

# Northern Ireland Statistics and Research Agency Annual Report and Accounts

for the year ended 31 March 2014



An Agency within the Department of

**Finance and  
Personnel**

[www.dfpni.gov.uk](http://www.dfpni.gov.uk)



# **NISRA Annual Report and Accounts For the year ended 31 March 2014**

**Laid before the Northern Ireland Assembly  
under section 11(3)(c) of the Government Resources  
and Accounts Act (Northern Ireland) 2001  
by the Department of Finance and Personnel  
on  
4th July 2014**



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## DIRECTOR'S REPORT

### Introduction

The Northern Ireland Statistics and Research Agency (NISRA) presents its Annual Report and Accounts for the financial year ended 31 March 2014.

### Management

Ministerial responsibility for the Agency for the 2013-14 financial year rests with the Department of Finance and Personnel (DFP). The Accounting Officer of the Agency for the 2013-14 financial year was Dr Norman Caven.

### Agency Board

During this reporting period, Dr Norman Caven was the Registrar General and Chief Executive and was responsible to the Minister for the management of the Agency's performance and operations.

Dr Caven was assisted in the management of the Agency by the Agency Board (AB) comprised of twelve Senior Principal Statisticians. The Board advises the Chief Executive on strategy and major issues of Agency policy and is responsible for ensuring the effective operation and performance of NISRA.

The Agency Board members during the year were as follows:

Dr TN Caven	Registrar General and Chief Executive
Dr T Power	Head of Analytical Services DEL
Mr R Beatty	Head of Census

Dr S Donnelly	Head of Corporate Services and Methodology
Dr J Mallon	Head of Human Resources Consultancy Services
Dr K Sweeney	Head of Central Survey Unit
Dr J Gillan	Head of Economic Labour Market Statistics Branch
Dr E Mooney	Head of Information and Analysis Directorate DHSSPS
Dr D Marshall	Head of Geography and Demography
Mr D Rogers	Head of Equality Unit Research Branch OFMDFM
Mr B Green	Head of 2011 Census Statistical Development, Outputs and Dissemination
Mrs M Crawford	Head of Analytical Services DSD
Mr A Fitzpatrick	Head of Information and Registration Unit BSO

A Senior Managers' Forum (SMF) comprised of Agency Board and Grade 7 statistical/administrative Heads of Branches supports and advises the Chief Executive in the formulation, implementation and review of Agency policies. The SMF is in turn supported by a series of working groups that deal with cross-Agency issues remitted to them by the Board. Annex 1 provides details of AB and SMF membership.

### Register of Interests

A Register of Interests is maintained by the Agency and no significant interests are currently held by board members which may conflict with their management responsibilities.

## Pension Liabilities

The treatment of pension costs and liabilities is disclosed in the Remuneration Report and in paragraph 1.9 of the Statement of Accounting Policies Note (Note 1 to the Accounts).

## Sickness Absence

The provisional figure for the average number of days lost per staff member (on a staff year equivalent basis<sup>1</sup>) during 2013/14 was 8.8 days (10.0 days in 2012/13).

## Personal Data

The Agency remains fully committed to complying with the Data Protection Act 1998 and for DFP NISRA we act in accordance with a number of DFP policies to ensure the safe handling of personal information: DFP Data Protection Policy, DFP Information Security Policy and the DFP E-mail Management Policy.

In November 2013, the DFP Departmental Guidance on Data Sharing was approved by the DFP Departmental Board. As a result, data sharing agreements are now mandatory in DFP NISRA in all cases where personal data is shared. The purpose of this plan is to ensure that, in the event of a data breach within the DFP NISRA, a consistent and effective approach is applied. Management responsibilities and procedures are also contained in the plan to ensure a quick, effective response to personal data breaches.

No reportable data breaches were identified between 1 April 2013 and 31 March 2014.

## Auditors

The financial statements are audited by the Comptroller and Auditor General (C&AG) in accordance with the Government Resources and Accounts Act (Northern Ireland) 2001. He is head of the Northern Ireland Audit Office (NIAO), he and his staff are wholly independent of the Agency and he reports his findings to the Northern Ireland Assembly.

The audit of the financial statements for 2013/14 resulted in a notional audit fee of £10,000 (2012/13 £10,000) and is included in the administration costs in the Statement of Comprehensive Net Expenditure.

During 2013/14 the Agency did not purchase any non-audit services from its auditor.

So far as the Accounting Officer is aware, there is no relevant audit information of which the Agency's auditors are unaware.

The Accounting Officer has taken all the steps he ought to have taken to make himself aware of any relevant audit information and to establish that the entity's auditors are aware of that information.



### **T N Caven (Dr)**

Accounting Officer, Registrar General and Chief Executive

1 July 2014

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<sup>1</sup> One staff year equivalent (sye) equates to one member of staff having been available for the entire period being analysed.

# STRATEGIC REPORT

## History and Statutory Background

The Northern Ireland Statistics and Research Agency (NISRA) is an Executive Agency within the Department of Finance and Personnel (DFP) which was established on 1 April 1996 under the Government's Next Steps Initiative. The Agency incorporates the General Register Office (GRO) for Northern Ireland.

## The Business

The core purpose of the Agency is:

- To provide a high quality, cost effective, statistics, research and registration service that informs policy making, the democratic process and the wider public.

NISRA's statistics and research services are afforded to a wide range of Government Departments and Agencies to assist the policy process and delivery of objectives and actions. Statistics are produced in accordance with the Code of Practice for Official Statistics published by the UK Statistics Authority in January 2009.

NISRA continues to address the needs of a wide range of users, producing high quality statistics and research, ensuring the quality of those statistics and disseminating information to its users efficiently and effectively. NISRA will continue to ensure statistical outputs are fit for purpose and that users have a high degree of confidence in them.

NISRA is the principal source of official information on Northern Ireland's population and socio-economic conditions. The statistics produced by the Agency not only inform the policy process within Government, but also inform academic research and contribute to debate in the wider community.

The GRO, which is incorporated within NISRA, provides a civil registration service and produces summary statistics relating to life events.

## Vision

NISRA's vision is to be recognised as an organisation:

- that instills public confidence in the integrity and independence of statistics produced by the Agency;
- that promotes evidence-based policy making;
- that provides an understanding of social and economic conditions in Northern Ireland and how they change over time; and
- that is a preferred place to work for its people.

In striving to deliver our vision we will build on our history and our reputation for quality and customer service, and on advancements in information communication technologies.

## Key Aims, Principal Activities and Targets

### Aims

The corporate aims of NISRA are:

- to provide a statistical and research service to support decision making by Northern Ireland Ministers and Departments and to inform elected representatives and the wider community through the dissemination of reliable Official Statistics; and
- to administer the marriage laws and to provide a system for the registration of births, marriages, civil partnerships, adoptions and deaths in Northern Ireland.

## Principal Activities

The principal functions of the Agency are:

- to provide and co-ordinate professional statistics and research services, and to be the principal advisory body on statistics and social research for Northern Ireland Departments, Agencies and Non-Departmental Bodies;
- to carry out the Census of Population and provide high quality demographic information to enable the number and the condition of the population to be monitored and changes over time to be identified;
- to collect, analyse and make available official statistics which describe Northern Ireland's society, economy and public services;
- to ensure that statistical and research standards are adhered to and that the best appropriate methodological practice is employed in official statistics, social research and policy evaluation;
- to provide Northern Ireland statistics required for the United Kingdom, European Union and International statistical series; and
- to administer the marriage laws and provide an efficient and effective system for the registration of births, marriages, civil partnerships, adoptions and deaths in Northern Ireland.

## Targets

NISRA has used the balanced scorecard approach to bring a broad perspective and balance to the work of the Agency in terms of the way in which we deliver our strategic goals. The approach provides a business focus for both the short and long-term and puts meaningful performance measurements

in place. The Agency's strategic themes in 2013/14 were:

### **Strategic Theme 1: Business Results/ Finance**

To provide a high quality statistics, social research and civil registration service to Northern Ireland Government and the public.

### **Strategic Theme 2: Users**

To increase the customer base and customer satisfaction levels.

### **Strategic Theme 3: Internal Processes**

To manage the production and dissemination of official statistics and social research on Northern Ireland in keeping with the UK Statistics Authority Code of Practice for Official Statistics and other relevant guidance.

### **Strategic Theme 4: Organisation and People**

To ensure that appropriately skilled people are employed in the statistical production process and that NISRA is a preferred organisation in which to work.

## Accounts

The Accounts at pages 77 to 108 of this report have been prepared in accordance with a direction given by the Department of Finance and Personnel in accordance with Section 11(2) of the Government Resources and Accounts Act (Northern Ireland) 2001.

Accounting Policies used in the preparation of these Accounts are set out in note 1 to the Accounts (page 91).

The net operating cost for the year was £10,917k (2012/13 £10,902k) (page 87).

## Performance against Targets

The Agency had four key Ministerial targets for the year 2013/14. All four targets were achieved. The results have been confirmed as accurate by DFP Internal Audit and are summarised in the Ministerial Targets and Balanced Scorecard Section at page 9.

Chief Executive targets are set out in a balanced scorecard framework. Performance against targets are summarised in the Ministerial Targets and Balanced Scorecard Section at pages 10 to 25.

## Staff Numbers

The number of staff in post at the end of March 2014 was 473\* of which 277 were located in DFP [121 of which were statisticians], 159 were statisticians outposted to other government departments and 37 were statisticians seconded to other organisations. (\*inc 11 students, 18 agency staff and 1 casual). In addition, NISRA employs a field-force of approximately 280 fee-paid survey interviewers. Detailed analysis is included at Table 1.

The gender analysis of the Agency staff as at 31 March 2014 was:

	<b>Number of female staff</b>	<b>Number of male staff</b>	<b>Total</b>
Senior Civil Service	0	1	1
Agency Board	2	10	12
Other NISRA employees	248	212	460
	<b>250</b>	<b>223</b>	<b>473</b>

**Table 1 : NISRA Staff at 31st March 2014**

<b>Staff Grades</b>	<b>Recognised Grade Rate</b>	<b>Headcount</b>	<b>FTE</b>
<b>PERMANENT STAFF:</b>			
<b>Senior Civil Service</b>			
Grade 3	G3	1	1
<b>Total</b>		<b>1</b>	<b>1</b>
<b>General Service</b>			
Grade 7	G7	3	2.6
Deputy Principal	DP	8	7.3
Staff Officer	SO	7	6.7
Executive Officer I	E01	5	4.8
Executive Officer 2	E02	24	23.1
Administrative Officer	AO	49	44.2
Support Grade Band 2	AO	2	2
Administrative Assistant	AA	14	12.4
<b>Total</b>		<b>112</b>	<b>103.1</b>
<b>Non General Service</b>			
Senior Principal Statistician	G6	12	11.8
Principal Statistician	G7	25	21.5
DP Statistician	DP	121	114.6
Assistant Statistician	SO	165	158.8
Personal Secretary	E02	2	1.2
ICT5	SO	1	0.7
ICT4	E01	3	3
DP Accountant	DP	1	1
<b>Total</b>		<b>330</b>	<b>312.6</b>
<b>.....of which statisticians</b>		<b>323</b>	<b>306.7</b>
<b>TOTAL OF PERMANENT STAFF</b>		<b>443</b>	<b>416.7</b>
<b>TEMPORARY STAFF:</b>			
Sandwich Students		11	11
Casual AO		1	1
<b>Recruitment Agency Staff ( non NICS)</b>			
AA		8	8
Staff Officer		1	1
Statistical Officer		8	8
Nurse		1	1
<b>TOTAL OF TEMPORARY STAFF:</b>		<b>30</b>	<b>30</b>
<b>TOTAL STAFF</b>		<b>473</b>	<b>446.7</b>
Staff on loan [included in total above]		196	178.1

## Financial Review

### Non Current Assets

Details in the movement of non current assets are set out in notes 7 & 8 to the Accounts.

The Agency does not believe that there is any material difference between the market and book value of its non current assets, as at 31 March 2014.

### Events Occurring After the Reporting Period

There have been no significant events since the year-end that would affect the Accounts.

### Charitable Donations

The Agency aims to encourage and support the voluntary work of staff that will bring benefit to the community. During 2013/14, NISRA participated in 6 projects, details of which are set out on page 54.

### Payments to Suppliers

The Agency is committed to the prompt payment of bills for goods and services received in accordance with the Better Payment Practice Code and British Standard BS7890 - *Achieving Good Payment Performance in Commercial Transactions*. Unless otherwise stated in the contract, payment is due within 30 days of receipt of the goods or performance of the services, or presentation of a valid invoice or similar demand, whichever is later.

The prompt payment performance for the year was 99% (2012/13: 98%).

During this period NISRA did not make any interest payments under the Late Payment of Commercial Debts (Interest Act 1988).

In 2008/09 in response to the economic position, the Minister for Finance and Personnel announced the commitment of Northern Ireland Departments to ensuring that invoices are paid within 10 working days. The average number of invoices paid within the 10 working days target was 93% (2012/13 94%).

### Disabled Persons

NISRA adheres to the Disability Action Plan, developed by the Department of Finance and Personnel, in recognition of the Disability Discrimination Act 1995, which states that in carrying out its functions DFP (and consequently NISRA, as an Agency of DFP) will have due regard to the need to :

- promote positive attitudes towards disabled people; and
- encourage participation by disabled people in public life ('the disability duties').

### Health and Safety

The Agency is committed to adhering to all existing legislation with respect to health and safety at work to ensure that staff and customers enjoy the benefits of a safe environment.

### Equality of Opportunity

The Agency follows the NI Civil Service policy which states that all eligible persons shall have equal opportunity for employment and advancement in the NICS, on the basis of their ability, qualifications and aptitude for the work.

### Sustainability and Environmental Impact

NISRA will continue to follow DFP guidance as set out in the Department's Sustainable Development Action Plan, which sets out strategic objectives and targets including:

- installation of renewable technologies;

- conservation of fuel and power;
- streamlining of the office accommodation portfolio and the meeting of higher thermal standards;
- the improved recycling of waste; and
- taking account of sustainable development principles when procuring works, supplies and services.

NISRA (McAuley House) continues to implement a Waste Management Action Plan which, in keeping with the DFP Action Plan, focuses on paper as the dominant waste stream. A number of measures have been implemented including discouraging routine printing of e-mails, promoting full usage of TRIM, encouraging double sided photocopying / printing and using recycled paper. Receptacles have also been made available to facilitate recycling of paper, tin cans, plastic containers, paper towels, envelopes, magazines and empty printer cartridges.

During 2013/14, 70 x 50 litre bags of plastic cartons, 20 x 50 litre bags of tin cans, 52x 50 litre bags of magazines, 27 x 50 litre bags of envelopes, 139x 50 litre bags of paper towels, 113 x 50 litre bags of pre-shredded paper and 389 x 50 litre bags of both confidential and general office paper were recycled. These figures represent significant reductions in waste from previous years.

## **Employee Involvement**

NISRA recognises the benefit of keeping its staff informed of changes in the Agency and professional developments which ultimately affect the Agency's performance. NISRA issues its Agency Brief on a monthly basis to all staff. This contains information on human resources, recruitment, promotion competitions, training, publications and other events of interest to staff. This Brief is also posted online on NISRAnet, the Agency intranet site, where staff can access up-to-date information on NISRA events, meetings, corporate documentation, publications, human resources and professional matters. Conference presentations are also available to view on NISRAnet.



### **T N Caven (Dr)**

Accounting Officer, Registrar General and Chief Executive

1 July 2014

## Ministerial Targets and Balanced Scorecard

The associated Ministerial and Chief Executive targets are set out in a balanced scorecard framework. Performance against targets is summarised in the next section.

## Performance against Targets

The Agency had four key Ministerial targets for the year 2013/14. All four targets were achieved. The results have been confirmed as accurate by DFP Internal Audit.

## Ministerial Targets

Target	Result
<b>GeNI Project:</b> To have achieved relevant milestones in the implementation of a genealogical website by 31st March 2014.	<b>Achieved.</b> The initial milestone, the deployment of an Online Application Facility, was achieved in November 2013. The other two milestones, the Public Search and the Online Genealogical Search Facilities, were achieved in March 2014.
<b>GRO - RPA:</b> To complete work by 31st March 2014 to identify the options for the location of registration services as a result of decisions in relation to the Review of Public Administration and the move to an 11 council model.	<b>Achieved.</b> A submission identifying the options for the location of registration services was approved by the Minister on 4 March 2014.
<b>Census of Population 2011:</b> To complete the publication of the four pre-planned output releases from the 2011 Census by March 2014.	<b>Achieved.</b> This target covers the release of Detailed Characteristics Tables and Local Characteristics Tables from the 2011 Census. The Detailed Characteristics Tables were released in 4 phases over the period May to November 2013 and the Local Characteristics Tables were released on 20th March 2014.
<b>Beyond 2011:</b> To determine the need and as necessary hold a public consultation on the future delivery of Northern Ireland population and socio-economic statistics in 2013/14.	<b>Achieved.</b> A number of data sharing orders have been taken through the Northern Ireland Assembly to provide additional information to assist in the production of population statistics. These sources are being assessed for their potential utility and no consultation is deemed necessary at this stage.

## NISRA Balanced Scorecard 2013/14

### Business Results

Objective	Targets	Measures	Outcome
R1: To provide a high quality statistics, social research and civil registration service to NI Government and the public.	(i) To have achieved relevant milestones in the implementation of a genealogical website by 31 March 2014.  <b>DFP (Ministerial) Target</b>	Milestones in the implementation of a genealogical website achieved.	<b>Achieved:</b> The initial milestone, the deployment of an Online Application Facility, was achieved in November 2013. The other two milestones, the Public Search and the Online Genealogical Search Facilities, were achieved in March 2014.
	(ii) Complete work by 31 March 2014 to identify the options for the location of registration services as a result of decisions in relation to the Review of Public Administration and the move to an 11 council model.  <b>DFP (Ministerial) Target</b>	Ministerial paper identifying options for the location of registration services prepared.	<b>Achieved:</b> A submission identifying the options for the location of registration services was approved by the Minister on 4 March 2014.
	(iii) To complete the publication of the four pre-planned output releases from the 2011 Census by March 2014.  <b>DFP (Ministerial) Target</b>	Publication of the four pre-planned output releases from the 2011 Census by March 2014.	<b>Achieved:</b> This target covers the release of Detailed Characteristics Tables and Local Characteristics Tables from the 2011 Census. The Detailed Characteristics Tables were released in 4 phases over the period May to November 2013 and the Local Characteristics Tables were released on 20th March 2014.

Objective	Targets	Measures	Outcome
	<p>(iv) To determine the need and as necessary hold a public consultation on the future delivery of Northern Ireland population and socio-economic statistics in 2013/14.</p> <p><b>DFP (Ministerial) Target</b></p>	<p>Beyond 2011 Options Paper prepared and published.</p> <p>Legislation for access to School Census and Higher Education datasets presented to the Minister.</p> <p>Build technical infrastructure to estimate the size of the population using Administrative Data.</p> <p>Findings of statistical research presented to relevant Advisory Committees.</p> <p>Public Consultation held if required.</p>	<p><b>Achieved:</b> A number of data sharing orders have been taken through the Northern Ireland Assembly to provide additional information to assist in the production of population statistics. These sources are being assessed for their potential utility and no consultation is deemed necessary at this stage.</p>
	<p>(v) To prepare NI Government response to the Economic and Social Research Council (ESRC) report on the 'Administrative Data Taskforce' and the sharing of administrative/statistical microdata with research community.</p>	<p>NI Government response to the ESRC report on the 'Administrative Data Taskforce' agreed and sent to ESRC.</p> <p>Meetings held with BIS/ ESRC and local universities.</p>	<p><b>Achieved:</b> The DFP response was cleared by the Minister and sent to ESRC on 18 June. A paper was also sent to the Executive in May and follow-up issues addressed. The Northern Ireland Administrative Data Research Centre was awarded £7m of UK Government funding and work is being taken forward to develop a NI centre.</p>

Objective	Targets	Measures	Outcome
	(vi) To progress the development and implementation of evaluation framework for the delivery of Universal Credit in Northern Ireland. (NISRA milestone)	Baseline information to be sourced and agreed by the Steering Group by February 2014.	<b>Achieved:</b> A first draft of the Evaluation Framework was presented to the Universal Credit Steering Group in August 2013. An update is being developed based on the discussion and comments received. The Department for Social Development will not be participating in a large scale panel study alongside the Department of Work and Pensions. However alternative research options are currently being explored that will capture the experiences, attitudes and behaviours of Universal Credit recipients in respect of work and benefits. It is expected that the Evaluation Framework for Universal Credit will not be completed until early 2015 following the refresh of the Universal Credit Outline Business Case.
	(vii) Publish a revised set of population statistics for Northern Ireland in light of the results of the 2011 Census. (NISRA milestone)	NI and LGD figures published. Small Area figures published. Support ONS in publication of population projections for NI.	<b>Achieved:</b> The NI 2001-2011 revised estimates were published in April 2013, followed by equivalent figures for Local Government Districts in June 2013 (including new 2012 estimates). A revised set of small area population estimates 2001-2010 and new estimates for 2011-12 was published on 27 March 2014.

