



**ANNUAL
REPORT**
2021 - 2022

LIBRARIES CHANGE LIVES



Casey
Cardinia
Libraries



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Foreword

Casey Cardinia Libraries (CCL) are proud and grateful to serve our community. Our service is delivered by a team of passionate literacy and community development enthusiasts – we see the evidence that ‘Libraries Change Lives’ every day in the work that we do.

The journey towards pandemic recovery has well and truly begun. We have felt a collective breath has been taken, and our community is returning to a sense of normality. This is reflected in the rise of library visitation, new members joining the service, and a rebalance of online usage back to physical engagement. The gradual lifting of restrictions across this past year meant that broad access to libraries was restored, yet we are mindful that there are still members of our community who remain vulnerable and isolated. The State Government recognised Public Libraries as ‘essential services’ during the height of the pandemic, referencing the work we do to support prevention and recovery of community health – this recognition was appreciated across the sector and made us more determined than ever to pursue further work with Health organisations and community support specialists.

Health and wellbeing has become a strategic focus for CCL. Our libraries are located at the heart of communities across the region, and we are a trusted organisation. We provide quality information and programs that support stronger social, mental and physical health outcomes. This will continue to be a priority in coming years, but we are proud of the work that has already occurred in this space.

Our communities are time-poor, and the stresses of the past two years have taken a toll on energy levels, and capacity to engage in activities that stretch us further. We have noticed emerging trends in the sort of programs and activities people will make the effort to come to – creative arts and lifestyle programs are favoured over educational/informational lectures that were once popular pre-pandemic.

The growth and expanding diversity of the suburbs in this South-Eastern growth corridor demands continued evolution and development of our services. Please read on to see the ways in which CCL are addressing the needs of our communities, through all ages and stages of life. It is a celebration of the work we do, but more importantly of the people who live, work and belong to the Casey Cardinia region.



Miguel Belmar
Chairperson



Beth Luppino
CEO



“Libraries are one of the few places that resources can be used without a cost. The help offered, again for free, by library staff is invaluable in a world that largely ignores people in lower socio-economic groups. Library staff assist willingly with borrowing books and resources and are available for assistance with printing and use of computers- They are a wonderful treasure.”

(Library user)

Our Vision

Inspiring spaces where everyone is free to discover possibilities.

Our Mission

To encourage lifelong learning, increase literacy and build strong, resilient communities across the Casey Cardinia region.

Our Approach

We

- Put people first
- Pay it forward
- Follow up and reciprocate good deeds
- Help each other grow
- Share our stories and learn from each other
- Encourage authentic and courageous conversations
- Take quick little steps
- Give new things a go
- Choose momentum over perfection
- Encourage each other to take calculated risks
- Build confidence and resilience by working to our strengths
- Embrace the opportunity to learn when things don't go as planned
- Share ideas freely
- Acknowledge our partners
- Celebrate success

Governance

We are a values led organisation.

Our governance structure reflects our commitment to achieving a genuine model of community participation.

We are absolutely committed to supporting good governance as an organisation.

Our Values and Guiding Behaviours



CREATIVITY

- Thinking of new ways to do things is crucial to our success
- We challenge the status quo, if we believe a better way is possible
- We cultivate creativity in others



FAIRNESS

- We treat people fairly and recognise them as individuals
- We do not let our personal feelings bias our decisions about others
- We actively support social inclusion and connection
- We are accountable for our behaviour



HUMOUR

- Our humour enables us to express how we feel
- We like to laugh, bringing smiles to other people
- We use humour to build connections and create a positive experience for everyone



LOVE OF LEARNING

- We love learning about new things
- We believe there is always an opportunity to learn
- We learn from each other



SOCIAL INTELLIGENCE

- We are mindful of people's feelings
- We know what to do to put others at ease
- We are kind, compassionate and look for the best in each other



TEAMWORK

- When we all contribute, we excel
- We look out for each other
- We play to each other's strengths
- We work with our community

The Board

City of Casey



Miguel Belmar
-Administrator
(Chairperson from
November 2021)



Steve Coldham



Keri New
(from March 2022)

Noelene Duff
- Administrator *

Bernard Rohan **
(until March 2022)

Cardinia Shire



Cr Jeff Springfield
(Chairperson until
November 2021)



Lili Rosic
(from October 2021)

Cr Jack Kowarzik *

Jenny Scicluna
(until October 2021)**

* Alternate delegate ** Resigned/retired

The Executive Team



Chief Executive Officer

Beth Luppino

(from October 2021)



**General Manager,
Digital Operations**

Daniel Lewis



**General Manager, Customer
Experience – Acting**

Bec Mitchem

(from October 2021)



**General Manager,
Organisational Development**

Janine Galvin

(from March 2022)



General Manager, Finance

Emily Ramaswamy

(returned from Parental Leave December 2021)

Chris Buckingham – CEO

(until October 2021)

Beth Luppino – General Manager, Customer Experience

(until October 2021)

**Melissa Martin – General Manager, Organisational
Development** (until February 2022)

Avtar Singh – General Manager, Finance – Acting

(until November 2021)

It has been a year of significant change in the CCL Executive Team. Chris Buckingham completed his 5-year contract as Chief Executive Officer and departed at the beginning of October 2021. Chris transformed CCL's workplace culture throughout his tenure. He brought our values system to life, encouraging all library team members to demonstrate these in their individual roles, and to identify and celebrate their unique strengths. Chris held the Casey Cardinia communities at the forefront of all decision-making, and formed strong connections with our partners, member Councils and individual community members across the region. Many of our members knew him by name and were keen to have a chat whenever he was in a library branch. This is testament to Chris's kind, approachable style and we wish him well in his future endeavours.

Melissa Martin finished up with CCL on 16 February, after almost 25 years of service. Melissa's career with CCL comprised of many roles, starting out as a new graduate, to a librarian, and then to the role of Branch Manager at Pakenham Library. Following a secondment at West Gippsland Regional Libraries as Operations Manager, she returned to CCL as the Cardinia Branch Coordinator. This led to her most recent position as General Manager, Organisational Development. Her leadership, knowledge, passion for libraries and tireless dedication to staff is well known, and we are grateful for her years of service with us.



Our Amazing Community – A Snapshot

CCL operates in the traditional lands of the Bunurong and Wurundjeri peoples. First Nations people from many different places live in the Casey Cardinia Region.

Our region continues to experience rapid population growth with significant residential development occurring in Clyde, Cranbourne and Officer. Cranbourne East had the largest population growth in Victoria in 2020-2021.

The latest Australian Bureau of Statistics report shows the population has increased to 488,974 across the region's 1,690 square kilometers. [\(Regional Population Growth, Australia – 3218.0 Australian Bureau of Statistics, Revised July 2022\)](#). Our population is estimated to exceed 740,000 by 2041 across the Casey Cardinia region.

Our community is diverse. More than a quarter of residents were born in non-English speaking countries. Almost a third of the Casey Cardinia region's population speak a language other than English at home. Key languages other than English include Persian/Dari, Sinhalese, Punjabi, Mandarin, Hindi, Arabic and Spanish. More than 9,800 people with an Afghan ancestry live in Casey; this is nearly half of all Afghan-born people in Victoria.

Casey Cardinia region has more couples-with-children households (43%) and single-parent households (11%) than the Melbourne average. Nearly 55% of residents are families with children.

Compared with other OECD countries, Australian Institute of Health and Welfare (AIHW) reports that Australians are struggling to achieve a work-life balance ranking in the bottom third of the OECD countries. [\(Australia's Welfare 2017, AIHW, October 2017\)](#). Despite satisfactory job performance and earnings, Australians spent less time on leisure and personal care than those in other OECD countries. (How's life in Australia? OECD, 2020).

The City of Casey has the second highest Pokies expenditure of Victorian Local Government Areas. There are thirteen venues with Pokies across Casey and another five in Cardinia, with a total 1,237 Electronic Gaming Machines (EGM's). [\(Victorian Responsible Gambling Foundation, 2020\)](#). More than \$119 million dollars was spent on the Pokies in

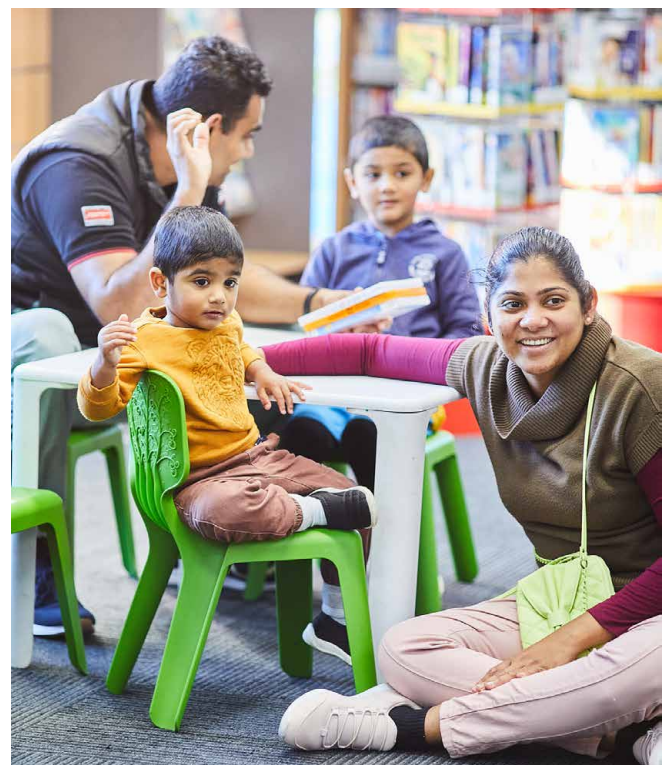
the Casey Cardinia region in 2019/20.

Our community faces challenges with income, education, employment, occupation and housing. Casey and Cardinia rank 49th and 59th respectively in Victoria for socio-economic disadvantage. [\(Population and Housing: Socio Economic Indexes for Areas \(SEIFA\), Australia – 2033.0.55.001 Australian Bureau of Statistics, Revised March 2019\)](#). Mortgage and rental stress are common in the Casey Cardinia region.

Time is a precious resource in our community. More than 93% of residents (15 years+) are employed. Approximately 65% of working people from Casey and Cardinia live in the area but work outside the area.

Casey Cardinia region has some of the highest recorded number of family violence incidents in Victoria. Both Local Government Areas have experienced increases in family violence levels in recent years. [\(Crime Statistics Agency, Family incidents, 2017-2021\)](#). Incidents rose dramatically through the lockdown periods of 2020 and 2021.

Our communities are giving – we support each other through the donation of time, money, goods and services.



2021-2022 – The Numbers

VISITS TOTAL

1,446,822

Physical visits **507,704**
and virtual visits **939,118**
Average per week **27,824**



LOANS TOTAL

2,216,273

Physical loans **1,444,004**
and eLoans **772,269**



MEMBERSHIP

99,264

at end of 2021-2022, this is less than the previous year 105,930, due to further significant membership database clean up. Our membership continues to grow with new members continuously being signed up.

ENEWSLETTERS

58,700
subscribers



PROGRAMS

Youth – 28,627
attendees over

1,432 sessions

Adult – 4,652
attendees over

586 sessions

ONLINE PROGRAMMING

Youth – 4,713
attendees over

299 online sessions

Adult – 1,935
attendees over

146 online sessions



ITEMS FOR LOAN

23,716 digital items and
319,060* physical items.

*includes magazines title issues.

INTERNET BOOKINGS

33,967



WI-FI SESSIONS

66,221



WEBSITE

504,105

VISITS

up from 457,662 in 2020-2021



LOTE ITEMS

9,194

in Chinese, Hindi,
Italian, Panjabi,
Persian and Sinhalese



A Place to Gather and Learn

Create Safe and welcoming places where everyone can gather, learn, share and grow.

Lifelong learning during the pandemic

In late 2021, the State Government officially recognised the work of Public Libraries as 'essential'. This meant that our staff could offer Click and Collect services during lockdowns, enabling our members to book their items online and pick them up at our doors. This was most definitely a lifeline for many people.

During lockdown and restrictions, we connected with our members at home. Book groups, craft clubs, conversation groups and art therapy programs successfully transitioned online and were well attended.

My experience with libraries spans 70 years but I still recall my first real library book - Anne of Green Gables at age 6. I can honestly say I don't know what life would be like without libraries and in particular CCL. The book group I belong to has weathered the storms of the past 18 months, evolving as the need arose from an onsite to an online group. The glue that binds us together is the care and attention of the positive and welcoming staff members (Kelly and Moira) who make sure we all keep connected. Recently the serious illness of one of my grandchildren prompted kind words and flowers from the group. Yes, Libraries Change Lives.

(Book group participant)

It was hard for book groups to meet in person for much of the year. CCL held our library-run groups via online sessions, but we recognised that gatherings were interrupted for many groups throughout our region. To support the

continuation of these groups and promote their love of reading, CCL continued the reduced rates for our 700 book group members in 2022.

Thank you to Casey Cardinia Library for being so adaptable in these crazy times we are living in.

(Book group participant)

Online programs eased back once restrictions were lifted and community confidence increased. The popularity of our school holiday programs re-emerged, and the community embraced the return of our regular pre-school programs.



We continued to adapt our services to operate within the new COVID-safe environment. We worked with Wilson Botanic Park to run outdoor storytimes over summer. These sessions were very popular and now form part of our regular outreach programming.



Kathy Lette

We celebrated Autumn with International bestselling author Kathy Lette at Bunjil Place Library in March 2022. This was our first in-person author event post COVID. Known for her humour and strong female literary characters, Kathy entertained eighty-six book lovers and discussed her latest title 'Till Death, or a Little Light Maiming, Do Us Part'.

