



*Ms. Maire  
the supporters*



# Annual Report 2018

Leabharlann  
Náisiúnta  
na hÉireann

National Library  
of Ireland

*Michael, Christopher  
and Catherine. Ann*



NATIONAL LIBRARY OF IRELAND

# Annual Report 2018

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Image of Christmas Cards from the Seamus Heaney exhibition by Marc O'Sullivan

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## Chairman's Remarks

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2018 marked the midpoint of the National Library of Ireland's current strategy, with ongoing progress under each of our five strategic pillars: collect, protect, connect, innovate and collaborate.

Our Seamus Heaney exhibition 'Listen Now Again' opened at the Bank of Ireland Cultural and Heritage Centre at Westmoreland Street - a hugely significant partnership between the National Library, the Department of Culture, Heritage and the Gaeltacht, and the Bank of Ireland. The exhibition was formally launched by President Michael D Higgins on 4 July, and we were delighted to have welcomed more than 55,000 visitors by the end of the year. Work continued on the Museum of Literature Ireland (MoLI) project, a partnership with UCD, and we look forward to the Museum opening in 2019.

Work on the major redevelopment of the Library's main building continued with our partners in the Office of Public Works and the Department of Culture, Heritage and the Gaeltacht. Consolidated storage was created for our Prints and Drawings collections on Kildare Street, work began on a new bookstore which will be completed in 2019, and the team in Published Collections continued their extensive programme of collection care ahead of the move to the new store.

I would like to thank Josepha Madigan TD, Minister for Culture, Heritage and the Gaeltacht, for her strong support of and great interest in the National Library, and to thank her officials in the Department.

Finally, on behalf of the Board I would like to thank Dr Sandra Collins and her dedicated team for their work throughout the year.



H. Paul Shovlin



## Director's Foreword

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Throughout 2018, we were delighted to celebrate and develop the National Library's long tradition of collecting and sharing the story of Ireland.

We continued our significant contribution to the Decade of Commemorations programme, with our major exhibition 'Ballots to Bullets: Ireland 1918-1919' at our National Photographic Archive in Temple Bar, and our collaboration with the Houses of the Oireachtas on Vótáil100.

Our commitment to recording all aspects of Irish life in the 21st century across a changing Irish society was reinforced through the launch of our Diversity & Inclusion Policy 2018-2021. This action based policy will help us to create a more diverse and inclusive story of Ireland.

We also continued to capture Irish online life by archiving the Irish web, capturing 262 sites, from the 8th Amendment Referendum to the Presidential Election, and many more. We have archived more than 1400 websites in this born-digital collection since 2011.

Every year, we are so grateful to the many donors who help us to safeguard the nation's memory through their collections. The acquisition of the Neil Jordan collection, under Section 1003 of the Taxes Consolidation Act, was a particular highlight in 2018, as was the arrival of the Band Aid archive to the NLI. I was also delighted to see the establishment of our Development Office, to support and enhance the National Library's mission through fundraising and advocacy.

Finally, I would like to thank the Chairman, the Board and the wonderful staff of the National Library, for making 2018 another remarkable year.



Dr Sandra Collins



# 2018 at a glance



MORE THAN **235,000** VISITS



RECEIVED FREE FAMILY HISTORY ADVICE

MORE THAN **16,000**

NEW BOOKS, NEWSPAPERS & PERIODICALS

OVER **262**

IRISH WEBSITES COLLECTED & PRESERVED



**52,000** FOLLOWERS



**85,000**



VOLUMES CHECKED BEFORE MOVING TO BETTER STORAGE



COMBINED ONLINE INTERACTIONS

**24,000** PEOPLE



ATTENDED TOURS, TALKS, WORKSHOPS & PERFORMANCES



WITH **185,000** VISITORS



**1 NEW VENUE,** AT THE BANK OF IRELAND CULTURAL & HERITAGE CENTRE



# 1. COLLECT

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, including 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.

## 2018 Acquisitions



**8,681 newspapers  
and 4,271 serials**



**More than 150 Special  
Collections acquisitions\***



**3,748 books acquired**

\*(this includes individual items and collections)



The Neil Jordan collection was donated to the National Library by the Oscar-winning writer and director under Section 1003 of the Taxes Consolidation Act, 1997. The donation was marked at a reception attended by Minister Madigan in August, at which a selection of film and TV scripts, production files, storyboards, plays, photographs and personal correspondence from the archive were on display. The archive reflects a remarkable creative career spanning disciplines and decades.





Throughout 2018, we continued to add significantly to our Special Collections through donation and purchase.

These included a collection of material donated by writer Lian Bell, documenting the Waking the Feminists movement between 2015 and 2018; a record of Ireland's first children's hospital, the Institution for the Diseases of Children at Pitt Street Dublin, dating from 1839-1847; and three watercolours we commissioned of our historic bookstacks in the West Wing.

The acquisition of acclaimed Irish documentary filmmaker George Morrison's archive was marked with a special event in September. The donation included photographs, production notes, scripts and correspondence relating to Mr Morrison's work in film and was dedicated to his friend Dr Richard J. Hayes, who was Director of the National Library of Ireland from 1940 to 1967.

At the end of the year, we bought an exceptionally important series of letters between WB Yeats and his first lover and close friend, the English writer Olivia Shakespear, with funding from our annual grant. The letters trace the tender intimacy that both cherished throughout their lives, from their first brief physical affair to a deep friendship spanning many decades.



We were delighted to receive over 100 books from Literature Ireland in 2018. Literature Ireland, formerly known as Ireland Literature Exchange, is the national agency in Ireland for the promotion of Irish literature abroad. Established in 1994, and funded by Culture Ireland and the Arts Council, Literature Ireland has funded the translation of over 1,900 works of Irish literature into 56 languages around the world, and these translations are a significant addition to the National Library's collections.

## 2. PROTECT

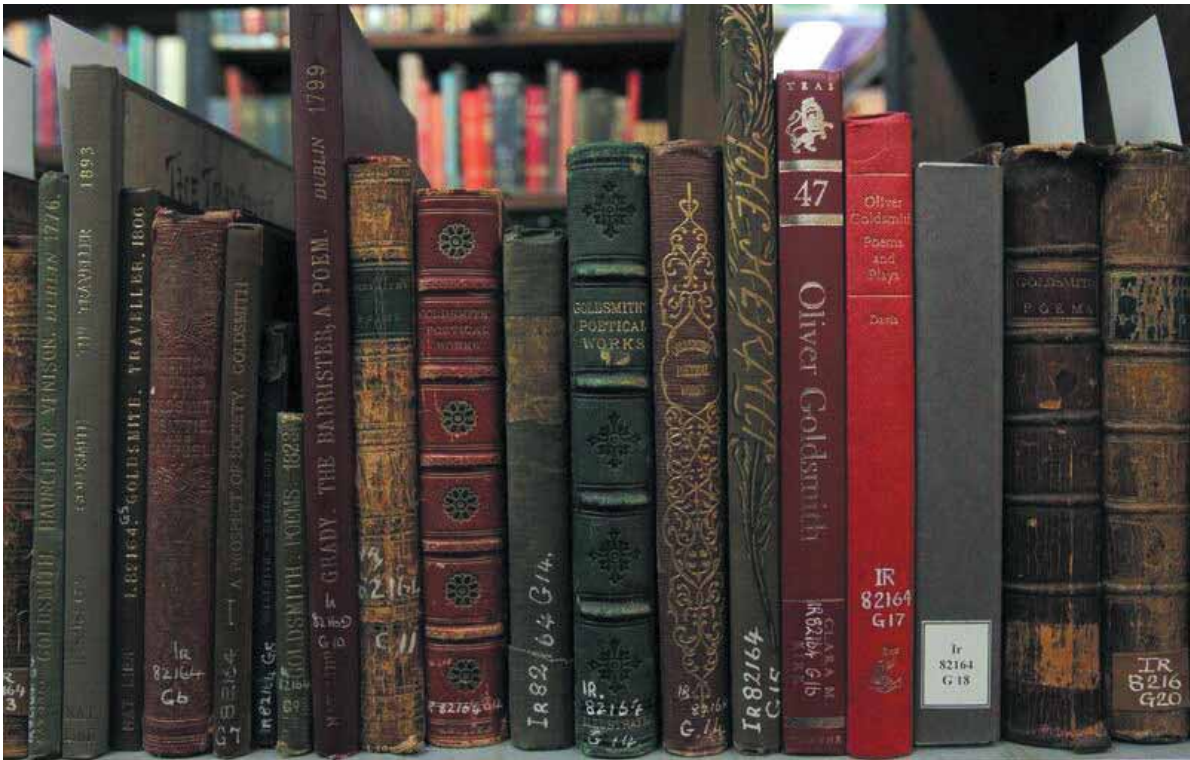
Collection care is a core function of the National Library. The collections we look after range from fragile glass photographic plates and 14th century Gaelic manuscripts, to 25kms of books and the archive of Irish websites. We are working to meet modern standards for all our physical and digital infrastructure, and to provide the best possible experience for our users.

