



# Annual Report 2020

*Leabharlann  
Náisiúnta  
na hÉireann*

National Library  
of Ireland



NATIONAL LIBRARY OF IRELAND

# Annual Report 2020

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National Library of Ireland, Kildare Street, Dublin 2, Ireland

Telephone: +353 1 603 0200

Email: [info@nli.ie](mailto:info@nli.ie)

Website: [www.nli.ie](http://www.nli.ie)

Cover image: Mark Stedman

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# Chairperson's Remarks

In January 2020 it would have been almost impossible to imagine how the year would unfold.

The National Library's doors were closed to the public for more than five months of the year, something that had not happened in almost a century. In the periods when the buildings were open after the outbreak of COVID-19, our spaces and procedures were markedly different, with screens and face coverings, much reduced capacity, hand sanitisation stations, one-way routes and traffic light systems throughout.



Yet despite all these extraordinary changes and developments, the Board was much encouraged by the response of the Director and her team at the National Library. From the government-mandated closure in March, they switched quickly to remote working wherever possible, swiftly identifying the services they could offer online to our public around the world. When the buildings were open, they worked tirelessly to ensure the safety and security of everyone accessing the National Library, designing and implementing a whole series of revised protocols and systems for our readers, visitors and staff.

We were pleased to see work on the National Library's major capital development project, which will transform our Victorian West Wing into public space, continued whenever possible and that momentum on this exciting development was not lost.

We were also heartened by the support of Catherine Martin, TD, Minister for Tourism, Culture, Arts, Gaeltacht, Sport & Media, and her officials throughout the year, and particularly by the extension in 2020 of Dr Collins' tenure as Director for a further five years. Our thanks go to Dr Collins and her entire team for their exceptional work in this unprecedented year.

A handwritten signature in black ink that reads "Eoin McVey".

Eoin McVey



# Director's Foreword

Without question, 2020 was a year none of us expected; yet the National Library's vision of sharing the story of Ireland with the world endured and expanded during that year. I have never been prouder to lead this wonderful organisation and our remarkable staff.

Thousands of people of all ages attended the online tours, workshops and events organised by our teams, swiftly and effectively creating a new platform for engaging audiences around the world. The National Library's investment in digitisation and digital access bore significant dividends, with many accessing our more than 125,000 digitised items online during the closure of our physical spaces, and significant growth in our audiences for rich content across our social media.

Across all our collecting areas, we focused particularly on gathering the record of contemporary Ireland as the pandemic unfolded. This work ranged from partnerships with the Ryan Tubridy show on RTÉ to collect children's responses to the pandemic, to identifying and collecting the websites where the story of COVID-19 was unfolding.

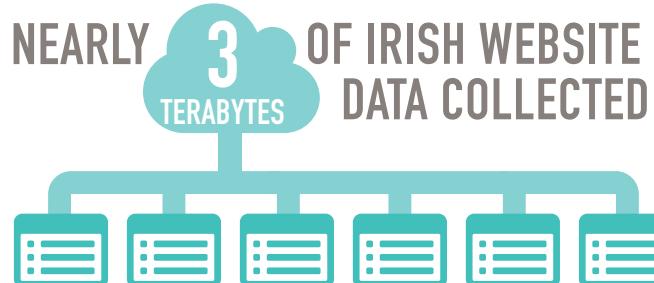
The National Library will be a repository for so many of the stories of the pandemic. On behalf of everyone at the National Library, I acknowledge that many of those stories are of sadness and loss, and we extend our sympathies and solidarity to all, as we look forward to better times ahead.

A handwritten signature in black ink that reads "Dr Sandra Collins".

Dr Sandra Collins

## 2020 at a glance

VISITORS FROM MORE THAN **200** COUNTRIES ONSITE AND ONLINE



**68,195** FOLLOWERS

MORE THAN **125,000** DIGITISED ITEMS AVAILABLE ONLINE



COMBINED ONLINE INTERACTIONS

**9,406** INSTAGRAM FOLLOWERS

**12,627** PEOPLE   
ATTENDED EVENTS AND TOURS IN PERSON AND ONLINE



'AROUND THE ISLAND' CAMPAIGN REACHED EVERY COUNTY



The National Library's mission is to collect, protect and make available the recorded memory of Ireland. We care for more than ten million items. This includes a copy of every book, periodical and newspaper published in Ireland under what is known as legal deposit. The Library's Special Collections include an extraordinary wealth of manuscripts, prints and drawings, ephemera and photographs. All our collections are permanent and accessible to everyone.

## 2020 Acquisitions



7,643 newspapers  
and 2014 serials



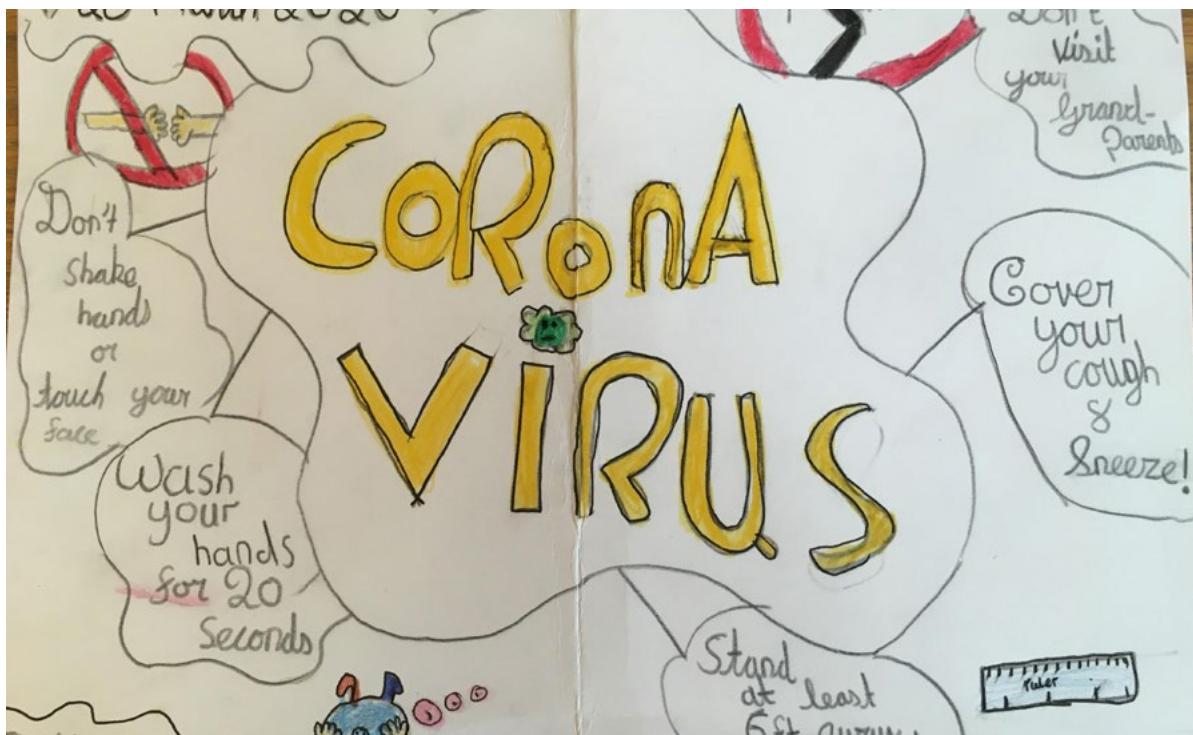
More than 100 Special  
Collections acquisitions\*



2,090 books acquired

\* (this includes individual items and collections)

As part of our commitment to capturing the lived experience of Ireland as it happens, a major focus of all our collecting in 2020 was the COVID-19 pandemic. We partnered with many organisations, worked with the public, and were particularly mindful of capturing children's voices and responses. Included in our Special Collections COVID collections were more than 350 letters written to the Ryan Tubridy Show on RTÉ Radio 1, describing children's experience of COVID-19; 150 drawings and paintings by children illustrating their experience of COVID-19, sampled from a national art competition, in a partnership with RTÉ News2Day; and letters from teenagers about their experiences of the lockdown, from four DEIS schools: St. Killian's Community School, Wicklow; Collinstown Park Community College, Dublin; Coláiste Eoin, Dublin; Beaufort College, Navan, Meath.



We were also delighted to acquire the 'Ross O'Carroll-Kelly' collection of illustrations, drawings and sketches by artist Alan Clarke. The acquisition of the collection of artwork associated with satirical fictional character Ross O'Carroll-Kelly further reflected the National Library's commitment to contemporary collecting and acknowledges Ross's place in Irish popular culture. An online event to mark the acquisition in November was attended by Catherine Martin TD, Minister for Tourism, Culture, Arts, Gaeltacht, Sport & Media, Alan Clarke, and the author of the Ross O'Carroll Kelly novels Paul Howard. At the event, a specially commissioned illustration of Ross in the National Library's Reading Room was unveiled.

We also continued to add to the collections through donation and purchase throughout the year, with acquisitions including the Dublin Almanack of 1666, and a collection of documents relating to the Court Martial of Thomas Ashe.





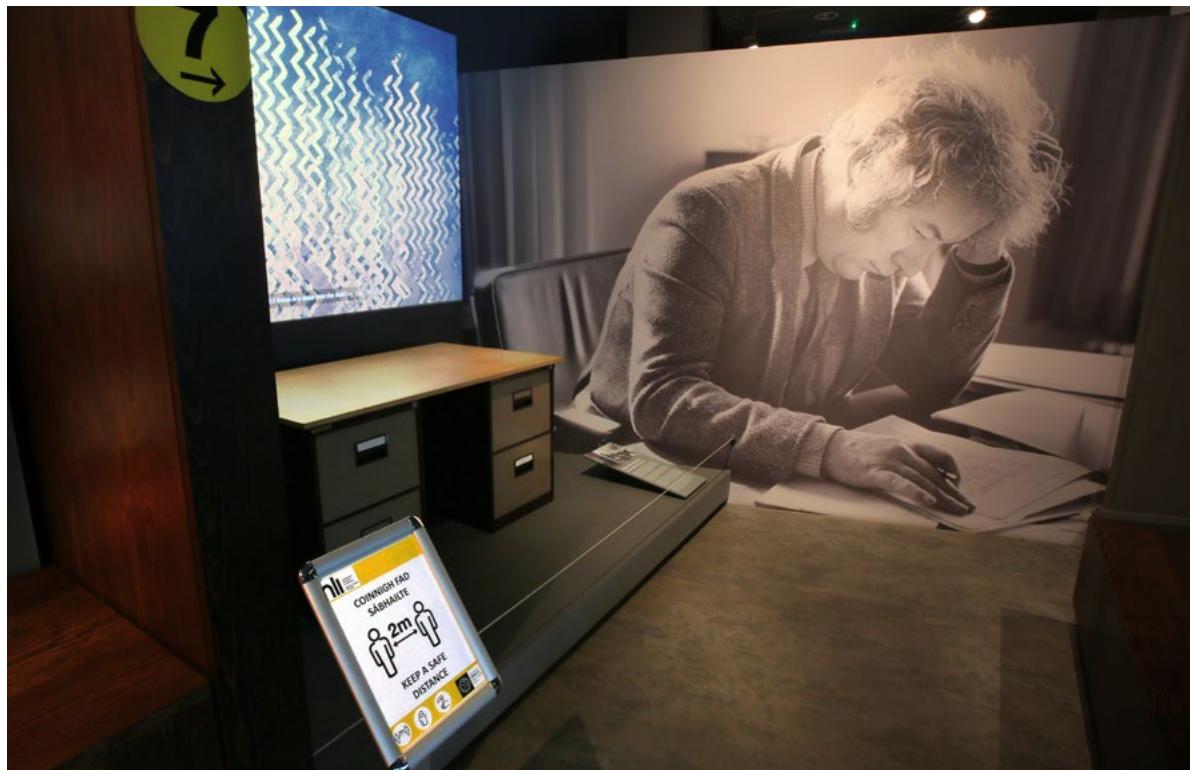
Protecting and caring for our buildings, collections and communities are at the core of the National Library's work. This was an intense area of focus for us during the COVID-19 pandemic of 2020.

## COVID-19

2020 was dominated by COVID-19, and the continued and large-scale disruption that COVID-19 restrictions had on the operations of the NLI. In March 2020, the NLI was instructed to close by the Government, in order to limit the spread of COVID-19. There followed periods of building closure and limited public reopening (29 June – 18 September, and 1-23 December) and as progress in controlling the virus evolved over the year, the NLI implemented a series of extensive health and safety and operational reviews, evaluations and plans.

We moved quickly to implement remote working and implement online delivery of services where possible, and our Estates Department prepared risk assessments addressed to different phases of the resumption of onsite activity. These were developed into business continuity plans and induction training for briefing staff on new protocols and precautions when carrying out their duties.