The evening was a wonderful opportunity to re-engage with members, with one person telling us this was her very first outing in more than two years.



It was an honour to interview Kathy Lette and get that engaged response from the audience, which differed greatly from my experience I had over the last two years delivering our online author events. The atmosphere of the room was fantastic, and I felt that we all left that evening feeling really boosted after laughing so much.

(Moir, staff member and event host)

Contactless Home Deliveries

CCL's free Home Delivery service was a notable success, appreciated deeply by our community. In 2021–2022 we posted to 2,113 members, made 3,260 deliveries weighing 11,019kgs and included a personalised handwritten note to the recipient of every delivery.

The library is hands down my favourite part of this community, and I've loved it since I was 10. I'm 17 now, and I've read over 500 books from there (I keep count.) And even during this pandemic, with the home deliveries, you are incredible and I'm so thankful to everyone who's helping me get through lockdown. I'm doing VCE this year, and everything's stressful, and I've been craving some books to read, and you guys came into the rescue. My Binge Bag is already on its way. I'm still pretty young, and I don't work, so I'm broke. But when I do start working, next year, I've resolved to donate to the library. Please keep up the amazing work. You are unsung heroes, and you are so, so incredibly appreciated. Love from my entire family.

(Natasha, library member)

We officially concluded this service at the end of June 2022 after two years of successful deliveries, in part funded by the generous additional donations made directly to this cause by our library members.



Time to rebuild

With rolling lockdowns and reduced opening hours across the last two years, we lost touch with some of our members. At the beginning of 2022, CCL ran two promotional campaigns to re-engage with past members and encourage new memberships, with a focus on children who will benefit from a lifelong relationship with their local library.

READiscover your library

This digital campaign circulated to over 20,000 inactive members encouraging them to “dust off” their library card and get borrowing, either in branch or through our digital library. People who participated had an opportunity to win a free family movie pass.

SID loves libraries

Launched in April 2022, we used our mascot ‘SID the Sloth’ to appeal to kids and get them signed up with their very own branded membership card and bag, along with simple incentives to borrow, read and get involved in library programs. CCL gained nearly 4,000 child memberships since April to the end of June, as well as many additional parents and carers.

Maurizio from River Gum Primary School was one of our winners and selected a \$250 Toy world prize. Congratulations Maurizio!



Narrowing the Digital Divide

CCL narrowed the 'digital divide' in our region through Cyber-safety programs for kids, parents and older adults. We also offered one-on-one and group Tech support sessions to help people access and use technology.

QR code check-in requirements during the pandemic highlighted the number of people who do not own smart phones. The library team helped many visitors to access the Service Victoria app, COVID Vaccination certificates, My Gov and Medicare online.

The City of Casey Digital Equity Living Labs team donated 15 reconditioned laptops made available to Doveton residents for borrowing. The Cardinia Hills Hub made a group of free laptops available to the Emerald and Hills community. CCL provided further support by adding refurbished laptops and pcs. The devices were made available for extended loan periods of 3-6 months, and borrowers received tech help if they needed it. This program of lendable devices was extremely successful, and the devices were almost always out on loan.

RAZIAH

Raziah came to the Hampton Park Library one day unexpectedly as her class at the community centre had been cancelled and she did not have her vaccination certificate. Our bilingual team member, Rasheed assisted Raziah to access her certificate via MyGov.

Raziah attends English conversation for Dari speakers and flexible computing at our Hampton Park branch.

Thank you I feel very helped. All the staff members are very respectful and helpful, and I love to come to the library all the time. The library is very important for me and for improving my English. I haven't borrowed books

before, but I will be borrowing in the future. Before coming to the library, I didn't know the library ran English classes. This was very unexpected, but now I am very happy attending the class. And also, thanks for the tea.

(Raziah, library user)



Raziah relaxing at Hampton Park library

Doveton's Digital Day Out

CCL and the City of Casey supported the Doveton community with a fun and hands-on technology training session.

Hosted on a Saturday morning at the Autumn Place Hub and Doveton Library, the event was supported by a range of service providers including The City of Casey Digital Services and Open Data Platform, the Narre Warren Neighbourhood Learning Centre, City of Casey Job Advocates, Minnovation Technologies, Casey Tech, Lively, Deakin University and NBNC, who all provided advice and helped attendees learn and grow their technology skills. Local community members enjoyed fun technology play, augmented and virtual reality and 3D printing.



BILLY

William (Billy) Maher is 72 years old and has worked various jobs relating to brick laying and truck driving. He is intelligent and has great people skills but admitted that when it comes to technology he felt left behind and didn't know where to start. He was frustrated with companies when inquiring for work as he felt he was being dismissed when told to go online or send an email. He has overseen big construction projects and felt people underestimated his skills because of his lack of computer knowledge.

He visited the Cranbourne Library, asking if we could please spare some time to help him with "computer stuff". We set Billy up with a library card and booked him into a 1-hour one-on-one Tech Time session. Billy's needs ended up extending well beyond one session, with staff providing support to create an email address,

construct a resume, learn how to copy/paste, explore job searching strategies and applying for jobs.

In March, Billy came into the library to share that he has landed a new job in traffic control and worked his first shift. He was so excited and also relieved knowing that he can now apply for jobs whenever he needs and has more control over his life as he continues to age.

Billy said he is really grateful for all the help we have offered him, saying we do absolute wonders! He couldn't believe that we provide these services for free.



Special thanks to the staff at the Cranbourne Library.

As a pensioner looking for part time employment I soon realized if it would be difficult to apply for a position at most companies without having a resume that I could send online

It was suggested I try the Cranbourne Library.

To say that the support I found there was so encouraging would be an injustice to their hard work and profession

They have helped me to get more skilled with a computer. They have written up a very pointed and accurate resume for me. Which has been priceless. Within the short time of presenting the resume to various companies I have found a job and feel like I'm back contributing again, if only part time.

The Council have provided a real asset in making this sort of provision for people like me who have basically been left behind as far as the internet and computers are concerned.

A very special thanks to Jadine, Toni and Phyllis [Felicity]

P.S As a bricklayer for some forty odd years, I worked on the brickwork at the library and pavilion next door.

I would say the word community would sum all this up and its great to see the City of Casey providing this type of support for people like me who feel left behind as regards the internet and employment.

So thanks to the City of Casey and the Staff at the Cranbourne Library

– Bill Maher

Libraries After Dark

Libraries After Dark (LAD) returned to Pakenham Library in late March. It was the place-to-be on Friday evenings, thanks to the fun activities and events that were regularly programmed.

Funded by the Victorian Responsible Gambling Foundation, LAD provides the community with a safe and welcoming space as an alternative to the Pokies. As part of this program, we also partnered with Gurpreet Singh from the Ultimate Asian Supermarket to offer free hot meals, handing out more than 120 between March and June.

The range of events offered have seen a growth in attendance over the past few months including members attending different types of LAD events on a regular basis. Feedback from members has been incredibly positive with members expressing appreciation for the range and quality of events offered, how lovely it is to see 'friendly faces' they recognise from other LAD events and shared excitement when attendees discuss upcoming LAD events, they plan to attend with one another. We recently served a family of seven children, who sat down in the library and enjoyed the hot meals provided by Gurpreet Singh. The hot meals have been a valuable addition to our LAD program as they have brought some people into the library especially, while they have added to the library experience for many other patrons. All recipients of the hot meals have expressed gratitude and appreciation for them.

(Sarah, staff member and event host).

I'm really enjoying meeting new people and catching up with the people I've met here before

(Libraries After Dark participant)

I've left appreciative feedback for the person who donates the food as it sometimes the first meal I've had since yesterday.

(Libraries After Dark participant)

Open Mic Night

Our first Open Mic night at Pakenham was launched in April. It was a huge success with special guest host comedian Josh Earl entertaining the audience and a fantastic line-up of local talent, including rap artists, comedians, spoken word poets and singer/songwriters. Open Mic Nights have become a quarterly event, and a welcoming space for people to showcase their talents in a supportive environment.

Such fun. What a great way to use the library to bring the community together!

(Open Mic participant)



Our Collections

The Casey Cardinia community has access to a wide range of physical and electronic items, fiction and non-fiction books, magazines, newspapers and audio supporting their literacy, reading, learning, information and leisure.

Our strategy for purchasing is to prioritise and renew materials most in demand.

We know our community love digital content. CCL is ranked second in Victoria for the usage of eBooks.

The most popular collections this year were adult fiction, junior fiction, board books, begin-to-read level books and our Top Titles collection.

The addition of laptops and pcs for loan expanded our collections beyond traditional lending categories, and this is a great example of the innovative ways our libraries responded to community needs.



This year's most popular Adult reads!


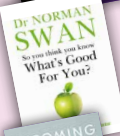


Adult fiction

1.  Apples Never Fall
by Liane Moriarty
2.  Judge's List
by John Grisham
3.  When You Are Mine
by Michael Robotham
4.  Better Off Dead
by Less Child
5.  Last Thing He Told Me
by Laura Dave

Adult fiction eAudio

1.  Survivors
by Jane Harper
2.  Apples Never Fall
by Liane Moriarty
3.  Switch
by Beth O'Leary
4.  You Need to Know
by Nicola Moriarty
5.  Where the Crawdads Sing
by Delia Owens

Adult non-fiction

1.  The Barefoot Investor:
The Only Money Guide You'll
Ever Need by Scott Pape
2.  So You Think You Know
What's Good for You?
By Norman Swan
3.  Becoming
by Michelle Obama
4.  It Wasn't Meant To Be Like This
by Lisa Wilkinson
5.  The Happiest Man on Earth:
The Beautiful Life of an
Auschwitz Survivor
by Eddie Jaku

Adult non-fiction eAudio

1.  Becoming
by Michelle Obama
2.  Subtle Art of Not Giving a F...
by Mark Manson
3.  Promised Land
by Barack Obama
4.  488 Rules for Life
by Kitty Flanagan
5.  Everything is F*...
by Mark Manson

Adult eBooks

1.  Farm at Peppertree Crossing
by Léonie Kelsall
2.  Apples Never Fall
by Liane Moriarty
3.  Survivors
by Jane Harper
4.  Tattooist of Auschwitz
by Heather Morris
5.  Last Thing He Told Me
by Laura Dave

This year's most popular Junior reads!

Junior fiction

- 

1. Diary of a wimpy kid (15):
Deep End by Jeff Kinney
- 

2. Diary of a wimpy kid (13):
The Meltdown by Jeff Kinney
- 

3. 91-Storey Treehouse
by Andy Griffiths
- 

4. Diary of a Wimpy Kid (14):
Wrecking Ball by Jeff Kinney
- 

5. The World's Worst Parents
by David Walliams

Young fiction eAudio

- 

1. Midnight Sun
by Stephanie Meyer
- 


2. Shadow and Bone
by Leigh Bardugo
- 


3. Ballad of Songbirds and Snakes
by Suzanne Collins
- 


4. Cruel Princ
by Holly Black
- 


5. Hunger Games
by Suzanne Collins

Junior fiction eAudio

- 

1. Harry Potter and the Prisoner
of Azkaban
by J.K. Rowling
- 


2. Harry Potter and the
Half-Blood Prince
by J.K. Rowling
- 


3. Harry Potter and the
Goblet of Fire
by J.K. Rowling
- 


4. Harry Potter and the
Deathly Hallows
by J.K. Rowling
- 


5. Harry Potter and the Order
of the Phoenix
by J.K. Rowling


Junior fiction eBooks

- 

1. 130-Storey Treehouse
by Andy Griffiths and Terry Denton
- 

2. WeirDo
by Anh Do
- 

3. Totally WeirDo!
by Anh Do
- 

4. Really WeirDo
by Anh Do
- 

5. Extra WeirDo!
by Anh Do

Young Adult fiction eBooks

- 

1. Throne of Glass
by Sarah J. Maas
- 

2. One of us is Lying
by Karen McManus
- 

3. Ballad of Songbirds and Snakes
by Suzanne Collins
- 

4. Chain of Gold
by Cassandra Clare
- 

5. Cruel Prince
by Holly Black

Partnerships

Strengthen partnerships and encourage innovation to broaden and deepen our impact.

Community Partnerships

CCL loves to work with like-minded organisations to enhance the health and wellbeing of our community. Below are the key partners we worked with this year on literacy, learning, health and wellbeing projects and programs.

Federation University

Federation University furnished two additional study spaces in CCL branches this year, following the success of the pilot site at Cranbourne Library in 2019. The study space at Emerald Library complimented the broader renovations to the building that were funded by Cardinia Shire, State Government Victoria and the Emerald Mechanics Institute. Doveton Library has made better use of existing spaces with the addition of study carrels and comfortable chairs. The branded study spaces support Federation University students who need to find space to work closer to home, provide improved space for CCL members and also promote university courses to attract more prospective students.

The new chairs are much better than the old ones. They are far more comfortable.

(Robert, library user)

The Fed Uni flyer display holders are such a great idea, they look snazzy, and you can see multiple flyers on display at once.

(Jess, staff member)

Library is a great place to study. We need more spaces like this, especially since this is shared meeting room.

(Library user)

Compared to the other parts of the library that is an open area the meeting room study space is a lot more private, so I like using it a lot more than the other parts of the library and it's great.

(Library user)



Emerald Library Fed Uni Space



Doveton Library Fed Uni Space



Uniting Church Doveton

Uniting Church helped the library team deliver important bilingual information sessions in Doveton. Topics covered Centrelink and Medicare online, COVID vaccination and introductions to the local Police.