Objective	Targets	Measures	Outcome
	(viii) To support the monitoring of the Programme for Government (PfG) targets.	Monitoring Information for PfG targets provided as required.	<b>Achieved:</b> NISRA branches supported the monitoring of PfG targets as required e.g DHSSPS input to PfG Commitment 61 re safeguarding outcomes for children and vulnerable adults across NI, DOE statisticians provided ongoing monitoring of the PfG target on reduction of Greenhouse Gas emissions and DEL staff updated monitoring data for the PfG qualifications target.
	(ix) To submit all 2013/2014 branch plans/Balanced Scorecards (for posting to NISRAnet where applicable) by end Sept 2013 and report to Agency Board on target achievement within these plans at year end.	Branch plans available on NISRAnet.  Draft report on target achievement prepared.	<b>Partially achieved:</b> The majority of branch plans/ balanced score cards were submitted to Corporate Branch by the end of September 2013. Agency Board has agreed that it is no longer necessary to produce a report on target achievement within these plans at year end.
	(x) To manage and support the Delivering Social Change (DSC) Research Programme.	Research programme outputs for 2013/14 delivered on time and within budget.	<b>Achieved:</b> Examples include: OFMdFM Research Branch advising departments who are responsible for delivering signature programmes on the inclusion of common metrics; statisticians in DSD representing the department on a Disability Steering Group; staff in DETI inputting to the monitoring and evaluation of the Social Enterprise Initiative.

Objective	Targets	Measures	Outcome
	(xi) Assess feasibility of developing a set of Input-Output Tables for NI and if feasible develop prototype and consult users. (NISRA milestone)	Production of a report on the feasibility of developing a set of Input-Output Tables for Northern Ireland including prototype tables and user consultation.	<b>Achieved:</b> A Scoping Study report on the feasibility of developing a set of Supply-Use tables for NI was published on the 27th March 2014 <a href="http://www.detini.gov.uk/deti-stats-index/economy_statistics.htm">http://www.detini.gov.uk/deti-stats-index/economy_statistics.htm</a> . An expert user group was consulted during the development of prototype tables and a wider consultation on the report is ongoing.
	(xii) To progress the Registration Certificate Modernisation (RCM) Replacement project.	<p>Outline Business Case (OBC) for the Registration Certificate Modernisation Replacement project issued to DFP Supply for approval by 31st March 2014.</p> <p>Draft Statement of Requirements (SoR) developed by end March 2014.</p>	<b>Achieved:</b> The OBC was completed in line with the agreed timescales to send to DFP Supply. However, it is now currently being revised following the inclusion of the NI Registration Office System (NIROS) project in the PfG Commitment to Deliver 16 Transformed Services by March 2016 – known as “16 by 16”. The draft SoR was also developed by end March 14 but due to the change in procurement route, it has been subject to subsequent revision in conjunction with BT and NI Direct.

Objective	Targets	Measures	Outcome
R2: To ensure that NISRA manages its budget allowance to deliver services effectively across all areas of responsibility and makes savings where possible.	(xiii) To have no overspend and an underspend not greater than 1.5% within reduced baseline allocation.	Level of overspend and underspend.	<b>Achieved</b>
	(xiv) To secure a favourable audit report on risk management, and manage risk appropriately.	Level of assurance provided.	<b>Achieved.</b> A satisfactory audit opinion has been issued for 2013/14.

## Users

Objective	Targets	Measures	Outcome
C1: To ensure a high level of user satisfaction with NISRA's services and products.	(i) To achieve no less than 96% of users rating NISRA's services and products as satisfactory.  (NISRA milestone)	User satisfaction level recorded in annual Customer Survey.	<b>Achieved:</b> Overall, 97% of respondents were either 'satisfied' or 'very satisfied' with the services provided by NISRA branches in 2013.
	(ii) Publish at least 1 new output in light of customer need (NISRA milestone)	At least 1 new output published by March 31st 2014 in light of customer need (NISRA milestone)	<b>Achieved:</b> A number of new outputs have been produced including the Annual Health Service Ophthalmic Statistics in Northern Ireland (2012/13), a statistical bulletin entitled 'Participation in core Library Activities in NI 2012/13' and 'The Northern Ireland Average Prison Population in 2012' statistical bulletin.
C2: To provide a high quality service which is responsive to and meets the needs of Users following proactive engagement.	(iii) To seek feedback from users at least once a year for specific statistics themes/products/services as described in Protocol 1 practice 6 of the Code of Practice for Official Statistics.	HOBs to report to Corporate Services biannually on user interaction completed.  Document User Group interactions.	<b>Achieved:</b> User feedback included a public consultation on official tourism statistics for Northern Ireland and specialist user group meetings for a range of statistics including Census, Economic, Transport and Agriculture and Rural statistics. Some branches e.g. PSNI and DCAL have established user groups for each area/publication and many branches also sought feedback from users through questionnaires on their websites and publications.

Objective	Targets	Measures	Outcome
	(iv) To make users aware of outputs produced (both retrospectively and forward looking).	<p>Twice yearly lists of publications produced and made available on NISRA website.</p> <p>Publication Hub updated.</p> <p>NISRA Facebook page updated.</p> <p>Gap analysis coordinated by Corporate Services by March 2014.</p> <p>User engagement training carried out by end December 2013.</p>	<p><b>Substantially achieved.</b> Media briefings were held for the Census and for the Northern Ireland Residential Property Price Index and presentations were given to the Statistics Advisory Committee. The majority of National Statistics publications (and many official statistics publications) were pre-announced and released through the Publication Hub and updates were provided for the NISRA Facebook page, the NINIS Twitter feed and the new ELMSB Twitter account. One of the two planned Compendiums of Recent NISRA Publications was published.</p>
	(v) To promote NISRA to existing and potential users.	<p>Agency Board considered the need to have a dedicated NISRA comms resource.</p> <p>Ambassador activities undertaken as outlined in the Action Plan.</p> <p>International Year of Statistics events held as outlined in Action Plan.</p>	<p><b>Achieved.</b> School Quiz Event arranged; Infographics training needs being considered by the Staff Development Group. NISRA STEMnet Ambassador Group refreshed and working with W5. Belfast Telegraph article on STEMnet/NISRA published. Count on a Statistician Day completed.</p>
	(vi) To convene a minimum of two meetings of the Statistics Advisory Committee by end March 2014.	<p>Two meetings of Statistics Advisory Committee held.</p> <p>Agenda and papers published.</p>	<p><b>Achieved:</b> Two Statistics Advisory Committee meetings were held on 27th September 2013 and 11th March 2014.</p>

Objective	Targets	Measures	Outcome
	(vii) To implement the Strategy for taking forward e-dissemination within NISRA.	<p>Actions in e-dissemination Strategy taken forward.</p> <p>NISRA Website: content reviewed and enhanced.</p>	<p><b>Achieved:</b> A NISRA website review meeting was held in May 2013 and the website content was subsequently updated over Summer 2013 to add key Statistics, a Population Clock and also better links to Departments. BT has been appointed (through NI Direct) to scope the work needed to redesign the look and feel and functionality of the new website. Once a Northern Ireland Civil Service (NICS) open source software website management system has been identified work will progress on building the website.</p>

## Internal Processes

Objective	Targets	Measures	Outcome
IP1: To manage production and dissemination of official statistics and social research on NI in keeping with the Code of Practice for Official Statistics and the Government Social Research Code.	(i) To achieve National Statistics designation/ redesignation for all products assessed by the UK Statistics Authority for compliance with the Code of Practice for Official Statistics, where an assessment outcome is declared within the year.	All assessed products obtain successful National Statistics designation/ re-designation.	<b>Achieved:</b> All those assessments which have had an outcome declared to date this year have been successfully designated/ redesignated as National Statistics by the UK Statistics Authority. These include the following outputs: Statistics on Hospitals in NI; Statistics from the Family Resources Survey; Statistics on Agriculture in NI; Statistics on Housing and Benefits; Statistics on Religious Communities and the Labour Market; Statistics on Trade and Business; Poverty Statistics; Northern Ireland Environmental Statistics and NI Local Authority Collected Municipal Waste Management Statistics. No outputs have failed to achieve NS designation.

Objective	Targets	Measures	Outcome
	(ii) To implement the recommendations of the UK Statistics Authority Monitoring Reports where appropriate.	Recommendations of the UK Statistics Authority Monitoring Reports implemented.	<b>Achieved:</b> The Department of Education has considered the findings of the Statistics Authority’s report on school level examination statistics and statisticians have input into advice provided. The statistical team will provide further input as required. Demographic Statistics and ELMSB are extending the range of economic statistics available at lower levels of geographical detail on the NINIS website.
	(iii) To refocus the balance of statistical activity with greater emphasis on explanation and dissemination of the information contained in statistics compared with the collection and management of official data. (Per priority 2 UK Stats Authority)	<p>Commentary training provided as required.</p> <p>Advice on commentary provided as required.</p> <p>Website content reviewed and enhanced.</p> <p>User engagement training carried out by end December 2013.</p> <p>Peer review process to improve commentary in NISRA publications piloted in 13/14.</p>	<b>Achieved:</b> Several activities have been undertaken to improve statistical commentary in publications. 12 Assistant Statisticians received training in commentary and peer review processes from the National Statistician’s Office in June 2013 and a NISRA Peer Review College was set up on a pilot basis. Following a review of the pilot the process was rolled out across the Agency. Training on user engagement was also delivered in June 2013 and further workshops on both commentary and user engagement were held in November. In addition a Senior Managers Forum on Presentation and Dissemination was held in February 2014.

Objective	Targets	Measures	Outcome
	(iv) To maintain confidence in Official Statistics by ensuring that all reported breaches of the Code of Practice are investigated and actions taken to, as far as possible, prevent a reoccurrence.	Reported breaches of the Code of Practice investigated and actions taken to, as far as possible, prevent a reoccurrence.	<b>Achieved:</b> There were six reported breaches of the Code of Practice by the end of March 2014. All 6 breaches have been investigated and actions taken to, as far as possible, minimise the possibility of a re-occurrence. There is no evidence that any of the breaches had a significant impact and all were discovered and dealt with promptly. NISRA Corporate Services continues to roll out advice and guidance on the Code and its implementation.
	(v) To quality assure at least one product per Grade 6 command using the Quality Management and Harmonisation Tool by end March 2014.	One product per Grade 6 command quality assured using the Quality Management and Harmonisation Tool by end March 2014.	<b>Substantially achieved:</b> The majority of Grade 6 commands quality assured at least one product using the Quality Management and Harmonisation Tool by end March 2014.
	(vi) To develop 'Open Data' processes for the release of NISRA datasets, suitably anonymised by March 2014. (NISRA milestone)	<p>Corporate guidance on Open Data across the Agency disseminated by end September 2013.</p> <p>The need for a NISRA wide microdata release panel for the public release of microdata assessed.</p>	<p><b>Achieved.</b> A NISRA Open Data policy paper was circulated to all NISRA branches. A seminar featuring presentations given by Derek Bond (University of Ulster) and Asta Mannenin (Helsinki Infoshare) was held.</p> <p>Research support room gives greater access to external researchers.</p> <p>Approved Researchers scheme implemented.</p> <p>Microdata independent panel established for operation in 14/15.</p>

Objective	Targets	Measures	Outcome
<p>IP2: Maintain a sound system of corporate governance and ensure that risk management and information assurance processes are in place.</p>	<p>(vii) To hold three Agency Board meetings, three Senior Management Forum meetings and three Audit and Risk (ARC) meetings by end March 2014.</p>	<p>Three Agency Board meetings held.</p> <p>Three Senior Management Forum meetings held.</p> <p>Three ARC meetings held.</p> <p>Guidance issued by end September 2013.</p>	<p><b>Achieved.</b> Agency Board meetings were held in May, September and January. Two Senior Managers Forums were held in June and a further two in February 2014. ARC meetings were held in June, November and March. Guidance on NISRA Corporate Governance was prepared and circulated by Corporate Services in August 2013.</p>
	<p>(viii) To support the DFP target IP1.5 'Maintain approach to Information Assurance to consolidate Level 2 compliance against the 'HMG Information Assurance Model and Assessment Framework' by 31 March 2014 and make preparations for Level 3 compliance.'</p>	<p>DFP NISRA Information Assurance (IA) Work Programme maintained.</p> <p>(NISRA DFP) information risk register created and maintained.</p>	<p><b>Achieved.</b> Implementation of DFP NISRA Information Assurance Work Programme. All NISRA DFP staff completed Protecting Information On-line training. Data Protection / Freedom of Information / Environmental Information Regulations presentations delivered by Business Area Information Manager (BAIM) to all DFP branches, including detailed branch specific delivered by Information Asset Owner (IAO). Data Protection (DP) Branch Checklist signed off by HoB twice yearly.</p> <p>DFP NISRA Information Assurance Risk Register produced by BAIM / IAO and approved by NISRA Chief Executive.</p>

Objective	Targets	Measures	Outcome
	(ix) To raise awareness of IA issues across all NISRA Branches.	Information Assurance training circulated to all staff when available.	<b>Achieved.</b> Information Assurance issues discussed at Agency Board. NISRA DFP Information Assurance Risk Register compiled by Corporate Services Branch. Agency Board agreement to comply with departmental requirements in respect of information assurance and data protection (DP). IA and DP training event being rolled out across NISRA DFP and records of NISRA DFP staff completing the on-line Protecting Information training being kept.
	(x) To ensure that no personal information is disclosed without due authority.	Reported cases of unauthorised disclosure of personal/sensitive information.  (IT/Data/Physical).	<b>Achieved.</b> DFP NISRA information assurance risk register reviewed by BAIM and approved by Chief Executive and IAO information assurance checklist confirmed as 'compliant' by BAIM.

## Organisation and People

Objective	Targets	Measures	Outcome
OP1: To have consistent and effective Human Resources (HR) and Corporate processes that support the delivery of business objectives whilst facilitating the career development of staff.	(i) To have at least 76% of NISRA staff survey respondents state that they have received the training (including in house and on-the-job training) necessary to deliver their business objectives.	Staff Attitudes Survey	<b>Achieved:</b> 78.7% of NISRA staff respondents stated in the 2013 survey that they had received the training (including in house and on-the-job training) necessary to deliver their business objectives.
	(ii) To hold at least 6 lunchtime staff seminars during 2013/2014.	Number of lunchtime staff seminars during 13/14.	<b>Achieved.</b> 7 seminars were held in 13/14.
	(iii) To continue to implement the prioritised improvements identified by the HR Working Group (incorporating the findings of the NISRA Staff Attitudes Survey and the DFP Quality Programme).	NISRA Staff Attitudes Survey. DFP Quality Programme.	<b>Substantially achieved.</b> The 2013/14 HR Action Plan is based on outstanding work carried forward from the previous plan and the results of the 2012 Staff Survey. NISRA continues to implement changes and make improvements to satisfy staff recommendations. This is an ongoing exercise which will continue to be added to as new surveys highlight new needs. The plan is available to staff on NISRAnet.
	(iv) To not exceed the NISRA sickness absence target by 31 March 2014.	Monthly/annual absence reports.	<b>Not achieved.</b> The NISRA target is 6.3 days. By the end of March 2013 NISRA had on average 8.8 working days lost. (These figures are provisional).

Objective	Targets	Measures	Outcome
OP2: Making NISRA a preferred organisation to work for.	(v) To improve NISRA's employee engagement score. (NISRA milestone)	NISRA Staff Attitudes Survey.	<b>Achieved.</b> The 2013/14 employee engagement score was 61.1 compared with a figure of 59.8 for 2012/13.
	(vi) To have at least 75% of staff survey respondents who state that they are well managed.	NISRA Staff Survey.	<b>Not achieved.</b> 73.2% of 2013 Staff Survey respondents stated that they were well managed. 9.7% of respondents disagreed that they were well managed and 17.1% gave a neutral response.
	(vii) To examine the feasibility of having a peripatetic member of staff.	Review of the feasibility of having peripatetic member of staff completed in 13/14.	<b>Achieved.</b> One person is unlikely to be sufficient to meet demand or have all of the requisite skills required. It is considered more feasible to address skills requirements through the Staff Development Group. The use of short term 'statistical officers' from recruitment agencies is an option but unlikely to meet requirements in terms of technical skill and short timescales.
OP3: To support involvement in inclusive community activities.	(viii) To maintain NISRA involvement in inclusive community activities by holding at least 5 ESV events in 13/14.	Register of activities compiled.	<b>Achieved.</b> NISRA continued to support the Employer Supported Volunteer (ESV) Scheme throughout 2013/14 by taking part in 6 different ESV events.

## **Research and Development / Future Developments**

Details of Research publications produced by NISRA during 2013/14 can be found in Annex 2.

Details of future developments are included in NISRA's Business Plan 2014/15. See also page 54.

## **REMUNERATION REPORT**

### **Remuneration Policy**

The remuneration of senior civil servants is set by the Minister for Finance and Personnel. The Minister approved a restructured SCS pay settlement broadly in line with the Senior Salaries Review Board report which he commissioned in 2010. The commitment to a Pay and Grading Review for SCS was the second phase of the equal pay settlement approved by the Executive.

### **Service Contracts**

Civil service appointments are made in accordance with the Civil Service Commissioners' Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition but also includes the circumstances when appointments may otherwise be made.

Unless otherwise stated below, the officials covered by this report hold appointments which are open-ended. Early termination, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme.

Further information about the work of the Civil Service Commissioners can be found at [www.nicscommissioners.org](http://www.nicscommissioners.org)

### **Salary and Pension entitlements**

The following sections provide details of the remuneration and pension interests of senior officials of the Agency.

### Agency Board Members (Audited)

Officials	2013/14					2012/13				
	Salary £'000	Bonus Payments £'000	Benefits in kind (to nearest £100)	Pension Benefits*** (to nearest £1,000)	Total £'000	Salary £'000	Bonus Payments £'000	Benefits in kind (to nearest £100)	Pension Benefits*** (to nearest £1,000)	Total £'000
<b>Dr TN Caven**</b> (Registrar General & Chief Executive)	95-100	-	-	49,000	145-150	90-95	-	-	11,000	100-105
<b>Dr T Power*</b> (Head of Analytical Services DEL)	60-65	-	-	13,000	70-75	60-65	-	-	24,000	85-90
<b>Mr R Beatty*</b> (Head of Census)	60-65	-	-	12,000	70-75	60-65	-	-	18,000	80-85
<b>Dr S Donnelly*</b> (Head of Corporate Services and Methodology)	60-65	-	-	4,000	65-70	60-65	-	-	10,000	70-75
<b>Dr J Mallon*</b> (Head of Human Resources Consultancy Services)	60-65	-	-	3,000	65-70	60-65	-	-	10,000	70-75
<b>Dr K Sweeney*</b> (Head of Central Survey Unit)	50-55 (FTE 60-65)	-	-	(552,000)	(500)-(505)	55-60 (FTE 60-65)	-	-	(5,000)	50-55
<b>Dr J Gillan*</b> (Head of Economic Labour Market Statistics Branch)	60-65	-	-	43,000	105-110	60-65	-	-	(8,000)	50-55
<b>Dr E Mooney</b> (Head of Information and Analysis Directorate DHSSPS)	60-65	-	-	15,000	75-80	55-60	-	-	18,000	75-80
<b>Dr D Marshall</b> (Head of Geography & Demography)	55-60	-	-	13,000	70-75	55-60	-	-	19,000	75-80
<b>Mr D Rogers*</b> (Head of Equality Unit Research Branch OFMDFM)	60-65	-	-	13,000	75-80	60-65	-	-	28,000	90-95
<b>Mr B Green*</b> (Head of 2011 Census Statistical Development, Outputs & Dissemination)	60-65	-	-	13,000	75-80	60-65	-	-	24,000	85-90
<b>Mrs M Crawford</b> (Head of Analytical Services DSD)										
	55-60	-	-	13,000	70-75	55-60	-	-	19,000	75-80
<b>Mr A Fitzpatrick</b> (Head of Information and Registration Unit BSO)	55-60	-	-	19,000	75-80	55-60	-	-	19,000	75-80
<b>Band of Highest paid Director's total remuneration</b>	<b>95-100</b>					<b>90-95</b>				
<b>Median Total Workforce Remuneration</b>	<b>31,135</b>					<b>29,784</b>				
<b>Remuneration Ratio</b>	<b>3.1</b>					<b>3.1</b>				

\* In line with the 2013 pay award arrangements, staff receiving less than a 1% consolidated increase to their salary received a non-consolidated pensionable payment to bring them to the equivalent value of 1%. Eight officials received a non-consolidated pensionable payment in the pay band £0-5,000.

\*\* DR TN Caven also received an amount in the band £30k-£35k relating to previous years' service.

\*\*\* The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation or any increase or decreases due to a transfer of pension rights.

Reporting bodies are required to disclose the relationship between the remuneration of the highest paid director in their organisation and the median remuneration of the organisation's workforce.

The median total is based on the full time equivalent remuneration of staff directly employed by NISRA at the reporting end date on an annualised basis.

The banded remuneration of the highest paid director in NISRA in the financial year was £90-95k (2012-13: £90k-£95k). This was 3.1 times (2012-13:3.1) the median remuneration of the workforce, which was £31,135 (2012-13: £29,784).

In 2013-14 and 2012-13 no employees received remuneration in excess of the highest paid director.

Total remuneration includes salary, non consolidated performance-related pay and benefits in kind. It does not include employer pension contributions and the cash equivalent transfer value of pensions.

## **Salary**

'Salary' includes gross salary; overtime; reserved rights to London weighting or London allowances; recruitment and retention allowances; private office allowances and any other allowance to the extent that it is subject to UK taxation and any gratia payments.

## **Benefits in Kind**

The monetary value of benefits in kind covers any benefits provided by the employer and treated by HM Revenue and Customs as a taxable emolument.

## **Bonuses**

The Agency did not make any bonus payments to Board Members during the year.