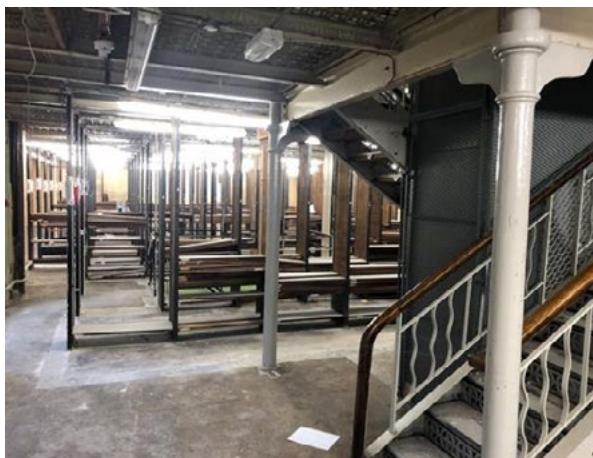
The health and safety of everyone in our buildings was our first priority with a range of measures introduced including physical distancing, increased cleaning and sanitisation, face coverings, screens at public desks, traffic light systems, one way routes, increased ventilation and reduced numbers of visitors and readers, attending on an advance booking basis, in line with guidelines.





## Building Programme

The multi-year 'Reimagining the National Library' capital development project continued throughout 2020 to the greatest extent permitted by COVID-19 restrictions. The Office of Public Works placed a contract for opening up works (which included the removal of non-original partition walls, doors, and fittings etc.), and work continued on preparation of documentation for fabric repairs, and on the total project costings and framework for conservation construction. The detailed design continued to progress with the OPW.



Energy saving and renovation works also continued, with the Microfilm Room, Librarian's Office and Reprographic Room redecorated after lighting upgrades and other maintenance work.

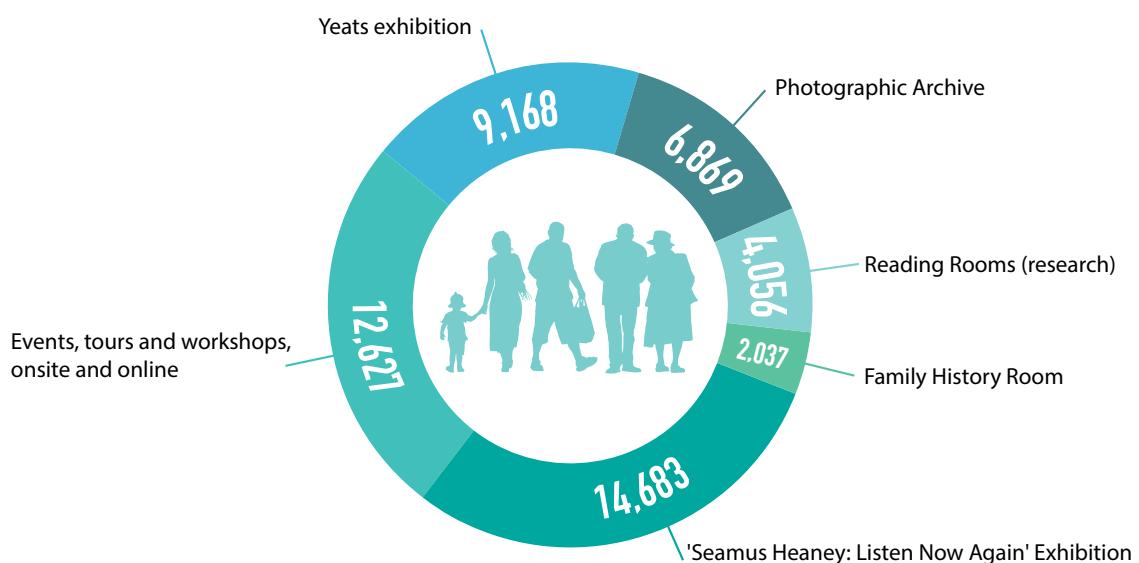
## Conservation & Preservation

Our conservation team were significantly hampered in their work during 2020 due to their lack of access to the site and collections. However, work continued wherever possible, on projects such the cleaning and rehousing of original photographs from the Architectural Drawings collection, and on public outreach in partnership with our Development team.



The National Library has been connecting people with the story of Ireland since 1877. Through the year we aimed to inspire all our users, and to grow and further strengthen our connections nationally and internationally, with most of our work taking place online as our buildings were closed for so much of the year due to the COVID-19 pandemic. In person visitor figures to our exhibitions and onsite services are consequently much lower than in previous years.

## Visitor numbers



## Online engagement



## Top Facebook Posts



National Library of Ireland  
The first Wednesday in October marks Random Acts of Poetry Day. Today is about painting poetry in the public square (either literally or figuratively)! Here's the resonating words of #SeamusHeaney, spotted by Leah, our Marketing Executive, during #Ireland's first #lockdown in Spring 2020.

Share your poetry finds or random acts of poetry!  
Timeline Photos · Oct 7, 2020 · 1h  
Tag Photo · Add Location · View Full Size · More Options

 Like  Comment  Share  
 1.6K  
824 Shares

208,602 reach/1650 likes/824 shares



National Library of Ireland  
Every month, we host free online exhibition tours of #Yeats: the Life and Works of William Butler Yeats.

Join us at 11am on Thursday 19 Nov on #Zoom for our next guided online tour.  
Book your place here: <https://www.eventbrite.ie/e/online-tour-yeats-the-life-works-of-wb-yeats-tickets-126442658395>

Or explore the exhibition in your own time from the comfort of home: <https://www.nli.ie/yeats/>

Timeline Photos · Nov 17, 2020 · 1h  
Tag Photo · Add Location · View Full Size · More Options

 Like  Comment  Share  
 1.716  
114,695 reaches/1,716 likes/442 shares



National Library of Ireland  
People gather at Newgrange in Co. Meath for winter solstice dawn on each of the mornings from December 18th to December 23rd inclusive. It is an exceptionally grand passage tomb built during the Neolithic period, around 3200 BC, making it older than Stonehenge and the Egyptian pyramids. Its entrance is aligned with the rising sun on the winter solstice, when sunlight shines through a 'roofbox' located above the passage entrance and floods the inner chamber.

[IMAGE: Girl at entrance to Newgrange, 1910; <http://catalogue.nli.ie/Record/vtis000049754>]  
Timeline Photos · Dec 22, 2020 · 1h  
Tag Photo · Add Location · View Full Size · More Options

 Like  Comment  Share  
 Lorcan Dempsey and 1.7K others  
614 Shares

102,475 reach/1740 likes/623 shares

## Top Tweets

 Tweet

National Library of Ireland @NLireland · Aug 1, 2020  
Today is #Lúghnasadh; in the old days this was the Feast of the god Lúgh, a thirty-day agrarian celebration with August 1 at the centre. It is also the first day of Autumn in the #Celtic Calendar. [Image: #Harvest time, circa 1897. #NLionline



7 193 429 111

65,112 reach/429 likes/193 retweets

 Tweet

National Library of Ireland @NLireland · Jun 16, 2020  
Happy #Bloomsday2020! The opening scene of #JamesJoyce's masterpiece 'Ulysses' is set at Sandycove Martello Tower (now the James Joyce Museum), in Dublin, Ireland.

[Drone footage shot by Luke Leslie @Buckledcranium in 2020]



9 219 416 111

62,349 reach/416 likes/219 retweets

 Thread

National Library of Ireland @NLireland · Aug 18, 2020  
Do you hang on to concert tickets, precious letters, old photographs or important family certs? 📜 For @HeritageWeek our conservator is sharing top tips all week long on how to care for your family archives at home on a low budget. So keep an eye out for our #heritageweek posts!



3 137 261 111

58,805 reach/261 likes/137 retweets

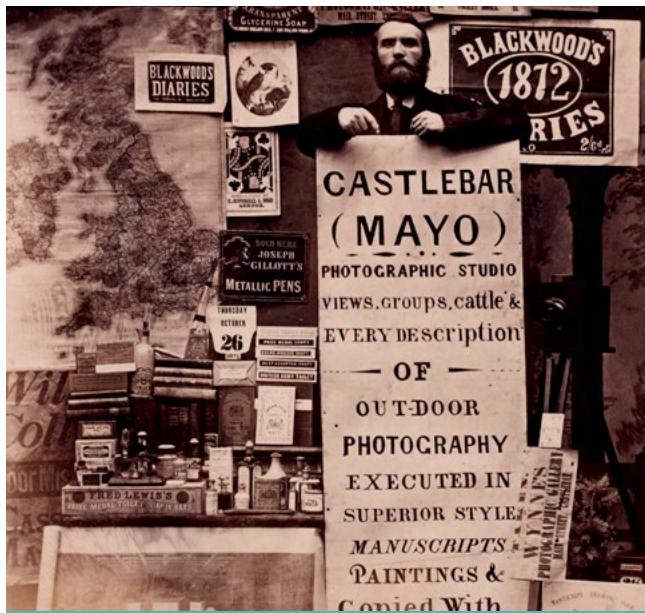
# Events, Exhibitions and Engagement

2020 was a very unusual year, with much of our activity taking place online, as our buildings were closed to the public for 5 months of the year, and limitations on visitor numbers were in place when open. Some highlights from our programmes are given below.

## Events, tours and workshops

Throughout the year we engaged with schools, families and visitors of all ages, through online tours, workshops, and a broad range of events. We offered virtual tours and guided workshops for our exhibitions on WB Yeats, Seamus Heaney and the Irish experience of World War I, attracting audiences from all over the world, and historical and literary talks throughout the year were well attended.

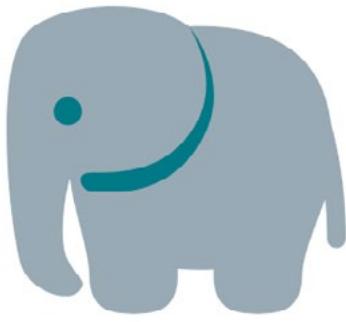
We were also delighted to host a performance by Glenn Hansard as part of Other Voices: Courage in May. Our Seamus Heaney virtual book clubs and close reading workshops were very popular, and we marked 30 years since the premiere of Seamus Heaney's *The Cure At Troy* with an event recorded in our reading room in December.



## Around the Island

While our buildings were first closed, we initiated a campaign called 'Around the Island', highlighting the availability of historic photographs for every county on the island. This continued throughout 2020. Each week, we encouraged people across the island of Ireland to connect and reconnect with their particular county and their history by accessing digitised photographs readily available through our rich and varied online collections.

Tailored local media releases shared the content with communities in each county, with substantial local broadcast media coverage, and specially created video for each county on social provided another channel for access. The initiative built regional engagement, encouraged browsing and use of thousands of digital photographs for each county, and built on and repurposed digitisation work on 60,000 historic negatives, carried out over many years.



Q. How do you eat  
an elephant?  
A. One Byte at a  
time



## World Digital Preservation Day

We used the opportunity of World Digital Preservation Day on the 5th of November to bring together members of the library and archive community. 'Panic and potential: challenges and opportunities in Pandemic collecting' discussed some of the challenges and opportunities for digital collecting and preservation in the face of unexpected and unforeseen challenges. Speakers included Maria Ryan, Joanna Finegan and Kieran O'Leary from the National Library, as well as Lorraine McCann from Louth County Archives and Harriet Wheelock, Royal College of Physicians Ireland, who spoke on 'Capturing COVID-19: healthcare workers' experiences of the pandemic.'



## Exhibitions

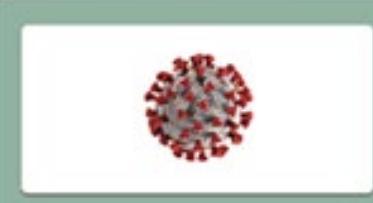
Our WB Yeats and World War Ireland exhibitions welcomed visitors during our periods of opening, with modifications to the visitor experience to keep everyone accessing our buildings safe. This was also true for our exhibition Seamus Heaney: Listen Now Again at the Bank of Ireland Cultural and Heritage Centre on Westmoreland Street. Listen Now Again reopened to the public in June 2020 by invitation only for the first two weeks. During this period the team welcomed support workers and groups who were particularly affected by the lockdown, including volunteers from organisations including Aware, the Dublin Rape Crisis Centre, Alone and BelongTo. We were pleased to see our exhibition Turmoil To Truce go online in partnership with RTÉ History, and that our exhibition A Modern Eye: Helen Hooker O'Malley's Ireland travelled to the National Museum of Ireland – Country Life and was open there as COVID restrictions permitted.



The National Library aims to meet the challenges of the digital world - collecting, preserving and providing access to information in new and innovative ways.

## COVID-19 Collecting

Explore >> National Library of Ireland >> Covid-19 (Coronavirus)



**Covid-19 (Coronavirus)**  
Collected by: National Library of Ireland  
Archived since: Mar, 2020  
Description: This collection will archive websites related to the health sector, finance, the response to the Covid-19 (Coronavirus) outbreak, Irish society and culture. Websites relating to the Irish media, the HSE, the HSPC and the Irish government were archived on a weekly basis until the first phase of the Irish government's re-opening plan. This collection is continuously being updated.  
Subject: Government, Society & Culture, Science & Health, Health, Government, Society, Finance, Covid-19  
Type: Collection  
Date: 2020  
Language: English, Irish  
Collector: National Library of Ireland

**Narrow Your Results**

Sites for this collection are listed below. Narrow your results at left, or enter a search query below to find a site, specific URL or to search the text of archived webpages.