This series of events enabled CCL to build stronger connections with our Afghan community and also strengthened their trust in local service providers.

Thank you for giving us this opportunity to support the Afghan community. This is amazing!!! I would like to thank each and every one of you who hold my hand to deliver this successful project. I would like to acknowledge the collaboration and valuable partnerships we had during the program delivery.

(Romina -Uniting Volunteer, Komak Program)



State Library of Victoria and Monash Health

Through funding from the State Library of Victoria, CCL and Greater Dandenong Libraries worked with Monash Health, Councils and local Maternal Child Health services to deliver important health information to children and their carers through weekly literacy programs.

The sessions began in March and covered sleep, friendships, and healthy eating. The content for the sessions was drawn from approved health messaging, curated by a specifically recruited Health promotion Officer, and delivered by our professional library team.

I have a 12-week-old and very little experience with babies, I am clueless in what to do. This is a very positive with program as is the interaction with other mums I can't thank you enough for this opportunity to connect with others. I joined the library and started 1000 books before school program too.

(Doveton Library, Baby Time attendee)

Emerald Hills Hub



The Emerald Library team worked closely with Cardinia Shire's Hills Hub team on precinct programming this year. A great example was the Family Fun Day, also supported by precinct partners U3A and Emerald Men's Shed. Both buildings came alive that day with toddler play spaces, fairy tea parties, robotics, Japanese doll painting, giant bubble blowing, percussion workshops, a science show, live music and face painting. There were activities for people of all ages and visitors made the most of the day, enjoying everything on offer at the Hills precinct.



Cranbourne West Community Hub

Weekly storytime sessions at the Cranbourne West Community Hub allowed us to take the library beyond our 4 walls. Promoting a love of reading, a sense of fun and sharing the importance of early years literacy, the program had a loyal following in 2022. New members joined on the spot and there was a wide selection of children's books available for borrowing for enjoyment at home. Children also met Sid the Sloth our library mascot and took home our new Sid library bags.



Thanks to our key Partners

CCL acknowledges the support and innovation provided by our key partners. Our community has directly benefited from the knowledge and support of the following organisations:

Anglicare – Facilitating partner for Communities For Children (Library Has Legs) Cardinia programming.

Asylum Seeker Resource Centre ASRC – Casey Cardinia Libraries and ASRC worked together to collect groceries and other useful products that will be distributed to around 1,000 people every week, many of whom have no income and no work rights.

Casey Connect (Neighbourhood Houses) – Provided speakers, digital classes and English Conversation support.

Casey Rainbow – Joint delivery of the Midsumma Festival picnic with CCL, connection to authors and resources, and training our team to provide inclusive service to our LGBTQ community, connection to authors and resources.

Doveton Neighbourhood Learning Centre – Worked with CCL on Autumn Place joint programs and services.

Emerald Hills Hub – Provided free access to bookable spaces for library activities and planned and delivered joint programs throughout the year.

ERMHA – (Pakenham, Cranbourne and Bunjil Place) – Provided support to vulnerable community members at risk or experiencing homelessness.

Federation University – Promoted our services to students, shared knowledge and funded study spaces across two additional libraries.

Justices of the Peace – Delivered free services at Bunjil Place Library, extremely popular with our community.

Monash Health – Supported us with funding applications and projects that will help us provide better health outcomes for our community.

Mount Burnett Observatory – Astronomy event at Emerald Library to mark National Science Week on the history of the observatory, telescopes and what's happening in the night sky.

NDIS – Provided free advice to our libraries to improve access for all abilities.

Outlook Victoria – Provided support and advice to CCL which allowed trainees to transition successfully to permanent roles.

Reclink – Delivery of programs to Cardinia library members including Seniors Strengths training and Family Fun.

Springvale Monash Legal services – Provided Job Advocates for our libraries to support job seekers.

State Library of Victoria – Funding from the SLV provided CCL and Greater Dandenong Libraries opportunity to work with Monash Health, Councils and local Maternal Child Health services to deliver the Parent/Carer – Child Health and Wellbeing project.

U3A – connected seniors, digital literacy. Streaming Casey Tech STEM classes for students. Support of Emerald Library.

Uniting Church – Provision of bilingual information sessions at Doveton, and ongoing joint programming.

Victorian School of Languages (VSL) – Ongoing delivery of language classes at Hampton Park Library.

Windermere – Facilitating partner for Communities For Children (Library Has Legs) Cranbourne programming.

Our Volunteers

CCL sincerely appreciates the contributions made by our volunteers and supporters. In 2021-2022 they helped:

- Raise funds for LEGO and Science programs in our libraries
- Raise funds for our free Home Delivery service
- Provide prizes for reading programs and writing competitions
- Promote the value of libraries to their networks
- Deliver the Home Library Service to housebound community
- Assist and run informal programs for library users including Tinies Time, hand crafting, English conversation classes and Code club.

Home Library Service Volunteers

In 2021-2022, CCL provided a free Home Library Service (HLS) to over 200 members living in the Casey Cardinia region, delivering over 1,700 times. The HLS supports people who are unable to access the library due to illness, age, disability, being housebound, a full-time carer or a resident in a care facility.

This service would not be possible without our Home Library Service Officers, Makaila and Donna and the help of 17 active volunteers who donated their time to select items and deliver loans to our members.

COVID restrictions meant our staff and volunteers were not always able to get out and see our recipients in person. Deliveries were made by Australia Post during lockdowns, and once restrictions eased our staff provided a drop off and pick up service from the recipient's front doors.

...without my books I don't know what I would have done.

(Home Library Service recipient)



Friends of Casey Cardinia Libraries

The Friends of Casey Cardinia Libraries (FOCCL) are valued and important supporter of our libraries. This year they provided feedback on library activities which helped us shape our planning. Some of our Friends of CCL also featured in a film made for the library team celebrating our 25 Year Anniversary. One of the most important ways our Friends supported the library is by spreading the word to the whole community that 'Libraries Change Lives' - Poppy from Cranbourne was featured in our Lego fundraising campaign, appearing online and in the newspaper sharing her story; she was a wonderful ambassador for CCL.

Friends of Doveton Library

Our Friends of Doveton Library (FODL) volunteers are a wonderful support to the Doveton community and continually promote our service.

Every year, Doveton Library in conjunction with their Friends of the Library (FODL), host a Short Story and Poetry Competition. In Spring 2021 we expanded this event to include workshops with Australian Children's Author Meredith Costain.

Children all over Casey and Cardinia worked hard on their storytelling techniques to create expressive, imaginative, and moving pieces of writing to share with our community. We received dozens of entries and the FODL read and select the winners. The celebration occurred at the online Awards Night in 2021 due to lockdown restrictions but the excitement from the children was still as palpable as ever.



Philanthropy and Donations

CCL is largely funded through contributions from City of Casey, Cardinia Shire Council and the Victorian State Government. We also receive in kind and financial support from local businesses and community organisations.

CCL are grateful to partners who support our mission to encourage lifelong learning, increase literacy and health and wellbeing, and build strong, resilient communities across the Casey Cardinia region.

Casey Cardinia Libraries is endorsed by the Australian Tax Office as a Deductible Gift Recipient (DGR). We welcome bequests, donations and sponsorships.

We are deeply thankful to those members of our community who have considered or committed a bequest to Casey Cardinia Libraries.



Community Connection

Contribute to thriving, healthy and inclusive communities.

Reconciliation Week

Coming Together of Cultures – Emerald Library

Emerald Library and the Hills Hub worked together to co-host its first National Reconciliation Week event, welcoming local community and schools to celebrate the coming together of cultures.

Uncle Ian Hunter began the event with a smoking ceremony surrounded by students from Menzies Creek Primary School, Emerald Primary School and Emerald Secondary College, Gembrook Primary School, Cockatoo Primary School, CFA members and Victoria Police.

Students created artwork to display what 'reconciliation' meant to them – which exhibited at the Hills Hub and Emerald Library in May.

The artwork that the students have produced is really amazing...Cockatoo [Primary School] has produced over 300 clay tiles and Gembrook Primary School have produced these beautiful message sticks, and the high school students have then taken their own interpretation with some beautiful dolls and photography.

(Cardinia Shire Council's Hills Hub Placemaker Anna Benjamin)



Reconciliation Action Plan

CCL continues on our Reconciliation journey. We established a team who worked together on our Reflect Reconciliation Action Plan (RAP). The team brought different skills and experience including Programming, Outreach, Collections and Customer Experience. We are grateful to have two members of the team who identify as Aboriginal.

CCL's RAP will drive CCL's contribution to reconciliation both internally and in the communities in which we operate. We developed actions related to events and programs, physical spaces, employment policies, collections, and our work with partners. Our Reflect RAP was ratified by Reconciliation Australia in June 2022.



Menzies Creek Primary School student's handprints as an the Aboriginal flag illustrating the schools commitments to reconciliation and values. The handprints symbolise unity and positive action.



Connecting Two Worlds – Hampton Park Library

An Aboriginal culture for children storytime session run by Samantha Roberts from 'Connecting Two Worlds' was a valuable and entertaining session at Hampton Park. Sam brought in an Aboriginal and Torres Strait Island flag, boomerangs, clapping sticks and a possum cloak to share with the children. She explained their significance and symbolism and shared the creation story of Bunjil and the Bat. Attendees were invited to participate in an Indigenous dance and create a drawing using Aboriginal symbols.



Culturally Diverse Communities

Afghan Communities

CCL continued to advocate for and provide support to the Afghan community.

Pakenham Library participated in an event hosted by Cardinia Shire supporting more than 400 newly arrived Afghans, promoting our services, conducting library tours, and helping to build a connection with community.

Our Hampton Park and Doveton branches established a range of initiatives. Family Life provided two support workers to attend both sites weekly. Both speak Dari and worked with members of our Afghan community, connecting them back to much needed services.

Hampton Park Library further supported our Afghan community through a Conversation for Dari women session twice a week in partnership with the Hampton Park Community House covering a range of topics important to health and wellbeing

The library is seen as a safe place for members of the Afghan community, and they value the Afghan specific programs we hold here.

(Tracy, staff member)



Hampton Park and the Victorian School of Languages (VSL)

Library Officer Chamani is multilingual, and she uses her skills working with parents of the Victorian School of Languages (VSL). VSL is a government school providing language programs for students in Years 1 to 12 who do not have access to the study of those languages in their mainstream schools. She encourages parents and children to join the library in her Mother Language, Sinhalese and her third language, Hindi. She also promotes our diverse bilingual library collections.



Hampton Park Branch Manager, Sandra spent some lunchtimes helping a young woman who came to the library looking for help with her English. To get her Indian teaching qualifications recognised in Australia, Navneet needed to pass an oral English test. They worked together over a few months, and she has passed with flying colours. Sandra is now working on a Conversation Buddy program to match volunteers with people looking to improve their English.

Library 'welcome' brochure now available in community languages

To help us reach a broader CALD audience and ensure our diverse community are represented, with the help passionate library staff we

introduced a welcome brochure that identifies key support services, programs, and collections in five community languages. The brochures are available In Arabic, Dari, Fasi, Panjabi and Sinhalese.



Kids Own Publishing

Our community speaks many languages. Opportunities that bilingual or tri-lingualism provide are often overlooked as children grow and focus on English as the dominant language.

To support this, we partnered with Kids Own Publishing who work with diverse language communities to produce kids' books – authored by kids, helping to embrace sharing stories in languages other than English and celebrating diversity.

Through the creation of a simple iPad App that can be used to produce books digitally in print and audio format, Kids Own Publishing have revolutionised the way children engage in storytelling and self-publishing.

As part of the NGV Art Book Fair, Kids Own Publishing hosted a drop-in workshop at Bunjil Place, inviting families to come and design a book using the app and create physical books using crafting materials. Families worked with a range of bilingual story tellers and crafters. Due to the success of the event, we have been invited to participate in the Kids' Own Languages (KOL) program funded by VicHealth for their Big Connect Funding. There will be nine books by diverse language communities published across Victoria, with Pakenham Library selected to participate.

Bilingual Storytime – Lunar New Year at Endeavour Hills

In celebration of Chinese New Year 2022 Endeavour Hills Library was lucky to work with local community member Lanlan to deliver a bilingual 'Year of the Tiger' Storytime in English and Chinese.

Lanlan spent time talking with the children about Lunar New Year traditions in her household, incorporating a dragon puppet to illustrate part of the traditions. A Lunar New Year dragon was on show in the library window- made from scales designed by the children.



Hampton Park Craft Group

The Hampton Park Craft group developed from a need for a social outlet for women who are keen crafters.

During COVID the craft group moved online, and a small group of attendees would meet up with zoom sessions facilitated by the library. This was a great way for people to be able to interact socially during the difficult lock down periods.

Back in the library from the beginning of 2022, the craft group were passionate about giving back to their community and raised money through the sale of their craft wares to assist the Lismore Library Flood Relief and the Cancer Council's Biggest Morning tea.



Community Connections

Podcasts

The Book Matters podcast was launched in 2020 to recommend and review authors and books. Still going strong through to 2022, we have amassed a loyal group of listeners.

We interviewed authors including Sally Hepworth and Chris Hammer as well as international authors including Paige Toon. Our podcast was listed at number 11 of Feedspots's Top 35 Australian Book and writing Podcasts (July 2022).

The podcasts were recorded by some of our most enthusiastic bookworms- Bunjil Place staff Janine, Sam and Tim. They worked tirelessly this year to engage authors and other literacy enthusiasts.