## Pension Entitlements

### Agency Board Members (Audited)

Officials	Accrued pension at age 60 as at 31/3/14 and related lump sum £000	Real increase in pension and related lump sum at age 60 £000	CETV at 31/3/14 £000	CETV at 31/3/13* £000	Real increase in CETV £000	Employer contribution to partnership pension account Nearest £100
<b>Dr TN Caven</b> (Registrar General & Chief Executive)	45-50 plus lump sum of 135-140	0-2.5 plus lump sum of 5-7.5	988	927	46	-
<b>Dr T Power</b> (Head of Analytical Services DEL)	15-20 plus lump sum of 55-60	0-2.5 plus lump sum of 2.5-5.0	308	280	9	-
<b>Mr R Beatty</b> (Head of Census)	25-30 premium member	0-2.5 premium member	449	410	10	-
<b>Dr S Donnelly</b> (Corporate Services and Methodology)	20-25 plus lump sum of 65-70	0-2.5 plus lump sum of 0-2.5	470	438	3	-
<b>Dr J Mallon</b> (Head of Human Resources Consultancy Services)	20-25 plus lump sum of 70-75	0-2.5 plus lump sum of 0-2.5	553	516	3	-
<b>Dr K Sweeney</b> (Head of Central Survey Unit)	0-5 plus lump sum of 0-5	20-25, of which 15-20 is in payment plus lump sum of 130-135, of which 125-130 has been paid	22	554	(541)	-
<b>Dr J Gillan</b> (Head of Economic Labour Market Statistics Branch)	25-30 plus lump sum of 40-45	0-2.5 plus lump sum of 0-2.5	544	474	37	-
<b>Dr E Mooney</b> (Head of Information and Analysis Directorate DHSSPS)	15-20 plus lump sum of 50-55	0-2.5 plus lump sum of 0-2.5	330	299	11	-
<b>Dr D Marshall</b> (Head of Geography & Demography)	10-15 plus lump sum of 35-40	0-2.5 plus lump sum of 0-2.5	195	175	8	-
<b>Mr D Rogers</b> (Head of Equality Unit Research Branch OFMDFM)	25-30 plus lump sum of 75-80	0-2.5 plus lump sum of 0-2.5	576	529	12	-
<b>Mr B Green</b> (Head of 2011 Census Statistical Development, Outputs & Dissemination)	15-20 plus lump sum of 55-60	0-2.5 plus lump sum of 0-2.5	340	309	9	-
<b>Mrs M Crawford</b> (Head of Analytical Services DSD)	10-15 plus lump sum of 35-40	0-2.5 plus lump sum of 2.5-5.0	159	141	6	-
<b>Mr A Fitzpatrick</b> (Head of Information and Registration Unit BSO)	15-20 plus lump sum of 45-50	0-2.5 plus lump sum of 2.5-5.0	249	221	12	-

\* The actuarial factors used to calculate CETVs were changed in 2012/13. The CETVs at 31/3/12 and 31/3/13 have both been calculated using the new factors, for consistency. The CETVs at 31/3/12 therefore differs from the corresponding figures in last year's report which was calculated using the previous factors.

## Northern Ireland Civil Service (NICS) Pension arrangements

Pension benefits are provided through the Northern Ireland Civil Service pension arrangements which are administered by Civil Service Pensions (CSP). Staff in post prior to 30 July 2007 may be in one of three statutory based 'final salary' defined benefit arrangements (classic, premium, and classic plus). These arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. From April 2011 pensions payable under classic, premium, and classic plus are increased annually in line with changes in the Consumer Prices Index (CPI). Prior to 2011, pensions were increased in line with changes in the Retail Prices Index (RPI). New entrants joining on or after 1 October 2002 and before 30 July 2007 could choose between membership of premium or joining a good quality 'money purchase' stakeholder arrangement with a significant employer contribution (partnership pension account). New entrants joining on or after 30 July 2007 are eligible for membership of the nuvos arrangement or they can opt for a partnership pension account. Nuvos is a 'Career Average Revalued Earnings' (CARE) arrangement in which members accrue pension benefits at a percentage rate of annual pensionable earnings throughout the period of scheme membership. The current rate is 2.3%. CARE pension benefits are increased annually in line with increases in the CPI. For 2014, public service pensions will be increased by 2.7% for pensions which began before 8 April 2013. Pensions which began after 8 April 2013 will be increased proportionately.

Employee contributions are determined by the level of pensionable earnings. The employee contribution rates for the 2014/15 year are as follows:

Members of **classic**:

Annual pensionable earnings (full-time equivalent basis)	New 2014 contribution rate before tax relief
Up to £15,000	1.50%
£15,001-£21,000	3.00%
£21,001-£30,000	4.48%
£30,001-£50,000	5.27%
£50,001-£60,000	6.06%
Over £60,000	6.85%

Members of **premium, nuvos** and **classic plus**:

Annual pensionable earnings (full-time equivalent basis)	New 2014 contribution rate before tax relief
Up to £15,000	3.50%
£15,001-£21,000	5.00%
£21,001-£30,000	6.48%
£30,001-£50,000	7.27%
£50,001-£60,000	8.06%
Over £60,000	8.85%

Benefits in classic accrue at the rate of 1/80th of pensionable salary for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. For premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike classic, there is no automatic lump sum (but members may give up (commute) some of their pension to provide a lump sum). Classic plus is essentially a variation of premium, but with benefits in respect of service before 1 October 2002 calculated broadly as per classic.

The partnership pension account is a stakeholder pension arrangement. The employer makes a basic contribution of between 3% and 12.5% (depending on the age of the member) into a stakeholder pension product chosen by the employee. The employee does not have to contribute but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.8% of pensionable salary to cover the cost of centrally-provided risk benefit cover (death in service and ill health retirement).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are at or over pension age. Pension age is 60 for members of classic, premium, and classic plus and 65 for members of nuvos. Further details about the CSP arrangements can be found at the website [www.dfpni.gov.uk/civilservicepensions-ni](http://www.dfpni.gov.uk/civilservicepensions-ni)

### Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just

their service in a senior capacity to which disclosure applies. The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the CSP arrangements. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations and do not take account of any actual or potential benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

### Real Increase in CETV

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

### Compensation for loss of office

The Agency did not make any payments for loss of office during 2013/14.



### T.N. CAVEN (Dr)

Accounting Officer, Registrar General and Chief Executive  
1 July 2014

## PROGRESS IN KEY BUSINESS AREAS

### Official Statistics Work Programme 2013/14

The Northern Ireland Statistics and Research Agency is responsible for collecting, compiling, processing, analysing, interpreting and disseminating a wide range of Official Statistics. Some of NISRA's Official Statistics are designated as 'National Statistics' which means that they must be produced in accordance with the arrangements set out in the Code of Practice for Official Statistics produced by the UK Statistics Authority. For other Official Statistics the Code is adhered to as a matter of good practice but breaches of the Code must still be reported.

This section reports on the progress against the Official Statistics Work Programme, which was set out in the 2013/14 NISRA Business Plan, by Official Statistics theme.

### Agriculture and Environment

#### National Statistics

##### DARD staff:

- collected, collated, analysed and published statistical data on agriculture and related industries in Northern Ireland, as required to meet the needs of DARD, other Northern Ireland Departments, DEFRA and the EU.

#### Other Official Statistics

##### DOE staff:

- published the annual Northern Ireland Environmental Statistics Report (NIESR);

- published the annual NI Greenhouse Gas Inventory Bulletin;
- published the quarterly and annual NI Municipal Waste Management Statistics Reports;
- published the quarterly and annual NI Development Management Bulletins;
- published the quarterly and annual Driver and Vehicle Agency (DVA) statistical compendium;
- published the annual taxi/bus/HGV compliance report and provided internal quarterly updates;
- developed and published a new Departmental Compliance and Enforcement Activity Report;
- carried out and published the annual Planning Customer Satisfaction Survey;
- sought National Statistics accreditation for their NIESR and Municipal Waste Management Statistics;
- reviewed and further enhanced the NI Greenhouse Gas Emissions Projection Tool; and
- progressed work to develop a comprehensive set of vehicle and driver testing demand forecasts, up to 2025, at test centre level.
- Work on the biennial DVA Customer Satisfaction Survey was deferred to 2014/15 at customer's request.

### Business and Energy

#### National Statistics

##### ELMS staff:

- published in line with the pre-announced timetable, the key annual business surveys including the Northern Ireland Annual Business Inquiry (ABI), Exports

Survey, and Research and Development; and

- progressed work to produce an economy wide exports measure. Broad economy exports statistics have been produced and are undergoing a rigorous quality assurance check. It is now planned that these figures will be produced as part of a methodology paper during summer 2014.

#### **CSU staff:**

- carried out the NI Quarterly Construction Enquiry and published the quarterly Index of Construction.

#### **Other Official Statistics**

##### **ELMS staff:**

- The ELMS publication on Northern Ireland Service Sector exports for high export potential groups was delayed to allow coherence checks to be made against the results of the more comprehensive exports measure.

##### **DETI staff:**

- continued to provide a professional statistical and research analytical service in support of existing and emerging Departmental priorities;
- progressed the development and finalisation of an export-focused report in support of the goals of the Northern Ireland Economic Strategy which is currently being prepared for publication early in 2014/15;
- maximised the utility of linked Invest NI and business survey data to meet Departmental analytical needs as detailed in the Analytical Services Unit's research agenda 2013/14; and

- produced a report on Northern Ireland air transport and air passengers to inform Departmental decision making in relation to air passenger duty.

## **Children, Education and Skills**

### **National Statistics**

#### **DE staff:**

- undertook the 2013-2014 School Census, the 2012-2013 School Leavers' Survey and compiled the 2013-2014 Teachers' database; and
- published statistical press releases on School Enrolment, School Leavers Survey, Pupil Attendance, School Workforce and the Year 12 and Year 14 Examination Performance 2012-2013.

#### **DEL staff:**

- published details of qualifications gained by NI domiciled students on Higher Education (HE) courses in the UK and details of all students gaining qualifications at Higher Education Institutions in NI for the academic year 2012/13;
- published details of NI domiciled students on Higher Education courses in the UK and details of students on Higher Education courses in NI Institutions for the academic year 2012/13; and
- published details of the destinations of leavers from Higher Education who obtained qualifications in Northern Ireland Higher Education institutions and NI domiciled leavers obtaining qualifications in UK Higher Education institutions in the academic year 2011/12.

## Other Official Statistics

### DE staff:

- conducted and published a statistical press release on the 2013-2014 School Meals Census;
- prepared statistics on Key Stage assessments;
- published a research briefing relating to Programme for International Student Assessment (PISA); and
- conducted the 2013/14 School Omnibus survey which provides information on a variety of research topics not covered in other data collections and published outputs from the 2012/13 survey.

### DEL staff:

- published statistical bulletins and factsheets detailing enrolments and achievements within Essential Skills;
- published a statistical bulletin detailing enrolments on Professional and Technical Courses in the NI Further Education (FE) Sector 2012/13;
- published a statistical bulletin detailing professional and technical retention and achievement data in the Northern Ireland Further Education Sector for 2012/13;
- published HE Performance Indicators: NI analysis 2011/12;
- published HE age participation index for NI 1989/90 – 2011/12;
- published a series of HE fact sheets 2011/12;
- published a series of FE fact sheets 2011/12; and
- published a Funded Learning Unit (FLU) funded enrolments factsheet.

## Crime and Justice

### National Statistics

#### DOJ staff:

- published 'Perceptions of Crime: Findings from the 2012/13 Northern Ireland Crime Survey' and 'Experience of Crime: Findings from the 2012/13 Northern Ireland Crime Survey'.
- The 2012/13 edition of 'Digest of Information on the Northern Ireland Criminal Justice System' was not published due to on-going negotiations with the UK Statistics Authority.

#### PSNI staff:

- published 2012/13 recorded crime statistics for Northern Ireland;
- published 2012/13 security situation statistics for Northern Ireland;
- published monthly updates of recorded crime statistics throughout 2013/14;
- published monthly updates of statistics on the security situation throughout 2013/14; and
- published an updated trend report on crime & detections.

#### NI Courts and Tribunals Service (NICTS) staff:

- published Judicial Statistics 2012; and
- published the quarterly Mortgage Press Release.

### Other Official Statistics

#### DOJ staff:

- in conjunction with academic and other NISRA colleagues, continued to foster co-operation between statisticians and researchers on an all-island basis;

- measured, monitored and reported data relating to Programme for Government and other Departmental Indicators;
- continued work with colleagues across the criminal justice system to harmonise statistical categories relating to the Causeway data sharing mechanism;
- published findings from the Northern Ireland Crime Survey covering a range of topics such as confidence in policing and the wider criminal justice system and experiences of domestic violence;
- published Views on Organised Crime: Findings from the January 2013 Northern Ireland Omnibus Survey; and
- conducted research on victim and witness related issues.

#### **Youth Justice Agency (YJA) staff:**

- published YJA Annual Statistics 2012/13;
- published quarterly bulletins on YJA caseload activity;
- published 2012/13 Youth Justice Agency Stakeholder survey;
- piloted Young Person, Parent/Carer and Victim survey and investigated publication of results; and
- collected and analysed statistical information to monitor performance indicators and targets outlined in the YJA Business Plan.
- The publication of the 2009 Northern Ireland youth reoffending rates was delayed due to quality issues with the database.

#### **PSNI staff:**

- published updated trend reports on crimes & incidents with a domestic abuse motivation and crimes & incidents with a hate motivation;

- published 2012/13 drug seizure statistics for Northern Ireland;
- published quarterly reports on police use of stop & search powers for Northern Ireland;
- published 2012/13 PACE detention statistics for Northern Ireland;
- published two six monthly reports on the use of force by the police;
- published quarterly updates of domestic and hate motivation statistics throughout 2013/14; and
- published monthly updates on Anti-Social Behaviour (ASB) incidents reported to the police throughout 2013/14.

#### **NI Courts and Tribunals Service staff:**

- published quarterly bulletins: High Court Bulletin, County Court Bulletin, Crown Court Bulletin, Magistrates' Court Bulletin, Children Order Bulletin;
- undertook quarterly reports for the Lord Chief Justice;
- provided quarterly business volume reports to NICTS Business Managers;
- calculated quarterly figures in relation to published corporate targets; and
- developed a methodology for the reporting of cracked and ineffective trials at the Crown and Magistrates' Court.
- The customer exit survey for the NICTS was deferred due to competing pressures.

#### **Northern Ireland Policing Board (NIPB) staff:**

- undertook internal and external survey work as detailed in the Policing Board's Statistical and Research Strategy;
- commissioned external research and survey work on public perceptions of the Policing Board, the Police Service

of Northern Ireland (PSNI), Policing and Community Safety Partnerships (PCSPs) and other policing-related issues;

- collected and interpreted statistical information to monitor performance indicators and targets contained in the Annual Policing Plan;
- monitored and reported complaints against the PSNI (collected by the Office of the Police Ombudsman for Northern Ireland – OPONI), statistics on the Use of Force and PACE/JSA stops and searches (collected by the PSNI) and statistics on the Independent Custody Visiting Scheme (operated by the Policing Board);
- provided statistical and research support to PCSPs to enable them to monitor local policing performance and to carry out their public consultation exercises;
- conducted survey work and collected statistical information to assist the Policing Board to monitor the effectiveness of PCSPs;
- published quarterly reports on the Independent Custody Visiting Scheme; and
- published Custody Visiting Annual Statistics.

#### **PBNI staff:**

- published PBNI Annual Caseload Statistics 2012/13;
- published quarterly bulletins on PBNI caseload statistics;
- provided statistical information to monitor performance against objectives set out in the PBNI Business Plan; and
- progressed work on the PBNI stakeholder surveys.

#### **PPS staff:**

- published quarterly statistical bulletins with key statistics on the activity of the PPS, including caseloads and prosecutorial decisions; and
- published annual report on the findings of the PPS module of the NI Omnibus Survey.

#### **CSU staff:**

- carried out the Northern Ireland Crime Survey.

## **Economy**

### **National Statistics**

#### **ELMS staff:**

- improved the timeliness of the quarterly Index of Production (IOP) and Index of Services (IOS) by reducing production time by 4 weeks and achieved a sample boost to the IOS by March 2014.
- Quarter 2 2013 IOP and IOS preannounced publications were delayed by 2 weeks and 4 weeks respectively for additional QA checks to be carried out.
- Publication of the Facts and Figures from the Inter-departmental Business register was delayed by just under 2 weeks due to an identified coding issue.

### **Other Official Statistics**

#### **ELMS staff:**

- produced a report on the feasibility of developing a set of Input-Output Tables for NI. An expert user group was consulted during the development of prototype tables and a wider consultation on the report is ongoing (NISRA milestone); and

- progressed work to develop the Composite Economic Index. Users have been consulted but it has not been possible to incorporate Public Sector Output data due to year end volatility issues.
- The production and publication of a quarterly export series for the Production sector was not achieved due to a number of staff changes in the area and also identified data quality issues. This work has been rescheduled for March 2015

#### **CSU staff:**

- carried out the Family Resources Survey in NI; and
- carried out the Expenditure and Food Survey in NI.

## **Government**

### **Other Official Statistics**

#### **HRCS staff:**

- undertook paybill modelling for the NICS;
- worked on equal pay reviews for the NICS and the Northern Ireland Assembly;
- monitored sickness absence in the NICS;
- produced personnel statistics for the NICS;
- undertook workforce planning for the NICS; and
- published 'Analysis of Sickness Absence in the Northern Ireland Departments 2012/13', 'Pay Statistics for the Northern Ireland Civil Service 2013', and 'Employment in the Northern Ireland Civil Service' (April 2013, July 2013 and October 2013).
- The planned 2013 edition of the annual 'Equality Statistics for the Northern Ireland Civil Service' publication was

delayed because of data quality issues and did not take place in 2013/14. As a knock-on effect of this, publication of the 2013 edition of 'Personnel Statistics' was delayed.

#### **DMB staff:**

- continued to update the Northern Ireland Neighbourhood Information Service website with detailed small area information from all data suppliers across all statistics themes.

#### **DMB, CSU and RREP staff:**

- took forward work to improve the content on the NISRA website.

#### **Corporate Services:**

- published a statistical bulletin on 'Statistical Surveys of Businesses carried out by NI Departments During 2012/13';
- published the NISRA Annual Report and Accounts for 2012/13; and
- published headline results from the NISRA Annual Customer Satisfaction survey 2013 in April 2014.

## **Health and Social Care**

### **National Statistics**

#### **DHSSPS staff:**

- published the 2012/13 Northern Ireland Hospital Statistics: Outpatient Activity publication;
- published the 2012/13 Northern Ireland Hospital Statistics: Inpatient & Day Case Activity publication;
- published the 2012/13 Northern Ireland Hospital Statistics: Emergency Care publication;
- published the 2012/13 Northern Ireland Hospital Statistics: Mental Health and Learning Disability publication;

- published the 2012/13 Northern Ireland Firework Injuries Statistics;
  - published the quarterly Northern Ireland Waiting Time Statistics: Emergency Care Waiting Time Bulletin;
  - published the quarterly Northern Ireland Waiting Time Statistics: Inpatient Waiting Time Bulletin;
  - published the quarterly Northern Ireland Waiting Time Statistics: Outpatient Waiting Time Bulletin;
  - published the quarterly Northern Ireland Waiting Time Statistics: Cancer Waiting Times Bulletin;
  - completed a National Statistics consultation on the change of methodology for the collection of information on theatre utilisation and activity from the aggregate return to the new Theatre Management System (TMS);
  - completed a National Statistics consultation on the change of methodology for the collection of information on admissions to hospital under the mental health and learning disability programmes of care from the aggregate return to the new Theatre Management System (TMS);
  - published a report on Dental Earnings & Expenses 2011/12 ;
  - followed up on requirements arising from UK Statistics Authority's assessment of National Statistics on Children's Social Care in Northern Ireland;
  - published Statistics on Community Care for Adults in Northern Ireland 2012/13;
  - published Northern Ireland Care Leavers Aged 16-18 Statistical Bulletin 2012/13;
  - published Northern Ireland Care Leavers Aged 19 Statistical Bulletin 2012/13;
  - published Children Adopted from Care in Northern Ireland Statistical Bulletin 2012/13;
  - published Children in Care in Northern Ireland Statistical Bulletin 2011/12;
  - published Children's Social Care Statistics for Northern Ireland 2012/13; and
  - published quarterly information on Children on the Child Protection Register and Child Protection Referrals for Northern Ireland.
- DMB staff:**
- published provisional headline mortality statistics for Northern Ireland 2013 and finalised mortality statistics for Northern Ireland 2012;
  - published provisional headline birth statistics for Northern Ireland 2013 and finalised birth statistics for Northern Ireland 2012;
  - published provisional statistics on the number of deaths registered with MRSA or Clostridium Difficile mentioned on the death certificate, 2012; and
  - published detailed statistics and research on the number of drug and alcohol related deaths in Northern Ireland 2012.
- DSD staff:**
- produced the Benefit Statistics Summary publication on a quarterly basis.
- Other Official Statistics**
- DHSSPS staff:**
- published the quarterly Northern Ireland Waiting Time Statistics: Diagnostics Waiting Time Bulletin;
  - published annual information on Complaints Received by Health and

- Social Care (HSC) Trusts in Northern Ireland in 2012/13;
- published annual information on Clinical / Social Care Negligence Cases in Northern Ireland in 2012/13;
- assisted with the review of radiology by providing a baseline of available data;
- disseminated Northern Ireland Reference Cost data for 2012/13;
- published 2012/13 episode based activity statistics on DHSSPS website;
- produced and analysed the 2012/13 Activity Based Funding Model;
- published Statistics for Smoking Cessation Services in NI: 2012/13;
- published Statistics from the NI Drug Misuse Database: 2012/13;
- published headline statistics from the Health Survey Northern Ireland: 2012/13;
- prepared a set of standard and non-standard tables for submission to the European Monitoring Centre for Drugs and Drug Addiction;
- commissioned and managed a range of Public Health related surveys e.g. Health Survey Northern Ireland;
- carried out an annual update of both regional and sub-regional indicators from the NI Health and Social Care Monitoring system;
- continued to develop a dental patient charging system to be used in pilot evaluation sites for the new General Dental Services Contract;
- calculated 2014/15 Hospital, Community Health and Personal Social Services allocation for Local Commissioning Groups and progressed the 6th Review of the Regional Capitation Formula;
- continued to publish Health and Social Care workforce data including quarterly Key Facts Bulletin, biannual Vacancy Report and annual Workforce Census;
- extracted and reported on latest GP quality and disease prevalence indicators, including GP patient survey results, publishing data in line with UK publication timetable;
- calculated 2014-15 general practice community prescribing allocations for Local Commissioning Groups, GP Practices and Primary/Integrated Care Partnerships;
- continued to address the recommendations of the GP Prescribing Formula Review;
- published Domiciliary Care Services for Adults in Northern Ireland 2013;
- published quarterly statistics on Carers' Assessments;
- published first statistics on community based Mental Health non-consultant led services;
- published information on Direct Payments quarterly; and
- provided information on DHSSPS Programme for Government and Commissioning Plan Direction (CPD) targets and indicators.
- Publication of results from the Adult Drinking Patterns Survey 2013 was rescheduled due to commissioning of research for minimum unit pricing of alcohol. Results now to be published May 2014.
- The planned publication of results from the Child Dental Health Survey 2013 was deferred due to a delay in UK fieldwork. Results will be published during 2014/15.