Group Sort By: Count | (A-Z)

Enter search terms here

December-1 (30)  
December-2 (25)  
First Crawls (4)  
November 1 (34)  
November 2 (16)

[More ▾](#)

Sites Search Page Text

Page 1 of 2 (179 Total Results) [Next Page ▾](#)

Sort By: Title (A-Z) | Title (Z-A) | URL (A-Z) | URL (Z-A)

Subject Sort By: Count | (A-Z)

Alongside the physical material telling the story of COVID-19 in Ireland, we collected more than 200 websites capturing the impact of the pandemic across Irish society.

Every year, we selectively archive the Irish web on a permission basis, with public input. In the archive, the sites can be browsed exactly as a user would do on the web, and are safe even if the website is completely changed or disappears. As part of our COVID-19 collecting, we archived websites from the Irish health and public sector, finance, and society. We crawled <https://www.gov.ie> regularly, adding each crawl to the archive on an ongoing basis, providing a record of all departmental sites at different points through the pandemic. MerrionStreet.ie has also been crawled regularly.

A call for public input was included in the government morning press briefing in April asking members of the public to suggest websites we should capture. This public input is an ongoing feature of all our web archiving.

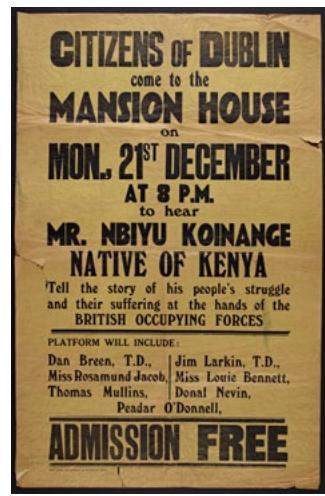
## Digital Pilots



The NLI Digital Pilots aim to expand the ways we collect and provide access to the 'born-digital' story of Ireland, enabling content like videos, digital documents and digital images to become part of the national collections. In February 2020, we announced Yes Equality – the organisation that led the nationwide campaign to secure a yes vote in the marriage equality referendum in May 2015 – as the latest participant in our 'Digital Pilots' project. The Yes Equality Digital Visual Archive donation came ahead of the fifth anniversary of the marriage equality referendum in Ireland in May 2020.

The donated archive is a visual record of the activities of Yes Equality, and comprises over 6,000 photographs commissioned by the organisation. It documents various aspects of the campaign, including activities that tell the personal stories of campaigners and their families and friends, voting day, and post-result celebrations.

## Digitisation Highlights



We created more than 1600 digital images through our digitisation programme in 2020.



The National Library works with partners to achieve more together than we ever could alone. This tradition of partnership underpins some of our most significant and valued achievements. Some of the highlights from 2020 are featured below.



## The Museum of Literature Ireland

The Museum of Literature Ireland, at Newman House on Stephen's Green in Dublin, is a major partnership project between the National Library and University College Dublin, bringing together the collections of the National Library, the historic buildings of UCD, and the expertise of two institutions. MoLI only opened its doors to the public for the first time in September 2019, and had to close them again in March 2020. Pivoting online, this collaboration offered both partner institutions another rich channel of public engagement. Within days of lockdown, the museum had launched online learning supports for home-schooling parents which were quickly picked up by schools at home and abroad, and complemented the work of the National Library's learning team.

Before the March closure, the Duke and Duchess of Cambridge attended a reception at MoLI, and were shown the National Library's 'Copy No 1' of Ulysses by Keeper of Special Collections Colette O'Flaherty.

# The Second Coming The Centenary

Thanks for Joining Us



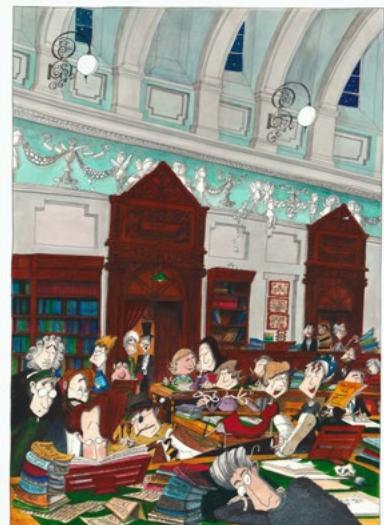
## Shared Events

Throughout the year we were pleased to partner with organisations around the world to deliver some of our events programme, and to contribute to those organised elsewhere. In May 2020, the team participated in Let's Play Ireland, an initiative sponsored by the Department of Children and Youth Affairs, and hosted a children's storytelling workshop with author Sarah Tully. During this workshop, children learned about Seamus Heaney and received tips on how to write their own story. In June 2020, as part of the virtual Pride Festival, a member of the team gave a talk on Hockney's Alphabet.

We marked Bloomsday with a collaborative online event with the Italian Cultural Institute, and by participating in events organised by the Rosenbach Museum in Philadelphia and the University of Buffalo. In November, we partnered with the Yeats Society Sligo to mark the centenary of WB Yeats 'The Second Coming' with an event attended by an online audience of more than 300 people, and later that month and into December we worked with the Dublin Book Festival to offer a number of joint events.

## Creative Commissions

The National Library has an important role to play in supporting the cultural life of the nation, and in working with artists, writers and creative people. At the end of 2020, we worked with artist Annie West to produce an illustration for the National Library's seasonal card, imagining the spirits of writers meeting in the National Library's reading room when the building is closed to the rest of us.







# Governance Statement and Board Members' Report

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For the year ended 31<sup>st</sup> December 2020

## Governance

The Board of the National Library of Ireland (NLI) was appointed in accordance with the National Cultural Institutions Act, 1997. The functions of the Board are set out in Section 12 of the Act (Functions of Board of the Library). The Board is accountable to the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media and is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. The regular day-to-day management, control and direction of NLI are the responsibility of the Director and the senior leadership team. The Director and the senior leadership team must follow the broad strategic direction set by the Board and must ensure that all Board members have a clear understanding of the key activities and decisions related to the entity, and of any significant risks likely to arise. The Director acts as a direct liaison between the Board and management of the Library.

## Board Responsibilities

The work and responsibilities of all those associated with the operation of the Board are set out in the Code of Practice for the Governance of State Bodies (2016) for Board members, Chairperson, Director and Secretary. The Code also sets out the matters specifically reserved for Board decision. Standing items considered by the Board include:

- Declarations of interests,
- Reports from committees,
- Financial reports/management accounts,
- Performance reports, and
- Reserved matters.

The National Cultural Institutions Act, 1997, Section 35, requires the Board of the National Library of Ireland (NLI) to prepare financial statements in such form as may be approved by the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media and to keep all proper and usual accounts of money received and expended by it.

In preparing these financial statements, the Board of NLI is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the NLI will continue in operation; and
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements.

The Board confirms that it has complied with the above requirements in preparing the financial statements.

The Board is responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the NLI and which enable it to ensure that the financial statements comply with Section 35 of the Act. The maintenance and integrity of the corporate and financial information on the NLI's website is the responsibility of the Board.

The Board is responsible for approving the annual plan and budgets. There is an on-going evaluation of the performance of the NLI by reference to its annual business plan and budget. The Board is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board considers that the financial statements of the NLI give a true and fair view of the financial performance and the financial position of NLI at 31 December 2020. The Board approved the signing of this statement and the financial statements for the year ended 31 December 2020 on the 7th October 2021.

## Board Structure

Up to 30th September 2020 the Board consisted of a Chairperson and 11 ordinary members, all of whom are appointed by the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media. The members of the Board were appointed for a period of 5 years and met 9 times per annum. All Board members' terms expired during 2020.

The Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media progressed the appointment of the new Board by the Minister; 3 members were appointed in November 2020 and a further 3 members were appointed in February 2021. The remaining six ordinary members were appointed in July 2021, and the appointment of the Chairperson was made in July 2021. The current Board members were appointed for a period of 3 or 5 years and meet 6 times per annum. The Table below details the appointment period and expiry term of the Board and the appointment period for the current members:

| Board Members            | Role            | Date Appointed  | Term Expired      | Additional Detail   |
|--------------------------|-----------------|---|-------------------|---|
| Eoin McVey               | Chairperson     | Appointed as ordinary member on 8 February 2021, and appointed as Chairperson on 29 July 2021 |                   | Royal Dublin Society Nominee<br>Appointed on 5 year term              |
| Prof Maeve Conrick       | Ordinary Member | 24 November 2020  |                   | Re-appointed in 2020 for a 3 year term                                |
| Dr Conor Kostick         | Ordinary Member | 24 November 2020  |                   | Re-appointed in 2020 for a 3 year term                                |
| Jennifer Taaffe          | Ordinary Member | 24 November 2020  |                   | Re-appointed in 2020 for a 3 year term                                |
| Dr Marie Bourke          | Ordinary Member | 8 February 2021   |                   | Royal Dublin Society Nominee<br>Appointed on 5 year term              |
| Katherine McSharry       | Ordinary Member | 8 February 2021   |                   | NLI Staff Nominee<br>Appointed on 5 year term                         |
| John Grenham             | Ordinary Member | 29 July 2021  |                   | Appointed on 5 year term  |
| Lisa Grimm               | Ordinary Member | 29 July 2021  |                   | Appointed on 5 year term  |
| Lorelei Harris           | Ordinary Member | 29 July 2021  |                   | Appointed on 5 year term  |
| Prof Ciarán Ó hÓgartaigh | Ordinary Member | 29 July 2021  |                   | Appointed on 5 year term  |
| Prof Kalpana Shankar     | Ordinary Member | 29 July 2021  |                   | Appointed on 5 year term  |
| Caitriona Sharkey        | Ordinary Member | 29 July 2021  |                   | Appointed on 5 year term  |
| H. Paul Shovlin          | Chairperson     | 23 October 2015   | 23 October 2020   |   |
| Ciara Breathnach         | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Bob Collins              | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Prof Maeve Conrick       | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| James Dorgan             | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Jack Keyes               | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Conor Kostick            | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Susan Schreibman         | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Jennifer Taaffe          | Ordinary Member | 30 September 2015   | 30 September 2020 |   |
| Eoin McVey               | Ordinary Member | 11 November 2015  | 11 November 2020  | Royal Dublin Society Nominee  |
| Susan Philips            | Ordinary Member | 11 November 2015  | 11 November 2020  | Royal Dublin Society Nominee<br>Re-appointed in 2015 for another term |
| Katherine McSharry       | Ordinary Member | 19 November 2015  | 19 November 2020  | NLI Staff Nominee   |

The Board completed an internal self-assessment effectiveness review in September 2020 and completed an external self-effectiveness review in March 2019.

There are three sub-committees of the Board of which two are statutory, namely the Readers Advisory Committee, the Genealogy and Heraldry Committee and one non-statutory committee, the Audit and Risk Committee (ARC). From 30th September 2020, the Board and the Readers Advisory Committee and the Genealogy and Heraldry Committee were inquorate. From 11th November 2020 to February 2021, the ARC was inquorate.

- The Readers Advisory Committee is made up of two board members and four external independent members. The main function of the Readers Advisory Committee is to advise the Board on matters relating to the provision of services by the Library. This Committee met three times during 2020.
- The Genealogy and Heraldry Committee comprises four board members and four external non-board members. The main function of the Genealogy and Heraldry Committee is to advise the Board on matters arising from the Board's statutory powers and functions in the areas of genealogy and heraldry. This Committee met once during 2020.
- The ARC comprises three board members and one independent external member. The role of the ARC is to support the Board in relation to its responsibilities for issues of risk, control and governance and associated assurance. The ARC is independent from the financial management of the organisation. In particular, the Committee ensures that the internal control systems including audit activities are monitored actively and independently. The ARC reports to the Board after each meeting and provides an annual report to the Board. The members of the ARC during 2020 were Mr. Eoin McVey (Chairperson), Ms. Maeve Conrick, Mr. James Dorgan and Ms. Teresa Harrington (external independent member – a qualified accountant). There were four meetings of the ARC in 2020.