It is a thrill being able to speak with authors especially if you are a fan of them, and I have loved learning the nuts and bolts of putting the podcast together – you never stop learning!

(Janine, staff member)

EVIE

Evie contacted Pakenham Library as recommended by her health professional as she was struggling with mental health issues and finding it difficult to interact and communicate with people. At 21 years of age, Evie felt isolated and disconnected from the community. After chatting to a staff member Evie joined the Pakenham in-house book group. The group offered Evie a safe and welcoming environment to socialise, while tapping into her passion for reading.

At first Evie described feeling 'reserved' and "apprehensive" but before long she found her voice and started having conversations with other members in the group. The experience gave Evie the confidence and practise that she needed to take these new life skills into the world.

Evie has since joined a second book group and is an active, cheerful member of this group as well. Evie said that joining the library book groups has improved her mental health immeasurably.



Casey Rainbow Community and Midsumma

CCL proudly partnered with the Casey Rainbow Community to create a collection of recorded oral histories from past and present LGBTQIA+ community members in the City of Casey. The project was also a conversation starter for 150 people at the 2022 Midsumma picnic. A diverse range of community members were interviewed for the project, including allies, transgender, non-binary and lesbians. The videos were so well received that a number of requests after the picnic came through to record further oral histories. As a result, the Living Libraries project has remained on the CCL website for people to view and discover new stories and histories. The histories will also be submitted to the Australian Queer Archives (AQUA) and the Narre Warren and District Family and Local History Group.

Our ongoing relationship with the Casey Rainbow Community has provided CCL an opportunity to both support and advocate for our LGBTQ community.

The Living Libraries project has been vital in giving voice to the LGBTQ community who in the past have been marginalised and silenced. By sharing their stories, the community is not only recording the history of the community for future generations but also creating a safe space for all LGBTQ people to be who they are and connect with one another.

(Courtney, staff member)



Health and Wellbeing

The health and wellbeing impacts of the pandemic are far reaching and have hit our most vulnerable community members hardest. Social, Mental and Physical health are a focus of the wellbeing programs we ran this year. There were benefits beyond the content focus of the individual events – the regular opportunity to talk to others, and feel part of community, had a significant effect on recovery.

CCL worked with external partners to help our community live better. Together with the Cardinia COVID Recovery Community group, Follow Blessed Collective, Salvation Army, Share the Dignity, Escabags and Officer Sikh Temple 'Siri Guru Nanak Darbar' we expanded our grocery/care packages for community. People could access basic food and hygiene products as well as basic items for women fleeing domestic violence.

We donated 1,000 (and counting) grocery packs to the residents of Pakenham and surrounds. The appreciation and gratitude for this service was overwhelming. During lockdowns there were countless families that were going without due to financial hardship. Our team members have lots of stories to share on the impact of this support:

A library member was telling me that her two adult children have both lost their jobs due to the COVID lockdown. They are both struggling but were too embarrassed to seek assistance or support. This member is a regular and she knew that we were supplying grocery/care packs, so she came down to the library on their behalf to collect the packs. She was highly emotional and said that she never thought that either she or her family would be in this position, but she was so thankful that she could come down to a familiar place and not feel judged.

A young lady who had been studying lost her part time job and now had found herself in a position where she was genuinely struggling to make ends meet. She said by getting some groceries it at least alleviated some of the stress that she was under. She never thought that she would be in this position but was so thankful to be able to come to the library and get assistance.



Escabags

CCL works with Escabags to support victims of domestic violence. 'Escape Bags' are free tote bags kindly made with love by volunteers and then filled with the necessities that a victim fleeing abuse and their children may need.

Food Drive for Asylum Seekers

Our community are amazing and want to help people in need. We had more than 65 boxes of food relief donated for the Asylum Seekers Resource Centre (ASRC), thanks to the generosity of our community. Australia Post also helped out by transporting these to ASRC for free.

Deliver Joy – Christmas Charity Campaign

The Deliver Joy campaign raised donations to help locals who were doing it tough over the festive period. Casey Cardinia residents donated more than \$17,000 worth of gifts, food, toiletries and toys in donations to seven local charities. All donations were distributed by our charity partners: Cranbourne Information & Support, Service, Hampton Park Primary School, Hampton Park Community House, Casey North, Community Information & Support Service, The Andrews Centre, Emerald Lions Club, and The Salvation Army (Pakenham branch).



Together We Can

CCL is a proud supporter of Together We Can (TWC). In May, our staff participated in the Together We Can Community Leadership Summit, providing a wonderful opportunity to share the work that is taking place across our libraries in this space.

CCL assisted people this year by providing information, food and hygiene care packs, escape bags, free access to computers and Wi-Fi in safe, welcoming, and warm spaces. At the summit, it was noted by other community leaders that libraries play an important role in the prevention of Family Violence through education, support for victims and connection to referral services.



Diverse Work Experience opportunities

Hampton Park Library is a great support for our diverse community and worked with Catalyst Training and Disability Service to provide valuable work experience for their clients.

The work experience clients like Christian were provided with a one-on-one trained professional work placement officer to support them in their tasks, as well as a library team member to show how tasks are performed.

CEO Coordinator, Karena Mitchell said "What a beautiful time you and your staff gave Christian today Ann. To see him so instantly engaged, happy and relaxed is a real treat for those of us that know and care for him. He clearly felt so comfortable with you and a useful part of the team, a priceless personal growth experience, thank you."

CCL supported students from many backgrounds throughout our region this year, with different abilities and at various points in their educational journey. These included Secondary School work experience, Library tertiary placements, and work experience for students and job seekers with disabilities.



Green Thumbs

HEAL Garden and the Little Thumb Garden Club

Pakenham Library's HEAL Foods Discovery Garden was featured in many children's programs this year. We read books about gardening and provided watering cans so the children could water the garden beds. Vicki, a staff member recalls a little boy's joy - 'I didn't know tomatoes grew on trees!'

Little Thumbs Garden Club was a group aimed for homeschoolers that met monthly. The group carried out routine chores in the garden, noticed what had changed and then completed an activity. We made plant labels out of rocks, as well as Bug Hotels (all organically and locally sourced items).



The Pakenham team lovingly put together a comprehensive array of online programs, resources and a beautiful discovery garden to inspire our community. We are very excited to continue to provide education and access around growing, cooking, and eating healthy food.

Seed Library

Building on the success of the HEAL Foods program at Pakenham, we expanded our collections to include a seed library. The seed library supports community health and wellbeing, encourages sustainability, and connects people to the skills and knowledge they need to successfully grow foods from home.

The seed library operates under a borrow and return system, with people registering to borrow up to three different types of seeds each season and then return seeds from their harvest to contribute to the seed library. Borrowers also have an opportunity to donate different types of seeds to the ones they have borrowed.

Launching as a pilot project at our Pakenham and Hampton Park branch, the collection was wildly popular with over 150 people registering to borrow seeds in the first three months. Wrap-around programming included cooking fresh produce, harvesting seeds and gardening skills.



Communities for Children

NAIDOC Week July 2021

Across the week we celebrated with a fun and informative series of in-person and online events, supported by First Nations Elders and community partners. Events included:

- First Nations Bushfoods and Plant Uses, a conversation-based walk through the gardens with Royal Botanic Gardens Victoria (Cranbourne) Aboriginal Learning Facilitators Steve Parker and Sam May, was streamed live on YouTube
- Storytimes with Boon Wurrung and Wemba Wemba Elder Aunty Fay Muir & author Thomas Mayor. Aunty Fay is also an author who is passionate about sharing her culture and language
- A screening of Crocodile Dreaming, with Aunty Anni Cockburn

We are grateful to all community members who contributed to this year's NAIDOC events, and value their support immensely.

On behalf of Royal Botanic Gardens Victoria (RBGV) I just wanted to send a thank you for all of your support and guidance in once again delivering the Bushfood/Plant Use Tour yesterday. It is always a privilege and joy to work with great people, such as yourselves, and we really appreciate your willingness to jump in and support the various partnership ideas – particularly as they wouldn't be possible otherwise!

Thank you again and we look forward to working with you again soon.

(Ben Liu Creative Producer, Learning and Participation)



Communities for Children – Library has Legs Cranbourne and Cardinia

After more than a decade CCL's Library Has Legs programs came to an end on 30 June. These unique programs have been federally funded under the Communities for Children (CFC) stream for many years and brought literacy programs to some of the most vulnerable children in the Cranbourne region throughout that time.

CCL would like to acknowledge the work of our specialist staff who brought the programs to life: Jo-Anne and Naomi (Cardinia); Ivy, Ingrid and Nikki (Cranbourne). We would also like to thank the teams at Anglicare and Windermere, who have been our facilitating partners throughout the life of these programs.

CFC Cranbourne activities centered around Aboriginal and Torres Strait Islander families and diverse cultural groups, introducing kids to reading and other library services – mostly in spaces outside our library branches. The funding also enabled us to build strong relationships with aligned community services.

The focus in Cardinia was on individual children and families. Jo-Anne and Naomi travelled to children and parents in their homes to support a beginning to their literacy journey and solidify their relationship with the library as a 'safe place'.

It has been our absolute pleasure to partner with you all and to share in all the positive outcomes of the Library Has Legs program within Cardinia... we look forward to continuing to work with you in innovative and creative ways, to benefit the ever-growing Cardinia community.

(Carol Abery of Anglicare)

Children and Youth



1000 Books Before School

Hundreds of children across CCL became reading-ready for primary school through the 1000 books before school program this year. Families reading to their children and babies were offered a range of fun incentives to keep the reading journey active throughout pre-school years.

Meet Aaminah and her younger sister Saaliah in sparkly hats at Endeavour Hills Library. They have all read and shared 1000 books before school!



Children's Book Week

This year's Book Week theme was 'Old Worlds, New Worlds and Other Worlds'. Kids dressed up as their favourite book characters and entered a photo in the Book Week dress up competition. They were also able to channel their inner artist with the 'design a bookmark' competition. Of course, plenty of our library team got into the spirit of the week and dressed up too.



National Simultaneous Storytime

This year's NSS title was "Family Tree" by Australian authors Josh Pyke and Ronojoy Gosh and read right around Australia on 25 May. Children in our region enjoyed hearing a reading of the story and were encouraged to explore their own family tree and create a leaf with their family members on it as part of the experience.

Our team coordinated ten internal and external sessions on the day involving 570 children, including a reading of the book on the giant screen at Bunjil Place with a special guest performance from the Brumbies Bush Band.

It's so important for us to celebrate National Simultaneous Storytime here at the library! The idea of sharing a special story at the same time as thousands of other children all around Australia really captures children's imaginations. We also make a point of telling children that the book is written and illustrated by an Australian author - and the exciting thing about that is if they keep writing and drawing - perhaps it could be their book that we are sharing one day!

(Heidi, staff member)

FIFA Soccer Tournament

Hampton Park youth love to play FIFA on the library PS4 and XBOX. The first ever FIFA tournament held in the library in May was a hit with local young people. All players were engrossed in the game and the library team deftly umpired the competition. Pizzas and drinks were almost as popular as the game itself and the tournament winner walked away with a Rebel Sport voucher - and the glory of course!



STEAM (Science Technology Engineering, Arts and Maths)

Our libraries run programs and activities promoting Science, Technology, Engineering, Arts and Mathematics. This year they continued to be popular with kids both in-person and online. Online Code Club was fully booked and a big success. Thanks to our community, we held a successful fundraiser to support the purchase of new Lego and science equipment, raising \$7,500 for science programs across the region.

Lego Challenges were popular right across the network. At Emerald Library children were given the task of constructing a Lego maze, and although it initially appeared to be an easy task, the children soon discovered it was complicated. How would the marble fit through the Lego blocks easily? Could two marbles navigate the maze and other problems? One child even created an upside-down maze! At the end of the sessions each child had a chance to see if they could solve each other's mazes. One parent who had attended was inspired to replicate the activities at home with her autistic child, confident it would be a winner. As always, LEGO attracts kids of all ages – one of the challenges was won by a 4-year-old, and another by an 11-year-old!



Science Week

Science Week always goes off with a bang! Where else do you get to do fun experiments like where water walks? The kids learned that water travels up through the paper towel by 'capillary action' which is basically defying gravity by moving upwards. The same process helps water travel from the roots of a plant to the top leaves of a tree!



Organisational Excellence

Build an outstanding and innovative organisation.



167

Employees

35

Full time

132

Part time

94.84

EFT

Professional Development

Our Staff Professional Development Day was held 8 June 2022 at Bunjil Place Library. It was a successful day with a focus on wellbeing and team building. Activities for the day included: a laughing coach, teams are built for growth,

guest speaker Sharni Layton, personal wellbeing, a presentation on family violence support from Orange Door, and we ended the day with a session on mindfulness, featuring our own team members and their Passion Projects.



Health and Wellbeing for our team

CCL values the health and wellbeing of our team. We had a dedicated group of staff ensuring the broader team looked after themselves throughout what became a challenging and disruptive year. A number of wellbeing initiatives were put in place including access to meditation programs, fortnightly wellbeing updates on personal health, and promotion of other services. For example, Men's Shed, Diabetes Awareness, menopause and more. We created an environment where it is safe for our team to express mental and physical health concerns and had frameworks in place to support them.

Digital HR and Payroll

With a dynamic workforce of full time and part time employees, the completion of forms, approvals and administration can be cumbersome. With the creation of digital Payroll forms through our in-house PowerApps and Power Automate application staff can quickly lodge and track their forms, Managers and Executives can efficiently approve them, and we avoid the pitfalls of paper forms getting lost in the system.