- Headline results from the Young Persons' Behaviour and Attitudes Survey 2013 were published by Central Survey Unit in May 2014.

#### **BSO staff:**

- progressed work to develop a service that will enable primary and secondary health data to be joined in a secure environment for appropriate health service planning, management and research;
- published detailed prescribing data at GP practice level on a routine basis;
- published the annual Prescription Cost Analysis for 2013 at NI and Local Commissioning Group level;
- published a report of Ophthalmic activity for 2012-13;
- calculated the Global Sum payments (circa. £100m) for GP Practices; and
- calculated the Practice Allowance payments (circa. £8m) for Dental Practices.

#### **BSO and DMB staff together:**

- worked to enable ethically approved health research using enhanced prescribing data through distinct linkage projects with the Northern Ireland Longitudinal Study.

#### **DSD staff:**

- disseminated Geographic information on benefit claimants through NINIS;
- provided statistical consultancy and volumetric forecasts for use in Integrated Complementing System for Social Security Agency workload forecasts;
- provided statistical consultancy and volumetric forecasts for the migration strategy of Universal Credit;
- provided statistical/research support to assist the completion of the Universal

Credit research programme;

- modelled policy impacts by using the Policy Simulation Model;
- constructed an administrative data model to inform policy development;
- provided statistical consultancy and analysis to support the evaluation of the Customer First project;
- facilitated the Incapacity Benefit (IB) Reassessment project team by producing a series of volumetrics for migrating IB customers to Employment and Support Allowance (ESA);
- provided statistical, research and consultancy support to the Agency's Benefit Entitlement Unit, helping them identify and target vulnerable people in NI that may not be receiving Social Security Benefits they are entitled to;
- provided statistical information and analysis to support the implementation of Personal Independence Payment (PIP) and the reassessment of existing Disability Living Allowance working age customers for PIP;
- provided statistical consultancy and volumetric forecasts to investigate the impact of introducing the time-limiting element to contribution based Employment and Support Allowance;
- evaluated customers experience of the Employment and Support Allowance customer journey and outcomes following the Work Capability Assessment;
- provided statistical, research and consultancy support to the Payment Modernisation Programme; and
- provided statistical consultancy, support and research to baseline customer satisfaction levels with the Social Security Agency's dispute process.

**CSU staff:**

- carried out the National Diet and Nutrition survey in NI; and
- carried out the NI Health Survey.

**Labour Market****National Statistics****ELMS staff:**

- published in line with the pre-announced timetable, the key monthly Labour Force Survey results, Claimant Count and Redundancy Statistics, the Quarterly Employee Jobs Survey, quarterly and special topic Labour Force Survey results, the Annual Survey of Hours and Earnings (ASHE) results and the biennial Census of Employment results.
- The Quarterly Employment Survey underwent a new sample refresh in 2013/14 which held back the production of confidence intervals.

**Other Official Statistics****DEL staff:**

- published statistics on Training and Employment Measures in DFP's Labour Market Report;
- published headline statistics on job vacancies notified to DEL's Employment Service in DFP's Labour Market Report;
- published annually detailed statistics on vacancies notified to the Employment Service;
- published biannual Steps to Work statistical bulletins;
- published biannual Steps to Work statistical factsheets;
- published annual Workforce Development Forum Labour Market Profiles;

- published a quarterly statistical bulletin on Training for Success/Programme-Led Apprenticeships; and
- published a quarterly statistical bulletin on Apprenticeships NI.

**CSU staff:**

- carried out the Labour Force survey in NI.

**People and Places****National Statistics****DMB staff:**

- produced and published two releases of the Northern Ireland Central Postcode Directory; and
- supported improvements to spatial statistics in Northern Ireland by developing the POINTER database for increased statistical use.

**DSD staff:**

- reported on the Family Resources Survey (FRS), Households Below Average Incomes based on 2011-2012 data and the FRS Urban Rural Reports for 2010-11 and 2011-12, with reciprocal Urban Rural tables being made available for 2009-10 data; and
- published the Annual Housing Statistics 2011-12 and 2012-13 reports.

**Other Official Statistics****LPS staff:**

- published the Northern Ireland Residential Property Price Index on a quarterly basis in May, August, November and February;
- analysed the NI Valuation List to assist with the 2015 revaluation of non-domestic properties; and

- undertook further developments in executive management information systems to produce statistics on the key performance indicators for LPS Revenues and Benefits Directorate.

#### **DCAL staff:**

- published statistical bulletins in respect of the Continuous Household Survey and Young Persons Behaviour and Attitudes Survey findings on the Arts, Museums, Libraries, Sport, Irish, Ulster-Scots, Angling and Inland Waterways;
- published a series of statistical digests on the key business areas in DCAL; and
- planned and managed the DCAL Social and Economic Research and Survey Programme.

#### **CSU staff:**

- carried out the Survey of Living conditions in NI;
- carried out the Continuous Household Survey; and
- carried out 4 Omnibus Surveys.

#### **DSD staff:**

- carried out ad hoc analysis of the Family Resources survey in Northern Ireland;
- published the Pensioners' Income Series Bulletin 2010-11 and 2011-12 with reciprocal tables being made available for 2009-10;
- published the Northern Ireland Poverty Bulletin 2011-12;
- published the quarterly Housing Bulletins; and
- provided statistical and research support to Urban Regeneration and Community Development Group to monitor and evaluate their policies and strategies.

#### **Tourism Statistics Unit staff:**

- consulted with users to identify needs and inform proposed developments in the dissemination and methodologies relating to tourism statistics;
- published statistical occupancy bulletins (monthly and annual) on Hotel, Guesthouse and Bed & Breakfast establishments;
- published quarterly tourism statistics bulletins bringing together overseas, domestic, RoI visitor, occupancy statistics to provide an overview of tourism activity;
- published a comprehensive annual tourism statistics report bringing together overseas, domestic, RoI visitors, occupancy statistics and visitor attraction data to provide an overview of tourism activity; and
- produced required EU statistics on serviced accommodation occupancy and on trips (day and overnight) taken by NI residents.

#### **Ilex Urban Regeneration Company (Ilex-urc) staff, with partner organisations, including Derry City Council and Culture Company 2013 Ltd:**

- provided accurate and timely data to produce statistical information (reports, research, information request responses) to meet the monitoring and evaluation requirements of the 'ONE Plan', the regeneration plan for Derry~Londonderry; and
- provided accurate and timely data to produce statistical information (reports, research, information request responses) to meet the monitoring and evaluation requirements of the City of Culture 2013 Programme.

## Population

### National Statistics

#### Census Office staff:

- maintained and updated the published schedule for outputs from the 2011 Census;
- published a series of detailed multivariate tables for all NI geographies except Small Areas (Detailed Characteristics) which will generally correspond to the 2001 Census Standard Tables;
- published a series of less detailed multivariate tables for all NI Geographies (Local Characteristics) which generally will correspond to the 2001 Census Area Statistics (CAS) and Theme tables;
- made preparations for and commenced the dissemination of the specialised census outputs as detailed in the 2011 Census Outputs Prospectus;
- consulted with users on, and made users aware of, Census outputs;
- reviewed and evaluated the 2011 Census programme performance against the strategy across all areas and commenced a Benefits Realisation exercise; and
- started to consider requirements for future census operations taking cognisance of evaluation and benefits realisation findings and the Beyond 2011 project.

#### DMB staff:

- published the 2012 Annual Report of the Registrar General for Northern Ireland;
- published three quarterly Reports of the Registrar General, Q1-Q3. Publication of the Q4 Report was withheld until after the May 2014 elections;
- published monthly births and deaths statistics for Northern Ireland;

- published 2012 population estimates for Northern Ireland and Administrative Areas;
- published 2012 small area population estimates for areas within Northern Ireland;
- published detailed population estimates of those aged 85 and over, 2002-2012;
- published 2011-12 migration statistics for Northern Ireland and areas within Northern Ireland;
- published Annual Statistical Bulletin for Marriage, Civil Partnerships and Divorces registered in 2012;
- published Annual Bulletin for names of babies born in 2012; and
- published Annual Press Release for most popular baby names in 2013.

### Other Official Statistics

#### DMB staff:

- finalised the Northern Ireland Longitudinal Study-2011 Census link and released in Winter 2013;
- supported Northern Ireland Longitudinal Study distinct linkage projects, to detail the service provider indicator methods; and
- further developed the Northern Ireland Longitudinal Study – 1991 Census link.

## Travel and Transport

### National Statistics

#### DRD staff:

- published a headline and an in-depth report on the Travel Survey for Northern Ireland;
- published the Annual Transport Statistics and Quarterly Road and Rail Transport Statistics bulletins;

- consulted key stakeholders on transport statistics issues; and
- developed the Travel Survey for Northern Ireland database to allow more complex analysis to meet users' needs.

#### **PSNI staff:**

- published the 2012/13 injury road traffic collision statistics for Northern Ireland;
- published the 2012 calendar year injury road traffic collision statistics for Northern Ireland; and
- published in-year provisional injury road traffic statistics for 2013/14 at regular intervals throughout the year.

#### **Other Official Statistics**

##### **DOE staff:**

- published the Northern Ireland Seat Belt Survey 2013;
- published the Northern Ireland Road Safety Monitor 2013;
- published the second update to the Northern Ireland Road Safety Strategy 2010-2020 Monitoring Report;
- progressed a project to conduct secondary analysis on available NI telematics research data to evaluate its potential to improve driver performance; and
- completed a benchmarking analysis on NI driver insurance premiums against England and produced a report highlighting the key insurance differentials including on an urban/rural basis.

##### **DRD staff:**

- provided statistical and research support to the Active Travel Strategy and the New

Approach Strategy including the provision of analysis and technical advice with regard to sustainable transport initiatives;

- published the 'Public Perception of Safety on Public Transport' report;
- provided and updated the Sustainable Transport Indicators and trend data and investigated the possibility of benchmarking the Indicators (UK Regions, ROI & EU);
- attended Cross Departmental Working Group analyst meetings on Climate change; and
- quality assured the new methodology and results for the Roads Service 'Vehicle Kilometres Travelled Survey'.

##### **CSU staff:**

- carried out the NI Travel Survey;
- carried out the NI Seatbelt Survey;
- carried out the International Passenger Survey in Northern Ireland; and
- carried out the Northern Ireland Passenger Survey.

#### **Cross cutting topics - Equality and Diversity**

##### **National Statistics**

##### **OFMdfM staff:**

- produced and published the Labour Force Survey Religion Report 2012.

##### **DMB staff:**

- continued to update the Northern Ireland Neighbourhood Information Service website with detailed small area information from all data suppliers across all statistics themes.

## Other Official Statistics

### OFMdfM staff:

- reviewed the Good Relations Indicators and carried out a public consultation on a revised set of indicators. A baseline report on the final indicators will be published in September 2014;
- supported the targeting of resources, monitoring and evaluation of the Social Investment Fund and the Social Protection Fund;
- published the Child Poverty Outcomes Model in December 2013;
- supported the review and evaluation of a number of programmes and strategies in OFMdfM, including the Childcare Strategy, Delivering Social Change Signature Programmes and the Racial Equality Strategy;
- published an update to the Gender Equality Strategy: Baseline Picture;
- published an update to the Lifetime Opportunities Report;
- published an update to the Profile of Older People in Northern Ireland Report;
- published an update to the Children and Young People's indicators;
- developed a draft Child Rights Indicator Framework;
- published a 'Twenty years of Cohesion, Sharing and Integration Report';
- published the Young Life and Times Survey reports into Community relations and cross-community contact; Shared Education; Equality and Diversity Education (CRED) and Extent of contact with LGB people;
- received a draft report on the supply and demand of childcare research report which will be published in 2014/15;
- received two reports relating to Offending Behaviour among Young People in NI: A Study of Neighbourhood, Family and School Peer Processes which will be published in 2014/15;
- published the Northern Ireland Life and Times reports into community relations; attitudes to minority ethnic people; attitudes to LGB people;
- published the Study of Expenditure Poverty in Northern Ireland Report;
- published the Best Practice in Early Intervention for Children in Vulnerable Families Report;
- published the Social Narrative - NI in Transition - the next 10 years Report;
- published the Report on What Works in Supporting Children and Young People to Break the Intergenerational Poverty Cycle; and
- published the Forecasting Poverty in Northern Ireland Report.
- The UNCRC Child Rights Indicators Framework Report will be published in 2014/15.
- The update of the Job Application and the Job Application Outcome Report was not completed due to a change in customer requirements.

### HRCS staff:

- undertook equality monitoring for the NICS.
- The planned 2013 edition of the annual 'Equality Statistics for the Northern Ireland Civil Service' publication was delayed because of data quality issues and did not take place in 2013/14. As a result of this, the publication of the 2013 edition of 'Personnel Statistics' was also delayed.

**RREPB staff:**

- worked with academics in ARK to produce a second edition of the analytical publication *Figuring it Out* which will be published in June 2014;
- participated in all relevant groups to take forward work on the development of the Equality part of the new NISRA website; and
- progressed work to produce the ex-ante evaluation of the new EU-funded Investment for Jobs and Growth programmes in Northern Ireland (2014-2020).

**Civil Registration****GRO staff:**

- submitted the NI Registration Office System (NIROS) Outline Business Case (OBC) to the Departmental Economist in December 2013. As a result of subsequent advice from NI Direct, the OBC now requires further rework to consider the HoCS mandate relating to the NI Direct Agreement;
- completed implementation of the new GeNI website and enhanced public search facilities;
- introduced new services following the introduction of the Civil Registration Regulations (NI) 2012; and
- progressed the work to ensure the continuation of the registration service post implementation of RPA.

**DMB and GRO staff in partnership:**

- provided routine management information on the work of Registrars to the Registrar General and local councils.

## CUSTOMERS

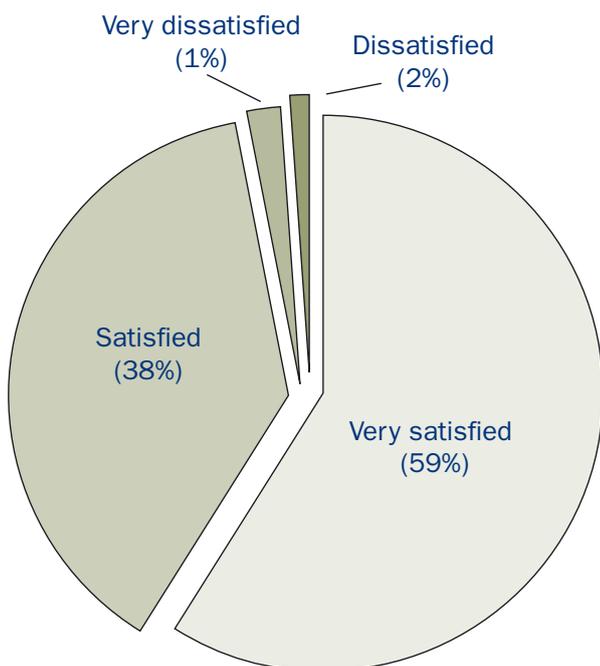
NISRA is committed to improving its service to customers, including other Northern Ireland Departments. This is managed and monitored through a series of Service Level Agreements and Concordats.

### Customer Satisfaction

NISRA Customer Satisfaction Survey questionnaires were administered to customers to ascertain whether Agency staff had delivered the service required to a satisfactory standard. The results of the survey showed that 97% of customers were either satisfied or very satisfied with the service provided. (59% reported they were 'very satisfied').

### NISRA 2013 Customer Satisfaction Survey Results

#### Satisfaction with the Service provided



## MODERNISATION OF THE REGISTRATION SERVICE

### Civil Registration Regulations

Following the introduction of the Civil Registration Regulations (NI) 2012 GRO have introduced new services as follows:

- The issue of commemorative certificates in relation to birth, death, marriage and civil partnership registrations;
- The Record of Northern Ireland Connections which enables events that have occurred outside Northern Ireland to be recorded in the NI records for family history/genealogy purposes;
- Sharing registration information with other government departments; and
- Providing wider access to registration records through the Genealogical Project (GeNI).

### Genealogical Project (GeNI)

Phase 1 of the GeNI Project, which provided a new online application service, was launched on 15 November 2013. The GeNI website and enhanced public search room facilities became fully operational on 31 March 2014.

### The NI Registration Office System (NIROS) Project

Following approval of the Strategic Outline Case, the NIROS OBC was issued to the Departmental Economist in December 2013. As a result of subsequent advice from NI Direct, the OBC requires further amendment to consider the Head of the Civil Service mandate relating to the NI Direct Agreement.

## General Register Office Operations

The General Register Office processed close to 60,000 certificate applications of which 99% were issued within the target of 5 working days set by the Registrar General. Further, GRO processed 4,900 registration related cases, including re-registrations, adoptions and corrections. The target of 97% of casework files to be dealt with in 15 days was exceeded.

## OFFICIAL STATISTICS ISSUES

The UK Statistics Authority which was established on 1 April 2008 is an independent body operating at arm's length from government with a statutory objective to promote and safeguard the production and publication of official statistics that serve the public good and are produced free from political interference. In order to preserve and enhance the integrity and levels of public confidence in official statistics, arrangements were made for the provisions of the Statistics and Registration Service Act to extend to Northern Ireland to allow the UK Statistics Authority to operate here.

NISRA is committed to complying with the principles of the UK Statistics Authority's Code of Practice, published in 2009. Compliance with the Code is a statutory requirement on bodies that produce statistics that have been designated as National Statistics. For other Official Statistics the Code is adhered to as a matter of good practice. During 2013/14 the Agency continued to roll out guidance and advice to help support the implementation of the Code of Practice in Northern Ireland and reduce the likelihood of breaches occurring.

Throughout 2013/14 the UK Statistics Authority continued to monitor compliance with the Code of Practice as part of its Assessment Programme. A number of NISRA's National Statistics and some of its Official Statistics products were assessed for compliance with the Code of Practice, and all of those where an outcome was declared within the year were successfully accredited/reaccredited as National Statistics. These included the following outputs: Statistics on Hospitals in NI; Statistics from the Family Resources Survey; Statistics on Agriculture in NI; Statistics on Housing and Benefits; Statistics on Religious Communities and the Labour Market; Statistics on Trade and Business; Poverty Statistics; Northern Ireland Environmental Statistics and NI Local Authority Collected Municipal Waste Management Statistics. No outputs have failed to achieve NS designation.

NISRA's 2013/14 Business Plan included a target aimed at refocusing the balance of statistical activity to provide greater emphasis on explanation and dissemination of the information contained in statistics compared with the collection and management of official data. (Per priority 2 UK Statistics Authority Statement of Strategy<sup>2</sup>).

A number of activities were undertaken to improve statistical commentary in publications. Twelve Assistant Statisticians received training in commentary and peer review processes from the National Statistician's Office in June and, following that, a NISRA Peer Review College was set up on a pilot basis. After a review of the pilot, Agency Board agreed to the further roll out of the process across the Agency. Training on user engagement was also delivered in June and further workshops on both commentary and user engagement were held in November. In addition a Senior

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<sup>2</sup> <http://www.statisticsauthority.gov.uk/>

Managers Forum on Presentation and Dissemination was held in February at which Iain Bell, Chair of the GSS Presentation and Dissemination Committee gave presentations on the GSS Presentation and Dissemination Strategy and work that is on-going at GSS level to enhance the communication and dissemination of statistical outputs.