### Building Programme

2018 was a landmark year for the 'Reimagining the National Library of Ireland' project, which has been funded by the Department of Culture, Heritage and the Gaeltacht, with a new onsite store for our invaluable Prints, Drawings and Ephemera collection completed for us by our partners the Office of Public Works. The team completed the move to the new store on September 18th. The new store is fitted with mobile plan chests and provides environmental and fire protection for the entire collection. The store was constructed in the space previously occupied by our seminar room, with events now temporarily accommodated off the main hall. A new purpose built seminar room will be constructed as part of the redevelopment of the West Wing to create welcoming and flexible public spaces.

Significant progress was also made on the construction of a new bookstore for the library's published collections. Work began on site on September 20th 2018 and both the construction work and shelving installation is due to be completed in mid-2019. This new bookstore will provide more than 4,500 linear metres of air-conditioned and fire protected storage for our published collections.

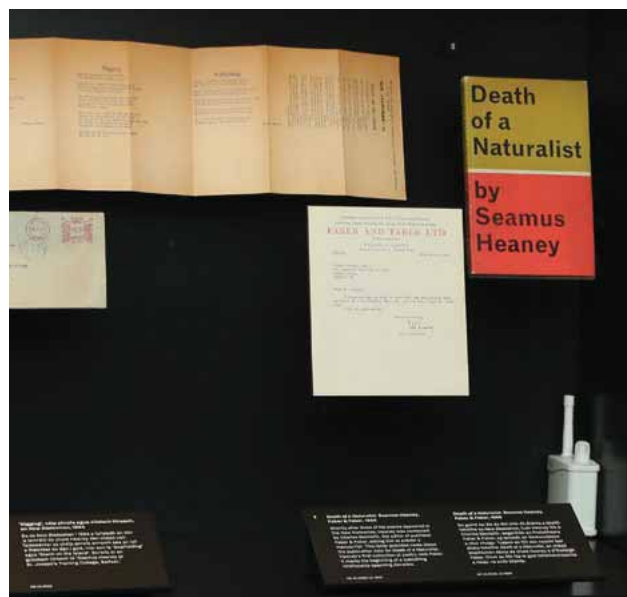




The Published Collections team completed the second phase of the preparatory work for the move. This involved the stockchecking, barcoding and rationalising of the general book collections that remain in the stacks (approximately 45,000 items) and amending the associated catalogue records. The serial collection, comprising 8,000 titles or 40,000 individual volumes were also checked, records amended and those serial titles that are remaining onsite were resized and renumbered. Work was also completed on preparing the multi volume sets and street directories. The intensive work associated with these preparations will ensure a smooth transfer of materials.

## Conservation & Preservation

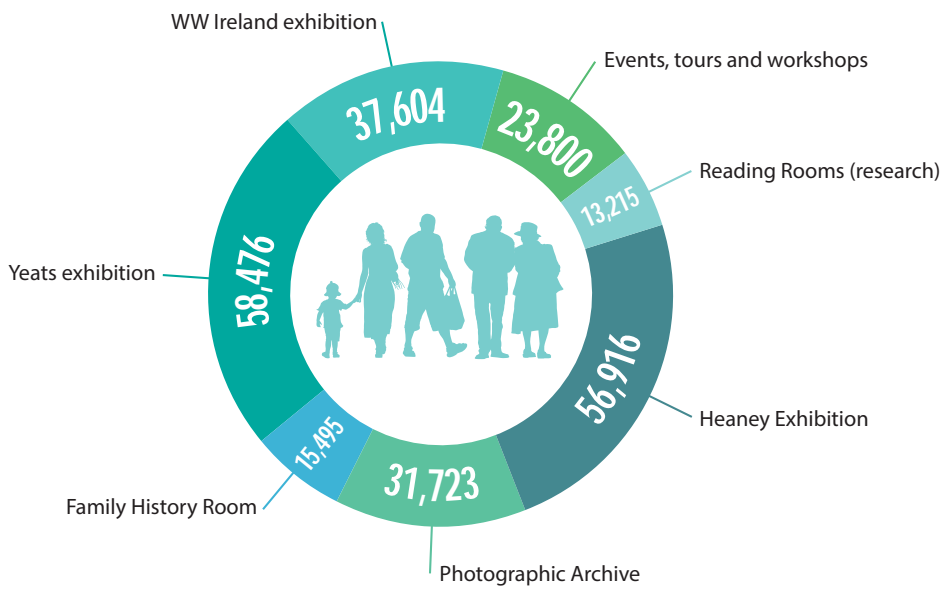
Our conservation team are heavily involved with the building programme, but this is just one part of their work to preserve and conserve the national collections. Conservators advise on how to handle objects safely, assess the condition of material and rehouse it, give advice to members of the public at events and offer workshops on collection care. They also prepare items for digitisation and for exhibitions, at the National Library and elsewhere. During 2018 they conserved material for loan to the Irish Georgian Society exhibition 'Exhibiting Art in Georgian Ireland' and the National Print Museum exhibition 'Print, Protest and the Polls 1908-1918', and prepared material for display at the National Library's exhibition 'Seamus Heaney: Listen Now Again', some of which is shown here.



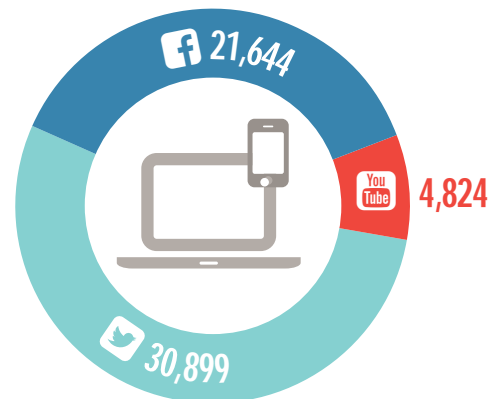
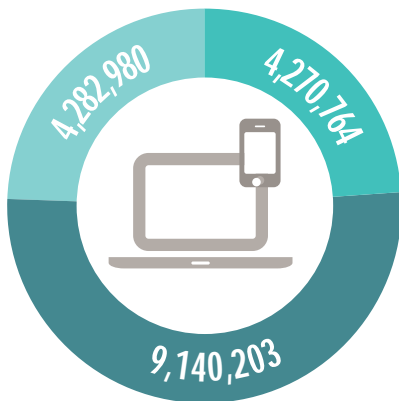
# 3. CONNECT

The National Library has been connecting people with the story of Ireland since 1877, and through the year aimed to inspire all our users, and to grow and further strengthen our connections nationally and internationally.