## Schedule of Attendances, Fees and Expenses

A schedule of attendance at the Board and Committee meetings for 2020 is set out below including the fees and expenses received by each member:

| Board Member       | Board | Audit & Risk Committee | Readers Advisory Committee | Genealogy & Heraldry Committee | Board Fees € | Vouched Expenses € |
|--------------------|-------|------------------------|----------------------------|--------------------------------|--------------|--------------------|
| Number of meetings | 6     | 4                      | 3                          | 1                              |              |                    |
| H. Paul Shovlin    | 6     |                        |                            |                                | -            | 26                 |
| Bob Collins        | 5     |                        |                            |                                | -            | -                  |
| Ciara Breathnach   | 6     |                        | 3                          |                                | -            | -                  |
| Conor Kostick      | 6     |                        |                            | 1                              | -            | -                  |
| Eoin McVey         | 6     | 4                      |                            |                                | -            | -                  |
| Jack Keyes         | 4     |                        | 3                          |                                | -            | -                  |
| James Dorgan       | 6     | 3                      |                            |                                | -            | -                  |
| Jennifer Taaffe    | 5     |                        |                            | 0                              | -            | -                  |
| Katherine McSharry | 5     |                        |                            |                                | -            | -                  |
| Maeve Conrick      | 6     | 3                      |                            |                                | -            | 100                |
| Susan Philips      | 6     |                        |                            | 1                              | -            | 134                |
| Susan Schreibman   | 5     |                        |                            | 0                              | -            | 328                |

## Key Personnel Changes

Details of changes to the membership of the Board during 2020 are set out above under Board Structure. In January 2020 the NLI appointed a Head of Human Resources and the Head of Finance retired. A new Head of Finance was appointed by the NLI in June 2020. The Head of Digital Collections retired in July 2021 and the Head of Exhibitions, Learning and Programming resigned in July 2021.

## Disclosures Required by the Code of Practice for the Governance of State Bodies (2016)

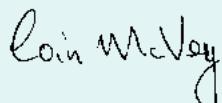
The Board is responsible for ensuring that the NLI has complied with the requirements of the Code of Practice for the Governance of State Bodies ("the Code"), as published by the Department of Public Expenditure and Reform in August 2016. The following disclosures are required by the Code:

- Employee short-term benefits breakdown – set out in note 5 (f) to the financial statements.
- Consultancy costs - set out in note 6 (b) to the financial statements
- Legal costs and settlements – set out in note 6 (b) to the financial statements
- Travel and subsistence expenditure – set out in note 6 (a) to the Financial Statements
- Hospitality expenditure – there was no hospitality expenditure by the NLI in either 2019 or 2020.

## Statement of Compliance

The Board has adopted the Code of Practice for the Governance of Statement Bodies (2016) and has put in place procedures to ensure compliance with the Code. The National Library of Ireland operated in compliance with the Code of Practice for the Governance of State Bodies for 2020 with the exception of the requirement for the Board to undertake an annual review of the effectiveness of internal control systems no later than three months after the year end. This review was conducted by the Audit and Risk Committee on 26th March 2021 and by the Board on 8th April 2021.

On behalf of the Board of the National Library of Ireland:



Eoin McVey  
*Chairperson*



Dr Sandra Collins  
*Director*

Date: 12<sup>th</sup> October 2021

# Statement on Internal Control

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For the year ended 31<sup>st</sup> December 2020

## Scope of Responsibility

On behalf of the National Library of Ireland, we acknowledge the Board's responsibility for ensuring that an effective system of internal control is maintained and operated. This responsibility takes account of the requirements of the Code of Practice for the Governance of State Bodies (2016).

## Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a tolerable level rather than to eliminate it. The system can therefore only provide reasonable and not absolute assurance that assets are safeguarded, transactions authorised and properly recorded and that material errors or irregularities are either prevented or detected in a timely way.

The system of internal control, which accords with guidance issued by the Department of Public Expenditure and Reform has been in place in the National Library of Ireland for the year ended 31 December 2020 and up to the date of approval of the financial statements.

## Capacity to Handle Risk

The National Library of Ireland has an Audit and Risk Committee (ARC) comprising three Board members and one external member, with financial and audit expertise. The ARC met four times in 2020.

The National Library of Ireland has an internal audit function as defined in the Board's Charter for Internal Audit. The work of the internal audit function is informed by analysis of the risk to which the body is exposed, and annual internal audit plans are based on this analysis. The analysis of risk and the internal audit plans have been endorsed by the ARC and approved by the Board. The Internal Auditor provides the Board with reports of internal audit activity. The internal audit function has been outsourced to an external firm.

The ARC has developed a risk management policy, which sets out the NLI's risk appetite, the risk management processes in place and details the roles and responsibilities of staff in relation to risk. The policy has been issued to all staff who are expected to work within the National Library of Ireland's risk management policies, to alert management on emerging risks and control weaknesses and assume responsibility for risks and controls within their own area of work.

## Risk and Control Framework

The National Library of Ireland has implemented a risk management system which identifies and reports key risks and the management actions being taken to address and, to the extent possible, to mitigate those risks. The Library's Board has retained risk management as a standing item on its meeting agenda. The risk management policy and risk appetite statement approved by the Board during 2018, were in place during 2020.

A risk register is in place which identifies the key risks facing the National Library of Ireland and these have been identified, evaluated and graded according to their significance. The register is reviewed and updated by the ARC on a half-yearly basis and is reviewed by the Board on an annual basis. The outcome of these assessments is used to plan and allocate resources to ensure risks are managed to an acceptable level.

The risk register details the controls and actions needed to mitigate risks and responsibility for operation of controls assigned to specific staff. We confirm that a control environment containing the following elements is in place:

- procedures for all key business processes have been documented,
- financial responsibilities have been assigned at management level with corresponding accountability,
- there is an appropriate budgeting system with an annual budget which is kept under review by senior management,
- there are systems aimed at ensuring the security of the information and communication technology systems,
- there are systems in place to safeguard the assets, and
- control procedures to ensure adequate control over grant funding so that it has been applied for the purpose intended.

## Ongoing Monitoring and Review

Formal procedures which have been established for monitoring control processes and control deficiencies are communicated to those responsible for taking corrective action and to management and the Board, where relevant, in a timely way. We confirm that the following ongoing monitoring systems are in place:

- key risks and related controls have been identified and processes have been put in place to monitor the operation of those key controls and report any identified deficiencies,
- reporting arrangements have been established at all levels where responsibility for financial management has been assigned, and
- there are regular reviews by senior management of periodic and annual performance and financial reports which indicate performance against budgets/forecasts.

## Procurement

We confirm that the National Library of Ireland has procedures in place to ensure compliance with current procurement rules and guidelines. Other than those contracts disclosed in the 'Internal Control Issues' paragraph below, the Library complied with its procedures during 2020.

## Impact of COVID-19 pandemic to the Control Environment

The onset of the COVID-19 pandemic in early 2020, and the resulting public health advice and safety measures, rapidly and fundamentally changed the working practices of the NLI with remote working becoming the norm for NLI staff and adapting the NLI services to be delivered online to users. Throughout the Covid-19 pandemic, the NLI closed and reopened according to Government instruction, and at all times the NLI has implemented all public health advice, government guidance and health and safety protocols, and both staff and users reported high levels of confidence in the NLI's safety protocols.

The NLI monitored developments closely, with a view to mitigating the risks that could affect the NLI's business operations, staff and stakeholders. These actions allowed us to largely continue delivering our functions while maintaining strong standards of control. Actions taken include:

- Initiated the NLI's Business Continuity Plan and transitioned the NLI's business operations to a remote working environment where most business processes could continue as normal.
- Transitioned many paper-based forms and procedures to an electronic format.
- Continual assessment of significant risks pertaining to the COVID-19 pandemic and the agility of the NLI to respond effectively.
- Ensuring robust segregation of duties remains.
- Ensuring all existing policies and procedures continue to apply in the remote working environment and are monitored and reported on as normal.
- Updating procedures to allow for (i) access to the office (ii) interviews (iii) inspections, in a safe and public health compliant manner where such work was essential to deliver our functions.

- Support for home working through the provision of equipment, secure IT platforms and linkages and other staff supports to create a secure working environment in remote locations.
- Completion by NLI management of a COVID-19 risk assessment.
- Continual monitoring of the external environment and adhering to Public Health advice and government guidance and regulations.
- The Board of the NLI is monitoring the situation with all due diligence, and is regularly briefed by NLI management on an ongoing basis.

## Review of Effectiveness

We confirm that the National Library of Ireland has procedures to monitor the effectiveness of its risk management and control procedures. The National Library of Ireland's monitoring and review of the effectiveness of the system of internal control is informed by the work of the internal and external auditors, the Audit and Risk Committee (which oversees their work) and the senior management within the National Library of Ireland responsible for the development and maintenance of the internal control framework.

We confirm that the Board conducted an annual review of the effectiveness of the internal controls for 2020 on 8<sup>th</sup> April 2021.

## Internal Control Issues

There were no internal control weaknesses identified during 2020 other than those disclosed below relating to expenditure in the amount of €21,942:

- One contract (2020 €21,942: 2019 €137,597) related to the provision of off-site storage for the National Library of Ireland's collections on an expired contract that had been rolled-over. The National Library of Ireland tendered and secured a new contract with an alternative provider in September 2018. The 2020 costs on the expired contract relate to additional costs of transferring the NLI's collections to the new service provider and storage costs during the transition to the new service provider.

On behalf of the Board of the National Library of Ireland:

Eoin McVey  
*Chairperson*

Dr Sandra Collins  
*Director*

Date: 12<sup>th</sup> October 2021

# Comptroller & Auditor General's Report



Ard Reachtaire Cuntas agus Ciste  
Comptroller and Auditor General

## Report for presentation to the Houses of the Oireachtas National Library of Ireland

### Opinion on the financial statements

I have audited the financial statements of the National Library of Ireland for the year ended 31 December 2020 as required under the provisions of section 35 of the National Cultural Institutions Act 1997. The financial statements comprise

- the statement of income and expenditure and retained revenue reserves
- the statement of comprehensive income
- the statement of financial position
- the statement of cash flows and
- the related notes, including a summary of significant accounting policies.

In my opinion, the financial statements give a true and fair view of the assets, liabilities and financial position of the National Library of Ireland at 31 December 2020 and of its income and expenditure for 2020 in accordance with Financial Reporting Standard (FRS) 102 — *The Financial Reporting Standard applicable in the UK and the Republic of Ireland*.

### Basis of opinion

I conducted my audit of the financial statements in accordance with the International Standards on Auditing (ISAs) as promulgated by the International Organisation of Supreme Audit Institutions. My responsibilities under those standards are described in the appendix to this report. I am independent of the National Library of Ireland and have fulfilled my other ethical responsibilities in accordance with the standards.

I believe that the audit evidence I have obtained is sufficient and appropriate to provide a basis for my opinion.

### Report on information other than the financial statements, and on other matters

The National Library of Ireland has presented certain other information together with the financial statements. This comprises the annual report, the governance statement and Board members' report and the statement on internal control. My responsibilities to report in relation to such information, and on certain other matters upon which I report by exception, are described in the appendix to this report.

I have nothing to report in that regard.

Mary Henry  
For and on behalf of the Comptroller and Auditor General  
13 October 2021

## Appendix to the report

### Responsibilities of Board members

As detailed in the governance statement and Board members' report, the Board members are responsible for

- the preparation of financial statements in the form prescribed under section 35 of the National Cultural Institutions Act 1997
- ensuring that the financial statements give a true and fair view in accordance with FRS 102
- ensuring the regularity of transactions
- assessing whether the use of the going concern basis of accounting is appropriate, and
- such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

### Responsibilities of the Comptroller and Auditor General

I am required under section 35 of the National Cultural Institutions Act 1997 to audit the financial statements of the National Library of Ireland and to report thereon to the Houses of the Oireachtas.

My objective in carrying out the audit is to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement due to fraud or error. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with the ISAs 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 these financial statements.

As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional scepticism throughout the audit. In doing so,

- I identify and assess the risks of material misstatement of the financial statements 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.
- I 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 internal controls.
- I evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures.
- I conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit

evidence obtained, on whether a material uncertainty exists related to events or conditions that may cast significant doubt on the National Library of Ireland's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my report to the related disclosures in the financial statements 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 report. However, future events or conditions may cause the National Library of Ireland to cease to continue as a going concern.

- I evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance 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.

### Information other than the financial statements

My opinion on the financial statements does not cover the other information presented with those statements, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, I am required under the ISAs to read the other information presented and, in doing so, consider whether the other information is materially inconsistent with the financial statements or with knowledge obtained during the audit, or if it otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

### Reporting on other matters

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation. I report if I identify material matters relating to the manner in which public business has been conducted.

I seek to obtain evidence about the regularity of financial transactions in the course of audit. I report if I identify any material instance where public money has not been applied for the purposes intended or where transactions did not conform to the authorities governing them.

I also report by exception if, in my opinion,

- I have not received all the information and explanations I required for my audit, or
- the accounting records were not sufficient to permit the financial statements to be readily and properly audited, or
- the financial statements are not in agreement with the accounting records.

