relates.

(3) The Minister shall, as soon as practicable after his receipt of the report submitted under subsection (1) cause copies of the report to be laid before both Houses of Parliament.

43. (1) The Governor may, on the recommendation of the Board, make such regulations as are contemplated by this Act or as are necessary or expedient for the purposes of this Act.

(2) Without limiting the generality of subsection (1), those regulations may—

(a) provide for the conduct of the proceedings of the Board or of any sub-committee of the Board;

(b) provide for the management of libraries and institutions under the administration of the Board;

(c) provide for the admission and exclusion or expulsion of persons from libraries or institutions under the administration of the Board;
(d) regulate, restrict or prohibit the driving or parking of motor vehicles on land vested in, or under the control of, the Board;

and

(e) prescribe penalties not exceeding five hundred dollars for contravention of, or non-compliance with, a regulation.

(3) In proceedings in respect of an offence against a regulation—

(a) an allegation in a complaint that a person named in the complaint was the owner of a specified vehicle on a specified day shall be deemed to be proved in the absence of proof to the contrary;

and

(b) where it is proved that a vehicle was parked on land vested in or under the control of the Board in contravention of a regulation, it shall be presumed, in the absence of proof to the contrary, that the vehicle was so parked by the owner of the vehicle.

(4) Where it is alleged that a person has committed an offence against a regulation relating to vehicular traffic or the parking of motor vehicles, the Board may cause to be served personally or by post upon that person a notice to the effect that he may expiate the offence by payment to the Board of an amount specified in the notice, being an amount fixed by regulation, within a time fixed by the notice, and if the offence is expiated no proceedings shall be commenced in any court with respect to the alleged offence.
In the name and on behalf of Her Majesty, I hereby assent to this Bill.

D. B. DUNSTAN, Governor