## Visitor numbers



## Online engagement



- Registers views
- Flickr views
- NLI website views

- Twitter followers
- YouTube views
- Facebook likes

## Top Facebook Posts



**National Library of Ireland**  
3 July 2018 ·  

We are delighted to share our special trailer ahead of Friday's public opening of Listen Now Again. The exhibition is free and no ticket will normally be required. However, we expect high demand during opening weekend and recommend booking a free ticket: [bit.ly/2MC73vo](http://bit.ly/2MC73vo).

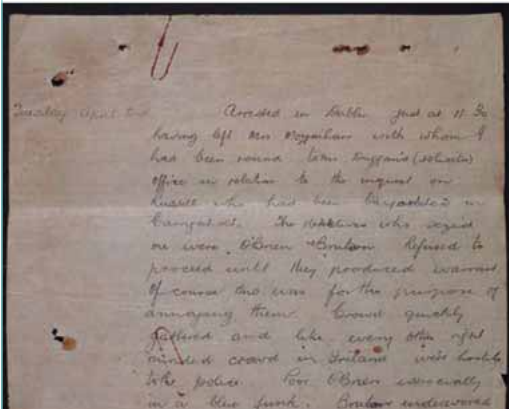


of one of Ireland's best-loved poets:  
Nobel Prize winner Seamus Heaney. -1:18

22,606 Reach | 103 Likes | 57 Shares

**National Library of Ireland**  
3 April 2018 ·  

On the 2nd April 1918, Michael Collins was arrested in Dublin. Take a look at this recently digitised account of his time in Sligo Gaol in April 1918, which contains the poignant sign off "...being fed up this is all for today, perhaps altogether".



16,264 Reach | 154 Likes | 20 Shares

**National Library of Ireland**  
6 February 2018 ·  

Today is the centenary of the Representation of the People Act which gave men over 21 & women over 30 the right to vote! It was a long campaign & newspapers like The Irish Citizen were an important voice for #womensuffrage during WWI.



15,844 Reach | 153 Likes | 122 Shares

## Top Tweets

**National Library of Ireland** @NLireland · 21 Dec 2018

Didn't make it into Newgrange for the #WinterSolstice this year? Why not check out some of the wonderful digitised photographs & prints from our collections here [bit.ly/2GjyKL8](http://bit.ly/2GjyKL8). You can also explore this interesting conversation on Flickr here: [bit.ly/2PuqEir](http://bit.ly/2PuqEir)



Impressions 57,861 | Likes 300 | Retweets 132

**National Library of Ireland** @NLireland · 15 Nov 2018

Of all the staff members in the Library, only some get to call this beautiful room their #workspace. For everyone else - well, we're a little jealous! #Museum30



Impressions 16,615 | Likes 172 | Retweets 37

**National Library of Ireland** @NLireland · 7 Nov 2018

It's a sell out! **Waiting list** only for 'Get Real! Dealing with the Practical Challenges of Digital Preservation' on 9th Nov. Speakers include Lee Hibberd, Raelene Casey, Aisling Keane, Kevin Long & Della Keating. #WDPO19 For more info see: [bit.ly/2QcbuY7](http://bit.ly/2QcbuY7)



**World Digital Preservation Day**  
29 November 2018



Impressions 11,889 | Likes 39 | Retweets 16

## Visit & Event Highlights

Throughout 2018, we welcomed visitors to our buildings to enjoy music and performances, lectures and panel discussions, tours and knowledge-sharing. Members of the National Library team also availed of opportunities to share our story nationally and internationally.

### Families & Young People

Throughout the year we engaged with schools and family groups, through tours, workshops, storytelling and competitions. For the first time in the history of the competition, the final of Poetry Aloud – our partnership with Poetry Ireland where students from all over the island of Ireland take part in a verse-speaking competition – was held in the beautiful surrounds of our historic reading room. This was also the first year in which the competition was supported by University College Cork.



### Tours, Talks, Seminars & Courses

We offered guided tours of our ongoing exhibitions throughout 2018, as well as our popular 'History and Heritage' tour and introductory research workshops each month. There were several 'Hedge Schools' as part of our continuing partnership with History Ireland, ongoing courses hosted in partnership with UCD Adult Education and many well-attended events including the 'Blank Page' series of poets in conversation, and a talk by fashion designer Peter O'Brien, following his donation of drawings to the National Library of Ireland in 2017. We also offered a programme of talks, tours and lectures focusing on the centenary of the Armistice and the end of WWI in November.



## Music & Performance

A highlight of performance was on 16 June at 3pm, with an event dedicated to the presence of James Joyce in Italian culture and created in partnership with the Istituto Italiano di Cultura. Writer Barry McCrea and singer Simon Morgan presented a selection of Joycean songs in English, Irish and Italian, with some short explanations on the meaning of these songs in Joyce's works. In November, we hosted 'Gallipoli, the GPO and Flanders', a special production by award-winning composer Michael Holohan. Supported by the Department of Culture, Heritage and the Gaeltacht, performers included actor Barry McGovern, playwright and actor Donal O'Kelly and the RTÉ ConTempo String Quartet. We also hosted the Bray Gospel Singers for an evening event in December.



## Sharing our Story

Dr Sandra Collins was invited to the opening of the world's newest national library in Qatar in April 2018 and spoke at a number of events surrounding the launch, building relationships within the global network of national libraries. Dr Collins was also elected to the Executive Committee of the Conference of European National Librarians. Several staff members delivered presentations at conferences including the CONUL Library conference, the CILIP Ireland / LAI Annual Joint Conference, the Public Service ICT Conference and the Irish Museums Annual Conference, and took part in the A&SL Librarians Aloud podcast series. We also shared our stories and expertise with the Junior Cycle for Teachers (JCT) History Team, a Department of Education & Skills support service for schools.

## Exhibitions

### Yeats exhibition: The Life and Work of William Butler Yeats

Drawing on the NLI's extensive Yeats collection, this award-winning, permanent, multimedia exhibition delves into the life of one of the great poets of the twentieth century and his many fascinating interests including literature, folklore, theatre, politics and the occult.



### World War Ireland: Exploring the Irish Experience

'World War Ireland' opened in November 2014, with support from the British Embassy in Ireland. The exhibition explores the Irish experience on the home front during WWI through collections of letters, diaries, recruiting posters, newspaper reports, cartoons, and leaflets. First hand personal accounts and eyewitness testimony give visitors a unique insight into what life was like for Irish soldiers both overseas and at home during the Great War.



### Photo Detectives

'Photo Detectives' opened at the National Photographic Archive in September 2017 and ran until autumn 2018. The exhibition celebrated the NLI's rich photographic collections and highlights the work of the global Flickr community who investigate them. It featured 26 striking images and stories dating from 1871 to 1970 that revealed almost a century of changing Irish lives.





## From Ballots to Bullets: Ireland 1918-1919

'From Ballots to Bullets: Ireland 1918-1919' opened at the National Photographic Archive in September 2018. It charts two turbulent and defining years in Irish life, through the NLI's rich holding of photographs, newspapers, posters, postcards and advertisements. It was launched by Senator Ivana Bacik, chair of the Oireachtas Vótáil100 committee.