# Statement of Income and Expenditure and Retained Revenue Reserves

For the year ended 31<sup>st</sup> December 2020

|   | <b>Note</b> | <b>2020</b><br>€  | <b>2019</b><br>€  |
|---|-------------|-------------------|-------------------|
| <b>INCOME</b>                                 |             |                   | <i>Restated</i>   |
| Oireachtas Grants                             | 2           | 8,728,743         | 8,437,333         |
| Donations (Materials and Cash)                | 3           | 79,040            | 795,364           |
| Net Deferred Pension Funding                  | 7(c)        | 1,197,000         | 1,117,000         |
| Other Income                                  | 4           | 316,012           | 425,913           |
| <b>Total Income</b>                           |             | <b>10,320,795</b> | <b>10,775,610</b> |
| <b>EXPENDITURE</b>                            |             |                   |                   |
| Remuneration                                  | 5           | 6,517,440         | 5,963,189         |
| Administration and Operations                 | 6           | 1,289,089         | 1,470,631         |
| Programmes                                    | 8           | 969,301           | 1,558,384         |
| Depreciation                                  | 11          | 436,944           | 373,950           |
| <b>Total Expenditure</b>                      |             | <b>9,212,774</b>  | <b>9,366,154</b>  |
| Net Operating Surplus                         |             | 1,108,021         | 1,409,456         |
| Transfer to the Capital Account               | 10          | (540,568)         | (956,509)         |
| <b>Surplus for year</b>                       |             | <b>567,453</b>    | <b>452,947</b>    |
| Balance Brought Forward at 1 January          |             | 718,155           | 265,208           |
| <b>Balance Carried Forward at 31 December</b> |             | <b>1,285,608</b>  | <b>718,155</b>    |

The Statement of Cash Flows and notes 1 to 19 form part of these financial statements.

On behalf of the Board of the National Library of Ireland:

Eoin McVey  
*Chairperson*

Dr Sandra Collins  
*Director*

Date: 12<sup>th</sup> October 2021

# Statement of Comprehensive Income

For the year ended 31<sup>st</sup> December 2020

|   | Note | 2020<br>€          | 2019<br>€          |
|---|------|--------------------|--------------------|
| <b>Surplus for year</b>   |      | <b>567,453</b>     | <b>452,947</b>     |
| Experience gains/(losses) on retirement benefit obligations                             | 7(b) | 313,000            | 675,000            |
| Change in assumptions underlying the present value of<br>retirement benefit obligations | 7(b) | (2,823,000)        | (5,012,000)        |
| <b>Total actuarial loss in the year</b>   |      | <b>(2,510,000)</b> | <b>(4,337,000)</b> |
| Adjustment to deferred retirement benefits funding                                      |      | 2,510,000          | 4,337,000          |
| <b>Total Comprehensive Income for the year</b>  |      | <b>567,453</b>     | <b>452,947</b>     |

The Statement of Cash Flows and notes 1 to 19 form part of these financial statements.

On behalf of the Board of the National Library of Ireland:

Eoin McVey  
*Chairperson*

Dr Sandra Collins  
*Director*

Date: 12<sup>th</sup> October 2021

# Statement of Financial Position

As at 31<sup>st</sup> December 2020

|  | Note | 2020<br>€         | 2019<br>€         |
|--|------|-------------------|-------------------|
| <b>Non Current Assets</b>  |      |                   |                   |
| Property, Plant & Equipment                                      | 11   | 1,091,271         | 2,200,792         |
| Heritage Assets  | 12   | 27,070,326        | 25,420,237        |
|  |      | 28,161,597        | 27,621,029        |
| <b>Current Assets</b>  |      |                   |                   |
| Receivables  | 13   | 377,988           | 362,693           |
| Cash and Cash Equivalents  |      | 1,656,734         | 915,889           |
|  |      | 2,034,722         | 1,278,582         |
| <b>Current Liabilities (amounts falling due within one year)</b> |      |                   |                   |
| Payables   | 14   | 749,114           | 560,427           |
| <b>Net Current Assets</b>  |      |                   |                   |
|  |      | 1,285,608         | 718,155           |
| <b>Retirement Benefits</b>                                       |      |                   |                   |
| Retirement Benefit Obligations                                   | 7(b) | (48,403,000)      | (44,696,000)      |
| Deferred Retirement Benefit Funding Asset                        | 7(b) | 48,403,000        | 44,696,000        |
| <b>Total Net Assets</b>  |      |                   |                   |
|  |      | <b>29,447,205</b> | <b>28,339,184</b> |
| <b>Representing</b>  |      |                   |                   |
| Capital Account:   |      |                   |                   |
| Heritage Fixed Assets  | 10   | 27,070,326        | 25,420,237        |
| Operational Fixed Assets   | 10   | 1,091,271         | 2,200,792         |
| Retained Revenue Reserves  |      | 1,285,608         | 718,155           |
|  |      | <b>29,447,205</b> | <b>28,339,184</b> |

The Statement of Cash Flows and notes 1 to 19 form part of these financial statements.

On behalf of the Board of the National Library of Ireland:

Eoin McVey  
*Chairperson*

Dr Sandra Collins  
*Director*

Date: 12<sup>th</sup> October 2021

# Statement of Cash Flows

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For the year ended 31<sup>st</sup> December 2020

|   | 2020             | 2019             |
|---|------------------|------------------|
|   | €                | €                |
| <b>Net Cash Flows from Operating Activities</b>                   |                  |                  |
| Excess Income over Expenditure                                    | 567,453          | 452,947          |
| Donated Materials   | (21,000)         | (672,000)        |
| Depreciation of Fixed Assets                                      | 436,944          | 373,950          |
| Increase in Receivables   | (15,295)         | (203,796)        |
| Increase / (Decrease) in Payables                                 | 188,687          | (520,404)        |
| Increase in Capital Account                                       | 540,568          | 956,509          |
| <b>Net Cash Inflow from Operating Activities</b>                  | <b>1,697,357</b> | <b>387,206</b>   |
| <br><b>Cash Flows from Investing Activities</b>                   |                  |                  |
| Payments to acquire Property, Plant & Equipment                   | (155,450)        | (76,313)         |
| Payments to acquire Heritage Assets                               | (801,062)        | (582,146)        |
| <b>Net Cash Flows from Investing Activities</b>                   | <b>(956,512)</b> | <b>(658,459)</b> |
| <br><b>Net Increase / (Decrease) in Cash and Cash Equivalents</b> | <b>740,845</b>   | <b>(271,253)</b> |
| <br>Cash and Cash Equivalents at 1 January                        | 915,889          | 1,187,142        |
| <b>Cash and Cash Equivalents at 31 December</b>                   | <b>1,656,734</b> | <b>915,889</b>   |

# Notes to the Financial Statements

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For the year ended 31<sup>st</sup> December 2020

## 1. Accounting Policies

The basis of accounting and the significant accounting policies adopted by the National Library of Ireland are set out below. They have all been applied consistently throughout the year and for the preceding year.

### a) General Information

The National Library of Ireland was set up under the National Cultural Institutions Act, 1997, with a head office at Kildare Street, Dublin 2.

The National Library of Ireland's primary objectives as set out in Part 12 of the National Cultural Institutions Act, 1997 are as follows:

*"...to conserve, restore, maintain and enlarge the National Library material in the collection of the National Library for the benefit of the public and to establish and maintain a record of library material (including material relating to the Irish language) in relation to Ireland and to contribute to the provision of access by members of the public to material relating to other countries."*

The National Library of Ireland is a Public Benefit Entity (PBE).

### b) Statement of Compliance

The financial statements of the National Library of Ireland ("The National Library") for the year ended 31 December 2020 have been prepared in accordance with FRS 102, the financial reporting standard applicable in the UK and Ireland issued by the Financial Reporting Council (FRC), as promulgated by Chartered Accountants Ireland.

### c) Basis of Preparation

The financial statements have been prepared under the historical cost convention, except for certain assets and liabilities that are measured at fair values as explained in the accounting policies below. The financial statements are in the form approved by the Minister for Tourism, Culture, Arts, Gaeltacht, Sport and Media under the National Cultural Institutions Act, 1997. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the National Library's financial statements.

As set out in Note 15, the National Library of Ireland Trust (the Trust) was established to aid the development of the National Library. These financial statements do not consolidate the results of the Trust on the basis that it is not required by Section 35 of the National Cultural Institutions Act, 1997.

### d) Revenue

#### Oireachtas Grants

Revenue from Oireachtas Grants, Sub-head B.7, Reimagining the National Library – Capital Development, is recognised on a reimbursable basis in line with the expenditure incurred in the year. All other revenue from Oireachtas Grants is recognised on a cash receipts basis.

#### Other Revenue

Other revenue is recognised on an accruals basis.

#### Direct Costs

Direct costs relating to the generation of other revenue through the activities of the National Library, e.g. Heraldry, are shown gross on the face of Note 4, Other Income.

## e) Property, Plant and Equipment

Property, plant and equipment are stated at cost less accumulated depreciation, adjusted for any provision for impairment. Depreciation is provided on all property, plant and equipment at rates estimated to write off the cost less the estimated residual value of each asset on a straight line basis over their estimated useful lives, as follows:

- |                                    |               |
|------------------------------------|---------------|
| (i) Furniture and Fittings         | 10% per annum |
| (ii) IT Equipment                  | 25% per annum |
| (iii) Office and General Equipment | 20% per annum |

Residual value represents the estimated amount which would currently be obtained from disposal of an asset, after deducting estimated costs of disposal, if the asset were already of an age and in the condition expected at the end of its useful life.

If there is objective evidence of impairment of the value of an asset, an impairment loss is recognised in the Statement of Income and Expenditure and Retained Reserves in the year.

The fixed assets of the National Library of Ireland are funded from a combination of capital grants and allocations from current revenue. Funding sourced from grants is transferred to a capital account which is amortised in line with the depreciation of the related assets.

## f) Receivables

Receivables are recognised at fair value, less a provision for doubtful debts, where applicable. A provision for doubtful debts is a specific provision, and is established when there is objective evidence that the National Library will not be able to collect all amounts owed to it. All movements in any provision for doubtful debts are recognised in the Statement of Income and Expenditure and Retained Revenue Reserves.

## g) Employee Benefits

### Short-term Benefits

Short term benefits such as holiday pay are recognised as an expense in the year, and benefits that are accrued at year-end are included in the Payables figure in the Statement of Financial Position.

### Retirement Benefits

The National Library previously established its own defined benefit pension scheme ("the Main Scheme"), funded annually on a pay-as-you-go basis from monies provided by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media and from contributions deducted from staff members' salaries. The National Library also operates the Single Public Services Pension Scheme ("the Single Scheme"), which is a defined benefit scheme for pensionable public servants appointed on or after 1 January 2013. Single Scheme members' contributions are paid over to the Department of Public Expenditure and Reform (DPER).

Pension costs reflect pension benefits earned by employees, and are shown net of staff pension contributions which are retained by the National Library. An amount corresponding to the pension charge is recognised as income to the extent that it is recoverable, and offset by grants received in the year to discharge pension payments.

Actuarial gains or losses arising on scheme liabilities are reflected in the Statement of Comprehensive Income, and a corresponding adjustment is recognised in the amount recoverable from the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media.

The financial statements reflect – at fair value – the assets and liabilities arising from the National Library's pension obligations and any related funding, and recognise the costs of providing pension benefits in the accounting periods in which they are earned by employees. Retirement benefit scheme liabilities are measured on an actuarial basis using the projected unit credit method.

## **h) Heritage Assets and Library Collections**

A Heritage Asset is defined as a tangible asset with historical, artistic, scientific, technological, geophysical or environmental qualities that is held and maintained principally for its contribution to knowledge and culture.

### **Initial Recognition**

Purchased items are recorded at cost in the financial statements. Donation items are recorded at a current valuation ascertained by Keepers of the Library with reference, where possible, to commercial markets using recent transaction information from auctions. Donations, where the National Library avails of Section 1003 of the Taxes Consolidation Act 1997 are recorded on the basis of the valuation of the Office of the Revenue Commissioners.

Donations are recognised as income with a corresponding transfer to the Heritage Fixed Assets capital account as follows:

- Donations that do not impose specified future performance-related conditions on the Library are recognised in income when the resources are received or receivable;
- Donations that do impose specified future performance-related conditions on the Library are recognised in income only when the performance-related conditions are met; and
- Where resources are received before the revenue recognition criteria are satisfied, a liability is recognised.

### **Valuation**

The Board does not consider that reliable cost or valuation information can be obtained for all the items held in the collections of the National Library. This is because of the diverse nature of materials held, the number of items in the collections and the lack of comparable market values. The National Library therefore does not recognise all its collections as assets in the Statement of Financial Position other than acquisitions which cost or were valued at €5,000 or more and were acquired or donated since the Board was established in May 2005. These are classified as Heritage Assets at the recording date.

Heritage assets are initially recognised at the cost of acquisition as the value attributed for donated items. The items are carried at cost in the statement of financial position with reductions for impairment where relevant.

All acquisitions for the collection purchased for €5,000 or more are funded from the National Library's capital funding allocation for the year while acquisitions which cost less than €5,000 are funded from the current funding allocation.

Web Archiving and Digitisation are capitalised at cost and where cataloguing and metadata is directly related to the Web Archiving and Digitisation projects, these costs are also capitalised.

### **Impairment**

Heritage assets are not depreciated. If there is objective evidence of impairment of the value of a heritage asset, an impairment loss is recognised in the Statement of Income and Expenditure and Retained Revenue Reserves in the year. A heritage asset may be impaired, for example where it has suffered physical deterioration, breakage or doubts arise as to its authenticity.