### **Breaches of the Official Statistics Code of Practice**

During 2013/14 there were six reported breaches of the Code of Practice as outlined below:

1. A National Statistics publication was not released through the Publication Hub, although it was available on the Departmental website at the date and time pre-notified for release.
2. An official named in the pre-release access (PRA) list sent a copy of the report to an individual who had not been named on the PRA list but whose colleague had.
3. An official named on a PRA list used the publication to update a general briefing document on TRIM during the pre-release period. However, the briefing document was not locked down and was accessible by other staff for a short time in order that they could similarly make their own updates.
4. A SPAD who received PRA had used the statistics from the PRA briefing to prepare a further briefing document which was then circulated to 3 individuals not on the PRA list.
5. A further breach was due to a failure to publish a statistical release at the standard time of 9.30am which occurred when the upload procedures were not fully implemented.

6. A sixth breach occurred when an official who had received PRA subsequently sent a Ministerial briefing incorporating the embargoed statistics and copied this to 5 other persons who had not been included on the original circulation list. The briefing was also copied to 2 generic e-mail boxes which resulted in a further 6 individuals receiving inappropriate early access.

Full details of the breaches are available on the Authority's website at the link below.

<http://www.statisticsauthority.gov.uk/assessment/code-of-practice/breach-reports/index.html>

All 6 breaches have been investigated and actions taken to, as far as possible, minimise the possibility of a re-occurrence. There is no evidence that any of the breaches had a significant impact and all were discovered and dealt with promptly. NISRA Corporate Services continues to roll out advice and guidance on the Code and its implementation.

## COMMUNICATION

There are a number of initiatives in development within the Agency designed to improve the communication skills of statisticians. These initiatives have their origins in 2013/14 and will continue to be rolled out during 2014/15. The Code of Practice for Official Statistics requires the Agency to engage with users and improve the narrative and commentary associated with its publications. Related to the communication theme are the various strategies of the Office for National Statistics, the Government Statistical Service and the UK Statistics Authority, all of which emphasize the themes of Impact (on decision making), Trust, Quality and Governance.

During 2013/14 the Agency Board discussed the importance of presentation and dissemination activities and approved the development of the Agency's website. As noted previously, a panel of peer reviewers has been engaged in a programme of improvements to our publications. The staff attitudes survey and the NISRA customer satisfaction survey continue to be sources of information which the Agency Board use to improve the operation of the Agency.

Throughout 2013/14 the Agency's lunchtime seminar series has focused on the presentation dimension of statistical and research information and many NISRA branches have learned lessons from user engagement activities. An annual list of Agency publications was produced and e-dissemination activities were particularly apparent on the NINIS (NI Neighbourhood Information System) website and from the Census Office.

The work of the NISRA STEMnet ambassadors has continued to promote the use of science subjects within schools and the NISRA

marketing action plan has moved into a new phase whereby a communications strategy and training programme will be developed in 2014/15.

## Agency Publications

The Agency has continued to disseminate official statistics and research findings through the publication of reports and press releases in both hard copy and electronic formats. Details of the Agency's research and statistical publications are set out in Annex 2.

## INFORMATION MANAGEMENT

NISRA is an information-based business. The service it delivers to customers, whether internal or external, depends on how well it can create and use information to aid decision-making and analysis, and thereby meet its business objectives. This information needs to be recorded and stored in a shared area that allows easy access, and published in an appropriate manner. NISRA is committed to increasing the amount of Data released in open and re-usable formats in the production of its statistical outputs. During 2013/14 a NISRA Open Data policy paper was developed and circulated to all NISRA branches. An Open Data seminar was also convened in October with presentations given by Derek Bond (UU) and Asta Mannenin (Helsinki Infoshare).

Following the successful implementation of RecordsNI, the Agency has continued to use TRIM to store corporate electronic information in a single repository. This electronic document records management system enables staff to apply access controls on individual documents and is being used by over 17,000 staff across the NICS. It makes up-to-date information

instantly available and deals with the lifecycle of information, from the point of creation or receipt, through to its maintenance, use, final disposal or indefinite retention.

NISRA's DFP branches have contributed to the core Department attaining Level 1 and 2 compliance of the Information Assurance Maturity Model in 2013/14. NISRA's Information Asset Owners (IAOs) provide annual input to the Senior Information Risk Owner on the security and use of their information asset and provide Information Assurance Stewardship Statements twice yearly, which are recorded in the NISRA Governance Statement. They have also assisted with the completion of a NISRA DFP Information Assurance Risk Schedule.

The Business Area Information Manager (BAIM) together with the IAO's provided advice & guidance on data and record management, in line with the Data Protection (DP) Act 1998 & Freedom of Information Act 2000 legislative requirement, which ensured Information Assurance compliance remained a priority across NISRA. To facilitate compliance DFP NISRA produced Data Protection Action Plans / Work Programme, completed DP checklists, reviewed branch procedures, delivered presentations and training. A Data Sharing Policy was also implemented in November 2013

## HUMAN RESOURCES

NISRA continues to meet its business needs and improve performance through workforce planning, effective people selection and active performance management. The Agency maintains a skilled and motivated workforce created through a culture of nurtured career development and well managed personal development plans. During 2013/14 NISRA Human Resources:

- carried out workforce planning surveys;
- carried out a staff survey;
- commissioned a customer survey;
- organised and delivered in-house statistics training courses;
- delivered 7 lunch-time seminars;
- carried out an Assistant Statistician recruitment competition;
- carried out a Statistics Placement Student recruitment competition;
- finalised the review of the Vacancy Management Policy;
- maintained up-to-date HR information dissemination via NISRAnet;
- produced and disseminated the Agency Brief (monthly); and
- implemented the actions required to meet the targets listed in the Human Resource Action Plan (incorporating those identified through the DFP Quality Programme).

## TRAINING AND DEVELOPMENT

NISRA continues to meet the development needs of its staff through the delivery of their training requirements recorded in Personal Development Plans (PDPs), incorporating both generic courses, as supplied by the Centre for Applied Learning, and specific NISRA corporate development courses.

### Corporate training

During 2013/14 the NISRA Staff Development Group sourced and organised the following corporate training courses. The number of courses was limited due to budget constraints and lack of internal trainers:

- Quality Management & Assurance; and
- SPSS Training.

### Generic training

NISRA staff attended a variety of departmental generic training courses during 2013/14 which included:

- ILM Level 5;
- ILM Level 7;
- Diversity Now;
- Content Manager;
- Assembly Questions;
- TRIM End User;
- Managing Personal Stress;
- Practical Project Management;
- Performance Management;
- Recruitment and Selection; and
- Management of Sickness Absence.

### Lunch time Seminars

During 2013/14 the following lunch-time seminars were held:

- On the Sofa with Alison – A History of NISRA ( Alison McQueen, NISRA GRO with Norman Caven, Robert Beatty, Tracy Power, James Gillan and Dave Rogers );
- What's the story? How to tell stories with statistics– (Paul Nolan, Research Director at the Community Relations Council);
- Fraud Awareness Seminar– (Mr Martin Hampton, Audit Manager with DFP Internal Audit);
- SMARTCensus - helping make sense of detailed characteristics tables – (James Nicholson, SMART Centre Durham University, Iain Bryson NISRA CSU, Deborah Brown NISRA HRCS, Robert Beatty NISRA Census);
- Opportunities and Challenges of Open Data – (Derek Bond, University of Ulster at Coleraine & Asta Manninen, City of Helsinki Urban Facts);
- Find my past – (Iain Bryson, NISRA CSU & Alison McQueen, NISRA GRO); and
- Spatial Microsimulation– (Ben Anderson, Sustainable Energy Research Centre, University of Southampton & Stephen McGonagle, NISRA DEL).

## EMPLOYER SUPPORTED VOLUNTEER SCHEME

NISRA continued to support the Employer Supported Volunteer (ESV) Scheme throughout 2013/14. ESV is organised by the Voluntary Service Bureau and aims to help organisations to contribute to their community by involving employees as volunteers to complete 'Challenges' for local voluntary and community organisations.

In 2013/14 NISRA staff participated in the following events:

- HRCS held a Big Breakfast in aid of Cancer Research raising £1,400;
- McAuley House staff wore jeans and donated to Jeans for Genes day;
- RREP staff volunteered at Cancer Focus NI for a day;
- DEL REB Branch held a raffle for luxury hampers raising £500 in aid of Breast Cancer;
- Corporate Branch dressed as Santa's Elves and helped Santa in his Grotto at Hillside Nursery in aid of CLIC Sargent;
- Staff from all NISRA Branches donated to a collection for Action for Children NI – over £600 was raised and used to buy presents for children and teenagers in NI.

During 2013/14, NISRA continued as a STEMnet<sup>3</sup> organisation in conjunction with W5 and a network of STEMnet ambassadors attended events to publicise to school children the opportunities and varied careers available to those who study these relevant subjects.

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<sup>3</sup> STEMnet is a UK wide initiative which creates opportunities to inspire young people in Science, Technology, Engineering and Mathematics (STEM).

## HEALTH AND SAFETY

During 2013/14 there were no accidents recorded.

Two planned practice fire evacuations of McAuley House took place during which evacuation of all staff was completed satisfactorily.

General Risk Assessments for McAuley House were conducted on a regular basis.

## FUTURE DEVELOPMENTS

Major areas of work for NISRA in the next few years will include the following:

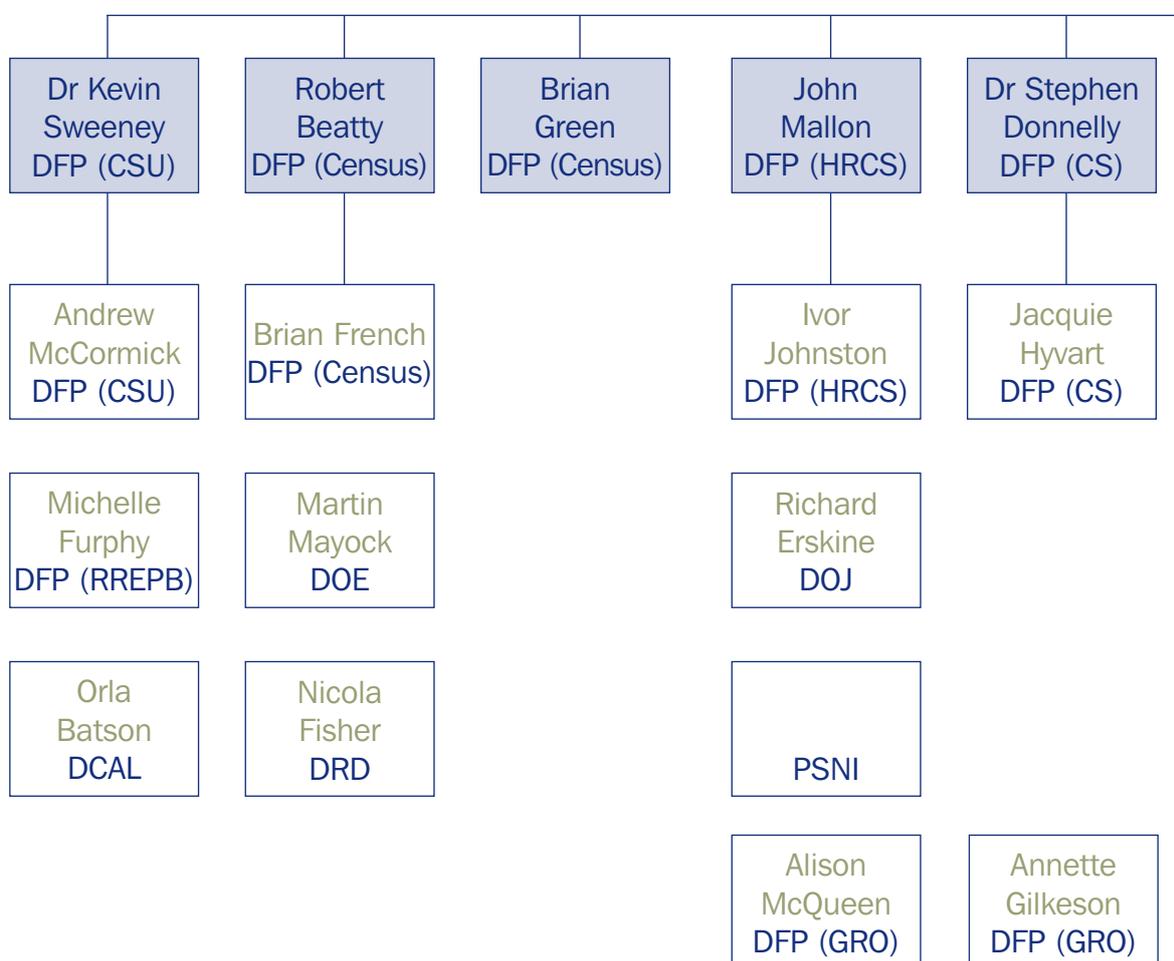
- Produce and disseminate the remaining outputs from the 2011 Census. Develop awareness and encourage the use of 2011 Census outputs through a benefits realisation project which will also quantify use of the Census;
- Take forward the Beyond 2011 project through consultation on user requirements from a 2021 Census, and prepare initial proposals for a statistical system to deliver identified user requirements;
- Establishment of the Administrative Data Research Centre and development of research projects within the NI Longitudinal Study Research Support Unit which is designed to increase the use of administrative datasets and surveys in support of socio-economic policy analysis and policy evaluation. This will require the implementation of legislation to allow enhanced data sharing;
- The continued roll out of Statistics Reform and the UK Statistics Authority Assessment process against the Code of Practice for Official Statistics and

the further inclusion of ALBs within the process;

- Provision of statistics and guidance on the new geography established by the new District Council structure;
- The development of an internal and external communications strategy including development of a new website and greater dissemination via Facebook and Twitter. The purpose of the strategy is to improve public trust in statistics and the impact of our work on decision making. We will have to consider our priorities in the light of increased demands to improve how we communicate our statistics and improve commentary while at the same time improving data quality – including that provided from administrative sources and third parties;
- Continuing to provide a high quality service to Government and other customers in a climate of increasing resource pressures and likely budget cuts;
- The further development of online GRO historical record search facilities and public access to genealogical records;
- Improve staff awareness of the actions taken regarding issues raised by the annual staff survey and incorporate actions into the HR strategy;
- Production of more e-compedia type publications on a specific theme. These publications are designed to promote collaboration across the Agency; and
- Address accommodation issues arising from the expiry of the lease on McAuley House, the need to accommodate former DETI staff and the desire to bring DFP Agency staff together in one place as far as possible.

# ANNEX 1: NISRA ORGANISATIONAL CHART

Dr Norman Caven  
Registrar General for NI  
Chief Executive



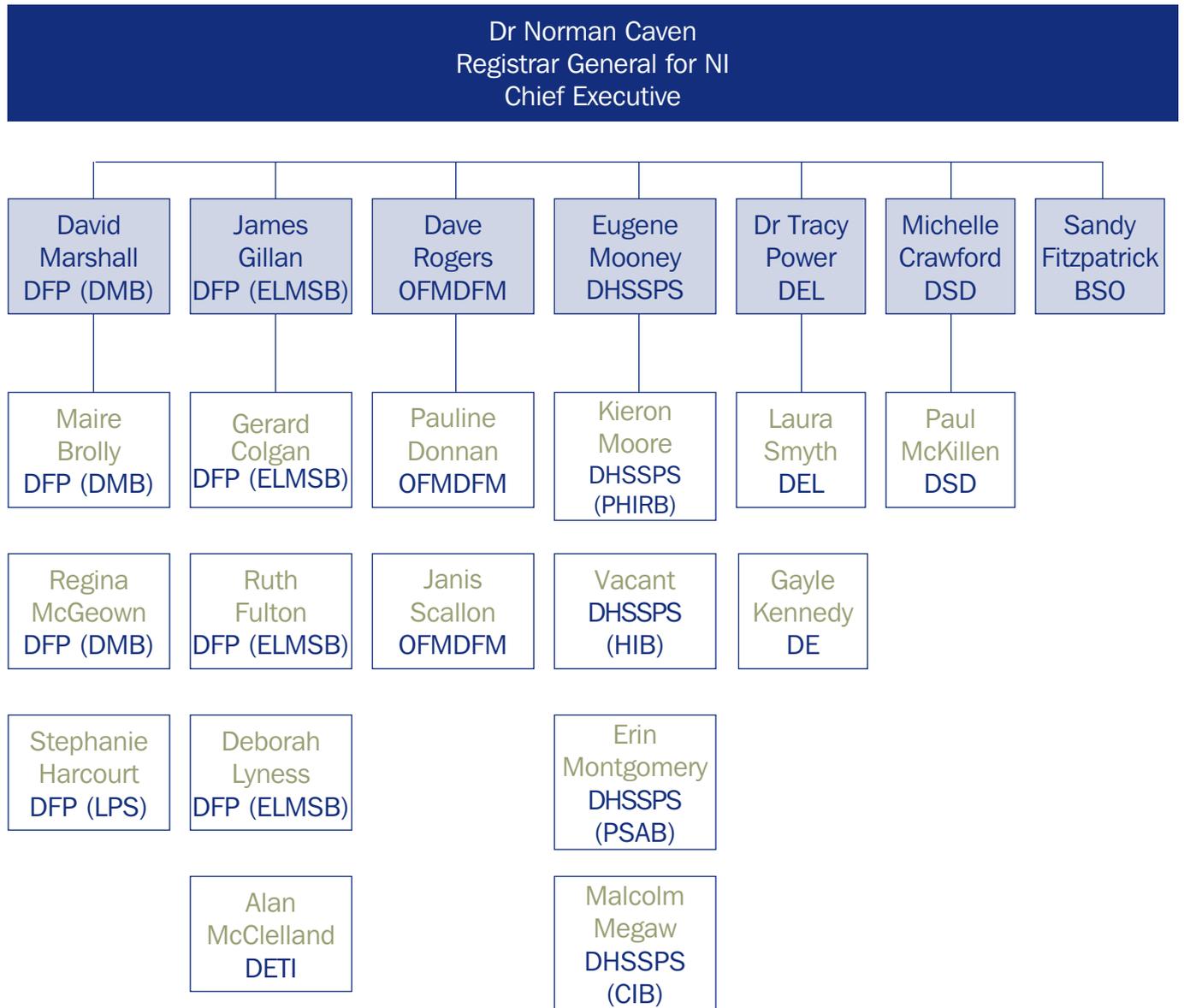
Agency Board



NISRA Senior Managers Forum



# ANNEX 1: NISRA ORGANISATION CHART



Agency Board



NISRA Senior Managers Forum



## **ANNEX 2: NISRA RESEARCH & STATISTICAL PUBLICATIONS 2013/14**

### **BSO**

General Ophthalmic Service Statistics in Northern Ireland 2012-13 (September 2013) (BSO)

### **DARD**

Northern Ireland Agri-food Sector, Key Statistics June 2013 (June 2013) (DARD)

The Agricultural Census in Northern Ireland: Results for June 2013 (January 2014) (DARD)

### **DCAL**

Digest of Statistics for Salmon and Inland Fisheries in the DCAL Jurisdiction 2013 (in which the latest statistics relate to 2011) (April 2013) (DCAL)

Attendance at live sports events by adults in Northern Ireland: Findings from the 2011/12 Continuous Household Survey (May 2013) (DCAL)

Experience of museums and science centres by adults in Northern Ireland: Findings from the 2011/12 Continuous Household Survey (May 2013) (DCAL)

Engagement in culture, arts and leisure: 2007/08-2012/13 Headline figures from the 2012/13 Continuous Household Survey (May 2013) (DCAL)

Attitudes towards angling by adults in Northern Ireland: Findings from the 2013 Omnibus Survey (July 2013) (DCAL)

Attitudes towards the Public Record Office of Northern Ireland: Findings from the 2013 Omnibus Survey (July 2013) (DCAL)

Experience of sport and physical activity by adults in Northern Ireland 2012/13: Findings from the 2012/13 Continuous Household Survey (September 2013) (DCAL)

Experience of the arts by adults in Northern Ireland 2012/13: Findings from the 2012/13 Continuous Household Survey (September 2013) (DCAL)

Angling and usage of inland waterways by adults in Northern Ireland: Findings from the 2012/13 Continuous Household Survey (September 2013) (DCAL)

Experiences of Irish Culture and heritage by adults in Northern Ireland 2012/13: Findings from the 2012/13 Continuous Household Survey (October 2013) (DCAL)

Experience of Ulster-Scots culture and heritage by adults in Northern Ireland 2012/13: Findings from the 2012/13 Continuous Household Survey (October 2013) (DCAL)

Experience of the public library service by adults in Northern Ireland 2012/13: Findings from the 2012/13 Continuous Household Survey (October 2013) (DCAL)

Experience of museums and science centres by adults in Northern Ireland 2012/13: Findings from the 2012/13 Continuous Household Survey (October 2013) (DCAL)

Sports volunteering by adults in Northern Ireland: Findings from the 2012/13 Continuous Household Survey (December 2013) (DCAL)

Digest of statistics for salmon and inland fisheries in the DCAL jurisdiction 2014 (in which the latest statistics relate to 2012) (March 2014) (DCAL)

Engagement in culture, arts and leisure by disabled adults in Northern Ireland: secondary analysis of the 2011/12 Continuous Household Survey (March 2014) (DCAL)

Engagement in culture, arts and leisure by adults in Northern Ireland: analysis by section 75 groups secondary analysis of the 2012/13 Continuous Household Survey (March 2014) (DCAL)

Mapping of accredited museums and science centres in Northern Ireland 2012 (May 2013) (DCAL)

Understanding society: Culture, arts and leisure in the UK regions (May 2013) (DCAL)

Review of DCAL funded activities with a health impact (July 2013) (DCAL)

Impact of poverty on engagement in sport in Northern Ireland (August 2013) (DCAL)

Impact of poverty on engagement in the arts in Northern Ireland (October 2013) (DCAL)