## Travelling Exhibitions

Our travelling exhibitions explore heraldry, children's literature, World War I, Joyce and Ulysses, maps and newspapers. All exhibitions are available to borrow nationally and internationally. In 2018, the exhibitions travelled to schools, libraries and visitor centres around Ireland, including to Dublin, Kilkenny, Mayo and Tipperary.

## 4. INNOVATE

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

The Digital Collections team collected born digital material throughout 2018, adding to our web archive, which preserves and makes Irish content websites from 2011 to the present openly available. We also continued work through 2018 on our Born Digital pilot projects, liaising closely with our three project participants, and developing relationships with other organisations engaged in similar work. The team have also set up and trialled new workflows around our new forensic work station.

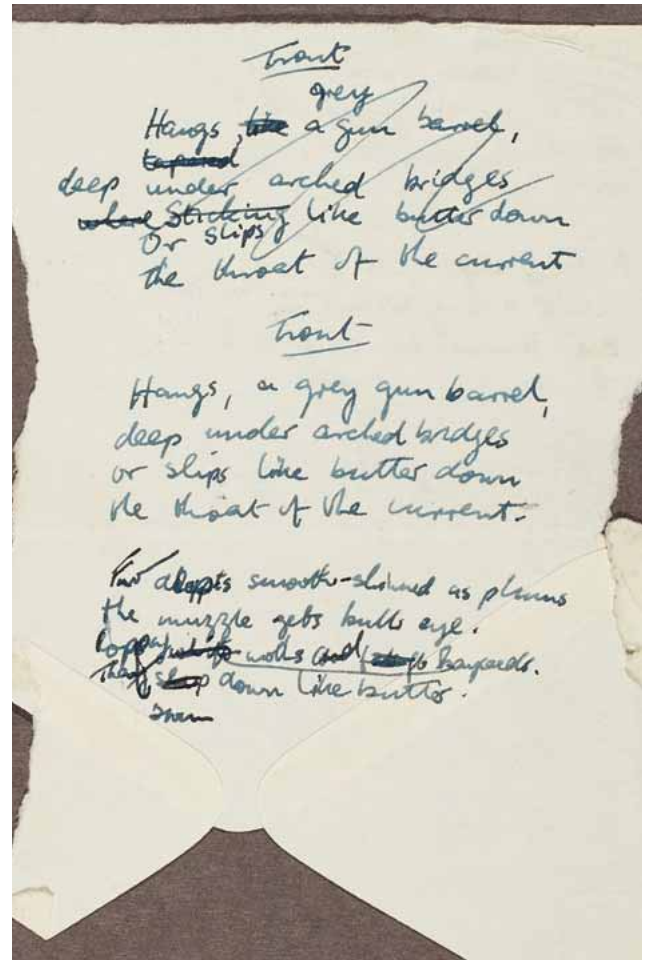
### Digitisation and web-archiving highlights



We created nearly 32,670 digital images through our digitisation programme in 2018. This encompassed 5,232 photographs and 708 prints and drawings, including this image from the Eblana collection.



Another image from the Eblana collection, digitised in 2018



The Seamus Heaney archive was amongst our manuscript collections digitised in 2018.

Through our permissions-based web archiving, we now have more than 18 TB of data freely searchable through our website - with sites on topics from Brexit to the blasphemy referendum captured during 2018.



## 5. COLLABORATE

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.

### Diversity & Inclusion

Throughout the year, we worked to deliver our first Diversity and Inclusion policy, launched in June 2018, and to begin implementing the actions arising from it. The Diversity and Inclusion Committee coordinated progress, with input from facilitators and diverse, minority and under-represented communities. The Policy was translated into all languages identified by the Central Statistics Office as having more than 10,000 native speakers resident in Ireland, and published online. The National Library provided input to the Department of Justice and Equality for their national LGBTI inclusion strategy and the Irish Queer Archive in the NLI was named as one of the priorities in the Department of Children and Youth Affairs' LGBTI+ National Youth Strategy 2018-2020.



### Dublin Culture Club

Culture Club connects people to museums, galleries, libraries and other cultural venues in a fun and easy way. Through Culture Club, an initiative of Dublin City Council, people are invited to get involved, broadening the reach of culture in Dublin to as many Dubliners as possible. We were delighted to welcome groups to the National Library during 2018 as part of this partnership, for sessions that included guided tours followed by 'Tea and Chats' - facilitated discussions where people get the opportunity to reflect on their experience, learn from and connect with one another.



## Seamus Heaney: Listen Now Again

Our major exhibition 'Seamus Heaney: Listen Now Again' opened to the public at the Bank of Ireland Cultural and Heritage Centre on Westmoreland Street on 6 July. The exhibition was made possible through a partnership between the Bank of Ireland, the Department of Culture, Heritage and the Gaeltacht, and the National Library of Ireland, and with the support of the Heaney family. An intimate and immersive experience for visitors, the exhibition was opened by President of Ireland, Michael D Higgins, and had welcomed more than 55,000 visitors in the first 6 months since opening.



## Digital Partnerships

Digital Collections continued collaborating with The 100 Archive to preserve Irish website design by archiving nominated sites and also holding a Heritage Week event entitled 'Save As: Creating and Preserving Irish Digital Design', in August 2018.

Digital Collections began collaborating with the Insight Centre for Data Analytics, UCD, on a pilot project led by Dr Derek Greene to investigate applying methodologies from data science and network analysis to explore NLI Selective Web Archive Data.

We also organised the first National Library event to celebrate World Digital Preservation Day, which featured a keynote address by Lee Hibberd, Digital Preservation Officer from the National Library of Scotland. The National Library's Della Keating also gave a talk - 'Get Real and Get Ready: Become a Place of Greater Safety' - at the seminar along with other speakers from the Digital Repository of Ireland, National University of Galway, and the Irish Film Institute.

# Board Member Attendance

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<i>Board Member</i>	<i>Meetings attended</i>	<i>Meetings eligible to attend</i>
Ciara Breathnach	8	9
Bob Collins	6	9
Maeve Conrick	7	9
James Dorgan	9	9
Jack Keyes	6	9
Conor Kostick	9	9
Katherine McSharry	9	9
Eoin McVey	9	9
Susan Philips	9	9
Susan Schreibman	7	9
Paul Shovlin (Chairman)	9	9
Jennifer Taaffe	8	9

Board Members serve in a voluntary capacity and receive no payments for attendance at Board meetings.







# Governance Statement and Board Members' Report

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For the year ended 31<sup>st</sup> December 2018

## 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 Culture, Heritage and the Gaeltacht 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 the National Library of Ireland 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 to prepare financial statements in such form as may be approved by the Minister for Culture, Heritage and the Gaeltacht and to keep all proper and usual accounts of money received and expended by it.

In preparing these financial statements, the Board of the National Library of Ireland 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 National Library of Ireland's website is the responsibility of the Board.

The Board is responsible for approving the annual plan and budgets. This is an on-going evaluation of the performance of the National Library of Ireland 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 the National Library of Ireland at 31 December 2018. The Board approved the signing of this statement and the financial statements for the year ended 31 December 2018 on the 17<sup>th</sup> April 2019.