COVID compliance and re-opening

CCL continually adapted our service delivery across the year in line with Government COVID-19 regulations. Following the last lockdown in 2021, our libraries gradually re-opened, and we adjusted to the new paradigm of vaccination entry requirements, capacity limits and assisting our visitors to 'check in' using the Services Victoria app. We devoted precious staffing resources to facilitate a 'concierge' role at each entry – this put a marked strain on our ability to return to full opening hours, which was not achieved until May 2022.

Living Libraries Infrastructure Funding

Emerald Library

Emerald Library closed for refurbishment for 8 weeks in April and May to modernise the library and make the most of the existing footprint.

During renovation works our team delivered essential library services from the Hills Hub. This was proved to be a very successful partnership and enabled customers to borrow, return and attend children's programs throughout the build.

We were delighted to open our doors on Friday 13 May, and welcome back our community to the beautiful and expanded children's area, a large study room with lots of space for people to gather, work and learn as well as some comfy places to lounge and read. The library was painted, new carpet fitted, a smaller circulation desk installed and new lounge furniture appointed throughout.

We are grateful to Cardinia Shire Council, the State Government of Victoria and The Emerald Mechanics Institute, who have helped us to renew this library space that will benefit our Hills community for years to come.

The library foyer features a large map of the Yarra Ranges and surrounds by local cartographer Adam Mattinson, illustrated in the style of Tolkein's Lord of The Rings.

The children's area features an art installation of beautiful tin flowers, created by recycling household cans. The artist, Mrs Brown's Blooms, lives in outback Queensland and has created a large bouquet of flowers to entice young people into the space.

To top off the project, Federation University also contributed to furnishing the expanded study space, with areas for both collaborative and solo study.

Emerald Library successfully unveiled the new renovations with an official opening attended by the Deputy Premier James Merlino and the Honourable Shaun Leane, Cardinia Mayor Cr Jeff Springfield, Deputy Mayor Cr Tammy Radford, Cardinia CEO Carol Jeffs and a long list of Council and Community leaders.

The number of visitors to the library have almost doubled since we reopened, and it was fabulous to see community returning to a space that they can be proud of.





Community feedback

It was Library Census Day for every library in Victoria on 24 May. The census data collected will be so important in shaping library services in the future. Community members who visited us were asked some questions about their trip by our friendly staff. The survey took less than two minutes to complete, we are grateful for everyone's support.

Our own CCL bi-annual online survey "Tell us what you really think" was conducted in March with unprecedented response. More than 2,700 gave their time to share their thoughts about our service and offer advice on how we can continue to go from good to great. Our net promoter score continues to show healthy results with an overall score of 68 and many locations scoring significantly higher. Collections continued to be the most significant driver for community at 81 percent agreeing it is one of the services they most value, followed by Holds (being able to place an order for a particular title) at 50 percent.

"A Library is the lifeblood of the community, at large. They have a value beyond their concepts"

Operating in a vaccinated economy was a barrier for people - there was significant feedback from some members who found the requirement for proof-of-vaccination upon entry to be unacceptable.

Library programs were popular - more than 30 percent of people surveyed attended a program in the past year. Useful feedback was gathered about how and when members want to attend programs.

While our services and spaces continue to impress people, transportation, opening hours and accessibility issues continue to be major detractors from a positive library experience.



Our Key Measures

Measure	CCL Actual 2019/2020	CCL Actual 2020/2021	CCL Projections 2021/2022*	CCL Actual 2021/2022
Engagement				
Utilisation of Technology (Wi-Fi, Public PC user in branch)	283,652	107,171	112,000	100,188
Net Promoter Score (Community Survey)	64	76	65	75.5
Memberships**	132,757	105,930	107,000	99,264
Visits				
Visits – physical	949,876	435,263	515,000	507,704
Visits – virtual	935,390	847,362	933,000	939,118
Total visits	1,885,266	1,282,625	1,448,000	1,446,822
Program and events attendance	69,573	36,345	30,000	33,279
Collection				
Loans (total physical and digital)	2,285,319	2,055,629	2,125,000	2,216,273
Turnover rate – physical items	5.7	4.5	6.0	4.6
Turnover rate – digital items	23.5	21.1	20.0	32.6
Physical quality of library collection (age of collection – less than 5 years)	68.5%	66.2%	68.0%	69.7%
Cost of Delivery				
Cost of library service per capita	\$24.89	\$23.20	\$23.94	
Cost of library service per visit (total income)	\$11.70	\$27.12	\$23.55	

* Revised projections from those presented in the Library Plan 2021 – 2025 (Updated April 2022)

** Unusual bulk membership database clean-up occurred in February 2021, and again in February 2022

For more detail on Local Government Reporting Framework measures go to [City of Casey](#) or [Cardinia Shire](#) websites Key Performance Indicators can be sourced from the [Annual Survey of Public Libraries](#)

Australian Library and Information Association (ALIA) [Guidelines, Standards and Outcome Measures for Australian Public Libraries](#) – July 2016

Thank you, we are grateful

Anglicare
Windermere

Casey Tech
Federation University
Monash Health
Outlook
YMCA

Aligned Leisure

AMES

Arthur Wren Hall Management,
Hampton Park

Asylum Seeker Resource Centre
ASRC

Australian Library and Information
Association (ALIA)

Australian Taxation Office (ATO)

Australia Post

Autumn Place Community Hub

Bam Bams Emerald

Balla Balla Community Centre

Be Connected Grant funding

Berwick Mechanics Institute

Bunjil Place Precinct Partners

Casey Aboriginal Gathering Place

Casey North Information and
Support Services

Casey Rainbow Community

Catalyst Training

Chisholm Institute

City of Casey Digital Services and
Open Data Platform

City of Casey – Job Advocates

Communities for Children networks
in Cranbourne and Cardinia Shire

Community Information and
Support Cranbourne Inc. (CISC)

Cranbourne & District Community
Services Group (CDCSG)

Cranbourne West Community Hub

Dandenong and District Aborigines
Co-Operative Limited (DDACL)

Deakin University

Doveton College

Doveton Neighbourhood Learning
Centre

DSS – Australian Government
Department of Social Services

Eastern Regional Mental Health
Association (ERMHA)

Emerald Arts Society

Emerald and District Lions Club

Emerald Hills Hub

Endeavour Hills Town Square

Endeavour Hills Shopping Centre

enliven Enhancing Social Health:
Food from Home

Escabags

Family Life

Friends of Casey Cardinia Libraries

Friends of Doveton Library

Follow Bless Collective

Gazette

Greater Dandenong Libraries

Grow Australia

Hampton Park Community House

Hampton Park Youth Services

Holy Family Doveton

Jobs Victoria

Justices of Peace

Kaye Charles Real Estate Emerald

Libraries After Dark

Linkedin Learning Partnership with
Casey Cardinia

LJ Hooker Hampton Park

Local Community Houses and
Community Groups across the
Casey Cardinia Region

Local History Societies

Local Maternal Child Health Centres,
Childcare and Kindergartens and
schools.

Max Employment

Men's Shed

Minnovation Technologies

Narre Warren & District Family
History Group Inc

NBNCo

Neighbourhood and Learning
Centres across the Casey Cardinia
Region

Paint Doveton REaD

Pakenham Living and Learning
Centre

Peninsula Community Legal Centre
(PCLC)

Public Libraries Victoria

Reclink

Royal Botanic Gardens Victoria,
Cranbourne

Salvation Army (Doveton and
Pakenham)

Save the Children Australia

Share the Dignity

Sikh Community

Spectrum Real Estate

South East Local Learning and
Employment Network (SELLEN)

Springvale Learning and Activity
Centre (SLAC)

Springvale Monash Legal Services
(SMLS)

Star News

State Library of Victoria

Southeast Community Links

South East Yoga

Southern Migrant and Refugee
Centre (SMRC)

The Andrews Centre

The Emerald Messenger

The General Food Store, Emerald

Transit Soup Kitchen and Food
Support

U3A – Cardinia, Casey, Cranbourne
and Emerald

Uniting Church – Romina Perera

VACCA – Victorian Aboriginal Child
Care Agency

WAYSS – Homelessness

Wellsprings for Women

Women's Friendship Groups

Woolworths Dandenong South

For more information on Casey Cardinia Libraries visit



ccl.vic.gov.au



information@ccl.vic.gov.au



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Casey
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Change Lives

Casey Cardinia Libraries

Annual Financial Report

For the year ended 30 June 2022

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Certification of the Financial Statements

In my opinion, the accompanying financial statements have been prepared in accordance with the Local Government Act 1989, (as per the transitional provisions of the Local Government Act 2020), the Local Government (Planning and Reporting) Regulations 2014, the Australian Accounting Standards and other mandatory professional reporting requirements.



Mrs Emily Ramaswamy - CPA

General Manager, Finance

DATE: 27/10/2022

LOCATION: Bentleigh East, VIC 3165

In our opinion the accompanying financial statements present fairly the financial transactions of Casey-Cardinia Libraries (the Corporation) for the year ended 30 June 2022 and the financial position of the Corporation as at that date.

As at the date of signing, we are not aware of any circumstances that would render any particulars in the financial statements to be misleading or inaccurate.

We have been authorised by the Board of the Corporation and by the *Local Government (Planning and Reporting) Regulation 2014* to certify the financial statements in their final form.



Miguel Belmar

Chairperson

DATE: 27/10/2022

LOCATION: Melbourne, VIC



Cr Jack Kowarzik

Board Member

DATE: 27 / 10 / 2022

LOCATION: Pakenham VIC 3810



Beth Luppino,

Chief Executive Officer

DATE: 27/10/2022

LOCATION: Berwick, VIC 3806

Independent Auditor's Report

To the Board members of Casey-Cardinia Library Corporation

Opinion	<p>I have audited the financial report of Casey-Cardinia Library Corporation (the corporation) which comprises the:</p> <ul style="list-style-type: none"> • balance sheet as at 30 June 2022 • comprehensive income statement for the year then ended • statement of changes in equity for the year then ended • statement of cash flows for the year then ended • statement of capital works • notes to the financial statements, including significant accounting policies • certification of the financial statements. <p>In my opinion the financial report presents fairly, in all material respects, the financial position of the corporation as at 30 June 2022 and their financial performance and cash flows for the year then ended in accordance with the financial reporting requirements of the <i>Local Government Act 1989</i>, the <i>Local Government (Planning and Reporting) Regulations 2014</i> and applicable Australian Accounting Standards.</p>
Basis for Opinion	<p>I have conducted my audit in accordance with the <i>Audit Act 1994</i> which incorporates the Australian Auditing Standards. I further describe my responsibilities under that Act and those standards in the <i>Auditor's Responsibilities for the Audit of the Financial Report</i> section of my report.</p> <p>My independence is established by the <i>Constitution Act 1975</i>. My staff and I are independent of the corporation in accordance with the ethical requirements of the Accounting Professional and Ethical Standards Board's APES 110 <i>Code of Ethics for Professional Accountants</i> (the Code) that are relevant to my audit of the financial report in Victoria. My staff and I have also fulfilled our other ethical responsibilities in accordance with the Code.</p> <p>I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.</p>
Board members' responsibilities for the financial report	<p>The Board members of the corporation are responsible for the preparation and fair presentation of the financial report in accordance with Australian Accounting Standards and the <i>Local Government Act 1989</i>, the <i>Local Government (Planning and Reporting) Regulations 2014</i> and for such internal control as the Board members determines is necessary to enable the preparation and fair presentation of a financial report that is free from material misstatement, whether due to fraud or error.</p> <p>In preparing the financial report, the Board members are responsible for assessing the corporation's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless it is inappropriate to do so.</p>

Auditor's responsibilities for the audit of the financial report

As required by the *Audit Act 1994*, my responsibility is to express an opinion on the financial report based on the audit. My objectives for the audit are to obtain reasonable assurance about whether the financial report as a whole is free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the Australian Auditing Standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of this financial report.

As part of an audit in accordance with the Australian Auditing Standards, I exercise professional judgement and maintain professional scepticism throughout the audit. I also:

- identify and assess the risks of material misstatement of the financial report, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the corporation's internal control
- evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the Board members
- conclude on the appropriateness of the Board members' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the corporation's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my auditor's report to the related disclosures in the financial report or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my auditor's report. However, future events or conditions may cause the corporation to cease to continue as a going concern.
- evaluate the overall presentation, structure and content of the financial report, including the disclosures, and whether the financial report represents the underlying transactions and events in a manner that achieves fair presentation.

I communicate with the Board members regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.



MELBOURNE
31 October 2022

Travis Derricott
as delegate for the Auditor-General of Victoria

Comprehensive Income Statement
For the Year Ended 30 June 2022

	Note	2022 \$	2021 \$
Income			
Contributions - monetary Member Councils	2.1	8,772,499	8,642,856
Contributions - monetary Government	2.2	3,059,758	2,953,964
Net gain (or loss) on disposal of equipment	2.3	(2,536)	9,082
Other income	2.4	144,169	196,804
Total income		11,973,890	11,802,706
Expenses			
Employee costs	3.1	8,832,200	8,385,772
Materials and services	3.2	1,319,918	1,265,276
Depreciation and amortisation	3.3	1,428,471	1,358,812
Other expenses	3.4	462,098	517,948
Total expenses		12,042,687	11,527,808
Surplus/(deficit) for the year		(68,797)	274,898
Total comprehensive result		(68,797)	274,898

The above comprehensive income statement should be read in conjunction with the accompanying notes.