### **Conservation Costs**

Conservation expenditure which is required to conserve or prevent further deterioration of individual items is recognised in the Statement of Income and Expenditure and Retained Revenue Reserves when it is incurred.

## i) Critical Accounting Judgements and Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the reporting date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The following judgements have had the most significant effect on amounts recognised in the financial statements.

### Donated Heritage Assets

The values of collection items donated to the National Library are determined by using valuation techniques. The National Library exercises judgment in selecting a variety of methods as outlined in the accounting policy for Heritage Assets (h) above.

### Impairment of Property, Plant and Equipment

Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less cost to sell and value in use. For the purpose of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash flows (cash generating units). Non-financial assets that suffered impairment are reviewed for possible reversal of the impairment at each reporting date.

### Depreciation and Residual Values

The Board have reviewed the asset lives and associated residual values of all fixed asset classes, and in particular, the useful economic life and residual values of fixtures and fittings, and have concluded that asset lives and residual values are appropriate.

### Deferred Funding for Retirement Benefits

With reference to the Superannuation Schemes referred to in the "Employee Benefits" section above:

- The Board has recognised an asset corresponding to the unfunded liability for retirement benefits payable under the Main Scheme and the Single Scheme and has recognised deferred funding for retirement benefits recognised in the year ended 31 December 2020. In the judgement of the Board the funds required to meet these unfunded pension obligations will continue to be provided by the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media or its successor entities.
- Pension contributions under the Single Scheme are remitted to the Department of Public Expenditure and Reform. For Single Scheme members, section 44 of the Public Service Pensions (Single Scheme and Other Provisions) Act 2012 provides for funding of pension payments as they fall due by way of payments out of the Central Fund or from funds provided by the Oireachtas for that purpose. The single scheme is a defined benefit scheme and is included in the 2020 FRS 102 disclosures.

### Retirement Benefit Obligation

The assumptions underlying the actuarial valuations for which the amounts recognised in the financial statements are determined (including discount rates, rates of increase in future compensation levels and mortality rates) are updated annually based on current economic conditions, and for any relevant changes to the terms and conditions of the pension and post-retirement plans.

The assumptions can be affected by:

- (i) the discount rate, changes in the rate of return on high-quality corporate bonds; and
- (ii) future compensation levels, future labour market conditions.

## 2. Oireachtas Grants

The Oireachtas Grants voted to the National Library from Vote 33 of the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media ("the Department") as shown in the financial statements consist of:

|   | 2020             | 2019             |
|---|------------------|------------------|
|   | €                | €                |
| <b>Sub-head</b>                                   |                  |                  |
| National Library of Ireland – Current             | B.11             | 7,287,000        |
| National Library of Ireland – Capital             | B.11             | 478,000          |
| Cultural Infrastructure and Development - Capital | B.7              | 963,743          |
| NLI Diversity and Inclusion – Current             | B.6              | -                |
|   | <b>8,728,743</b> | <b>8,437,333</b> |

Sub-head A.6, A.7 and A.11 were renamed Sub-head B.6, B.7, and B.11 respectively during 2020. Grants under Sub-head B.11 are the National Library's annual grants for operational purposes including pay, pensions, administrative and programme expenditure, collections and minor capital improvements.

The National Library of Ireland - Current B.11 grant of €7,287,000 is stated net of employee retirement benefits contributions totalling €150,000, €105,000 remitted to the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media in respect of the National Library of Ireland's staff retirement benefits scheme and €45,000 remitted to the Department of Public Expenditure and Reform in respect of the single service retirement benefits scheme.

Grants from the Cultural Infrastructure and Development Fund (Sub-head B.7) comprised:

|  | 2020           | 2019           |
|--|----------------|----------------|
|  | €              | €              |
| <b>The Alistair and Ann Martha Rowan collection of architectural publications</b>                                    |                |                |
|  | -              | 166,185        |
| <b>Accounts and Financial papers of the Sinn Fein Bank and the Irish National Aid and Volunteer Dependents' Fund</b> |                |                |
|  | -              | 21,780         |
| Sarsfield Papers   | 180,000        | -              |
| Liam O'Flaherty Papers   | 320,000        | -              |
| Reimagining the National Library – Capital Development   | 160,446        | 232,144        |
| Digitisation Fund  | 244,297        | 187,224        |
| Covid 19 Related Matters   | 59,000         | -              |
|  | <b>963,743</b> | <b>607,333</b> |

All grant funding provided under Sub-head B.7 is reimbursed in arrears based on the production of invoices, contracts and evidence of payment.

Income of €160,446 was recognised in relation to the contribution provided towards the Westwing Development which will form part of our ongoing works with the Office of Public Works. An amount of €20,177 (2019: €232,144) was outstanding at year end and is included in Accrued Income in Note 13.

Grants under the Digitisation Fund are to support the National Library to digitise its collections to facilitate and support on-line access.

### 3. Donations

|                   | <b>2020</b><br>€ | <b>2019</b><br>€ |
|-------------------|------------------|------------------|
| Donated Materials | 21,000           | 672,000          |
| Donations – Cash  | 58,040           | 123,364          |
|                   | <b>79,040</b>    | <b>795,364</b>   |

Donations of collection items are capitalised if they are valued at €5,000 or more in accordance with the Collection Policy (see Note 8 (a)). During 2020, two donations were made to the National Library's Special Collections valued at €5,000 or more and these are detailed in Note 8 (a), Collections. Donations made under Section 1003 of the Taxes Consolidation Act 1997 (as amended by the Finance Act 2002) during 2020 amounted to €21,000, these are detailed in Note 8 (a).

### 4. Other Income

|   | <b>2020</b><br>€ | <b>2019</b><br>€ |
|---|------------------|------------------|
|   |                  | <i>Restated</i>  |
| Copying Services                        | 20,773           | 39,033           |
| Royalties and Reproduction Services     | 4,056            | 10,549           |
| Heraldry Income                         | 33,240           | 59,347           |
| Direct Costs of Heraldry                | (22,365)         | (32,846)         |
| Genealogy Income                        | 4,500            | 4,900            |
| Research Data Alliance – European Grant | -                | (24,120)         |
| Café Joly                               | 5,140            | 22,643           |
| Heritage Council Grant                  | 2,300            | -                |
| Irish Research Council Grant            | 16,000           | -                |
| Heaney Exhibition Retail Income         | 7,407            | 72,902           |
| Heaney Exhibition Retail Costs          | (5,622)          | (28,087)         |
| Sponsorship                             | 250,000          | 300,000          |
| Miscellaneous Income                    | 583              | 1,592            |
|   | <b>316,012</b>   | <b>425,913</b>   |

Income of €250,000 was recognised in relation to sponsorship provided by Bank of Ireland. This represents the Bank's contribution towards the operation of the National Library's Heaney Exhibition 'Listen Now Again'. The Exhibition is housed in Bank of Ireland Cultural and Heritage Centre in its premises on College Green, Dublin 2. An amount of €250,000 (2019: €nil) was outstanding at year end and is included in Debtors at Note 13.

## 5. Remuneration

### (a) Aggregate Employee Benefits

|                                    | 2020             | 2019             |
|------------------------------------|------------------|------------------|
|                                    | €                | €                |
| <i>Restated</i>                    |                  |                  |
| Staff short-term benefits          | 4,466,547        | 3,979,462        |
| Termination benefits               | -                | -                |
| Retirement benefit costs           | 1,686,000        | 1,672,000        |
| Employer PRSI                      | 364,893          | 311,727          |
| <b>Aggregate Employee Benefits</b> | <b>6,517,440</b> | <b>5,963,189</b> |

The total number of staff employed (Full-Time-Equivalents or FTEs) at year end was 101 (2019:87).

### (b) Staff short-term benefits

|                 | 2020             | 2019             |
|-----------------|------------------|------------------|
|                 | €                | €                |
| <i>Restated</i> |                  |                  |
| Basic pay       | 4,374,373        | 3,852,484        |
| Overtime        | 4,149            | 20,687           |
| Allowances      | 88,025           | 106,291          |
|                 | <b>4,466,547</b> | <b>3,979,462</b> |

The staff Additional Superannuation Contribution (ASC) for 2020 was €105,210 (2019: €111,112).

### (c) Termination Benefits

No termination benefits were paid in 2020 (2019: €nil).

### (d) Key Management Personnel

Key Management Personnel in the NLI consists of Members of the Board and the Leadership Team. The Leadership Team includes the Director; the Deputy Director and Head of Development; the Head of Human Resources; the Head of Published Collections; the Head of Estates; the Keeper of Special Collections and Chief Herald of Ireland; the Head of Exhibitions, Learning and Programming; the Head of Finance and Chief Risk Officer; and the Head of Digital Collections. The Library does not pay fees to Board members in line with Government policy. The total value of employee benefits for key management personnel is set out below:

|                 | 2020           | 2019           |
|-----------------|----------------|----------------|
|                 | €              | €              |
| <i>Restated</i> |                |                |
| Salary          | 686,234        | 613,071        |
| Allowances      | 14,247         | 12,565         |
|                 | <b>700,481</b> | <b>625,636</b> |

This does not include the value of retirement benefits earned in the period. The remuneration package for key management personnel also includes standard public sector pension arrangements and their entitlements in that regard do not extend beyond the terms of the model public service pension scheme.

### (e) Director Remuneration

The Director's remuneration package for the financial period was as follows:

|   | 2020           | 2019           |
|---|----------------|----------------|
|   | €              | €              |
| Director excl. employers PRSI (appointed August 2015) | 120,981        | 117,360        |
|   | <b>120,981</b> | <b>117,360</b> |

This does not include the value of retirement benefits earned in the period. The remuneration package also includes standard public sector pension arrangements and the Director's entitlements in that regard do not extend beyond the terms of the model public service pension scheme. There are no bonuses or Benefits-in-Kind applicable to this position.

### (f) Employee short-term benefits breakdown

Employee short-term benefits in excess of €60,000 are categorised into the following:

| Range of total employee benefits | Number of Employees |      |
|----------------------------------|---------------------|------|
| From - To                        | 2020                | 2019 |
| €60,000 - €69,999                | 10                  | 10   |
| €70,000 - €79,999                | 7                   | 7    |
| €80,000 - €89,999                | 2                   | 3    |
| €90,000 - €99,999                | 1                   | 1    |
| €100,000 - €109,999              | 0                   | 0    |
| €110,000 - €119,999              | 0                   | 1    |
| €120,000 - €129,999              | 1                   | 0    |

Note: For the purpose of this disclosure, short-term employee benefits in relation to services rendered during the reporting period include salary, overtime and other payments made on behalf of the employee but exclude employer's PRSI.

## 6. Administration & Operations

|                                     | Note | 2020<br>€        | 2019<br>€        |
|-------------------------------------|------|------------------|------------------|
| <i>Restated</i>                     |      |                  |                  |
| Travel and Subsistence Expenditure  | 6(a) | 3,511            | 47,362           |
| Staff Training and Development      |      | 60,017           | 86,659           |
| Electricity, Cleaning and Utilities |      | 269,726          | 314,363          |
| Communications and IT               |      | 358,636          | 315,917          |
| Security                            |      | 185,280          | 205,253          |
| Consultancy Costs                   | 6(b) | 54,118           | 255,463          |
| Miscellaneous Operating Expenses    |      | 29,607           | 32,555           |
| Storage Costs                       |      | 29,729           | 105,991          |
| Office Expenses                     |      | 53,285           | 47,287           |
| Repairs and Maintenance             |      | 118,819          | 13,473           |
| Foreign Exchange Rate Losses        |      | 2,868            | 22,290           |
| Prompt Payment Interest             |      | 2,124            | 1,063            |
| Outsourced Service Costs            |      | 15,531           | 15,195           |
| Research Data Alliance Expenses     |      | 14,872           | 7,760            |
| Covid 19 Related Expenses           |      | 90,966           | -                |
|                                     |      | <b>1,289,089</b> | <b>1,470,631</b> |

### (a) Travel and Subsistence Expenditure

Travel and subsistence expenditure is categorised as follows:

|               |               | 2020<br>€    | 2019<br>€     |
|---------------|---------------|--------------|---------------|
| Domestic      | Board Members | 588          | 4,878         |
|               | Staff         | 2,730        | 5,704         |
| International | Board Members | -            | -             |
|               | Staff         | 193          | 36,780        |
|               |               | <b>3,511</b> | <b>47,362</b> |

### (b) Consultancy Costs

Consultancy costs include the cost of external advice to management and exclude outsourced 'business-as-usual' functions.

|                              | 2020<br>€     | 2019<br>€      |
|------------------------------|---------------|----------------|
| Consultancy                  | 3,888         | 68,563         |
| Audit                        | 35,648        | 50,320         |
| - External Audit             | 23,000        | 23,000         |
| - Internal Audit             | 12,648        | 27,320         |
| Legal (including provisions) | 12,697        | 125,273        |
| Translation                  | 1,885         | 11,307         |
|                              | <b>54,118</b> | <b>255,463</b> |

No legal costs, settlements or conciliation and arbitration costs were incurred in the year relating to contracts with third parties.

