

BREACH OF THE CODE OF PRACTICE FOR OFFICIAL STATISTICS

This document reports a breach of the Code of Practice for Official Statistics, or the relevant Pre-release Access to Official Statistics Orders, to which the Code applies as if it included these orders.

1. Background information

Name of Statistical Output (including weblink to the relevant output or 'landing page')

Statistical Bulletin entitled "Participation in Core & Regular Library Activities in Northern Ireland 2015/16"

[http://www.librariesni.org.uk/AboutUs/OurOrg/Statistics%20Documents%20201516/Participation in Core and Regular Library Activities 2015 16 Report.pdf](http://www.librariesni.org.uk/AboutUs/OurOrg/Statistics%20Documents%20201516/Participation%20in%20Core%20and%20Regular%20Library%20Activities%202015%2016%20Report.pdf)

(Official Statistics publication)

Name of Producer Organisation

Libraries NI

Name and contact details of the statistical Head of Profession (Lead Official in an Arm's Length Body) submitting this report, and date of report

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Report completed: 30 August 2016

2. Circumstances of breach

Relevant Principle/Protocol and Practice

"Code of Practice: Protocol 2: Release practices

4. Issue statistical releases at the standard time of 09.30 on a weekday, to maintain consistency and to permit time for users to understand and respond to the information during normal working hours."

Date of occurrence

25 August 2016

Nature of breach (including links with previous breaches, if any)

- Libraries NI's Marketing Department is responsible for publishing documents online and was due to release the Statistical Bulletin at 09.30 on 25 August 2016 on the organisation's website.
- At the time the bulletin was due to go live on the Libraries NI website, the NISRA Statistician discovered that the publication was not online and immediately contacted the Marketing Department.
- As a result of human error, the document upload procedures were not implemented on this occasion and further website permissions issues arose when the Marketing Department was trying to rectify the issue when alerted to the fact that the bulletin was not online.
- The bulletin was published at 09.50 on 25 August 2016, which resulted in the pre-release access lasting 20 minutes longer than the 24 hour maximum permitted and the bulletin being published 20 minutes late.

Reasons for breach

- The breach was as a result of human error in failing to implement the document upload procedures on time and address any potential website permissions issues in advance.

3. Reactions and impact (both within the producer body and outside)

- No complaints are expected and none have been received to date.

4. Corrective actions taken to prevent reoccurrence of such a breach (include short-term actions, and long-term changes made to procedures)

- The NISRA Statistician provided sufficient information to the Marketing Department regarding the importance of publishing the bulletin on time, and this does not need to be amended.
- Libraries NI acknowledges the problem that caused the breach and have amended procedures to ensure that this does not reoccur. The procedures now state that all potential website permissions issues will be addressed well in advance of the publication date and statistical bulletins will be scheduled to release automatically where possible, rather than uploaded manually. It will be the responsibility of Marketing Department to ensure that these procedures are carried out so that all bulletins go live on the date and time required. Additional website permissions will be also be granted so that more than one officer in the Marketing Department can upload documentation to the website in the absence of the specified officer, if necessary.

5. Links to published statements about this breach

<http://www.librariesni.org.uk/AboutUs/OurOrg/Pages/Statistics.aspx>

6. Any other relevant supporting material

N/A.