

State Library of Western Australia

LENDING POLICY

1. Purpose

To define what materials can be lent from the State Library.

2. Scope

The policy applies to all collections held at the State Library.

3. Context

The current policies regarding use of the State Library's collections are outdated; a very different library and social environment now exists. The State Library seeks to balance its commitment to preserving and protecting its collections and opening them up to provide services that are in keeping with the needs of the community it serves.

4. Policy Statement

It is the policy of the Library Board of Western Australia that the State Library will make all materials available through lending services except where:

- ***it is legally and ethically bound by copyright legislation, licensing agreements and donor conditions that govern what materials are lent; or***
- ***the material is original and therefore irreplaceable; or***
- ***the physical condition and rarity of materials prevent the availability for loan or copying.***

Whenever original or fragile materials cannot be lent, a copy may be created and made available at the discretion of the State Library.

Categories of lending will not be dependent on the age of material.

Whenever possible the State Library prefers to use digital delivery rather than lending materials.

5. Responsibilities

Director of Client Services (content and implementation).

6. References

Lending policies of other state libraries across Australia. National and State Libraries Australasia lending principles.

7. Authorisation and Review

Approved by	The Library Board of WA on 3/3/2011
Review date	3/3/2014