## 7. Retirement Benefit Costs

- a) Analysis of total retirement benefit costs charged to the Statement of Income and Expenditure and Retained Revenue Reserves

|                            | 2020             | 2019             |
|----------------------------|------------------|------------------|
|                            | €                | €                |
| Gross Current Service Cost | 1,424,000        | 1,140,000        |
| Interest Cost              | 532,000          | 777,000          |
| Employee Contributions     | (270,000)        | ( 245,000)       |
|                            | <b>1,686,000</b> | <b>1,672,000</b> |

- b) Movement in net retirement benefit obligations during the financial year

|   | 2020              | 2019              |
|---|-------------------|-------------------|
|   | €                 | €                 |
| Opening Defined Benefit Obligation              | 44,696,000        | 39,242,000        |
| Current Service Cost                            | 1,424,000         | 1,140,000         |
| Interest Cost                                   | 532,000           | 777,000           |
| Actuarial Loss / (Gain) – Financial Assumptions | 2,823,000         | 5,012,000         |
| Actuarial Gain– Experience                      | (313,000)         | (675,000)         |
| Benefits Paid                                   | (759,000)         | (800,000)         |
| <b>Closing Defined Benefit Obligation</b>       | <b>48,403,000</b> | <b>44,696,000</b> |

- c) Deferred funding for retirement benefits

The Board recognises these amounts as an asset corresponding to the unfunded deferred liability for retirement benefits on the basis of the set of assumptions described above and a number of past events. These events include the statutory basis for the establishment of the retirement benefit scheme, and the policy and practice currently in place in relation to funding public service pensions including contributions by employees and the annual estimates process. The Board has no evidence that this funding policy will not continue to meet such sums in accordance with current practice.

The net deferred funding for retirement benefits recognised in the Statement of Income and Expenditure and Retained Revenue Reserves is as follows:

|   | 2020             | 2019             |
|---|------------------|------------------|
|   | €                | €                |
| Funding recoverable in respect of current year retirement benefit costs | 1,956,000        | 1,917,000        |
| State grant applied to pay retirement benefits                          | (759,000)        | ( 800,000)       |
|   | <b>1,197,000</b> | <b>1,117,000</b> |

The deferred funding asset for retirement benefits at 31st December 2020 amounts to €48.4m (2019: €44.7m).

#### d) History of defined benefit obligations

|   | <b>2020</b><br><b>€'000</b> | <b>2019</b><br><b>€'000</b> | <b>2018</b><br><b>€'000</b> | <b>2017</b><br><b>€'000</b> | <b>2016</b><br><b>€'000</b> |
|---|-----------------------------|-----------------------------|-----------------------------|-----------------------------|-----------------------------|
| Defined Benefit Obligations                                       | 48,403                      | 44,696                      | 39,242                      | 43,590                      | 39,625                      |
| Experience Gains / (Losses) on Defined Benefit Scheme Liabilities | 313                         | 675                         | 1,577                       | (682)                       | 754                         |
| Percentage of Plan Liabilities                                    | 0.6%                        | 1.5%                        | 4.0%                        | (1.6%)                      | 1.9%                        |

#### e) General description of the scheme

The Library's retirement benefit scheme is a defined benefit final salary pension arrangement with benefits and contributions defined by reference to current "model" public sector scheme regulations. The scheme provides a pension (being 1/80 per year of service), a gratuity or lump sum (being 3/80 per year of service) and spouses and children's pensions. Normal retirement age is a member's 65th birthday, and pre-2004 members have an entitlement to retire without actuarial reduction from age 60. Pensions in payment (and deferment) normally increase in line with general public sector salary inflation.

The Single Public Service Pension Scheme (Single Scheme) is also operated by the National Library of Ireland and it is a defined benefit pension scheme for pensionable public servants appointed on or after 1st January 2013 in accordance with the Public Service Pension (Single Scheme and Other Provisions) Act 2012. The scheme provides for a pension and a retirement lump sum based on career-average pensionable remuneration and spouse's and children's pensions. The minimum pension age is 66 years (rising in line with State pension age changes). It includes an actuarially-reduced early retirement facility from age 55. Pensions in payment increase in line with the consumer price index.

The valuation used for FRS102 disclosures has been based on a full actuarial valuation performed in May 2021 by a qualified independent actuary, taking account of the requirements of the FRS in order to assess the scheme liabilities at 31<sup>st</sup> December 2020.

The principal actuarial assumptions were as follows:

|  | <b>2020</b> | <b>2019</b> |
|--|-------------|-------------|
| Inflation                                      | 1.50%       | 1.70%       |
| Rate of general long-term increase in salaries | 2.50%       | 2.50%       |
| Rate of increase in state benefits             | 1.50%       | 1.50%       |
| Rate of increase in deferred benefits          | 1.50%       | 1.50%       |
| Pension increases                              | 1.50%       | 1.50%       |
| Discount rate for scheme liabilities           | 0.90%       | 1.20%       |

#### Mortality

The mortality basis explicitly allows for improvements in life expectancy over time, so that life expectancy at retirement will depend on the year in which a member attains retirement age. The table below shows the life expectancy for members attaining age 65 in 2020 and 2040.

| <b>Year of attaining age 65</b> | <b>2020</b> | <b>2040</b> |
|---------------------------------|-------------|-------------|
| Life expectancy – male          | 87.1        | 88.5        |
| Life expectancy – female        | 89.7        | 91.3        |

## 8. Programmes

|  | Note | 2020<br>€      | 2019<br>€        |
|--|------|----------------|------------------|
| <b>Special Collections</b>                           |      |                |                  |
| Cataloguing Project                                  |      | 96,794         | 246,088          |
| Special Collection Acquisitions                      | 8(a) | 167,214        | 190,074          |
| Conservation   |      | 53,097         | 84,493           |
|  |      | 317,105        | 520,655          |
| <b>Published Collections</b>                         |      |                |                  |
| Published Collection Acquisitions                    | 8(a) | 120,773        | 210,399          |
| Processing and Binding                               |      | 2,584          | 5,563            |
| Reader Services                                      |      | 12,043         | 5,186            |
|  |      | 135,400        | 221,148          |
| <b>Exhibitions, Learning and Programming</b>         |      |                |                  |
| Public Programmes, Communications, and Engagement    |      | 22,834         | 33,561           |
| WW1 Ireland: Exploring the Irish Experience          |      | 369            | 247              |
| Heaney Exhibition – 'Listen Now Again'               |      | 48,425         | 144,409          |
| Other Exhibitions                                    |      | 15,677         | 57,451           |
| William Butler Yeats Exhibition                      |      | 1,219          | 9,184            |
|  |      | 88,524         | 244,852          |
| <b>Genealogy &amp; Heraldry</b>                      |      |                |                  |
| Genealogical Research Service                        |      | 631            | 23,342           |
| Other Genealogy & Heraldry Expenses                  |      | -              | 5,171            |
|  |      | 631            | 28,513           |
| <b>Digital Collections</b>                           |      |                |                  |
| Digitisation   |      | 9,146          | 8,403            |
| Digital Collections Cataloguing                      |      | -              | 6                |
| Library Equipment & Maintenance                      |      | 11,048         | 10,987           |
|  |      | 20,194         | 19,396           |
| <b>Development Office</b>                            |      |                |                  |
| Communications, PR and Promotion                     |      | 247,001        | 291,676          |
|  |      | 247,001        | 291,676          |
| <b>Capital Development Building Project</b>          |      |                |                  |
| Reimagining the National Library Refundable Expenses |      | 160,446        | 232,144          |
|  |      | 160,446        | 232,144          |
|  |      | <b>969,301</b> | <b>1,558,384</b> |

## (a) Acquisitions

|  | 2020    | Note | €                |
|--|---------|------|------------------|
| <b>Special Collections acquisitions funded through Current Grant</b>         |         |      |                  |
| ▪ Antiquarian and Rare Books   | 77,968  |      |                  |
| ▪ Manuscripts  | 62,093  |      |                  |
| ▪ Prints & Drawings  | 13,843  |      |                  |
| ▪ Ephemera   | 11,111  |      |                  |
| ▪ Music Collection   | 382     |      |                  |
| ▪ Photographs  | 1,817   |      |                  |
|  | <hr/>   |      |                  |
|  | 167,214 |      |                  |
| <b>Published Collections acquisitions funded through Current Grant</b>       |         |      |                  |
| ▪ Books  | 34,939  |      |                  |
| ▪ Online Subscriptions   | 60,345  |      |                  |
| ▪ Newspapers   | 16,227  |      |                  |
| ▪ Official Publications  | 98      |      |                  |
| ▪ Periodicals  | 9,164   |      |                  |
|  | <hr/>   |      |                  |
|  | 120,773 |      |                  |
| <b>Special Collections acquisitions funded through Capital Grant</b>         |         |      |                  |
| ▪ Liam O'Flaherty Papers   | 330,445 |      |                  |
| ▪ Sarsfield Papers   | 180,000 |      |                  |
| ▪ Marie Edgeworth Letters  | 57,026  |      |                  |
| ▪ W.B. Yeats, Series of early unpublished letters                            | 54,115  |      |                  |
| ▪ Wilson Archive   | 20,022  |      |                  |
| ▪ Irish Manuscript   | 8,750   |      |                  |
| ▪ Jack B. Yeats, illustrated autograph letter                                | 7,831   |      |                  |
| ▪ Harward Almanack   | 7,865   |      |                  |
| ▪ Mary Hutton Archive  | 6,950   |      |                  |
| ▪ Republican Prisoner's Correspondence                                       | 2,945   |      |                  |
|  | <hr/>   |      |                  |
|  | 12(f)   |      | 675,949          |
| <b>Special Collections acquisitions funded through Capital Grant Printed</b> |         |      |                  |
| ▪ Artworks and sketches Ross O'Carroll Kelly                                 | 25,000  |      |                  |
| ▪ Rare book – James Joyce  | 5,482   |      |                  |
|  | <hr/>   |      |                  |
|  | 12(f)   |      | 30,482           |
| <b>Special Collections acquired through donation</b>                         |         |      |                  |
| ▪ Robert and Ria Farren Collection   | 15,000  |      |                  |
| ▪ Malcolm Proud  | 6,000   |      |                  |
|  | <hr/>   |      |                  |
|  | 12(f)   |      | 21,000           |
| <b>Digital Collections acquisitions funded through Capital Grant</b>         |         |      |                  |
| ▪ Web Archiving  | 94,631  |      |                  |
|  | <hr/>   |      |                  |
|  | 12(f)   |      | 94,631           |
| <b>Total Acquisitions</b>  |         |      | <b>1,110,049</b> |
| <hr/>  |         |      |                  |

As outlined in Note 1(h) heritage assets acquired/donated since the Board was established in 2005 are included in the Statement of Financial Position. The existing collections of the National Library at establishment date were not vested in the Board - they remained vested in the State. The Board is of the view that valuing these collections or determining their original cost is impractical and would not, in any event, yield information that is relevant or useful in assessing its stewardship of the collections.

Most items acquired for the collections are individually of low value such as books, newspapers and periodicals. Materials published in Ireland are acquired through legal deposit in accordance with the provisions of Section 198 of the Copyright and Related Rights Act, 2000 (as amended). Materials published elsewhere are acquired by purchase or

donation in accordance with the National Library's Collection Development Policy. This includes materials published in Northern Ireland as well as materials published abroad of Irish interest in accordance with the requirements of Section 12 of the Cultural Institutions Act 1997.

Collections during 2020 are shown in the table above, distinguishing between expenditure charged to the Statement of Income and Expenditure and Retained Revenue Reserves on items individually valued at less than €5,000 – which is shown by type – and expenditure on capitalised items or digital projects valued at €5,000 or more – which are itemised.

## 9. Commitments

There was no contractual commitments in place at 31<sup>st</sup> December 2020.