## Board Structure

The Board consists of a Chairperson and 11 ordinary members, all of whom are appointed by the Minister for Culture, Heritage and the Gaeltacht. The members of the Board were appointed for a period of 5 years and meet 9 times per annum. The Table below details the appointment period for the current members:

<i>Board Members</i>	<i>Role</i>	<i>Date Appointed</i>	<i>Additional Detail</i>
Paul Shovlin	Chairperson	23 October 2015	
Bob Collins	Ordinary Member	30 September 2015	
Ciara Breathnach	Ordinary Member	30 September 2015	
Conor Kostick	Ordinary Member	30 September 2015	
Eoin McVey	Ordinary Member	11 November 2015	Royal Dublin Society Nominee
Jack Keyes	Ordinary Member	30 September 2015	
James Dorgan	Ordinary Member	30 September 2015	
Jennifer Taaffe	Ordinary Member	30 September 2015	
Katherine McSharry	Ordinary Member	19 November 2015	NLI Staff Nominee
Maeve Conrick	Ordinary Member	30 September 2015	
Susan Philips	Ordinary Member	11 November 2015	Royal Dublin Society Nominee. Re-appointed in 2015 for another term.
Susan Schreiberman	Ordinary Member	30 September 2015	

The Board completed a self-assessment effectiveness review in February 2018 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). The Readers Advisory Committee is made up of three board members and three 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 meets three times a year. 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 meets on average three times a year. 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 Audit and Risk Committee are Mr. Eoin McVey (Chair), Ms. Maeve Conrick, Mr. James Dorgan and Ms. Teresa Harrington (external independent member – a qualified accountant). There were four meetings of the ARC in 2018.

## Schedule of Attendances, Fees and Expenses

A schedule of attendance at the Board and Committee meetings for 2018 is set out in Note 5(d) to the Financial Statements.

## Key Personnel Changes

There were no changes in the membership of the Board during 2018.

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

The Board is responsible for ensuring that the Library 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(c) to the financial statements.
- Consultancy costs - set out in note 5(f) to the financial statements
- Legal costs and settlements – set out in note 5 (f) to the financial statements
- Travel and subsistence expenditure – set out in note 5 (a) to the Financial Statements
- Hospitality expenditure – there was no hospitality expenditure by the Library in either 2017 or 2018.

## Statement of Compliance

The Board has adopted the Code of Practice for the Governance of State 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 2018.

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



Paul Shovlin  
*Chairman*



Sandra Collins  
*Director*

Date: 24<sup>th</sup> May 2019

# Statement on Internal Control

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For the year ended 31<sup>st</sup> December 2018

## 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 2018 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 2018.

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 ARC has developed a risk management policy, which sets out its 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 Board reviewed and updated its risk management policy during 2018 and it also approved a risk appetite statement for the Library.

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. The outcome of these assessments is used to plan and allocate resources to ensure risks are managed to an acceptable level. The structure and layout of the NLI's risk register was updated during 2018.

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 2018.

## 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 2018 on 21<sup>st</sup> March 2019.

## Internal Control Issues

There were no internal control weaknesses identified during 2018 other than those disclosed below relating to expenditure in the amount of €116,348 on three contracts:

- One contract (2018 €37,635; 2017 €18,700) related to the provision of legal services on an expired contract. The National Library continued to use these legal services after the contract expired on a number of on-going issues. Following the establishment of legal framework by the Office of Government Procurement in August 2016, the National Library of Ireland tendered and secured a new contract in May 2018.
- One contract (2018 €18,956; 2017 €230,353) related to the provision of security services on an expired contract. The delay was primarily due to the National Library awaiting resolution of a legal issue with regard to the new contract, following the establishment of a security service framework by the Office of Government Procurement in October 2016. The National Library of Ireland tendered and secured a new contract in February 2018.

- One contract (2018 €59,757; 2017 €62,609) 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 in September 2018.

The above contracts were reported in the NLI's 2017 Financial Statements and are reported again here as they were resolved during 2018.

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



Paul Shovlin  
*Chairman*



Sandra Collins  
*Director*

Date: 24<sup>th</sup> May 2019

# 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 ending 31 December 2018 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 2018 and of its income and expenditure for 2018 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.

Andrew Harkness  
For and on behalf of the Comptroller and Auditor General  
5 June 2019

## Appendix to the report

### Responsibilities of Board members

The governance statement and Board members' report sets out the Board members' responsibilities. 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 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 there are 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 there is 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 2018

	Note	2018 €	2017 €
<b>INCOME</b>			
Oireachtas Grants	2	7,652,880	8,315,831
Donations (Materials and Cash)	3	2,087,739	4,125,939
Net Deferred Pension Funding	6 (c)	1,366,196	1,105,099
Other Income	4	421,627	170,708
Transfer from / (to) the Capital Account	9	(2,795,413)	(6,014,282)
<b>Total Income</b>		<b>8,733,029</b>	<b>7,703,295</b>
<b>EXPENDITURE</b>			
Administration and Operations	5	5,565,393	5,280,274
Programmes	7	847,304	902,917
Retirement Benefit Costs	6 (a)	1,914,000	1,664,249
Depreciation	10	389,849	230,565
<b>Total Expenditure</b>		<b>8,716,546</b>	<b>8,078,005</b>
Surplus / (Deficit) for the Year after Appropriations		16,483	(374,710)
Balance Brought Forward at 1 January		248,725	623,435
<b>Balance Carried Forward at 31 December</b>		<b>265,208</b>	<b>248,725</b>

The Statement of Cash Flows and notes 1 to 17 form part of these financial statements.

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



Paul Shovlin  
Chairman



Sandra Collins  
Director

Date: 24<sup>th</sup> May 2019



# Statement of Comprehensive Income

For the year ended 31<sup>st</sup> December 2018

	Note	2018 €	2017 €
<b>Surplus / (Deficit) for the year</b>		<b>16,483</b>	<b>(374,710)</b>
Experience gains on retirement benefit obligations	6 (d)	1,577,000	(682,000)
Change in assumptions underlying the present value of retirement benefit obligations	6 (b)	4,157,000	( 2,178,000 )
<b>Total actuarial gain / (loss) in the year</b>		<b>5,734,000</b>	<b>( 2,860,000 )</b>
Adjustment to deferred retirement benefits funding		(5,734,000)	2,860,000
<b>Total Comprehensive Income for the year</b>		<b>16,483</b>	<b>(374,710)</b>

The Statement of Cash Flows and notes 1 to 17 form part of these financial statements.

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

Paul Shovlin  
Chairman

Sandra Collins  
Director

Date: 24<sup>th</sup> May 2019

# Statement of Financial Position

As at 31<sup>st</sup> December 2018

	Note	2018 €	2017 €
<b>Fixed Assets</b>			
Property, Plant & Equipment	10	2,498,429	2,328,551
Heritage Assets	11	24,166,091	21,540,555
<b>Total Fixed Assets</b>		<b>26,664,520</b>	<b>23,869,106</b>
<b>Current Assets</b>			
Receivables	12	158,897	162,269
Cash and Cash Equivalents		1,187,142	1,010,856
		<b>1,346,039</b>	<b>1,173,125</b>
<b>Current Liabilities (amounts falling due within one year)</b>			
Payables	13	1,080,831	924,400
<b>Net Current Assets</b>		<b>265,208</b>	<b>248,725</b>
<b>Retirement Benefits</b>			
Retirement Benefit Obligations	6 (b)	(39,242,000)	( 43,587,104 )
Deferred Retirement Benefit Funding Asset	6 (b)	39,242,000	43,587,104
<b>Total Net Assets</b>		<b>26,929,728</b>	<b>24,117,831</b>
<b>Representing</b>			
Capital Account:			
Heritage Fixed Assets	9	24,166,091	21,540,555
Operational Fixed Assets	9	2,498,429	2,328,551
Retained Revenue Reserves		265,208	248,725
		<b>26,929,728</b>	<b>24,117,831</b>

The Statement of Cash Flows and notes 1 to 17 form part of these financial statements.