Balance Sheet
As at 30 June 2022

	Note	2022 \$	2021 \$
Assets			
Current assets			
Cash and cash equivalents	4.1	454,162	430,454
Trade and other receivables	4.1	64,491	78,118
Other financial assets	4.1	3,500,000	3,500,000
Inventories		4,111	4,111
Total current assets		4,022,764	4,012,683
Non-current assets			
Plant and equipment	5.1	4,256,682	4,234,308
Right-of-use assets	4.5	111,551	135,190
Total non-current assets		4,368,233	4,369,498
Total assets		8,390,997	8,382,181
Liabilities			
Current liabilities			
Trade and other payables	4.2	732,829	756,667
Unearned Income/Revenue	4.2	6,985	39,780
Provisions	4.3	1,747,944	1,569,116
Lease Liabilities	4.5	26,907	26,907
Total current liabilities		2,514,665	2,392,470
Non-current liabilities			
Provisions	4.3	111,920	133,437
Lease Liabilities	4.5	89,314	112,378
Total non-current liabilities		201,234	245,815
Total liabilities		2,715,899	2,638,285
Net assets		5,675,098	5,743,896
Equity			
Members contribution on formation		2,051,239	2,051,239
Accumulated surplus		3,623,859	3,692,657
Total Equity		5,675,098	5,743,896

The above Balance Sheet should be read in conjunction with the accompanying notes.

**Statement of Changes in Equity
For the Year Ended 30 June 2022**

2022	Note	Total	Accumulated Surplus	Member Contribution on Formation
		\$	\$	\$
Balance at beginning of the financial year		5,743,896	3,692,657	2,051,239
Surplus/(deficit) for the year		(68,797)	(68,797)	-
Balance at end of the financial year		5,675,099	3,623,860	2,051,239

2021	Note	Total	Accumulated Surplus	Member Contribution on Formation
		\$	\$	\$
Balance at beginning of the financial year		5,468,998	3,417,759	2,051,239
Surplus/(deficit) for the year		274,898	274,898	-
Balance at end of the financial year		5,743,896	3,692,657	2,051,239

The above Statement of Changes in Equity should be read in conjunction with the accompanying notes.

Statement of Cash Flows
For the Year Ended 30 June 2022

	2022	2021
Note	Inflows/ (Outflows)	Inflows/ (Outflows)
	\$	\$
Cash flows from operating activities		
Council contributions	9,649,749	9,507,141
Government grants	3,078,056	2,972,252
Interest received	17,213	19,455
Overdue fines	44	185
Other Income	69,403	190,990
Employee costs	(8,680,939)	(8,343,785)
Library materials	(424,245)	(377,255)
IT and communications	(876,113)	(874,412)
Other payments	(659,314)	(507,655)
Net GST refund/(payment)	(720,403)	(733,945)
Net cash provided by/(used in) operating activities	1,453,449	1,852,971
Cash flows from investing activities		
Proceeds from sale of plant and equipment	6,030	24,058
Payments for investments	-	(600,000)
Payments for books, furniture, plant and equipment	5.1 (1,435,771)	(1,410,644)
Net cash provided by/(used in) investing activities	(1,429,741)	(1,986,586)
Net increase (decrease) in cash and cash equivalents	23,708	(133,615)
Cash and cash equivalents at the beginning of the year	430,454	564,069
Cash and cash equivalents at the end of the financial year	454,162	430,454

The above Statement of Cash Flows should be read in conjunction with the accompanying notes.

**Statement of Capital Works
For the Year Ended 30 June 2022**

	2022	2021
	\$	\$
Capital Expenditure		
Motor Vehicles	-	34,544
Furniture and equipment	222,263	197,874
Books and materials	1,213,508	1,178,226
Total Capital Works	1,435,771	1,410,644

The above Statement of Capital Works should be read in conjunction with the accompanying notes.

OVERVIEW

Introduction

Casey Cardinia Library Corporation, trading as Casey-Cardinia Libraries (CCL), was established under the provisions of Section 196 of the *Local Government Act 1989* by the Minister of Local Government on September 26, 1996. The Libraries' main office is located at 65 Berwick-Cranbourne Road, Cranbourne.

Statement of compliance

These financial statements are a general-purpose financial report that consists of a Comprehensive Income Statement, Balance Sheet, Statement of Changes in Equity, Statement of Cash Flows, Statement of Capital Works and Notes accompanying these financial statements. The general-purpose financial report complies with Australian Accounting Standards (AAS), other authoritative pronouncements of the Australian Accounting Standards Board, the *Local Government Act 1989*, and the *Local Government (Planning and Reporting) Regulations 2014*.

Significant accounting policies

a. Basis of accounting

The accrual basis of accounting has been used in the preparation of these financial statements, whereby assets, liabilities, equity, income and expenses are recognised in the reporting period to which they relate, regardless of when cash is received or paid.

The financial statements are based on the historical cost convention unless a different measurement basis is specifically disclosed in the notes to the financial statements.

Judgements, estimates and assumptions are required to be made about the carrying values of assets and liabilities that are not readily apparent from other sources. The estimates and associated judgements are based on professional judgement derived from historical experience and various other factors that are believed to be reasonable under the circumstances. Actual results may differ from these estimates.

The financial statements have been prepared on a going concern basis. The financial statements are in Australian dollars. The amounts presented in the financial statements have been rounded to the nearest thousand dollars unless otherwise specified. Minor discrepancies in tables between totals and the sum of components are due to rounding.

Revisions to accounting estimates are recognised in the period in which the estimate is revised and also in future periods that are affected by the revision. Judgements and assumptions made by

management in the application of AAS's that have significant effects on the financial statements and estimates relate to:

- the determination of depreciation for plant and equipment (refer to Note 3.3)
- the determination of employee provisions (refer to Note 4.3)
- the determination of whether performance obligations are sufficiently specific so as to determine whether an arrangement is within the scope of AASB 15 Revenue from Contracts with Customers or AASB 1058 Income of Not-for-Profit Entities (refer to Note 2)
- the determination, in accordance with AASB 16 Leases, of the lease term, the estimation of the discount rate when not implicit in the lease and whether an arrangement is in substance short-term or low value (refer to Note 4.5)
- other areas requiring judgements.

Unless otherwise stated, all accounting policies are consistent with those applied in the prior year. Where appropriate, comparative figures have been amended to accord with current presentation, and disclosure has been made of any material changes to comparatives.

b. Impact of Covid-19

During 2021-22 the COVID-19 pandemic continued to impact on the Corporation's operations. Casey-Cardinia Libraries has noted the following significant impacts on its financial operations:

- Reduced opening hours due to staff shortages have resulted in loss of revenue, including photocopying, printing and meeting room hires, resulting in unfavourable variance against the budget. This loss of revenue is largely offset by an underspend in administration expenses (printing, photocopying, stationery) compared to the budget. Details on Page 14 & 15.
- Reduced opening hours due to staff shortages have resulted in significant savings in employee costs compared to the budget. Further savings have been achieved due to staff taking leave, reduction in staff additional hours, reduced overtime, postponement of recruitment for vacant shifts, cancelling and postponing of training events. Details on Page 14 & 15.

NOTE 1 **Performance against budget**

The performance against budget notes compare the Corporation's financial plan, expressed through its annual budget, with actual performance. The *Local Government (Planning and Reporting) Regulations 2014* requires explanation of any material variances. The Corporation has adopted a materiality threshold of the lower of 10 percent or \$50,000 where further explanation is warranted. Explanations have not been provided for variations below the materiality threshold unless the variance is considered to be material because of its nature.

The budget figures detailed below are those adopted by the Corporation's Board on 23 June 2021. The Budget was based on assumptions that were relevant at the time of adoption of the Budget. The Corporation sets guidelines and parameters for income and expense targets in this budget in order to meet the Corporation's planning and financial performance targets for both the short and long-term. The Budget did not reflect any changes to equity resulting from asset revaluations, as their impacts were not considered predictable.

These notes are prepared to meet the requirements of the *Local Government Act 1989* and the *Local Government (Planning and Reporting) Regulations 2014*.

1.1 Income and expenditure

	Budget 2022 \$	Actual 2022 \$	Variance 2022 \$	Variance 2022 %	Ref
Income					
Council grants & contributions	8,772,498	8,772,499	1	0.0%	
Government grants & contributions	2,839,505	2,867,664	28,159	1.0%	
'Communities for Children' funding	179,520	192,094	12,574	7.0%	
Interest on investments	33,750	21,398	(12,352)	-36.6%	1
Other income	303,157	120,235	(182,922)	-60.3%	2
Total income	12,128,430	11,973,890	(154,540)	-1.3%	
Expenses					
Employee costs	9,110,268	8,832,201	278,067	3.1%	3
IT & communications	752,345	796,467	(44,122)	-5.9%	
Library materials	382,051	385,677	(3,626)	-0.9%	
Programs Promotions	139,766	137,774	1,992	1.4%	
Administration	606,218	462,098	144,120	23.8%	4
Depreciation and amortisation	1,456,459	1,428,471	27,988	1.9%	
Total expenses	12,447,107	12,042,688	404,419	3.2%	
Surplus/(deficit) for the year	(318,677)	(68,798)	249,879	-78.4%	

Variance Ref	Item	Explanation
1	Interest on Investments	Interest rates have been consistently low throughout the year, which resulted in lower than expected interest revenue.
2	Other Income	Repeated COVID-19 lockdowns and branch closures resulted in loss of revenue, including photocopying, printing and meeting room hires, resulting in unfavourable variance against the budget. This loss of revenue is largely offset by an underspend in administration expenses (printing, photocopying, stationery) compared to the

budget. During the year, CCL also announced an upcoming dissolution to community, which effected the ability of the organisation to seek donations from the public.

Variance Ref	Item	Explanation
3	Employee Costs	Due to the closure of branches to the public during COVID-19 pandemic, there have been significant savings in employee costs compared to the budget. Further savings have been achieved due to staff taking leave, reduction in staff additional hours, reduced overtime, postponement of recruitment for vacant shifts, cancelling and postponing of training events.
4	Administration	The favourable variance against budget is mainly due to the reduced opening hours in the first half of the financial year during COVID-19. A slower return to branches from public has resulted in further savings in areas such as printing, photocopying and stationery.

1.2 Capital works

	Budget 2022	Actual 2022	Variance 2022	Variance 2022	Ref
	\$	\$	\$	%	
Capital Expenditure					
Library materials	1,209,828	1,213,508	3,680	0.3%	
Furniture and equipment	217,474	222,263	4,789	2.2%	
Total Capital Expenditure	1,427,302	1,435,771	8,469	0.6%	

NOTE 2

Funding for the delivery of our services

2.1 Contributions

	2022	2021
	\$	\$
Member Council Contributions:		
City of Casey	6,495,948	6,415,592
Cardinia Shire	2,276,551	2,227,264
Total contributions	8,772,499	8,642,856

Figures are stated exclusive of GST

Member Council Contributions are recognised on receipt, as there are no performance obligations associated with the contribution.

2.2 Funding from other levels of government

	2022	2021
	\$	\$
Grants were received in respect of the following:		
Commonwealth funded grants	192,094	182,877
State funded grants	2,867,664	2,771,087
Total grants received	3,059,758	2,953,964

Figures are stated exclusive of GST

Grant income is recognised at the point in time when the organisation satisfies its performance obligations as specified in the underlying agreement. Where there are no specific funding obligations, income is recognised on receipt.

2.3 Net gain/(loss) on disposal of plant and equipment

	2022	2021
	\$	\$
Proceeds of sale	6,030	24,058
Written down value of assets disposed	(8,566)	(14,977)
Total net gain/(loss) on disposal plant and equipment	(2,536)	9,082

The profit or loss of an asset is determined when control of the asset has passed to the buyer.

2.4 Other income

	2022	2021
	\$	\$
Overdue fines	44	185
Membership cards	378	559
Photocopying	37,574	33,982
Meeting room hire	2,235	1,874
Lost books	7,706	6,958
Library programs	30,611	3,440
Sundry recoverable	44,222	133,181
Interest on term deposits	21,398	16,626
Total other income	144,169	196,804

Interest is recognised as it is earned.

Other income is measured at the fair value of the consideration received or receivable and is recognised when the Corporation gains control over the right to receive the income.

NOTE 3

The cost of delivering services

3.1 Employee costs

	2022	2021
	\$	\$
Wages and salaries	7,963,704	7,532,704
Travel allowance	8,221	5,035
WorkCover	59,786	32,813
Superannuation	709,441	706,778
Other	91,048	108,441
Total employee costs	8,832,200	8,385,772

(i) Superannuation

	2022	2021
	\$	\$
CCL made contributions to the following funds:		
Defined benefit fund		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	48,843	40,447
	48,843	40,447
Accumulation funds		
Employer contributions to Local Authorities Superannuation Fund (Vision Super)	578,373	557,464
All Other Superannuation Funds (Choice of Super)	-	31,308
	578,373	588,772
Employer contributions payable at reporting date.	82,226	77,559

Refer to note 8.2 for further information relating to the Corporation's superannuation obligations.

3.2 Materials and services

	2022	2021
	\$	\$
IT & Communications	796,467	794,920
Library materials	385,677	342,959
Marketing and promotions	137,774	127,397
Total materials and services	1,319,918	1,265,276

3.3 Depreciation and amortisation

	2022	2021
	\$	\$
Books and materials	1,197,066	1,092,724
Furniture and equipment	202,584	226,678
Motor vehicles	5,182	4,071
Right-of-Use Assets	23,639	35,339
Total depreciation and amortisation	1,428,471	1,358,812

Refer to notes 4.5 and 5.1 for a more detailed breakdown of depreciation and amortisation changes and accounting policy.