## 10. Capital Account

### a) Heritage Assets

|  | 2020              | 2019              |
|--|-------------------|-------------------|
|  | €                 | €                 |
| Opening balance  | 25,420,237        | 24,166,091        |
| Heritage Assets acquired                                   | 801,062           | 582,146           |
| Heritage Assets donated                                    | 21,000            | 672,000           |
| Heritage Asset transfer from Property, Plant and Equipment | 828,027           | -                 |
| <b>Closing balance (Note 12 (f))</b>                       | <b>27,070,326</b> | <b>25,420,237</b> |

### b) Operational Fixed Assets

|  | 2020             | 2019             |
|--|------------------|------------------|
|  | €                | €                |
| Opening Balance                              | 2,200,792        | 2,498,429        |
| To fund Fixed Asset purchases                | 155,450          | 76,313           |
| Amortisation in line with asset depreciation | (436,944)        | (373,950)        |
| Transfer to Heritage Assets                  | (828,027)        | -                |
| <b>Closing Balance (Note 11)</b>             | <b>1,091,271</b> | <b>2,200,792</b> |

## 11. Property, Plant & Equipment

|                             | <b>IT Equipment</b> | <b>Equipment</b> | <b>Furniture &amp; Fittings</b> | <b>Exhibitions operating or in the course of construction</b> | <b>Total</b>       |
|-----------------------------|---------------------|------------------|---------------------------------|---|--------------------|
| <b>Cost</b>                 | <b>€</b>            | <b>€</b>         | <b>€</b>                        | <b>€</b>  | <b>€</b>           |
| At 1 January                | 2,862,135           | 1,402,376        | 1,192,730                       | 1,496,015   | <b>6,953,256</b>   |
| Additions                   | 13,157              | 133,916          | 8,377                           | -   | <b>155,450</b>     |
| Reclassifications           | 4,156               | (4,156)          | -                               | -   | -                  |
| Transfer to Heritage Assets | (828,027)           | -                | -                               | -   | <b>(828,027)</b>   |
| <b>At 31 December</b>       | <b>2,051,421</b>    | <b>1,532,136</b> | <b>1,201,107</b>                | <b>1,496,015</b>  | <b>6,280,679</b>   |
| <hr/>                       |                     |                  |                                 |   |                    |
| <b>Depreciation</b>         |                     |                  |                                 |   |                    |
| At 1 January                | 1,917,931           | 1,364,988        | 1,061,541                       | 408,004   | <b>4,752,464</b>   |
| Charge for the year         | 89,529              | 34,456           | 40,957                          | 272,002   | <b>436,944</b>     |
| <b>At 31 December</b>       | <b>2,007,460</b>    | <b>1,399,444</b> | <b>1,102,498</b>                | <b>680,006</b>  | <b>5,189,408</b>   |
| <hr/>                       |                     |                  |                                 |   |                    |
| <b>Net Book Value</b>       |                     |                  |                                 |   |                    |
| At 1 January                | 944,204             | 37,388           | 131,189                         | 1,088,011   | <b>2,200,792</b>   |
| Net movement for the year   | (900,243)           | 95,304           | (32,580)                        | (272,002)   | <b>(1,109,521)</b> |
| <b>At 31 December</b>       | <b>43,961</b>       | <b>132,692</b>   | <b>98,609</b>                   | <b>816,009</b>  | <b>1,091,271</b>   |

### a) Exhibitions operating or in the course of construction

The balance of exhibitions operating or in the course of construction as at the 31st of December 2020 relates to the Seamus Heaney exhibition that launched on 4th July 2018. This is a collaborative project between the NLI, the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media and Bank of Ireland. The exhibition is in the Bank of Ireland Cultural and Heritage Centre on College Green and it is to operate until December 2023. The expected book value of these items will be €nil at the conclusion of the exhibition. The exhibition has a finite life and related assets are depreciated over their estimated useful lives or over the useful life of the exhibition, whichever is shorter. Continuing to disclose the exhibition in its current asset category is a departure from the NLI fixed asset policy which requires exhibition assets to be transferred to the correct asset category once brought into use.

### b) Transfer to Heritage Assets

The transfer to Heritage Assets relates to costs of a cataloguing project capitalised in financial years 2011 to 2014. In line with the Heritage Assets policy these assets were not depreciated. The transfer recognised in financial year 2020 is to more accurately record these as Heritage Assets.

## 12. Heritage Assets

### a) General Information

In accordance with the National Cultural Institutions Act, 1997 all Library Collections are the property of the State and are managed by the Board of the Library.

- The principal functions of the Board of the Library are to conserve, restore, maintain and enlarge the library material in the collection of the Library for the benefit of the public; to establish and maintain a record of library material (including material relating to the Irish language) in relation to Ireland; and to contribute to the provision of access by members of the public to material relating to other countries.
- The Board of the National Library of Ireland has the power to enlarge the collections of the Library.
- The Board of the National Library of Ireland also has the power to lend materials, subject to the provisions of Section 18 (1) of the National Cultural Institutions Act, 1997.
- The Board of the National Library of Ireland also has the power to dispose of library materials subject to the provisions of Section 18 (2) of the National Cultural Institutions Act, 1997.
- All acquisitions for the collection purchased in excess of €5,000 are funded from the Library's capital funding allocation for the year while acquisitions which cost less than €5,000 are funded from the current funding allocation.

### b) Nature and Scale of the Collection

The National Library's holdings constitute the most comprehensive collection of Irish documentary material in the world and offer an invaluable representation of Ireland's history and heritage.

The National Library's management structure reflects three broad strands of collecting focus, each the responsibility of a Keeper or Head of Division, as follows:

- Special Collections
- Published Collections
- Digital Collections.

#### Special Collections

Special Collections comprises rare and unique material such as manuscripts, photographs, prints, drawings, ephemera, rare and antiquarian books, manuscript maps and music. It includes many millions of items with, for example, over 4.5 million items in the photographic collections and over one million items in the manuscript collection.

#### Published Collections

Published Collections comprises modern and new books, newspapers and periodicals. One of the main collections within Published Collections is the Legal Deposit Collection which includes all material – books, newspapers and journals published in Ireland – acquired under the Legal Deposit provisions of the Copyright and Related Rights Act 2000 (as amended).

#### Digital Collections

Digital Collections comprises digital objects created by the National Library as a result of the digitisation of material from Special Collections and Published Collections (new assets) as well as the items described as "Born Digital", such as websites that have never existed except in digital format.

### c) Acquisition

The Board of the National Library has the power to enlarge the collections of the National Library and material is acquired in three ways: by legal deposit, donation, and purchase.

#### Legal Deposit

Legal deposit is a statutory provision which obliges publishers to deposit copies of their publications in certain libraries, usually in the country in which they are published. In the Republic of Ireland statutory provision for legal deposit is set out in the Copyright and Related Rights Act 2000 (as amended).

## Donation

Each year the National Library receives important donations to the collections. Donations are subject to appraisal in line with the criteria set out the National Library's Collection Development Policy.

In certain instances - as provided for under section 1003 of the Taxes Consolidation Act 1997 - donors may be allowed tax relief for donations of heritage items to the National Library. This relief may apply to gifts or "heritage items" such as archives, books, estate records, manuscripts and prints where the total value of the items donated exceeds €150,000.

## Purchase

The National Library's acquisitions budget is used to further develop the National Library's collections, whether by direct purchase or by auction. Decisions to purchase antiquarian material and unique heritage items are made in accordance with the criteria set out in the National Library's Collection Development Policy. Current and new publications of Irish interest, not acquired under legal deposit, are purchased as a matter of course.

### d) Preservation and Conservation

The Conservation Department works to preserve and conserve the collections of the National Library of Ireland. In general, preservation measures do not improve the condition of an object, but slow down degradation and prevent damage by passive methods. By contrast, conservation aims to prolong the life and accessibility of collections through interventive treatments, which improve the physical, chemical and often visual condition of an object.

As well as the conservation treatment of rare and unique objects, the conservators work on a diverse range of measures to reduce risks of damage to the collections. These activities include supporting and training staff in all aspect of collection care and management including handling, condition assessment, surveying, rehousing and phase-boxing. Conservators also prepare items for exhibition, digitisation and loan for exhibition.

### e) Disposal

The Board of the National Library also has the power to dispose of library materials subject to the provisions of Section 18(2) of the National Cultural Institutions Act, 1997. The National Library does not normally dispose of material from the collections.

### f) Analysis of Acquisitions

As outlined in the Accounting Policies (Note 1, h), the National Library recognises all Heritage Assets (with an individual value of more than €5,000) purchased or acquired since 2005. Such assets are carried at cost with adjustment for impairment where required. The transactions in relation to 2020 and the previous four accounting periods are set out below.

| Cost or Valuation:                          | Manuscripts       | Digital          | Visual           | Printed          | Total             |
|---|-------------------|------------------|------------------|------------------|-------------------|
|   | €                 | €                | €                | €                | €                 |
| At 1 January                                | 18,498,563        | 2,298,551        | 2,929,864        | 1,693,259        | <b>25,420,237</b> |
| Purchases                                   | 675,949           | 94,631           | -                | 30,482           | <b>801,062</b>    |
| Donation Materials                          | 21,000            | -                | -                | -                | <b>21,000</b>     |
| Transfer from Property, Plant and Equipment | -                 | 828,027          | -                | -                | <b>828,027</b>    |
| At 31 December                              | <b>19,195,512</b> | <b>3,221,209</b> | <b>2,929,864</b> | <b>1,723,741</b> | <b>27,070,326</b> |

## (g) Five Year Financial Summary of Heritage Asset Transactions

|                  | <b>2020</b><br>€ | <b>2019</b><br>€ | <b>2018</b><br>€ | <b>2017</b><br>€ | <b>2016</b><br>€ |
|------------------|------------------|------------------|------------------|------------------|------------------|
| <b>Additions</b> |                  |                  |                  |                  |                  |
| Manuscripts      | 675,949          | 484,576          | 427,629          | 825,505          | 433,672          |
| Digital          | 94,631           | 91,484           | 120,407          | 74,574           | 81,210           |
| Visual           | -                | -                | -                | 63,102           | 15,092           |
| Printed          | 30,482           | 6,086            | -                | 439,334          | -                |
|                  | <b>801,062</b>   | <b>582,146</b>   | <b>548,036</b>   | <b>1,402,515</b> | <b>526,974</b>   |

## 13. Receivables

|                | <b>2020</b><br>€ | <b>2019</b><br>€ |
|----------------|------------------|------------------|
| Prepayments    | 74,209           | 64,561           |
| Accrued Income | 20,177           | 232,144          |
| Debtors        | 283,602          | 65,988           |
|                | <b>377,988</b>   | <b>362,693</b>   |

## 14. Payables

|                               | <b>2020</b><br>€ | <b>2019</b><br>€ |
|-------------------------------|------------------|------------------|
| Accruals and Deferred Revenue | 417,636          | 298,794          |
| Taxation and Social Welfare   | 143,575          | 114,350          |
| Trade Creditors               | 187,903          | 147,283          |
|                               | <b>749,114</b>   | <b>560,427</b>   |

## 15. Related Party Disclosures

Please refer to Note 5 for a breakdown of the remuneration and benefits paid to key management.

The National Library adopts procedures in accordance with the guidelines issued by the Department of Public Expenditure and Reform covering the personal interests of Board members. In the normal course of business, the National Library may approve grants or enter into other contractual arrangements with entities in which the National Library's Board members are employed or are otherwise interested.

The National Library of Ireland Trust (the Trust), a company limited by guarantee without share capital was established to aid the development of the National Library of Ireland and to acquire printed books, manuscripts, and other material, by Irish people or relating to Ireland. The National Library and the Trust are related parties as the majority of the Trustees are either current members of the National Library Board or management team. The National Library of Ireland exercises control over the National Library of Ireland Trust.

The Trust prepares annual financial statements which are audited by a firm of commercial auditors. The latest available audited financial statements are for the year ended 30 April 2020 which record expenditure of €11,898; income of €nil and year end retained revenue reserves/net assets of €462,660. There were no transactions between the Trust and the National Library during 2020.

## **16. Comparatives**

Certain comparative figures have been regrouped and reclassified on the same basis as the current year.

## **17. Contingent Liabilities**

NLI is involved in a personal injury claim which is being handled by the State Claims Agency. An amount has been provided within Accruals and Deferred Revenue in Note 14 relating to this claim. No further detail is provided so as not to seriously prejudice the NLI's position in the related claim.

## **18. Events After Reporting Period**

There are no events between the reporting date and the date of approval of these financial statements for issue that require adjustment to the financial statements.

The NLI recognises that the Covid-19 pandemic is a significant event which continues to have an impact after the reporting date. The Board of the NLI is monitoring the situation with all due diligence, and is regularly briefed by NLI management on an ongoing basis. The NLI closed on 23rd December 2020 following Government instruction, and reopened to the public on 10th May 2021. NLI's business continues to operate with measures in place to protect staff and visitors. Staff are working remotely or onsite depending on their role, and services continue to be provided. To date, the operations and most of the NLI's activities are being maintained while adjusting to the different way in which the business is being delivered. While NLI is unable to reliably predict the impact of Covid-19 on its cash flows, the performance and operations of the organisation are being monitored closely and regular cash flow forecasts are provided to the Board and to the Department.

The Board considers that, as the entity provides a public service that is funded by moneys provided by the Exchequer, via the Department of Tourism, Culture, Arts, Gaeltacht, Sport and Media, it is appropriate to prepare these financial statements on a going concern basis.

## **19. Approval of the financial statements**

The financial statements were approved by the Board of the National Library of Ireland on the 7th October 2021.





The National Library of Ireland (NLI) is the library of record for Ireland. Established in 1877, we share the story of Ireland with the world through our unique collections. We care for more than ten million items, including books, manuscripts, newspapers, photographs, prints, maps, drawings, ephemera, music and digital media. The Library is open, free of charge, to all those who wish to consult the collections.

The five strategic priorities for the National Library for 2016 – 2021 are to collect, protect, connect, innovate and collaborate. Further information is available at [www.nli.ie](http://www.nli.ie).

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