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

Paul Shovlin  
Chairman

Sandra Collins  
Director

Date: 24<sup>th</sup> May 2019

# Statement of Cash Flows

For the year ended 31<sup>st</sup> December 2018

	2018	2017
	€	€
<b>Net Cash Flows from Operating Activities</b>		
Excess Income over Expenditure / (Expenditure over Income)	16,483	( 374,710 )
Donated Materials	( 2,077,500)	( 4,076,800 )
Depreciation of Fixed Assets	389,849	230,565
(Increase) / Decrease in Receivables	3,372	6,652
Increase / (Decrease) in Payables	156,432	413,916
Increase / (Decrease) in Capital Account	2,795,413	6,014,282
<b>Net Cash Inflow from Operating Activities</b>	<b>1,284,049</b>	<b>2,213,905</b>
<b>Cash Flows from Investing Activities</b>		
Payments to acquire Property, Plant & Equipment	( 559,727)	( 765,532 )
Payments to acquire Heritage Assets	( 548,036)	( 1,402,515)
<b>Net Cash Flows from Investing Activities</b>	<b>( 1,107,763)</b>	<b>( 2,168,047 )</b>
<b>Cash Flows from Financing Activities</b>		
Bank Interest received	-	-
<b>Net Cash Flows from Financing Activities</b>	<b>-</b>	<b>-</b>
<b>Net Increase/(Decrease) in Cash and Cash Equivalents</b>	<b>176,286</b>	<b>45,858</b>
Cash and Cash Equivalents at 1 January	1,010,856	964,998
<b>Cash and Cash Equivalents at 31 December</b>	<b>1,187,142</b>	<b>1,010,856</b>

# Notes to the Financial Statements

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For the year ended 31<sup>st</sup> December 2018

## 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 2018 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 Culture, Heritage & the Gaeltacht 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 14, 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 is generally recognised on an accruals basis except in the case of Oireachtas Grants, which are 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) Fixtures and Fittings	10% per annum
(ii) Computers	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. For exhibitions with a finite life, the Library depreciates related assets over their estimated useful lives or over the useful life of the exhibition, whichever is shorter.

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 ameliorated 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 Culture, Heritage and the Gaeltacht 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 Culture, Heritage and the Gaeltacht.

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 Directors 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 has recognised deferred funding for retirement benefits recognised in the year ended 31 December 2018. In the judgement of the Board the funds required to meet these unfunded pension obligations will continue to be provided by the Department of Culture, Heritage and the Gaeltacht or its successor entities.
- Pension contributions under the Single Scheme are remitted to the Department of Public Expenditure and Reform. The Single Scheme has been accounted for as a defined benefit scheme and is included in the 2018 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 the Vote 33 of the Department of Culture, Heritage, and the Gaeltacht ("the Department") as shown in the financial statements consist of:

		2018	2017
	<b>Sub-head</b>	<b>€</b>	<b>€</b>
National Library of Ireland – Current	A.11	7,085,000	6,815,000
Cultural Infrastructure and Development - Capital	A.7	75,373	1,022,831
National Library of Ireland – Capital	A.11	478,000	478,000
NLI Diversity and Inclusion – Current	A.6	10,000	-
Digitisation Fund - Capital	A.15	4,507	-
		<b>7,652,880</b>	<b>8,315,831</b>

Grants under Sub-head A.11 are the National Library's annual grants for operational purposes including pay, pensions, administrative and programme expenditure, collections and minor capital improvements.

Grants under Sub-head A.6 are towards the National Library's initiatives in the area of Diversity and Inclusion. Grants under Sub-head A.15 are to support the National Library to digitise its collections to facilitate support on-line access.

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

	2018	2017
	<b>€</b>	<b>€</b>
Collections relating to William Butler Yeats	-	500,000
Development of the Seamus Heaney Exhibition	-	453,846
Conservation of Genealogical Office manuscripts	-	45,000
Re-imaging the National Library – Capital Development	75,373	23,985
	<b>75,373</b>	<b>1,022,831</b>

The National Library has partnered with the Department and the Bank of Ireland on the development of its exhibition on Seamus Heaney in the redeveloped Bank of Ireland in College Green, Dublin. The Department provided funding towards the curation of the Exhibition in 2017 (€651,000). The operational costs of the exhibition are co-funded between the National Library and the Bank of Ireland. The exhibition launched on 4th July 2018 and Bank of Ireland contributed €200,000.

The conservation of Genealogical Office Manuscripts is a completed programme funded for three years from 2015. Progress reports were provided to the Department to support the requests for drawdown of funding.

A contribution was provided towards the Westwing Development in December 2018 which will form part of our ongoing works with the Office of Public Works.

All grant funding provided under Sub-heads A.7 was reimbursed in arrears based on the production of invoices, contracts and / or payroll reports and evidence of payment. There were no amounts outstanding at the year end.

### 3. Donations

	2018	2017
	€	€
Donated Materials	2,077,500	4,076,800
Donations – Cash	10,239	49,139
	<b>2,087,739</b>	<b>4,125,939</b>

Donations of collection items are capitalised if they are valued at €5,000 or more in accordance with the Collection Policy (see Note 7 (a)). During 2018, there were 7 donations made to the National Library's Special Collections valued at €5,000 or more and these are detailed in Note 7 (a), Collections. There were no donations made under Section 1003 of the Taxes Consolidation Act 1997 (as amended by the Finance Act 2002) during 2018.

### 4. Other Income

	2018	2017
	€	€
Copying Services	51,244	71,974
Royalties and Reproduction Services	22,016	25,784
Heraldry Income	41,157	16,777
Direct Costs of Heraldry	( 40,546 )	( 13,982 )
Research Data Alliance – European Grant	121,929	31,435
Café Joly	1,274	22,514
Heritage Council Grant	9,151	10,000
Heaney Exhibition Retail Income	43,631	-
Heaney Exhibition Retail Costs	( 28,351 )	-
Sponsorship	200,000	6,782
Miscellaneous Income	122	( 576 )
	<b>421,627</b>	<b>170,708</b>

The grant received from the Research Data Alliance (RDA) supports research data management consultancy services and events, the expenses incurred by the Director in relation to her participation in the Research Data Alliance, and an administrative overhead. The National Library received further RDA funding during 2018.

The grant received from the Heritage Council of Ireland is a contribution towards the costs of employment by the National Library of a full-time Conservation Intern. This programme is an annual programme that commences in November each year. This programme was not run for the whole of 2018.

The Sponsorship monies in the amount of €200,000 were received from 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's Heritage Centre in its premises on College Green, Dublin 2.

## 5. Administration & Operations

		2018	2017
	Note	€	€
Remuneration and other Staff Costs	5(a)	4,212,741	4,134,252
Electricity, Cleaning and Utilities		310,553	277,503
Communications and IT		262,434	243,383
Security		228,313	230,353
Consultancy Costs	5(f)	146,402	107,405
Miscellaneous Operating Expenses		204,058	86,666
TCD Santry Storage Costs		97,453	102,997
Office Expenses		37,566	63,655
Repairs, Maintenance and Leasing Charges		61,772	27,783
Foreign Exchange Rate Losses		3,894	5,395
Prompt Payment Interest		207	882
		<b>5,565,393</b>	<b>5,280,274</b>

### (a) Remuneration - Aggregate Employee Benefits

		2018	2017
	Note	€	€
Staff Salaries		3,743,308	3,689,700
Employer PRSI		291,093	269,413
Board Members' Expenses and Director Remuneration	5 (d)/(e)	119,134	114,144
<b>Aggregate Employee Benefits</b>		<b>4,153,535</b>	<b>4,073,257</b>
Staff Travel and Subsistence		20,781	33,403
Staff Training and Development		38,425	27,592
<b>Remuneration and other Staff Costs</b>		<b>4,212,741</b>	<b>4,134,252</b>

### Staff Short-Term Benefits

	2018	2017
	€	€
Basic pay	3,629,482	3,581,343
Overtime	18,782	19,813
Allowances	95,044	88,544
	<b>3,743,308</b>	<b>3,689,700</b>

The staff pension related deduction (PRD) for 2018 was €147,609 (€135,301: 2017).