3.4 Other expenses

	2022	2021
	\$	\$
Auditors' remuneration - VAGO - audit of the financial statements	15,000	12,500
Freight - daily transfer of collection between library	125,974	82,952
Home Delivery Service	28,809	83,810
Photocopying, Printing & Stationary	53,567	51,723
Others	238,748	286,963
Total other expenses	462,098	517,948

NOTE 4

Our financial position

4.1 Financial assets

	2022	2021
	\$	\$
Cash and cash equivalents		
Cash on hand	1,065	1,065
Cash at bank	72,749	120,809
Term deposits	380,348	308,580
Total cash and cash equivalents	454,162	430,454
Other financial assets		
Term deposits - current	3,500,000	3,500,000
Total other financial assets	3,500,000	3,500,000
Total financial assets	3,954,162	3,930,454

Trade and other receivables

Prepayments	55,102	72,912
Interest Receivable	9,389	5,205
Total current trade and other receivables	64,491	78,118

Short-term receivables are carried at invoice amount.

4.2 Payables and Unearned Income/Revenue

Trade and other payables

	2022	2021
	\$	\$
Trade payables	354,725	332,115
Accrued expenses	383,104	424,552
Total trade and other payables	737,829	756,667

Unearned Income/Revenue

	2022	2021
	\$	\$
Grants received in advance - operating	6,985	39,780
Total unearned income/revenue	6,985	39,780

Unearned income/revenue represents contract liabilities and reflect consideration received in advance from customers and State & Federal Government entities in respect of Grants where funds have been received, but contract obligations are as yet not met. Unearned income/revenue are derecognised and recorded as revenue when contract obligations relating to the grants received are met.

4.3 Provisions

	2022	2021
	\$	\$
Current Provisions		
Current provisions expected to be wholly settled within 12 months		
Annual leave	567,091	542,589
Long service leave	318,254	113,720
	885,345	656,309
Current provisions expected to be wholly settled after 12 months		
Annual leave	191,123	151,754
Long service leave	671,476	761,052
	862,599	912,807
Total current employee provisions	1,747,944	1,569,116
Non-current		
Long service leave	111,920	133,437
Total non-current employee provisions	111,920	133,437
Aggregate carrying amount of employee provisions:		
Current	1,747,944	1,569,116
Non-current	111,920	133,437
Total aggregate carrying amount of employee provisions	1,859,864	1,702,553

The calculation of employee costs and benefits includes all relevant on-costs and are calculated as follows at reporting date.

Wages and salaries and annual leave

Liabilities for wages and salaries, including non-monetary benefits, and annual leave expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits in respect of employee services up to the reporting date, classified as current liabilities and measured at their nominal values.

Liabilities that are not expected to be wholly settled within 12 months of the reporting date are recognised in the provision for employee benefits as current liabilities, measured at the present value of the amounts expected to be paid when the liabilities are settled using the remuneration rate expected to apply at the time of settlement.

Long service leave

Liability for long service leave (LSL) is recognised in the provision for employee benefits. Unconditional LSL is measured at nominal value if expected to be settled within 12 months or at present value if not expected to be settled within 12 months. Unconditional LSL is disclosed as a current liability. Conditional LSL that has been accrued, where an employee is yet to reach a qualifying term of employment, is disclosed as a non-current liability.

4.4 Financing arrangements

	2022	2021
	\$	\$
The Corporation has the following funding arrangements in place as at 30 June 2022		
Credit card facilities	35,000	35,000
Transaction negotiation authority	500,000	500,000
Total facilities	535,000	535,000
Used facilities		
Credit card facilities	7,858	4,524
Total Used facilities	7,858	4,524
Unused facilities		
Credit card facilities	27,142	30,476
Transaction negotiation authority	500,000	500,000
Total Unused facilities	527,142	530,476

4.5 Leases

At inception of a contract, all entities would assess whether a contract is, or contains, a lease. A contract is, or contains, a lease if the contract conveys the right to control the use of an identified asset for a period of time in exchange for consideration. To identify whether a contract conveys the right to control the use of an identified asset, it is necessary to assess whether:

- The contract involves the use of an identified asset;
- The customer has the right to obtain substantially all of the economic benefits from use of the asset throughout the period of use; and
- The customer has the right to direct the use of the asset.

This policy is applied to contracts entered into, or changed, on or after 1 July 2019.

As a lessee, The Corporation recognises a right-of-use asset and a lease liability at the lease commencement date. The right-of-use asset is initially measured at cost which comprises the initial amount of the lease liability adjusted for:

- Any lease payments made at or before the commencement date less any lease incentives received; plus
- Any initial direct costs incurred; and
- An estimate of costs to dismantle and remove the underlying asset or to restore the underlying asset or the site on which it is located.

The right-of-use asset is subsequently depreciated using the straight-line method from the commencement date to the earlier of the end of the useful life of the right-of-use asset or the end of the lease term. The estimated useful lives of right-of-use assets are determined on the same basis as those of property, plant and equipment. In addition, the right-of-use asset is periodically reduced by impairment losses, if any, and adjusted for certain measurements of the lease liability.

The lease liability is initially measured at the present value of the lease payments that are not paid at the commencement date, discounted using the interest rate implicit in the lease or, if that rate cannot be readily determined, an appropriate incremental borrowing rate. Generally, The Corporation uses an appropriate incremental borrowing rate as the discount rate.

Lease payments included in the measurement of the lease liability comprise the following:

- Fixed payments;
- Variable lease payments that depend on an index or a rate, initially measured using the index or rate as at the commencement date;
- Amounts expected to be payable under a residual value guarantee; and
- The exercise price under a purchase option that The Corporation is reasonably certain to exercise, lease payments in an optional renewal period if The Corporation is reasonably

certain to exercise an extension option, and penalties for early termination of a lease unless The Corporation is reasonably certain not to terminate early.

When the lease liability is remeasured in this way, a corresponding adjustment is made to the carrying amount of the right-of-use asset, or is recorded in profit or loss if the carrying amount of the right-of-use asset has been reduced to zero.

Right-of-Use Assets

2022	Property \$	Other, etc \$
Balance at 1 July 2021	135,190	-
Amortisation charge	(23,639)	-
Balance at 30 June 2022	111,551	-

2021	Property \$	Other, etc \$
Balance at 1 July 2020	155,818	11,506
Adjustments due to contract changes	3,206	-
Amortisation expense	(23,833)	(11,506)
Balance at 30 June 2021	135,190	(0)

Lease Liabilities

	2022 \$	2021 \$
Maturity analysis - contractual undiscounted cash flows		
Less than one year	27,400	27,400
One to five years	98,183	109,600
More than five years	-	15,983
Total undiscounted lease liabilities as at 30 June:	125,583	152,983
Lease liabilities included in the Balance Sheet at 30 June:		
Current	26,907	26,907
Non-current	89,314	112,378
Total lease liabilities as at 30 June:	116,221	139,285

When measuring lease liabilities, The Corporation discounted lease payments using an incremental borrowing rate 3.42% for office space leases.

NOTE 5

Assets we manage

5.1 Plant and equipment

Summary of plant and equipment

	At Fair Value 30 June 2021	Additions	Depreciation	Disposal	At Fair Value 30 June 2022
	\$	\$	\$	\$	\$
Motor Vehicles	33,537	-	5,182	-	28,355
Furniture and equipment	442,637	222,263	202,584	8,566	453,751
Books & Materials	3,758,134	1,213,508	1,197,066	-	3,774,576
	4,234,308	1,435,771	1,404,832	8,566	4,256,682

Asset recognition thresholds and depreciation periods

	Depreciation Period	Depreciation Rate	Threshold Limit
	Years	%	\$
Books & Materials	6 - 7	15%	Nil Limit
Motor Vehicles	6 - 7	15%	Nil Limit
Furniture & Equipment			
Furniture and Fittings	10	10%	500
Electrical Equipment	5	20%	500
Computer Equipment	3	33%	500
Mobile Devices	2	50%	500

Acquisition

The purchase method of accounting is used for all acquisitions of assets, being the fair value of assets provided as consideration at the date of acquisition plus any incidental costs attributable to the acquisition. Fair value is the price that would be received to sell an asset (or paid to transfer a liability) in an orderly transaction between market participants at the measurement date.

In accordance with the Corporation's policy, the threshold limits have applied when recognising assets within an applicable asset class and unless otherwise stated are consistent with the prior year.

Depreciation and amortisation

Plant and equipment and other assets having limited useful lives are systematically depreciated over their useful lives to the Corporation in a manner which reflects consumption of the service potential embodied in those assets. Estimates of remaining useful lives and residual values are made on a regular basis with major asset classes reassessed annually. Depreciation rates and methods are reviewed annually.

Where assets have separate identifiable components that are subject to regular replacement, these components are assigned distinct useful lives and residual values and a separate depreciation rate is determined for each component.

Straight line depreciation is charged based on the residual useful life as determined each year. Depreciation periods used are listed above and are consistent with the prior year unless otherwise stated.

NOTE 6 **People and relationships**

6.1 Corporation and key management remuneration

(a) Key Management Personnel

Details of persons holding the position of Board Members or other members of key management personnel at any time during the year are:

Board Members

	2022	2021
	No.	No.
City of Casey		
Miguel Belmar (Chairperson, from Nov 2021)	1	1
Bernard Rohan (until Mar 2022)	1	1
Steve Coldham	1	1
Noelene Duff*	1	1
Keri New (from Mar 2022)	1	-
Cardinia Shire Council		
Cr Jeff Springfield (Chairperson, until Nov 2021)	1	1
Lili Rosic (from Oct 2021)	1	-
Cr Jack Kowarzik *	1	1
Jenny Scicluna (until Oct 2021)**	1	1
Tracey Parker (until Nov 2020)**	-	1
Nigel Higgins (until May 2021)	-	1
Cr Jodie Owen (until Aug 2020) **	-	1
Cr Ray Brown* (until April 2021) **	-	1
Total Number of Councillors & Member Council Delegates	9	11
Chief Executive Officer and other Key Management Personnel		
Chris Buckingham - Chief Executive Officer (Until Oct 2021)	1	1
Beth Luppino - Chief Executive Officer (From Oct 2021)	1	-
Beth Luppino - General Manager, Customer Experience (Until Oct 2021)	1	1
Bec Mitchem - Acting General Manager, Customer Experience (From Oct 2021)	1	-
Melissa Martin - General Manager, Organisational Development (Until Feb 2022)	1	1
Janine Galvin - General Manager, Organisational Development (From Mar 2022)	1	-
Daniel Lewis - General Manager, Digital Operations	1	1
Emily Ramaswamy - General Manager, Finance (From Dec 2021)	1	1
Avtar Singh - Acting General Manager, Finance (Until Dec 2021)	1	1
Total Key Management Personnel	18	17

* Alternate Delegate. ** Retired

(b) Remuneration of Key Management Personnel

Board Members who are Councillors and Officers nominated by the Member Councils do not receive remuneration from Casey Cardinia Libraries.

	2022	2021
	\$	\$
Total remunerations of key management personnel was as follows:		
Short term benefits	860,128	781,356
Post employment benefits	78,006	70,346
Long-term benefits	21,503	2,375
Total	959,637	854,077

The number of Key Management Personnel whose total remuneration from the Corporation and any related entities, fall within the following bands:

	2022	2021
	No.	No.
\$20,000 - \$29,999	-	1
\$40,000 - \$49,999	1	-
\$50,000 - \$59,999	1	-
\$70,000 - \$79,999	1	-
\$110,000 - \$119,999	1	1
\$120,000 - \$129,999	1	-
\$130,000 - \$139,999	-	-
\$140,000 - \$149,999	1	1
\$160,000 - \$169,999	1	2
\$230,000 - \$239,999	-	-
\$240,000 - \$249,999	1	1
	8	6

(c) Senior Officer Remuneration

All Senior Officers are also considered KMPs and their remuneration is therefore disclosed above in section (b). No further disclosure is required.

6.2 Related party disclosure

(a) Transactions with related parties

During the period the Corporation entered into the following transactions with related parties.

The Corporation purchases financial services, catering services and rents office space for the Library's Administration from the City of Casey and Cardinia Shire. The Corporation used the onsite catering services at Bunjil Place Library for events held on site during the year. Contributions are received from both Member Councils and separately disclosed in Note 2.1.

	2022	2021
	\$	\$
Financial Services paid to City of Casey	42,350	33,880
Catering services paid to City of Casey	416	-
LinkedIn Learning Contribution Received from City of Casey	-	(18,815)
Emerald Library Upgrade Project - Contribution paid to Cardinia Shire	27,500	-
	70,266	15,065
Funding Allocation		
City of Casey	52,032	11,183
Cardinia Shire	18,235	3,882
	70,266	15,065

Figures above are stated inclusive of GST

(b) Outstanding balances with related parties

The following balances were outstanding with related parties that required disclosure during the 2021-22 year.

	2022	2021
	\$	\$
Catering services owed to City of Casey	3,358	-
	3,358	-
Funding Allocation		
City of Casey	2,487	-
Cardinia Shire	871	-
	3,358	-

(c) Loans to/from related parties

No loans have been made, guaranteed, or secured by the Corporation to related parties during the 2021-22 or 2020-21 reporting years.

(d) Commitments to/from related parties

No commitments have been made, guaranteed or secured by the Corporation to related parties during the 2021-22 or 2020-21 reporting years.

NOTE 7 Managing uncertainties

7.1 Contingent assets and liabilities

(a) Contingent assets

There are no anticipated contingent assets.