Impact of poverty on attendance at museums in Northern Ireland (December 2013) (DCAL)

Impact of poverty on attendance at libraries in Northern Ireland (December 2013) (DCAL)

Cultural Deprivation Index 2014 (February 2014) (DCAL)

## **DE**

Enrolments at grant-aided schools 2013/14: Basic statistics (December 2013)(DE)

Year 12 and Year 14 Examination Performance at Post-Primary Schools in Northern Ireland 2012-13 (March 2014) (DE)

Student Achievement in Northern Ireland: Results in Mathematics, Science and Reading among 15 Year Olds from the OECD PISA 2012 Study (December 2013) (DE)

Enrolments at schools and in funded pre-school education in Northern Ireland 2013/14 (March 2014) (DE)

Attendance at grant-aided primary, post-primary and special schools 2012/13 (February 2014) (DE)

## **DOE**

Northern Ireland Local Authority Collected Municipal Waste Management Statistics, October to December 2012, January to March 2013, April to June 2013, July to September 2013 (April, July, October 2013, January 2014) (DOE)

Northern Ireland Greenhouse Gas Inventory, 1990-2011, Statistical Bulletin (June 2013) (DOE)

Northern Ireland Survey of Seatbelt Wearing 2014 (July 2014) (DOE)

Northern Ireland Road Safety Strategy to 2020 – Annual Statistical Report 2014 (September 2014) (DOE)

Northern Ireland Road Safety Monitor – Annual Report 2014 (October 2014) (DOE)

Northern Ireland Local Authority Collected Municipal Waste Management Statistics, Annual Report 2012/13 (November 2013) (DOE)

Northern Ireland Planning Development Management Statistics Bulletin 2013/14, First Quarterly April to June 2013, Second Quarterly July to September 2013 (October, December 2013) (DOE)

Northern Ireland Planning Development Management Statistics, Annual Report 2012/13 (November 2013) (DOE)

Northern Ireland Planning Renewable Energy Statistics – Monthly update (April, May, June, July, August, September, October, November, December 2013, January, February, March 2014) (DOE)

Department of Environment Compliance and Enforcement 2013/2014 Annual Statistical Report (November 2013) (DOE)

Northern Ireland Planning Customer Satisfaction Survey 2012/13 (March 2014) (DOE)

Compendium of Key Statistics for the Driver and Vehicle Agency 2012/13 (May 2013) (DOE)

Driver and Vehicle Agency Heavy Goods, Taxi and Bus Compliance Surveys 2012/13 (June 2013) (DOE)

Compendium of Key Statistics for the Driver and Vehicle Q1 April 2013 to 30 June 2013 (September 2013) (DOE)

DOE Driver, Vehicle, Operator and Enforcement Statistics Quarter Three 1 October 2013 to 31 December 2013 (March 2014) (DOE)

Northern Ireland Environmental Statistics Report 2014 (March 2014) (DOE)

## **DEL**

Apprenticeships NI statistical bulletin (May, August, November 2013, February 2014) (DEL)

Consolidated Data Return (CDR) – Factsheet (February 2014) (DEL)

Destinations of Leavers from UK Higher Education Institutions: NI Analysis 2011/12: (August 2013) (DEL)

Enrolments at UK HE Institutions: NI analysis 2012/13 (February 2014) (DEL)

Essential Skills Enrolments – Factsheets: (July 2013, February 2014) (DEL)

Essential Skills Enrolments and Outcomes Bulletin (November 2013) (DEL)

Essential Skills Qualifications (April, July, October 2013, January 2014) (DEL)

Funded Learning Unit (FLU) funded enrolments – Bulletin (November 2013) (DEL)

Funded Learning Unit (FLU) funded enrolments – Factsheet (DEL)

Higher Education Age Participation Index for NI 1989/90 to 2011/12 (June 2013) (DEL)

Higher Education Fact Sheets – 2011/12 (June 2013) (DEL)

HE Performance Indicators: NI Analysis 2011/12 (second tranche) (July 2013) (DEL)

HE Performance Indicators: NI Analysis 2012/13 (first tranche) (March 2014) (DEL)

Qualifications gained at UK HE Institutions: NI analysis 2012/13 (February 2014) (DEL)

Retention and Achievement Data in the NI Further Education Sector 2012/13 (November 2013) (DEL)

Steps to Work Statistical Bulletin (June, December 2013) (DEL)

Steps to Work Statistical Factsheet (September 2013, March 2014) (DEL)

Training for Success/Programme-Led Apprenticeships Statistical Bulletin (May, August, November 2013, February 2014) (DEL)

Vacancies in Northern Ireland 2013 (August 2013) (DEL)

## **DETI**

Invest NI Selective Financial Assistance: Data Linkage Study Update (June 2013) (DETI)

## **DFP (CENSUS)**

Quick Statistics for Northern Ireland on Communal Establishments and Approximated Social Grade (April 2013) (Census)

Detailed Characteristics for Northern Ireland on Identity, Religion and Health (May 2013) (Census)

Detailed Characteristics for Northern Ireland on Ethnicity, Country of Birth and Language (June 2013) (Census)

Detailed Characteristics for Northern Ireland on Housing and Labour Market (September 2013) (Census)

Population Estimates for New 11 Districts in Northern Ireland (September 2013) (Census)

Headcount and Household Estimates for Postcodes in Northern Ireland (September 2013) (Census)

Detailed Characteristics for Local Government Districts and Super Output Areas in Northern Ireland (November 2013) (Census)

Teaching File for Northern Ireland (Microdata) (January 2014) (Census)

Key Statistics for New 11 Districts in Northern Ireland (January 2014) (Census)

Local Characteristics for Northern Ireland (March 2014) (Census)

## **DFP (DMB)**

Rebased Population Estimates 2001-2011 (April 2013) (DMB)

Births in Northern Ireland 2012 (May 2013) (DMB)

Deaths in Northern Ireland 2012 (May 2013) (DMB)

Drug Related Deaths and Deaths due to Drug Misuse Registered in Northern Ireland (2001-2012) (May 2013) (DMB)

Deaths Registered in Northern Ireland with Clostridium Difficile Mentioned on the Death Certificate (2001-2012) (May 2013) (DMB)

Deaths Registered in Northern Ireland with Methicillin Resistant Staphylococcus Aureus (MRSA) Mentioned on the Death Certificate (2001-2012) (May 2013) (DMB)

Population Estimates 2012 (June 2013) (DMB)

Registrar General Quarterly Report, Quarter 1, 2, 3 2013 (June, September, December 2013) (DMB)

The 2011 Census Detailed Characteristics statistics for Northern Ireland covering Ethnicity, Country of Birth and Language (June 2013) (DMB)

Marriages, Divorces and Civil Partnerships in Northern Ireland 2012 (July 2013) (DMB)

Baby Names in Northern Ireland 2012 (August 2013) (DMB)

Long-term International Migration Statistics for Northern Ireland (August 2013) (DMB)

Provisional Population Statistics of the 11 new Local Government Districts (LGD2014) (September 2013) (DMB)

Population Estimates - Persons aged 85 and over (September 2013) (DMB)

2012-based Population Projections (November 2013) (DMB)

Northern Ireland Longitudinal Study (NILS) and NI Mortality Study (NIMS) Policy Brief (September 2013) (DMB)

Annual Report of the Registrar General 2012 (November 2013) (DMB)

Excess Winter Mortality in Northern Ireland 2012/13 (November 2013) (DMB)

Popular First Names 2013 (December 2013) (DMB)

Small Area Population Estimates 2012 (March 2014) (DMB)

### **DFP (HRCS)**

AccessNI Customer Survey (April 2013) (HRCS)

Employment in the Northern Ireland Civil Service April, July, October 2013 (June, September, December 2013) (HRCS)

Sickness Absence in the Northern Ireland Civil Service 2012/2013 (October 2013)

Pay Statistics for the Northern Ireland Civil Service 2013 (December 2013)

### **DFP (CSU)**

The Northern Ireland Construction Bulletin 2013 Quarters 4, 1, 2 and 3 (April, July, October 2013, January 2014) (CSU)

### **DFP (Corporate Services)**

NISRA Business Plan 2013/14 (August 2013) (CS)

NISRA Annual Report and Accounts for 2012/13 (September 2013) (CS)

Statistical Surveys of Businesses carried out by the NI Departments during 2012/13 (March 2014) (CS)

### **DFP (ELMSB)**

Northern Ireland Annual Business Inquiry 2011 (April 2013) (ELMSB)

Labour Market Report (LMR) (monthly April 2013 – March 2014) (ELMSB)

Hotel Guesthouse B&B Monthly Occupancy (monthly April 2013 – March 2014) (ELMSB)

The Northern Ireland Index of Production (IOP) (April 2013, October 2013, January 2014, March 2014) (ELMSB)

The Northern Ireland Index of Services (IOS) (April 2013, November 2013, January 2014, March 2014) (ELMSB)

Northern Ireland Composite Economic Index (NICEI) (April 2013, July 2013, January 2013) (ELMSB)

Exporting Northern Ireland Services Study 2011 (ENIS 2011) (May 2013) (ELMSB)

LFS Quarterly Supplement (May, August, November, February 2014) (ELMSB)

Northern Ireland Quarterly Employment Survey (June, September, December 2013) (ELMSB)

Annual GB and Overseas Visitors 2012 (July 2013) (ELMSB)

Annual Visitors from the Republic of Ireland to Northern Ireland 2012 (July 2013) (ELMSB)

Annual Domestic Tourism 2012 (July 2013) (ELMSB)

Annual Hotel Guesthouse B&B and Self Catering Occupancy 2012 (July 2013) (ELMSB)

Annual Visitor Attraction Survey 2012 (July 2012) (ELMSB)

Local Unit results from the Northern Ireland Annual Business Inquiry 2011 (August 2013) (ELMSB)

Business Register and Employment Survey (September 2013) (ELMSB)

Women in NI (September 2013) (ELMSB)

Northern Ireland Tourism Statistics April 2012 – March 2013 (September 2013) (ELMSB)

Local Area Database (LFS) 2012 (October 2013) (ELMSB)

NI Ports Traffic 2012 (November 2013) (ELMSB)

Northern Ireland Tourism Statistics July 2012 – June 2013 (November 2013) (ELMSB)

Research and Development Survey (November 2013 – Headline Statistics, December 2013 – Main publication) (ELMSB)

Local Government District Tourism Statistics in Northern Ireland 2011-2012 (December 2013) (ELMSB)

Annual Survey of Hours and Earnings (ASHE) 2013 (December 2013) (ELMSB)

Northern Ireland Annual Business Inquiry 2012 (December 2013) (ELMSB)

Northern Ireland Manufacturing Sales & Exports Survey (MSES) 2012/13 (December 2013) (ELMSB)

Quarterly Tourism Statistics Bulletin (February 2014) (ELMSB)

Facts and Figures from the Inter-Departmental Business Register (February 2014) (ELMSB)

UK Petroleum Industry – Deliveries to Northern Ireland (February 2014) (ELMSB)

Shipments of Coal and Other Solid Fuels into NI 1988-2013 (February 2014) (ELMSB)  
Northern Ireland Tourism Statistics October 2012 – September 2013 (February 2014) (ELMSB)  
Northern Ireland Quarterly Employment Survey (March 2014) (ELMSB)  
NI ASHE 2013 Pension Results (March 2014) (ELMSB)  
“Scoping study to develop a set of Supply Use Tables for NI – Interim Report” (March 2014) (ELMSB)

### **DFP (LPS)**

Northern Ireland Residential Property Price Index (NI RPPI) (May, August, November 2013 and February 2014) (LPS)

### **DFP (RREP)**

UK National Wellbeing Measures: Northern Ireland data (February 2014) (RREP)

### **DHSSPS**

The 2012/13 Quality and Outcomes Framework Prevalence Report (April 2013) (DHSSPS)  
Emergency Care Waiting Time Statistics QE March, June, September, December 2013 (April 2013, July 2013, October 2013 and January 2014) (DHSSPS)  
Northern Ireland Waiting Times Statistics: Outpatient Waiting Times QE March, June, September, December 2013 (May, August, November 2013, February 2014) (DHSSPS)  
Northern Ireland Waiting Times Statistics: Diagnostic Waiting Times QE March, June, September, December 2013 (May, August, November 2013, February 2014) (DHSSPS)  
Northern Ireland Waiting Times Statistics: Inpatient Waiting Times QE March, June, September, December 2013 (May, August, November 2013, February 2014) (DHSSPS)  
Complaints received by HSC Trusts in Northern Ireland (2012/13) (June 2013) (DHSSPS)  
Clinical/Social Care Negligence Cases in Northern Ireland (2012/13) (November 2013) (DHSSPS)  
Health Survey Northern Ireland 2011/12: Analysis by Health & Social Care Trust (June 2013) (DHSSPS)  
Health Survey Northern Ireland 2011/12: Analysis of Results by Deprivation (June 2013) (DHSSPS)  
Health Survey Northern Ireland 2011/12: Sexual Health (June 2013) (DHSSPS)  
Children in Care in Northern Ireland 2011/12 (July 2013) (DHSSPS)

Carers' Statistics for Northern Ireland: QE March, June, September, December 2013 (June 2013, September 2013, December 2013, March 2014) (DHSSPS)

Northern Ireland Hospital Statistics: Emergency Care (2012/13) (June 2013) (DHSSPS)

Northern Ireland Hospital Statistics: Inpatient and Daycase Activity (2012/13) (August 2013) (DHSSPS)

Northern Ireland Hospital Statistics: Outpatient Activity (2012/13) (August 2013) (DHSSPS)

Northern Ireland Hospital Statistics: Mental Health and Learning Disability (2012/13) (August 2013) (DHSSPS)

Northern Ireland Cancer Waiting Times: QE March, June, September, December 2013 (June, September 2013, January, March 2014) (DHSSPS)

Children's Social Care Statistics for Northern Ireland 2012/13 (October 2013) (DHSSPS)

Dental Earnings & Expenses Northern Ireland, 2011-12 (October 2013) (DHSSPS)

Quality & Outcomes Framework Publication 2012-13 (October 2013) (DHSSPS)

Health and Social Care Workforce Census March 2013 (November 2013) (DHSSPS)

Health and Social Care Key Facts Workforce Bulletin March, September 2013 (January 2014) (DHSSPS)

Northern Ireland Episode Based Acute Hospital Inpatient and Day Case Activity 2012/13 (November 2013) (DHSSPS)

Northern Ireland Termination of Pregnancy Statistics, 2012/13 (January 2014) (DHSSPS)

Northern Ireland Care Leavers Aged 16 – 18 2012/13 (January 2014) (DHSSPS)

Northern Ireland Care Leavers Aged 19 2012/13 (February 2014) (DHSSPS)

Children Adopted from Care in Northern Ireland 2012/13 (November 2013) (DHSSPS)

Children Order Child Protection and Referral Statistics for Northern Ireland QE March, June, September, December 2013 (May 2013, August 2013, November 2013, February 2014) (DHSSPS)

Statistics on Community Care for Adults in Northern Ireland 2012-2013 (December 2013) (DHSSPS)

Domiciliary Care Services for Adults in Northern Ireland (2013) (February 2014) (DHSSPS)

Statistics on Smoking Cessation Services in Northern Ireland 2012/13 (October 2013) (DHSSPS)

Health Survey Northern Ireland 2012/13 (March 2014) (DHSSPS)

Statistics from the Northern Ireland Drug Misuse Database: 1 April 2012 – 31 March 2013 (October 2013) (DHSSPS)

## **DOJ**

Views on Organised Crime: Findings from the January 2013 Northern Ireland Omnibus Survey (May 2013) (DOJ)

Views on Alcohol and Drug Related Issues: Findings from the September 2012 Northern Ireland Omnibus Survey (May 2013) (DOJ)

Experience of Domestic Violence: Findings from the 2008/09 to 2010/11 Northern Ireland Crime Surveys (July 2013) (DOJ)

The Northern Ireland Average Prison Population in 2012 (July 2013) (DOJ)

Northern Ireland Conviction and Sentencing Statistics 2009 (September 2013) (DOJ)

Experience of Crime: Findings from the 2012/13 Northern Ireland Crime Survey (December 2013) (DOJ)

Perceptions of Crime: Findings from the 2012/13 Northern Ireland Crime Survey (February 2014) (DOJ)

Northern Ireland Conviction and Sentencing Statistics 2010-2012 (March 2014) (DOJ)

Youth Justice Agency Annual Workload Statistics 2012/13 (March 2014) (DOJ)

Judicial Statistics 2012 (June 2013) (DOJ)

Perception of Policing, Justice and Anti-Social Behaviour Quarterly Update (August, September 2013, January, March 2014) (DOJ)

Magistrates' Court Bulletin (May, August, November 2013, February 2014) (DOJ)

County Court Bulletin (May, August, November 2013, February 2014) (DOJ)

High Court Bulletin (May, August, November 2013, February 2014) (DOJ)

Children Order Bulletin (May, August, November 2013, February 2014) (DOJ)

Mortgages: Actions for Possession (May, August, November 2013, February 2014) (DOJ)

## **DRD**

Northern Ireland Road and Rail Transport Statistics Bulletin January to March, April to June, July to September and October to December 2013 (June, October 2013, January, March 2014) (DRD)

Public Perception of Safety on Public Transport January 2013 (July 2013) (DRD)

Travel Survey for Northern Ireland (TSNI) Headline Report 2010-2012 (July 2013) (DRD)

Northern Ireland Transport Statistics 2012-2013 (September 2013) (DRD)

Travel Survey for Northern Ireland (TSNI) In-depth Report 2010-2012 (December 2013) (DRD)

Travel Survey for Northern Ireland (TSNI) – Urban Rural Report (March 2014) (DRD)

## **DSD**

Northern Ireland Housing Statistics 2011-12 (May 2013) (DSD)

Northern Ireland Benefit Statistics Summary (May 2013, August 2013, November 2013, February 2014) (DSD)

Northern Ireland Housing Bulletin 1st October – 31st December 2012, 1st January- 31st March 2013, 1st April – 30th June, 1st July – July 30th September 2013 (June 2013, August 2013, October 2013, January 2014) (DSD)

Family Resources Survey Urban Rural Report, Northern Ireland 2010/11 (July 2013) (DSD)

Family Resources Survey Urban Rural Report, Northern Ireland 2009/10 (July 2013) (DSD)

The Pensioners' Income Series Bulletin, Northern Ireland 2010/11 (August 2013) (DSD)

Northern Ireland Poverty Bulletin 2011/12 (August 2013) (DSD)

Northern Ireland Universal Credit Information Booklet (April 2013) (DSD)

Northern Ireland Housing Statistics 2012 -2013 (February 2014) (DSD)

Family Resources Survey Northern Ireland 2011 – 2012 (November 2013) (DSD)

Households Below Average income Northern Ireland 2011 – 2012 (December 2013) (DSD)

Pensioners' Income Series Bulletin 2010 – 2011 (August 2013) (DSD)

ESA Research – ESA Customer Journey (April 2013) (DSD)

DSD Benefits and Tax Credits Survey – NI Revised Segmentation Report Pack (September 2013) (DSD)

Work and the Welfare System: A survey of benefits and tax credits recipients in Northern Ireland (October 2013) (DSD)

Department for Social Development Benefits and Tax Credits Study – An Analysis of Lone Parents (October 2013) (DSD)

Omnibus Survey – SSA Module April 2013 Results (April 2013) (DSD)

Omnibus Survey - SSA Module September 2013 Results (September 2013) (DSD)

September 2013 Omnibus Results – Volunteering Module (January 2014) (DSD)

Northern Ireland Personal Independence Payment Information (March 2013) (DSD)

Changes to Housing Support under Welfare Reform in Northern Ireland (March 2013) (DSD)

Northern Ireland Employment and Support Allowance Information Booklet (March 2013) (DSD)

Northern Ireland Benefit Cap Information Booklet (February 2013) (DSD)

## **NI Library Authority**

Participation in Core Library Activity in NI 2012-13 (January 2014)

## **NIPB**

Public Perceptions of the Police, PCSPs and the Northern Ireland Policing Board January 2013 Omnibus Survey (May 2013) (NIPB)

PSNI Officers' perceptions of young people in North Belfast (November 2013) (NIPB)

## **Northern Ireland Court Service**

Crown Court Bulletin January to March, April to June, July to September, October to December 2013 (May 2013, August 2013, November 2013, February 2014) (NICtS)

Magistrates' Court Bulletin January to March, April to June, July to September, October to December 2013 (May 2013, August 2013, November 2013, February 2014) (NICtS)

High Court Bulletin January to March, April to June, July to September, October to December 2013 (May 2013, August 2013, November 2013, February 2014) (NICtS)

County Court Bulletin January to March, April to June, July to September, October to December 2013 (May 2013, August 2013, November 2013, February 2014) (NICtS)

Mortgages – Action for Possession Bulletin January to March, April to June, July to September, October to December 2013 (May 2013, August 2013, November 2013, February 2014) (NICtS)

Children Order Bulletin January to March, April to June, July to September, October to December 2013 (May 2013, August 2013, November 2013, February 2014) (NICtS)

Judicial Statistics 2012 (June 2013) (NICtS)

## **OFMDFM**

The Long View of Community Relations in NI 1989-2012 by Duncan Morrow, Gillian Robinson and Lizanne Dowds (December 2013) (OFMDFM)

A review of the legislation and policy context in relation to looked after disabled children and young people in NI by Dowling, S, Kelly, B and Winter, K (March 2014) (OFMDFM)