### Staff Expenses

	2018	2017
	€	€
Staff Travel and Subsistence - Domestic	4,157	10,131
Staff Travel and Subsistence - International	16,624	23,272
	<b>20,781</b>	<b>33,403</b>

## (b) Staff Numbers (Full-Time-Equivalents or FTEs)

	2018	2017
Staff Numbers (FTEs)	85.7	78.6

## (c) Employee short-term benefits breakdown

Range of total employee benefits From - To	Number of Employees	
	2018	2017
€60,000 - €69,999	16	11
€70,000 - €79,999	6	7
€80,000 - €89,999	3	1
€90,000 - €99,999	0	0
€100,000 - €109,999	0	1
€110,000 - €119,999	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.

This table includes the Management Advisory Committee ("MAC") and other senior grades authorised to enter contracts and make financial commitments on behalf of the organisation subject to specified authorisation limits and whose members are considered to be key management personnel of the National Library as defined under FRS 102. Employee benefits paid to or on behalf of Leadership Team members in 2018 comprised Salary of €631,432 (€536,826:2017) and Employer PRSI of €49,907 (€40,675:2017).

## (d) Board Members' Expenses

Board Member	Board Meetings Attended	Audit & Risk Committee (ARC)	Readers Advisory Committee Attended	Genealogy & Heraldry Committee Attended	Board Fees	Vouched Expenses €
Paul Shovlin (Chairman)	9				-	-
Ciara Breathnach	8		2		-	-
Bob Collins	6				-	-
Maeve Conrick	7	3			-	1,094
James Dorgan	9	4			-	-
Jack Keyes	6		3		-	1,070
Conor Kostick	9			1	-	-
Katherine McSharry	9		3		-	-
Eoin McVey	9	4			-	-
Susan Philips	9			2	-	515
Susan Schreibman	7			1	-	-
Jennifer Taaffe	8			3	-	-
Teresa Harrington (Not a member of the Board but Co-opted onto ARC)		4			-	-
						<b>2,679</b>

The Library does not pay fees to Board members. It should be noted that 85% of the above expenses paid in 2018 relate to 2017. An accrual has not been raised for any further expenditure pertaining to 2018 that has not yet been claimed.

### (e) Director Remuneration

	2018	2017
	€	€
Director excl. employers PRSI (appointed August 2015)	112,799	99,709
Correction of 2017 Salary – Arrears Paid in 2018	3,656	
	<b>116,455</b>	<b>99,709</b>

The remuneration package also includes standard public sector pension arrangements. There are no bonuses or Benefits-in-Kind applicable to this position. The Director's salary was subject to a correction for 2017 that was applied in 2018.

### (f) Consultancy Costs

	2018	2017
	€	€
Consultancy	84,081	32,745
Audit	33,743	23,936
- External Audit	21,000	20,000
- Internal Audit	12,743	3,936
Legal	21,147	35,508
Translation	7,431	15,216
	<b>146,402</b>	<b>107,405</b>

Consultancy costs include the cost of external advice to management and exclude outsourced 'business-as-usual' functions. The Office of Comptroller and Auditor General external audit fee is €21,000 (2017: €20,000).

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

## 6. Retirement Benefit Costs

### a) Analysis of total retirement benefit costs charged to the Income and Expenditure Account

	2018	2017
	€	€
Gross Current Service Cost	1,308,000	1,066,000
Interest Cost	735,000	707,000
Employee Contributions	( 129,000 )	( 108,751 )
	<b>1,914,000</b>	<b>1,664,249</b>

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

	2018	2017 Restated
	€	€
Opening Defined Benefit Obligation	43,590,000	39,625,000
Current Service Cost	1,308,000	1,066,000
Interest Cost	735,000	707,000
Actuarial (Gain) / Loss – Financial Assumptions	(4,157,000)	2,178,000
Actuarial (Gain) / Loss – Experience	(1,577,000)	682,000
Benefits less Paid Member Contributions	(657,000)	( 668,000 )
<b>Closing Defined Benefit Obligation</b>	<b>39,242,000</b>	<b>43,590,000</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:

	2018	2017
	€	€
Funding recoverable in respect of current year retirement benefit costs	2,043,000	1,773,000
State grant applied to pay retirement benefits	( 676,804 )	( 667,901 )
	<b>1,366,196</b>	<b>1,105,099</b>

The deferred funding asset for retirement benefits at 31st December 2018 amounts to €39.2m (2017: €43.6m).

## d) History of defined benefit obligations

	2018	2017	2016	2015	2014
	€'000	€'000	€'000	€'000	€'000
Defined Benefit Obligations	39,242	43,590	39,625	33,634	35,171
Experience Gains / (Losses) on Defined Benefit Scheme Liabilities	1,577	( 682 )	754	415	425
Percentage of Plan Liabilities	4.0%	( 1.6% )	1.9%	1.2%	1.2%

## e) General description of the scheme

The 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 1 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 on the 22nd of February 2019 by a qualified independent actuary, taking account of the requirements of the FRS in order to assess the scheme liabilities at 31st December 2018.

The principal actuarial assumptions were as follows:

	2018	2017
Inflation	1.70%	1.90%
Rate of general long-term increase in salaries	2.70%	2.90%
Rate of increase in state benefits	1.70%	1.90%
Rate of increase in deferred benefits	1.70%	1.90%
Pension increases	1.70%	1.90%
Discount rate for scheme liabilities	2.0%	1.70%

## 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 2018 and 2037.

	2018	2037
Life expectancy – male	87.0	87.0
Life expectancy – female	90.1	90.0

## 7. Programmes

		2018	2017
	Note	€	€
<b>Special Collections</b>			
Cataloguing Project		22,574	25,225
Special Collection Acquisitions	7 (a)	283,904	144,196
Conservation		72,382	102,754
IFI / Liam O'Leary Collaboration		-	7,715
MSS Reading Room Services		660	966
		379,520	280,856
<b>Published Collections</b>			
Published Collection Acquisitions	7 (a)	107,388	143,610
Book Cleaning Project		-	22,386
Processing and Binding		4,640	6,057
Reader Services		7,493	16,071
		119,521	188,124
<b>Outreach</b>			
Public Programmes, Communications, and Engagement		211,061	287,455
WW1 Ireland: Exploring the Irish Experience		11,788	22,109
2017 Commemorations		816	690
Heaney Exhibition – 'Listen Now Again'		4,009	
Other Exhibitions		44,994	23,981
William Butler Yeats Exhibition		7,161	6,504
		279,829	340,739
<b>Genealogy &amp; Heraldry</b>			
Genealogical Research Service		26,097	40,107
Genealogical Office Cataloguing and Conservation Projects		12,358	6,172
Other Genealogy & Heraldry Expenses		3,090	3,147
		41,545	49,426
<b>Digital Collections</b>			
Library-Specific Software		13,156	20,436
Digital Collections Cataloguing		518	1,409
Library Equipment & Maintenance		13,215	21,927
		26,889	43,772
		847,304	902,917