(b) Contingent liabilities

Superannuation

The Corporation has obligations under a defined benefit superannuation scheme that may result in the need to make additional contributions to the scheme, matters relating to this potential obligation are outlined below. As a result of the volatility in financial markets the likelihood of making such contributions in future periods exists.

Future superannuation contributions

There were no contributions outstanding and no loans issued from or to any schemes as at 30 June 2022. The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2022 are \$42,925.76.

Withdrawal of Cardinia Shire Council from Casey-Cardinia Libraries

Local Government Act 2020 received royal assent on 24 March 2020, replaced the Local Government Act 1989. Implementation of the new Local Government Act 2020 requires Library Corporations and their Member Councils to find an alternative legal entity governance model. Library Corporations have 10 years to make the transition from 1 July 2021.

In October 2022, The CCL Board endorsed Cardinia Shire Council's decision to withdraw from the CCL Regional Library Agreement, effective 30th November 2022 under Clause 12 of the Regional Library Agreement. CCL will continue to exist beyond 2022 to provide library services for the City of Casey. The withdrawal of Cardinia from CCL will result in a selection of the staff being offered a transfer to the Cardinia's new library provider Myli. Where staff do not agree to transfer to Myli, CCL will incur additional termination costs. Any costs incurred through this withdrawal process are to be

covered by the Member Councils. The financial implications to the Corporation cannot be reasonably estimated at the signing date of this financial report.

7.2 Change in accounting standards

As at 30 June 2022 there were no new accounting standards or interpretations issued by the AASB which are applicable for the year ending 30 June 2023 that are expected to impact the Corporation.

7.3 Financial instruments

(a) Objectives and policies

The Corporation's principal financial instruments comprise cash assets, term deposits, receivables (excluding statutory receivables), payables (excluding statutory payables) and bank borrowings. Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset, financial liability and equity instrument is disclosed in the Notes of the financial statements. Risk management is carried out by senior management under policies approved by the Corporation. These policies include identification and analysis of the risk exposure to the Corporation and appropriate procedures, controls and risk minimisation.

(b) Market risk

Market risk is the risk that the fair value or future cash flows of the Corporation financial instruments will fluctuate because of changes in market prices. The Corporation's exposure to market risk is primarily through interest rate risk with only insignificant exposure to other price risks and no exposure to foreign currency risk.

Interest rate risk

Interest rate risk refers to the risk that the value of a financial instrument or cash flows associated with the instrument will fluctuate due to changes in market interest rates. The Corporation does not hold any interest-bearing financial instruments that are measured at fair value, and therefore has no exposure to fair value interest rate risk. Cash flow interest rate risk is the risk that the future cash flows of a financial instrument will fluctuate because of changes in market interest rates. The Corporation has minimal exposure to cash flow interest rate risk through its cash and deposits that are at floating rates.

Investment of surplus funds is made with approved financial institutions under the *Local Government Act 1989*. The Corporation manages interest rate risk by adopting an investment policy that ensures:

- Diversification of investment product;
- Monitoring of return on investment, and
- Benchmarking of returns and comparison with budget.

There has been no significant change in the Corporation's exposure, or its objectives, policies and processes for managing interest rate risk or the methods used to measure this risk from the previous reporting period.

Interest rate movements have not been sufficiently significant during the year to have a large impact on the Corporation's year-end result.

(c) Credit risk

Credit risk is the risk that a contracting entity will not complete its obligations under a financial instrument and cause the Corporation to make a financial loss. The Corporation have exposure to credit risk on some financial assets included in the balance sheet. To help manage this risk:

- the Corporation has a procurement policy to manage levels of authority, purchasing limits and contractual time-lines established credit controls for the entities we deal with;
- the Corporation may require collateral where appropriate; and
- the Corporation only invests surplus funds with financial institutions which have a recognised credit rating specified in the Corporation's investment policy.

Receivables consist of business and government sector customers. Credit risk associated with the corporation's financial assets is minimal.

There are no material financial assets which are individually determined to be impaired.

The maximum exposure to credit risk at the reporting date to recognised financial assets is the carrying amount, net of any provisions for impairment of those assets, as disclosed in the balance sheet and notes to the financial statements. Credit risk is not considered significant for the Corporation given the minimal dealings with counterparties giving rise to debts receivable.

(d) Liquidity risk

Liquidity risk includes the risk that, as a result of the Corporation's operational liquidity requirements it will not have sufficient funds to settle a transaction when required or will be forced to sell a financial asset at below value or may be unable to settle or recover a financial asset.

To help reduce these risks the Corporation:

- Has contractual funding agreements with the Member Councils;
- Has a liquidity portfolio structure that requires surplus funds to be invested within various bands of liquid instruments;
- Monitors budget to actual performance on a regular basis.

The Corporation's maximum exposure to liquidity risk is the carrying amounts of financial liabilities as disclosed on the face of the Balance Sheet.

There has been no significant change in the Corporation's exposure, or its objectives, policies and processes for managing liquidity risk or the methods used to measure this risk from the previous reporting period.

Unless otherwise stated, the carrying amounts of financial instruments reflect their fair value.

(e) Sensitivity disclosure analysis

Taking into account past performance, future expectations, economic forecasts, and management's knowledge and experience of the financial markets, the Corporation believes the following movements are 'reasonably possible' over the next 12 months:

- A parallel shift of + 4.00 % and -2.00% in market interest rates (AUD) from year-end weighted average rates of 0.92%

These movements will not have a material impact on the valuation of the Corporation's financial assets and liabilities, nor will they have a material impact on the results of the Corporation's operations.

7.4 Events occurring after balance date

Local Government Act 2020 received royal assent on 24 March 2020, replaced the Local Government Act 1989. Implementation of the new Local Government Act 2020 requires Library Corporations and their Member Councils to find an alternative legal entity governance model. Library Corporations have 10 years to make the transition from 1 July 2021.

In October 2022, The CCL Board endorsed Cardinia Shire Council's decision to withdraw from the CCL Regional Library Agreement, effective 30th November 2022 under Clause 12 of the Regional Library Agreement. CCL will continue to exist beyond 2022 to provide library services for the City of Casey. The financial implications to the Corporation cannot be reasonably estimated at the signing date of this financial report.

Other than the matter mentioned above, no other matters have occurred after balance date that require disclosure in the financial report (2021/22 \$Nil).

NOTE 8

Other matters

8.1 Reconciliation of cash flows from operating activities to surplus/(deficit)

	2022	2021
	\$	\$
Surplus/(deficit) for the year	(68,797)	274,898
Depreciation/amortisation	1,428,471	1,358,812
Profit/(loss) on disposal of plant and equipment	2,536	(9,082)
Non cash movement in lease liability	(27,400)	(34,113)
<i>Change in assets and liabilities:</i>		
(Increase)/decrease in receivables	(4,184)	(11,636)
Increase/(decrease) in employee provisions	157,311	50,635
Increase/(decrease) in payables	(1,692)	226,847
Increase/(decrease) in Inventory purchased for sale	-	(671)
Increase/(decrease) in contract liability	(32,796)	(2,720)
Net cash provided by/(used in) operating activities	1,453,449	1,852,971

8.2 Superannuation

The Corporation makes majority of its employer superannuation contributions in respect of its employees to the Local Authorities Superannuation Fund (the Fund). This Fund has two categories of membership, accumulation and defined benefit, each of which is funded differently. Obligations for contributions to the Fund are recognised as an expense in the Comprehensive Income Statement when they are made or due.

Accumulation

The Fund's accumulation categories, Vision MySuper/Vision Super Saver, receive both employer and employee contributions on a progressive basis. Employer contributions are normally based on a fixed percentage of employee earnings (for the year ended 30 June 2022, this was 10.0% as required under Superannuation Guarantee legislation).

Defined Benefit

The Corporation does not use defined benefit accounting for its defined benefit obligations under the Fund's Defined Benefit category. This is because the Fund's Defined Benefit category is a pooled multi-employer sponsored plan.

There is no proportional split of the defined benefit liabilities, assets or costs between the participating employers as the defined benefit obligation is a floating obligation between the participating employers and the only time that the aggregate obligation is allocated to specific employers is when a call is made. As a result, the level of participation of the Corporation in the Fund cannot be measured as a percentage compared with other participating employers. Therefore, the Fund Actuary is unable to allocate benefit liabilities, assets and costs between employers for the purposes of AASB 119.

Funding arrangements

The Corporation makes employer contributions to the Defined Benefit category of the Fund at rates determined by the Trustee on the advice of the Fund Actuary.

As at 30 June 2021, an interim actuarial investigation was held as the Fund provides lifetime pensions in the Defined Benefit category.

The vested benefit index (VBI) of the Defined Benefit category of which the Corporation is a contributing employer was 109.8%. The financial assumptions used to calculate the VBI were:

Net investment returns 4.75% pa

Salary information 2.75% pa

Price inflation (CPI) 2.25% pa.

As at 30 June 2022, an interim actuarial investigation is underway as the Fund provides lifetime pensions in the Defined Benefit category. It is expected to be completed by 31 October 2022

Vision Super has advised that the estimated VBI at 30 June 2022 was 102.2% (30 June 2021 was 109.7%)

The VBI is to be used as the primary funding indicator. Because the VBI was above 100%, the 30 June 2021 actuarial investigation determined the Defined Benefit category was in a satisfactory financial position and that no change was necessary to the Defined Benefit category's funding arrangements from prior years.

Employer contributions

Regular contributions

On the basis of the results of the 2021 triennial actuarial investigation conducted by the Fund Actuary, the Corporation makes employer contributions to the Fund's Defined Benefit category at rates determined by the Fund's Trustee. For the year ended 30 June 2022, this rate was 10.0% of members' salaries (9.5% in 2020/2021). This rate is expected to increase in line with any increases in the SG contribution rate and was reviewed as part of the 30 June 2020 triennial valuation.

In addition, the Corporation reimburses the Fund to cover the excess of the benefits paid as a consequence of retrenchment above the funded resignation or retirement benefit.

Funding calls

If the Defined Benefit category is in an unsatisfactory financial position at an actuarial investigation or the Defined Benefit category's VBI is below its shortfall limit at any time other than the date of the actuarial investigation, the Defined Benefit category has a shortfall for the purposes of SPS 160 and the Fund is required to put a plan in place so that the shortfall is fully funded within three years of the shortfall occurring. The Fund monitors its VBI on a quarterly basis and the Fund has set its shortfall limit at 97%.

In the event that the Fund Actuary determines that there is a shortfall based on the above requirement, the Fund's participating employers (including the Corporation) are required to make an employer contribution to cover the shortfall.

Using the agreed methodology, the shortfall amount is apportioned between the participating employers based on the pre-1 July 1993 and post-30 June 1993 service liabilities of the Fund's Defined Benefit category, together with the employer's payroll at 30 June 1993 and at the date the shortfall has been calculated.

Due to the nature of the contractual obligations between the participating employers and the Fund, and that the Fund includes lifetime pensioners and their reversionary beneficiaries, it is unlikely that the Fund will be wound up.

If there is a surplus in the Fund, the surplus cannot be returned to the participating employers.

In the event that a participating employer is wound-up, the defined benefit obligations of that employer will be transferred to that employer's successor.

The 2021 triennial actuarial investigation surplus amounts

An actuarial investigation is conducted annually for the Defined Benefit category of which the Corporation is a contributing employer. Generally, a full actuarial investigation conducted every three years and interim actuarial investigations are conducted for each intervening year. An interim investigation was conducted as at 30 June 2021 and the last full investigation was conducted as at 30 June 2020.

The Fund's actuarial investigations identified the following for the Defined Benefit category of which the Corporation is a contributing employer:

	2021	2020
	\$m	\$m
A VBI Surplus	214.7	100.0
A total service liability surplus	270.3	200.0
a discounted accrued benefits surplus	285.2	217.8

The VBI surplus means that the market value of the fund's assets supporting the defined benefit obligations exceed the vested benefits that the defined benefit members would have been entitled to if they had all exited on 30 June 2021.

The total service liability surplus means that the current value of the assets in the Fund's Defined Benefit category plus expected future contributions exceeds the value of expected future benefits and expenses as at 30 June 2021.

The discounted accrued benefit surplus means that the current value of the assets in the Fund's Defined Benefit category exceeds the value of benefits payable in the future but accrued in respect of service to 30 June 2021.

The Corporation was notified of the 30 June 2021 VBI during August 2021 (2020: August 2020).

The 2022 interim actuarial investigation

An interim actuarial investigation is being conducted for the Fund's position as at 30 June 2022 as the Fund provides lifetime pensions in the Defined Benefit category. It is anticipated that this actuarial investigation will be completed by October 2022.

Superannuation contributions

Contributions by the Corporation (excluding any unfunded liability payments) to the above superannuation plans for the financial year ended 30 June 2022 are detailed below:

Scheme	Type of Scheme	Rate	2022 \$ 000	2021 \$ 000
Vision Super	Defined Benefits	10.0%	48.8	40.4
Vision Super	Accumulation	10.0%	597.6	635.0
All Other Superannuation Funds (Choice of Super)	Accumulation	10.0%	63.0	31.3

In addition to the above contributions, the Corporation has paid unfunded liability payments to Vision Super totalling \$0 paid during the 2021-22 year, (2020-21: \$0)

There were \$0 contributions outstanding and \$0 loans issued from or to the above schemes as at 30 June 2022.

The expected contributions to be paid to the Defined Benefit category of Vision Super for the year ending 30 June 2023 are \$41,262.72.

8.3 Change in accounting policy

There have been no changes to accounting policies in the 2021-22 year.