Disabled children and young people who are looked after: A literature review by Dowling, S, Kelly, B and Winter, K (March 2014) (OFMDFM)

Grasping the Nettle: The Experiences of Gender Variant Children and Transgender Youth Living in Northern Ireland by Ruari-Santiago McBride, Institute of Conflict Research (April 2013) (OFMDFM)

Best practice in addressing child poverty by RSM McClure Watters (October 2013) (OFMDFM)

Child Poverty Outcomes Framework NI by National Children’s Bureau (October 2013) (OFMDFM)

Child and Working-Age Poverty in Northern Ireland from 2010 to 2020 by James Browne, Andrew Hood and Robert Joyce for the Institute of Fiscal Studies (IFS) (May 2013) (OFMDFM)

What Works in Supporting Children and Young People to Overcome Persistent Poverty? A Review of UK and International Literature by Julie Nelson, Kerry Martin and Gill Featherstone, NFER (May 2013) (OFMDFM)

The use of Spatial Measures for the targeting of Need by Dr Dermot O’Reilly (August 2013) (OFMDFM)

Tackling Fuel Poverty in Northern Ireland - An Area-Based Approach to Finding Households Most in Need by Christine Liddell & Susan Lagdon (August 2013) (OFMDFM)

Lifetime Opportunities Monitoring Framework Update Report 1998/99 - 2010/11 by OFMDFM Research Branch (August 2013) (OFMDFM)

Disability Strategy 2012 – 2015 Supplementary Statistical Bulletin #1 Housing by OFMDFM Research Branch (September 2013) (OFMDFM)

Disability Strategy 2012 – 2015 Supplementary Statistical Bulletin #2 Crime and fear of crime by OFMDFM Research Branch (October 2013) (OFMDFM)

Recession, resilience and rebalancing social economies in Northern Ireland’s neighbourhoods: findings from a baseline survey of residents by Paul Hickman, John Flint, Jenny Muir and Chris Dayson (October 2013) (OFMDFM)

Agestats website [www.agestats.ie](http://www.agestats.ie) – user guide by The Centre for Ageing Research and Development in Ireland (CARDI) (October 2013) (OFMDFM)

Public and Community Transport for Older People in Rural Ireland – North & South by Conor Breen, The Centre for Ageing Research and Development in Ireland (CARDI) (October 2013) (OFMDFM)

Building Stronger User Engagement in Age Research: A review of the issues in user involvement and practice guidance by Brendan Murtagh, Queen’s University Belfast (October 2013) (OFMDFM)

E-Government and Older People in Ireland – North & South by Professor Irene Hardill, University of Northumbria (October 2013) (OFMDFM)

Measuring Young People’s Perspectives on Sharing and Integration in Northern Ireland by Professor Roger Ellis OBE, Identity Exploration Ltd Belfast (November 2013) (OFMDFM)

Disability Strategy 2012 – 2015 Supplementary Statistical Bulletin #3: Access: Transport, Sport and Leisure by Research Branch (November 2013) (OFMDFM)

Child and Working Age Poverty in Northern Ireland over the next decade: an update by James Browne, Andrew Hood and Robert Joyce; Institute for Fiscal Studies (January 2014) (OFMDFM)

‘Getting-by’, Coping and Resilience in Difficult Times: Initial Findings by Paul Hickman, Elaine Batty, Chris Dayson & Jenny Muir; University of Sheffield (January 2014) (OFMDFM)

Labour Force Survey Religion Report 2012 by OFMDFM Research Branch (January 2014) (OFMDFM)

The Social Economy in Northern Ireland by Brendan Murtagh, Queen's University Belfast (January 2014) (OFMDFM)

## **OPONI**

Statistical Report of the Police Ombudsman for Northern Ireland 2012/13 (June 2013) (OPONI)

Statistical Report of the Police Ombudsman for Northern Ireland – Six Monthly Update to September 2013 (November 2013) (OPONI)

Equality Monitoring Report: Results of the Survey of Complainants to the Police Ombudsman for Northern Ireland 2008-2013 (January 2014) (OPONI)

## **PBNI**

PBNI Caseload Statistics: 2012/13 (May 2013) (PBNI)

Analysis of Breach Rates: 2011/12 (July 2013) (PBNI)

## **PPSNI**

Public Prosecution Service publishes Latest Public Attitudes Research Findings (April 2013) (PPSNI)

Public Prosecution Service Statistical Bulletin (June, August, November 2013, February 2014) (PPSNI)

## **PSNI**

Police Recorded Crime in Northern Ireland: Monthly update to 31 March 2013, providing final figures for 2012/13 financial year (May 2013) (PSNI)

Police Recorded Crime in Northern Ireland: In-year monthly updates for 2013/14 (June, July, August, September, October, November, December, January, February and March) (PSNI)

Trends in Police Recorded Crime in Northern Ireland 1998/99 to 2012/13 (July 2013) (PSNI)

Anti-Social Behaviour Incidents Recorded by the Police in Northern Ireland: Monthly update to 31 March 2013, providing final figures for 2012/13 financial year (May 2013) (PSNI)

Anti-Social Behaviour Incidents Recorded by the Police in Northern Ireland: In-year monthly updates for 2013/14 (June, July, August, September, October, November, December, January, February and March) (PSNI)

Domestic Abuse Incidents and Crimes Recorded by the Police in Northern Ireland: Quarterly update covering the 2012/13 financial year (May 2013) (PSNI)

Domestic Abuse Incidents and Crimes Recorded by the Police in Northern Ireland: In-year quarterly updates for 2013/14 (August, November and February) (PSNI).

Trends in Domestic Abuse Incidents and Crimes Recorded by the Police in Northern Ireland 2004/05 to 2012/13 (July 2013) (PSNI)

Incidents and Crimes with a Hate Motivation Recorded by the Police in Northern Ireland: Quarterly update covering the 2012/13 financial year (May 2013) (PSNI)

Incidents and Crimes with a Hate Motivation Recorded by the Police in Northern Ireland: In-year quarterly updates for 2013/14 (August, November and February) (PSNI)

Trends in Hate Motivated Incidents and Crimes Recorded by the Police in Northern Ireland 2004/05 to 2012/13 (July 2013) (PSNI)

Police Recorded Security Statistics in Northern Ireland: Annual Report 2012/13 (May 2013) (PSNI)

Police Recorded Security Statistics in Northern Ireland: In-year monthly updates (June, July, August, September, October, November, December, January, February, March) (PSNI)

Drug Seizure Statistics Recorded by the Police in Northern Ireland 2012/13 (May 2013) (PSNI)

Drug Seizure Statistics Recorded by the Police in Northern Ireland: In-year monthly updates (June, July, August, September, October, November, December, January, February, March) (PSNI)

Police Stop & Search statistics: Quarterly update covering the 2012/13 financial year (June 2013) (PSNI)

Police Stop & Search statistics: Quarterly reports (September, November and February) (PSNI)

Police Use of Force Statistics: Six-monthly update (June and December) (PSNI)

## GLOSSARY

ABI	Annual Business Inquiry
AB	Agency Board
ALBs	Arms Length Bodies
ARC	Audit and Risk Committee
ASHE	Annual Survey of Hours and Earnings
BAIM	Business Area Information Manager
BIS	Department for Business, Innovation and Skills
BSO	Business Services Organisation
CARE	Career Average Revalued Earnings
C&AG	Comptroller and Auditor General for Northern Ireland
CETV	Cash Equivalent Transfer Value
CPI	Consumer Price Index
CSP	Civil Service Pension
CSU	Central Survey Unit
DARD	Department of Agriculture and Rural Development
DCAL	Department of Culture, Arts and Leisure
DE	Department of Education
DEFRA	Department for Environment, Food and Rural Affairs
DETI	Department of Enterprise, Trade and Investment
DEL	Department for Employment and Learning
DFP	Department of Finance and Personnel
DHSSPS	Department of Health, Social Services and Public Safety
DMB	Demography and Methodology Branch
DOE	Department of the Environment
DOJ	Department of Justice
DP	Data Protection
DRD	Department for Rural Development
DSC	Delivering Social Change
DSD	Department for Social Development
DVA	Driver and Vehicle Agency
ELMSB	Economic Labour Market Statistics Branch
ESA	Employment and Support Allowance
ESRC	Economic and Social Research Council
ESV	Employer Supported Volunteering

EU	European Union
FRS	Family Resources Survey
GeNI	Genealogical Project
GRO	General Register Office
HR	Human Resources
HRCS	Human Resource Consultancy Services
HSC	Health and Social Care
IA	Information Assurance
IAO	Information Asset Owner
IB	Incapacity Benefit
IFRS	International Financial Reporting Standards
IOP	Index of Production
IOS	Index of Services
JSA	Justice and Security Act
LGB	Lesbian, Gay and Bisexual
LPS	Land and Property Services
MRSA	Methicillin-Resistant Staphylococcus Aureus
MSES	Manufacturing Sales and Exports Survey
NI	Northern Ireland
NICS	Northern Ireland Civil Service
NICTS	Northern Ireland Courts and Tribunal Service
NIPB	Northern Ireland Policing Board
NINIS	Northern Ireland Neighbourhood Information Service
NIROS	Northern Ireland Registration Office System
NISRA	Northern Ireland Statistics and Research Agency
OBC	Outline Business Case
OFMdfM	Office of First Minister and deputy First Minister
ONS	Office for National Statistics
OPONI	Office of the Police Ombudsman for Northern Ireland
PACE	Police and Criminal Evidence
PBNI	Probation Board for NI
PCSP	Policing and Community Safety Partnership
PDPs	Personal Development Plans
PfG	Programme for Government
PIP	Personal Independence Payment
PRA	Pre-release access

PSNI	Police Service of Northern Ireland
RCM	Registration and Certification Modernisation
RPA	Review of Public Administration
RPI	Retail Price Index
RREP	Regional Reporting and EU Programmes Branch
SCS	Senior Civil Service
SMF	Senior Managers' Forum
SOR	Statement of Requirements
SSA	Social Security Agency
STEMNET	Science, Technology, Engineering and Mathematics Network
SYE	Staff Year Equivalent
UNCRC	United Nations Convention on the Rights of the Child
VAT	Value Added Tax
YJA	Youth Justice Agency



# ACCOUNTS

## ACCOUNTS CONTENT

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## STATEMENT OF AGENCY'S AND CHIEF EXECUTIVE'S RESPONSIBILITIES

Under Section 11(2) of the Government Resources and Accounts Act (Northern Ireland) 2001, the Department of Finance and Personnel have directed the Northern Ireland Statistics and Research Agency to prepare a statement of Accounts for each financial year in the form and on the basis set out in the Accounts Direction. The Accounts are prepared on an accruals basis and must give a true and fair view of the Agency's state of affairs and its income and expenditure, changes in taxpayers' equity and cash flows for the financial year.

In preparing the Accounts, the Accounting Officer is required to comply with the requirements of the Government Financial Reporting Manual and in particular to:

- Observe the Accounts Direction issued by the Department of Finance and Personnel, including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- Make judgments and estimates on a reasonable basis;
- State whether applicable accounting standards as set out in the Government Financial Reporting Manual (FReM) have been followed, and disclose and explain any material departures in the financial statements; and

- Prepare the financial statements on the going concern basis.

The Department of Finance and Personnel has appointed the Chief Executive of the Northern Ireland Statistics and Research Agency as the Accounting Officer for the Agency. The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which an Accounting Officer is answerable, for the keeping of proper records and for safeguarding NISRA's assets, are set out in Managing Public Money in Northern Ireland (MPMNI) published by the Department of Finance and Personnel.



**T.N. CAVEN (Dr)**

Accounting Officer, Registrar General and Chief Executive

1 July 2014

## GOVERNANCE STATEMENT

### Scope of Responsibility

NISRA is an Executive Agency within the Department of Finance and Personnel (DFP). It was established on 1 April 1996 under the Government's Next Steps Initiative. The Agency incorporates the General Register Office (GRO) for Northern Ireland.

The Agency is governed under a model with the following responsibilities. The Accounting Officer is responsible to the Minister of DFP for the Agency's performance and operates in accordance with the NISRA Framework Document and its Business Plan:

- The Accounting Officer has responsibilities for the overall day-to-day leadership and management of the Agency. Making regular reports to the Minister on performance and progress, and
- The Agency Management Board is responsible for the strategic direction of the Agency by reviewing its strategic direction, monitoring performance at corporate level and ensuring that adequate governance controls are in place. The Management Board comprises the Chief Executive and the twelve Senior Principal Statisticians of the Agency.

The Governance Statement, which has been agreed by the Agency Board, sets out how these responsibilities have been discharged throughout the year to 31 March 2014.

### Context

The context is how NISRA governance arrangements are required to operate, as set out in the current Programme for Government 2011-15. These strategic priorities set the focus for all Northern Ireland Departments.

NISRA is part of DFP. The overall aim of DFP is 'to help the Executive secure the most appropriate and effective use of resources and services for the benefit of the community'.

The work we do makes a significant and positive difference to the everyday lives of all the citizens of Northern Ireland. We provide and support public services, by:

- Providing Government Departments and Agencies with statistics and research services which help inform the policy, process and delivery of their objectives and actions,
- Continuing to address the needs of a wide range of users, producing high quality statistics and research, ensuring the quality of those statistics and disseminating information to its users efficiently and effectively,
- Providing official information on Northern Ireland's population and socio-economic conditions. The statistics produced by the Agency not only inform the policy process within Government, but also inform academic research and contribute to debate in the wider community,
- Providing the 'General Register Office' (GRO) which offers a civil registration service to the public and produces summary statistics relating to life events. During 2013-14 GRO has been able to offer a genealogical search facility to the public.

### Financial Management

The Agency Board plays a significant part in the effective monitoring and management of the Agency's financial performance. NISRA regularly reviews actual income and expenditure against budget to form the basis of collective Agency Board decisions regarding the allocation and use of resource to ensure

that the NISRA financial management target of avoiding overspend and managing underspend within a tolerance of 1.5% is met.

Detailed monthly financial management reports are prepared for the Agency Budget Holders and monthly summary financial reports are prepared for the Departmental Board. In addition a financial report is prepared for the regular meetings of the Agency Board.

This enables management to monitor the financial position of the Agency and to assess the extent to which any corrective action may be required to address the Agency's financial position.

### **Risk and Control Framework**

Risk management within NISRA continues to be an integral part of our business planning process. This includes identification of risk, assignment of ownership, presentation of the risk, mitigation, management, evaluation and review.

The Corporate Risk Register is an integral part of NISRA Risk Management policy and approach. The Risk Register records the status of each high level risk and the actions being taken to address the risk.

The Corporate Risk Register is regularly reported to and monitored by the Agency Board and NISRA Audit and Risk Committee. The Audit and Risk Committee is chaired by one of its three independent members and functions in accordance with best practice contained in the HM Treasury Audit Committee Handbook.

The Agency Board ensures the risk management and internal control are regularly reviewed and reported on in the following manner:

- All business areas use pre-determined weightings and a standardised approach to risk assessment;

- Key risks identified at Agency level are documented on Risk Registers and are reviewed on a formal basis by the Agency Board at least three times during the course of a year;
- NISRA Audit and Risk Committee formally reviews risks and controls on a regular basis;
- The Audit and Risk Committee assess the continued appropriateness of the respective risks and the means through which they are managed. The need to add, delete, delegate or promote risks is also determined in order to reflect the current business environment;
- Heads of Branches complete stewardship statements at the end of each financial year. Mid-year reports are the vehicle for ensuring the continued maintenance of registers during the year;
- As Chief Executive, I provide the Committee with a mid-year and end-year Stewardship Statement;
- Adherence to the Department's 'Whistle Blowing' policy; and
- The Management Board receives periodic reports concerning internal control. The appropriate steps have been taken to manage risks in significant areas of responsibility and to monitor progress reports on key projects.

The main risks associated with NISRA are not achieving the Ministerial Targets noted on page 9 to this report and the targets outlined in the NISRA Balanced Scorecard on pages 10 to 25. All Ministerial Targets for 2013/14 have been achieved and have been validated by DFP Internal Audit. The Agency performance against Balanced Scorecard targets are published on pages 10 to 25 of this report.

## Agency Performance

The NISRA Business Plan 2013–14 sets out the targets and objectives for the year against which performance is reported and monitored. Progress is reported to the Agency Board as part of the Corporate Performance Report which gives details of actual results against the targets and a narrative on the actions taken to deliver the expected outcomes.

As part of the Corporate Performance Reports, the Management Board receive, thoroughly reviews and seeks improvement to information on key Agency statistics. These include NISRA performance in respect of Ministerial Targets, Chief Executive Targets, Risk Management, Human Resources and sickness absence levels, financial management and information management.

## Accounting Officer

DFP has designated the Chief Executive as the Accounting Officer for NISRA. The responsibilities of an Accounting Officer, include responsibility for the propriety and regularity of the public finances for which an Accounting Officer is answerable, the keeping of proper records and for safeguarding NISRA assets as set out in the Accounting Officer's Memorandum issued by DFP and published in Managing Public Money in Northern Ireland (MPMNI).

The Accounting Officer has responsibility for maintaining a sound system of internal control that supports the achievement of Agency policies, aims and objectives set by the Minister of DFP, whilst safeguarding the public funds and Agency's assets for which he is responsible in accordance with the responsibilities assigned to him by MPMNI.

At the beginning of the financial year, the Accounting Officer delegated responsibility to each of his Heads of Branches for

management of budgets within their respective business areas. He receives assurances twice yearly from each Director on risk management, governance, financial management and delegations within their respective areas of responsibility in the format of stewardship statements. Key issues emanating from these statements are reflected in this Governance Statement.

The Accounting Officer chairs the NISRA Agency Board which met on 3 occasions in 2013–14. The Agency Board operates in compliance with 'Corporate Governance in Central Government Departments: Code of Good Practice' and directs the strategic management of NISRA by reviewing its strategic options and setting its corporate direction. The Agency Board considered the information received to be satisfactory for purpose.

The Agency maintains a Register of significant interests held by Board members which may conflict with their management responsibilities. Board members are requested on an annual basis to confirm that they have no such interests, or make a declaration of interests that may be considered to create a potential conflict of interest with their management responsibilities. No such interests have been declared by members for the Agency Board for the year ended 31 March 2014.

In response to a request from the Departmental Permanent Secretary, the Agency has obtained declarations of interest from all DFP based Agency staff at DP to Grade 7. No interests have been declared which the Agency consider to represent a potential conflict of interest.

The Agency Board also considered and reviewed NISRA risks as detailed in the NISRA Corporate Risk Register.

NISRA Audit and Risk Committee supports the Accounting Officer and the Agency Board on issues of risk, control and governance. In addition the Audit and Risk Committee provides assurance and advice to the Accounting Officer on the adequacy of both internal and external audit coverage. The Audit and Risk Committee met on three occasions in 2013–14.

No Ministerial Directions were received by NISRA during 2013–14.

### **Level of Assurance**

The Accounting Officer has responsibility for ensuring that a robust risk management system is in place, so that risks faced by NISRA are identified and managed accordingly. The Accounting Officer is also responsible for reviewing the effectiveness of the system of internal control. The review is informed by the work of DFP's Internal Audit and Departmental Board members who have responsibility for ensuring that the controls and actions recommended are implemented.

The Department's Internal Audit has carried out an extensive programme of work during 2013–14. These reports provide an objective and widespread assessment of the systems of internal control in operation across the Agency, together with prioritised recommendations to strengthen controls and implement further improvements.

In his Annual Assurance Report, the Head of Internal Audit provides NISRA with a satisfactory level of assurance.

In 2013–14 NISRA has strengthened its governance structures by introducing Information Risk Registers in each Business Area. These are linked into the Departmental Risk Register and provide the departmental Board and the Senior Information Risk Owner

(SIRO) with an oversight of corporate and operational information risks.

During 2013-14, NISRA contributed to the Department achieving 'Level 2 compliance' within the HMG Information Assurance Maturity Model and Assessment Framework and Security Policy Framework.

### **Fraud Prevention and Assurance**

NISRA takes a zero tolerance approach to fraud and will report instances of fraud to the PSNI, if necessary. The Agency complies with the DFP Anti-Fraud Policy that sets out staff responsibilities with regard to the prevention of fraud.

Whistle blowing arrangements are in place and can be used to raise concerns about alleged impropriety, wrongdoing, corruption, fraud or malpractice.

The Agency recorded one incidence of suspected or actual fraud during the year amounting to a value of approximately £9,000. The incident was payment process related and the Agency followed procedures in the DFP Fraud Response Plan. DFP consider that the incident was not related to a breakdown in control systems within the Agency. However, the Agency has taken steps to reduce the risk of a similar incident occurring in the future. DFP have passed details of the incident to the PSNI.

### **Significant Internal Control Problems**

NISRA Management do not consider that there are any significant internal control issues within the Agency.

DFP Internal audit reported on seven risk-based audits during the year. Although there were significant findings and limited opinions issued for three of the audits, Internal Audit were satisfied that management had made

significant efforts towards implementation of all recommendations and issued a satisfactory opinion for the year.

Internal Audit reports were issued with a limited assurance during the year in relation to the following Branches:

Corporate Service Human Resources Branch,

Regional Reporting and EU Programmes Branch, and

Economic and Labour Market Statistics Branch.

### Review of Effectiveness

As Accounting Officer, I have responsibility for reviewing the effectiveness of the Governance procedures within the Agency. My review of the effectiveness of the Governance and of the system of internal control is informed by the work of the internal auditors and the executive managers within the Agency who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their 'Report to those charged with Governance' and other reports. I have been advised on the implications, of the result of this review of the effectiveness of the system of internal control by the Senior Management Group and the Audit and Risk Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

I consider the information presented to the Agency Board in the Corporate Performance report to be of a high quality, accurate and relevant to the internal control systems within the Agency and that the Agency has complied with the 'Corporate Governance in Central Government Departments: Code of Good Practice' in all respects.