## (a) Acquisitions

	2018
Note	€
<b>Special Collections acquisitions funded through Current Grant</b>	
Antiquarian and Rare Books	134,438
Manuscripts	93,598
Prints & Drawings	41,915
Ephemera	8,236
Photographs	5,717
	<hr/> 283,904
<b>Special Collections acquisitions funded through Capital Grant</b>	
James Joyce and Henri Matisse – Rare edition of Ulysses	15,886
Christy Brown Additional Papers	6,479
Irish language manuscript by Conchubhar Ó Géarghainn	6,750
Westby Estate Atlas	9,500
Papers relating to Maud Gonne's memoir	9,000
Annaly-Clifden Estate Collection/Annaly/Clifden Papers	27,000
Butler Agar Archive	8,750
WB Yeats – Olivia Shakespeare Letters	293,326
Miscellaneous Manuscripts	41,338
Charles Smyth – Ancient & Present State of Co. Kerry (1756)	9,600
	<hr/> 427,629
	11
<b>Special Collections acquired through donation</b>	
Diary of Andrew J. Byrne	7,500
Cyril Cusack Papers	20,000
O'Connell Family Papers	20,000
Second Look Project Collection	15,000
Seamus Heaney Letter to Patricia Hogan	5,000
Roddy Doyle Archive (Additional Papers)	10,000
Band Aid Papers	2,000,000
	<hr/> 2,077,500
	11
<b>Digital Collections acquisitions funded through Capital Grant</b>	
Web Archiving	120,407
	<hr/>
<b>Published Collections acquisitions funded through Current Allocation</b>	
Books	15,914
Online and CD-ROM Subscriptions	73,062
Newspapers	8,994
Periodicals	9,418
	<hr/> 107,388
	<hr/>
<b>Total Acquisitions</b>	<b>3,016,828</b>

As outlined in AP1(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. 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 2018 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.

Within the collections donated in 2018 are various items valued at €77,500. Although the National Library accounts for these items in the same manner as donations these items have entered the National Collection by way of a long term deposit that is considered to be effectively permanent.

## 8. Capital Commitments

There was no contractual commitments in place at 31st December 2018.

## 9. Capital Account

### a) Heritage Assets

	2018	2017
	€	€
Opening Balance	21,540,555	16,061,240
Heritage Assets acquired	548,036	1,402,515
Heritage Assets donated	2,077,500	4,076,800
<b>Closing balance (Note 11)</b>	<b>24,166,091</b>	<b>21,540,555</b>

### b) Operational Fixed Assets

	2018	2017
	€	€
Opening Balance	2,328,551	1,793,584
To fund Fixed Asset purchases	559,727	765,532
Amortisation in line with asset depreciation	( 389,849 )	( 230,565 )
<b>Closing Balance (Note 10)</b>	<b>2,498,429</b>	<b>2,328,551</b>

## 10. Property, Plant & Equipment

	IT Equipment	Equipment	Furniture & Fittings	Exhibitions operating or in the course of construction	Total
<b>Cost</b>	€	€	€	€	€
At 1 January	2,822,888	1,385,793	1,167,273	949,690	6,325,644
Additions	13,402	-	-	546,325	559,727
Disposals	( 8,428 )	-	-	-	( 8,428 )
Transfers	-	-	-	-	-
<b>At 31 December</b>	<b>2,827,862</b>	<b>1,385,793</b>	<b>1,167,273</b>	<b>1,496,015</b>	<b>6,876,943</b>
<b>Depreciation</b>					
At 1 January	1,738,266	1,292,802	966,025	-	3,997,093
Charge for the year	92,526	35,955	47,652	213,716	389,849
Disposals	( 8,428 )	-	-	-	( 8,428 )
<b>At 31 December</b>	<b>1,822,364</b>	<b>1,328,757</b>	<b>1,013,677</b>	<b>213,716</b>	<b>4,378,514</b>
<b>Net Book Value</b>					
At 1 January	1,084,622	92,991	201,248	949,690	2,328,551
Net movement for the year	( 79,124 )	(35,955)	( 47,652)	332,609	169,878
<b>At 31 December</b>	<b>1,005,498</b>	<b>57,036</b>	<b>153,596</b>	<b>1,282,299</b>	<b>2,498,429</b>

### a) Exhibitions in the course of construction

The balance of exhibitions in the course of construction as at the 31st of December 2018 relates to the Seamus Heaney exhibition that launched on 4th July 2018. This is a collaborative project between the National Library of Ireland, the Department of Culture, Heritage and the Gaeltacht and Bank of Ireland. The Exhibition is in the Bank of Ireland Cultural Centre on College Green and it is to operate until December 2021. The depreciation charge to 2018 in the amount of €213,716 reflects one half year of the three and a half year's operating period July 2018 to December 2021 with a half year's depreciation charge for 2018. This is in line with the Library's accounting policies.

## 11. 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.

#### 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.

#### 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 2018 and the previous four accounting periods are set out below.

	<b>Manuscripts</b>	<b>Digital</b>	<b>Visual</b>	<b>Printed</b>	<b>Total</b>
<b>Cost or Valuation:</b>	€	€	€	€	€
At 1 January	14,836,858	2,086,660	2,929,864	1,687,173	21,540,555
Purchases	427,629	120,407			548,036
Donation Materials	2,077,500	-	-	-	2,077,500
At 31 December	<b>17,341,987</b>	<b>2,207,067</b>	<b>2,929,864</b>	<b>1,687,173</b>	<b>24,166,091</b>

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

	<b>2018</b>	<b>2017</b>	<b>2016</b>	<b>2015</b>	<b>2014</b>
	€	€	€	€	€
<b>Additions</b>					
Manuscripts	427,629	825,505	433,672	533,631	193,736
Digital	120,407	74,574	81,210	225,673	289,329
Visual		63,102	15,092	1,515,263	-
Printed		439,334	-	31,905	-
	548,036	1,402,515	529,974	2,306,472	483,065
	<b>548,036</b>	<b>1,402,515</b>	<b>529,974</b>	<b>2,306,472</b>	<b>483,065</b>

## 12. Receivables

	2018	2017
	€	€
Prepayments and Accrued Income	97,557	107,155
Debtors	61,340	55,114
	<b>158,897</b>	<b>162,269</b>

## 13. Payables

	2018	2017
	€	€
Accruals and Deferred Revenue	176,011	361,914
Taxation and Social Welfare	149,310	315,446
Trade Creditors	755,510	247,040
	<b>1,080,831</b>	<b>924,400</b>

## 14. 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 exercises control over the National Library of Ireland Trust.

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 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 2018 which record expenditure of €3,524 income of nil and year end retained revenue reserves/net assets of €479,877. There were no transactions between the Trust and the National Library during 2018.



## 15. Comparatives

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

## 16. Contingent Liabilities

There is one active claim against the National Library which is being handled by the State Claims Agency. The National Library of Ireland has made a €50,000 provision in the 2017 financial statements for this claim. The case remains unsettled.

## 17. Approval of the financial statements

The financial statements were approved by the Board of the National Library of Ireland on the 17 April 2019.

# Donors 2018

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The NLI gratefully acknowledges the generous support of our donors in 2018.

<i>Paul Appleby</i>	<i>Professor Alan Ford</i>	<i>Irene O'Daly</i>
<i>John F Atkins</i>	<i>Wolfgang Frei</i>	<i>Colette O'Flaherty</i>
<i>Band Aid Trust</i>	<i>Professor Raymond Gillespie</i>	<i>Professor Patrick O'Flanagan</i>
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<i>Marcus Beresford</i>	<i>John Gray</i>	<i>Brendan O'Cathair</i>
<i>Tim Bohan</i>	<i>Richard S Grayson</i>	<i>John O'Reilly</i>
<i>Cambria Books</i>	<i>Miles Green</i>	<i>Marguerite Pernot</i>
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<i>Chomhairle um Oideachas Gaeltachta agus Gaelscolaíochta, An</i>	<i>Patrick H. Harrington</i>	<i>The Follies Trust</i>
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