### Conclusion

Taking into account all of the arrangements set out in this Governance Statement, NISRA has an effective governance structure in place and has satisfactory systems of internal control which have operated effectively throughout 2013-14.



### T.N. CAVEN (Dr)

Accounting Officer, Registrar General and Chief Executive  
1 July 2014

## **NORTHERN IRELAND STATISTICS AND RESEARCH AGENCY**

### **THE CERTIFICATE AND REPORT OF THE COMPTROLLER AND AUDITOR GENERAL TO THE NORTHERN IRELAND ASSEMBLY**

I certify that I have audited the financial statements of the Northern Ireland Statistics and Research Agency for the year ended 31 March 2014 under the Government Resources and Accounts Act (Northern Ireland) 2001. These comprise the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

#### **Respective responsibilities of the Chief Executive and auditor**

As explained more fully in the Statement of Accounting Officer's Responsibilities, the Chief Executive as Accounting Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit, certify and report on the financial statements in accordance with the Government Resources and Accounts Act (Northern Ireland) 2001. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

#### **Scope of the audit of the financial statements**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the Northern Ireland Statistics and Research Agency's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Northern Ireland Statistics and Research Agency; and the overall presentation of the financial statements. In addition I read all the financial and non-financial information in the Annual Report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by me in the course of performing the audit. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my certificate.

I am required to obtain evidence sufficient to give reasonable assurance that the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

#### **Opinion on regularity**

In my opinion, in all material respects the expenditure and income recorded in the financial statements have been applied to the purposes intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

### Opinion on financial statements

In my opinion:

- the financial statements give a true and fair view of the state of NISRA's affairs as at 31 March 2014 and of the net operating cost, cash flows and changes in taxpayers' equity for the year then ended; and
- the financial statements have been properly prepared in accordance with the Government Resources and Accounts Act (Northern Ireland) 2001 and Department of Finance and Personnel directions issued thereunder.

### Opinion on other matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with Department of Finance and Personnel directions made under the Government Resources and Accounts Act (Northern Ireland) 2001; and
- the information given in the Directors' Report and Strategic Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

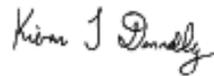
### Matters on which I report by exception

I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the part of the Remuneration Report to be audited are not in agreement with the accounting records; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with Department of Finance and Personnel's guidance.

### Report

I have no observations to make on these financial statements.



### **KJ Donnelly**

Comptroller and Auditor General  
Northern Ireland Audit Office  
106 University Street  
Belfast  
BT7 1EU

2 July 2014

## STATEMENT OF COMPREHENSIVE NET EXPENDITURE

For the Year Ended 31 March 2014

		£000	£000	2013-14 £000	2012-13 £000
		Staff Costs	Other Costs	Income	
	Note				
<b>Programme Costs:</b>					
Staff costs	4	18,715			17,768
Programme costs	5		7,035		6,924
Income	6			(14,833)	(13,790)
<b>Totals</b>		<b>18,715</b>	<b>7,035</b>	<b>(14,833)</b>	<b>10,902</b>
<b>Net Operating Cost</b>				<b>10,917</b>	<b>10,902</b>

### Other Comprehensive Expenditure

	2013-14 £000	2012-13 £000
Net (gain)/loss on revaluation of Property, Plant and Equipment	-	(57)
Net (gain)/loss on revaluation of Intangibles	(89)	(447)
<b>Total Comprehensive Expenditure for the year ended 31 March 2014</b>	<b>10,828</b>	<b>10,398</b>

The notes on pages 91 to 108 form part of these accounts.

## STATEMENT OF FINANCIAL POSITION

As at 31 March 2014

	Note	2014 £000	2013 £000
<b>Non-current assets:</b>			
Property, plant and equipment	7	240	420
Intangible assets	8	3,558	3,926
<b>Total non-current assets</b>		<b>3,798</b>	<b>4,346</b>
<b>Current assets:</b>			
Trade and other receivables	9	4,018	3,889
Cash and cash equivalents	10	210	156
<b>Total current assets</b>		<b>4,228</b>	<b>4,045</b>
<b>Total Assets</b>		<b>8,026</b>	<b>8,391</b>
<b>Current liabilities:</b>			
Trade and other payables	11	(1,527)	(1,661)
<b>Total current liabilities</b>		<b>(1,527)</b>	<b>(1,661)</b>
<b>Non-current assets plus net current assets</b>		<b>6,499</b>	<b>6,730</b>
<b>Non current liabilities:</b>			
Provisions	12	-	-
<b>Total non-current liabilities</b>		<b>-</b>	<b>-</b>
<b>Assets less liabilities</b>		<b>6,499</b>	<b>6,730</b>
<b>Taxpayers' equity:</b>			
General fund		5,929	6,066
Revaluation reserve		570	664
<b>Total taxpayers' equity</b>		<b>6,499</b>	<b>6,730</b>

*T.N. Caven*

**T.N. CAVEN (Dr)**

Accounting Officer, Registrar General and Chief Executive

1 July 2014

The notes on pages 91 to 108 form part of these accounts.

## STATEMENT OF CASH FLOWS

For the Year ended 31 March 2014

	Note	2013-14 £000	2012-13 £000
<b>Cash flows from operating activities</b>			
Net operating cost		(10,917)	(10,902)
Adjustments for non-cash transactions:			
(Increase)/Decrease in trade receivables and other current assets	9	(129)	(2,319)
(Increase)/Decrease in trade payables and other current liabilities	11	(134)	(1,111)
Notional costs	5	2,316	2,195
Depreciation	7	175	121
Amortisation	8	598	580
Indexation of property, plant and equipment	7,8	-	(44)
Loss on disposal of assets		6	1
Revaluation of property, plant and equipment	7	-	-
<b>Net cash outflow from operating activities</b>		<b>(8,085)</b>	<b>(11,479)</b>
<b>Cash flows from investing activities</b>			
Purchase of property, plant and equipment	7	(1)	(166)
Purchase of intangibles assets	8	(141)	(153)
<b>Net cash outflow from investing activities</b>		<b>(142)</b>	<b>(319)</b>
<b>Cash flows from financing activities</b>			
Gross Grant from DFP resource account		22,526	25,850
Accruing Resources applied		(14,245)	(14,024)
<b>Net financing</b>		<b>8,281</b>	<b>11,826</b>
<b>Net increase/(decrease) in cash and cash equivalents in the period</b>	10	<b>54</b>	<b>28</b>
<b>Cash and cash equivalents at the beginning of the period</b>	10	<b>156</b>	<b>128</b>
<b>Cash and cash equivalent at the end of the period</b>	10	<b>210</b>	<b>156</b>

The notes on pages 91 to 108 form part of these accounts.

## STATEMENT OF CHANGES IN TAXPAYERS' EQUITY

For the Year ended 31 March 2014

	General Fund £000	Revaluation Reserve £000	Restated Total Reserves £000
<b>Balance at 1 April 2012</b>	<b>2,900</b>	<b>207</b>	<b>3,107</b>
Funding from parent	11,826	-	11,826
Comprehensive Expenditure for the year	(10,902)	504	(10,398)
Non-cash charges	2,185	-	2,185
Auditors remuneration	10	-	10
Transfer between reserves	47	(47)	-
<b>Balance at 31 March 2013</b>	<b><u>6,066</u></b>	<b><u>664</u></b>	<b><u>6,730</u></b>

<b>Balance at 1 April 2013</b>	<b>6,066</b>	<b>664</b>	<b>6,730</b>
Funding from parent	8,281	-	8,281
Comprehensive Expenditure for the year	(10,917)	89	(10,828)
Non-cash charges	2,306	-	2,306
Auditors remuneration	10	-	10
Transfer between reserves	183	(183)	-
<b>Balance at 31 March 2014</b>	<b><u>5,929</u></b>	<b><u>570</u></b>	<b><u>6,499</u></b>

The notes on pages 91 to 108 form part of these accounts.

## NOTES TO ACCOUNTS

### 1. Statement of Accounting Policies

These financial statements have been prepared in accordance with the 2013-14 Government Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel. The accounting policies contained in FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy that has been judged to be the most appropriate to the particular circumstances of the Agency for the purpose of giving a true and fair view has been selected. The particular policies adopted by the Agency for 2013-14 are described below. They have been applied consistently in dealing with items that are considered material in relation to the Accounts.

The IASB have issued new and amended standards (IFRS 10, IFRS 11 & IFRS 12) that affect the consolidation and reporting of subsidiaries, associates and joint ventures. These standards have an effective date of January 2013, but have not yet been EU adopted. The application of these IFRS changes is subject to further review by Treasury and the other Relevant Authorities before due process consultation.

Accounting boundary IFRS' are currently adapted in the FReM so that the Westminster departmental accounting boundary is based on ONS control criteria, as designated by Treasury. A review of the NI financial process is currently under discussion with the Executive, which will bring NI departments under the same adaptation. Should this go ahead, the impact on departments is expected to focus around the disclosure requirements under

IFRS12. The impact on the consolidated boundary of NDPB's and trading funds will be subject to review, in particular, where control could be determined to exist due to exposure to variable returns (IFRS10), and where joint arrangements need reassessing.

#### 1.1 Accounting Convention

The Accounts have been prepared under the historical cost convention, modified to account for the revaluation of property, plant and equipment and intangible assets.

#### 1.2 Property, plant and equipment

The Agency's property, plant and equipment includes computer equipment office machinery, fixtures and fittings which are capitalised at their cost of acquisition and installation and are revalued annually using appropriate indices compiled by the Office for National Statistics. The threshold for capitalisation, as an individual or grouped fixed asset, remains at £500 throughout the Department of Finance and Personnel for computer equipment with all other equipment at £1,000.

Where appropriate, surpluses and deficits on revaluation are taken to the revaluation reserve and permanent reductions in the value of non current assets are charged to the Statement of Comprehensive Net Expenditure

The Agency does not own the property it occupies, but incurs a notional accommodation charge which is included in the Statement of Comprehensive Net Expenditure.

#### 1.3 Intangible assets

The Agency's intangible assets include computer software, internally and externally developed software, licences, bespoke systems, databases and a website, which are

capitalised at their cost of acquisition and installation and are revalued annually using appropriate indices compiled by the Office for National Statistics.

The threshold for capitalisation, as an individual or grouped fixed asset, remains at £500 throughout the Department of Finance and Personnel.

#### 1.4 Depreciation/Amortisation

Depreciation/Amortisation is provided on a straight line basis in order to write-off the valuation, less estimated residual value, of non current assets over their estimated useful lives. The estimated useful lives, which are reviewed regularly, are:

Computer Equipment and Software	3-12 years
Office Equipment	5-10 years
Telecoms Equipment	5-10 years

Depreciation/ Amortisation, on assets under construction commences when the assets are ready for their intended use.

#### 1.5 Operating Income

The Agency's income represents receipts from three main activities.

- The recovery of salary cost for Agency staff on loan outside DFP;
- Charges for statistics and research work carried out for customers; and
- Fees associated with the Registration Services.

All income is accruals based and accounted for against the financial year to which it relates.

#### 1.6 Financial instruments

A financial instrument is defined as any contract that gives rise to a financial asset of one entity and a financial liability or equity instrument of another entity.

A financial instrument is recognised when, and only when, the entity becomes a party to the contractual provisions of the instrument. A previously recognised financial asset is derecognised when, and only when, either the contractual rights to the cash flows from that asset expire, or the entity transfers the asset such that the transfer qualified for derecognition. A financial liability is derecognised when, and only when, it is extinguished.

The Agency has financial instruments in the form of trade receivables and payables and cash and cash equivalents. In accordance with IAS 39 Financial Instruments: Recognition and Measurement trade receivables, cash and other receivables are classified as 'loans and receivables'. Loans and receivables are initially measured at fair value and are subsequently measured at amortised cost using the effective interest method less any impairment.

The Agency assesses at each reporting date whether there is any objective evidence that a financial asset or group of financial assets classified as loans and receivables is impaired. Based on historic experience receivables that are past due beyond 361 days are generally not recoverable.

The Agency measures the amount of the loss as the difference between the carrying amount of the asset and the present value of estimated future cash flows from the asset discounted at the effective interest rate of the instrument at initial recognition.

Impairment losses are assessed individually for financial assets that are individually significant and individually or collectively for assets that are not individually significant. In making collective assessment of impairment, financial assets are grouped into portfolios on the basis of similar risk characteristics. Future cash flows from these portfolios are estimated

on the basis of the contractual cash flows and historical loss experience for assets with similar risk characteristics.

Impairment losses are recognised in the Statement of Comprehensive Net Expenditure and the carrying amount of the financial asset or group of financial assets reduced by establishing an allowance for impairment losses. If in a subsequent period the amount of the impairment loss reduces and the reduction can be ascribed to an event after the impairment was recognised, the previously recognised loss is reversed by adjusting the allowance.

When a financial asset is deemed unrecoverable the amount of the asset is reduced directly and the impairment loss is recognised in the Statement of Comprehensive Net Expenditure to the extent that a provision was not previously recognised.

Financial liabilities are initially measured at fair value, net of transaction costs. They are subsequently measured at amortised cost using the effective interest method.

### **1.7 Value Added Tax**

All income and expenditure is stated exclusive of VAT which is recoverable on a Departmental basis.

### **1.8 Programme Expenditure**

From 1 April 2011, all of NISRA expenditure was reclassified into Programme expenditure.

### **1.9 Pensions**

Past and present employees are covered by the provisions of the Principal Civil Service Pension Scheme (Northern Ireland) [PCSPS(NI)]. The defined benefit scheme

is unfunded and is non-contributory except in respect of dependants' benefits. The Agency recognises the expected cost of these elements on a systematic and rational basis over the period during which it benefits from employees' services by payment to the PCSPS(NI) of amounts calculated on an accruing basis. Liability for payment of future benefits is a charge on the PCSPS(NI). In respect of the defined contribution scheme, the Agency recognises the contributions payable for the year.

### **1.10 Contingent Liabilities**

In addition to contingent liabilities disclosed in accordance with IAS 37, the agency discloses for assembly reporting and accountability purposes certain statutory and non-statutory contingent liabilities where the likelihood of a transfer of economic benefit is remote, but which have been reported to the Assembly in accordance with the requirements of Managing Public Money Northern Ireland.

Where the time value of money is material, contingent liabilities which are required to be disclosed under IAS 37 are stated at discounted amounts and the amount reported to the Assembly separately noted. Contingent liabilities that are not required to be disclosed by IAS 37 are stated at the amounts reported to the Assembly.

### **1.11 Employee Benefits**

Under IAS19 Employee Benefits legislation, all staff costs must be recorded as an expense as soon as the organisation is obligated to pay them. This includes the cost of any untaken leave as at the year end. The cost of untaken leave has been determined using the data from leave records.

## **1.12 Provisions**

The Agency provides for legal or constructive obligations, which are of uncertain timing or amount at the reporting date on the basis of the best estimate of the expenditure required to settle the obligation. These relate to the settlement of equal pay claims, other potential legal actions and provision for future liabilities in respect of contracts. Where the effect of the time value of money is significant the estimated risk-adjusted cash flows are discounted using the real rate set by HM Treasury (currently 3.5 per cent).

## 2. Statement of Operating Costs by Operating Segments

	<b>General Register Office £000</b>	<b>Central Survey Unit £000</b>	<b>Other £000</b>	<b>2013-14 Total £000</b>
<b>Gross Expenditure</b>	4,584	4,333	16,833	25,750
Income	(2,500)	(2,920)	(9,413)	(14,833)
<b>Net Expenditure</b>	<b><u>2,084</u></b>	<b><u>1,413</u></b>	<b><u>7,420</u></b>	<b><u>10,917</u></b>
Total Assets	863	259	6,904	8,026
Total Liabilities	(528)	(100)	(899)	(1,527)
<b>Net Assets</b>	<b><u>335</u></b>	<b><u>159</u></b>	<b><u>6,005</u></b>	<b><u>6,499</u></b>

Segments have been selected based on their distinct areas.

### **GRO**

Consists of the unit that manages all public births, deaths and marriage records and the District Councils that manage this locally.

### **CSU**

Consists of the survey unit that would be the largest income generating unit in NISRA that carries out work for all of the NICS and other public bodies.

### **Other**

Covers all the other statistical research activities and the outposted and seconded staff.

### 3. Analysis of Business Attracting Fees and Charges

#### General Register Office

In setting fees for certificates, the General Register Office (GRO) aims to recover 100% of costs directly attributable to the estimated volumes of produced certificates. In 2013/14, GRO estimated that it would recover £2,393k (2012/13: £2,500k) from the supply of certificates. The actual cost recovery for the year was £2,500k (2012/13: £2,476k).

#### Central Survey Unit

In 2013/14 the Central Survey Unit (CSU) estimated that it would recover £3,000k (2012/13: £3,340k) from carrying out surveys on behalf of Government Departments and Non Departmental Public Bodies. The actual cost recovery for the year was £2,920k (2012/13: £2,864k). The information provided in the table below is for fees and charges purposes, not for IFRS 8.

	Income £000	Full Cost £000	2013-14 Surplus/ (deficit) £000	2012-13 Surplus/ (deficit) £000
Recovery of staff costs for staff outside DFP	(8,276)	8,591	(315)	(300)
Statistics and Research work carried out by CSU	(2,920)	1,546	1,374	1,177
Registration Services	(2,500)	3,211	(711)	(718)
	<b>(13,696)</b>	<b>13,348</b>	<b>348</b>	<b>159</b>

The above figures represent services where the full cost of the service is in excess of £1m. For Registration Services, the Statutory Provision is as noted in Article 7 to the Births and Deaths Registration (NI) Order 1976. For other services, NISRA's financial objective was to recover the total cost of those activities for which DFP funding was not provided. This objective was met.

## 4. Staff numbers and related costs

### 4.1 Staff Costs

Staff costs comprise:

	£000	£000	2013-14 £000	2012-13 £000
	Permanently employed staff	Others	Total	Total
Wages and salaries	12,962	2,200	15,162	14,443
Social Security costs	935	59	994	935
Other pension costs	2,559	-	2,559	2,390
<b>Sub Total</b>	<b>16,456</b>	<b>2,259</b>	<b>18,715</b>	<b>17,768</b>
Less recoveries in respect of outward secondments	(8,276)	-	(8,276)	(7,552)
<b>Total net costs</b>	<b>8,180</b>	<b>2,259</b>	<b>10,439</b>	<b>10,216</b>

### 4.2 Pensions

The Principal Civil Service Pension Scheme (Northern Ireland) [PCSPS(NI)] is an unfunded multi-employer defined benefit scheme but NISRA is unable to identify its share of the underlying assets and liabilities. The most up to date actuarial valuation was carried out as at 31 March 2010. The pension scheme liability reported in the DFP Superannuation and Other Allowance Resource Accounts last year was as at 31 March 2010, however, work is ongoing to provide a report on an updated valuation as at 31 March 2012 for the basis of the actuarial valuation rolled forward to the reporting date of the DFP Superannuation and Other Resource Accounts for 2014.

For 2013-14, employers' contributions of £2,553k were payable to the PCSPS(NI) (2012-13 £2,390k) at one of four rates in the range 18% to 25% of pensionable pay, based on salary bands. The scheme's Actuary reviews employer contributions every four years following a full scheme valuation. A new valuation scheme based on data as at 31 March 2012 is currently being undertaken by the Actuary to review employer contribution rates for the introduction of a new career average earning scheme from April 2015. From 2014/15, the rates will remain in the range 18% to 25%. The contribution rates are set to meet the costs of the benefits accruing during 2013/14 to be paid when the member retires, and not the benefits paid during this period to existing pensioners.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employers' contributions of £6,485 (2012-13 £6,547) were paid to one or more of the panel of three appointed stakeholder pension providers. Employer contributions are age-related and range from 3% to 12.5% (2012-13 3% to 12.5%) of pensionable pay. Employers also match employee contributions up to 3% of pensionable pay. In addition, employer contributions of £712, 0.8% (2012-13 £693, 0.8%) of pensionable pay, were payable to the PCSPS(NI) to cover the cost of the future provision of lump sum benefits on death in service and ill health retirement of these employees.

### 4.3 Average number of persons employed

The average number of whole-time equivalent persons employed during the year was as follows.

Number	Permanent staff	Others	2013-14	2012-13
			Total	Total
Directly employed including Senior Management	426	-	426	407
Other	-	65	65	84
<b>Total</b>	<b>426</b>	<b>65</b>	<b>491</b>	<b>491</b>

### 4.4 III- Health Retirement

The Agency meets the additional costs of benefits beyond the normal PCSPS(NI) benefits in respect of employees who retire early by paying the required amounts annually to the PCSPS(NI) over the period between the early departure and the normal retirement date. The Agency provides for this in full when the early retirement programme becomes binding by establishing a provision for the estimated payments discounted by the Treasury discount rate of 3.5 per cent in real terms.

There were no early retirements or compulsory redundancies in 2013/14.

## 5. Programme Costs

	<b>2013-14</b> <b>£000</b>	<b>2012-13</b> <b>£000</b>
General Administrative Expenses	1,126	1,078
Computer Charges	547	654
District Registration Office's costs	2,273	2,295
Depreciation	175	122
Amortisation	598	580
<b>Notional costs (services provided by parent department)</b>		
Accommodation	788	943
IT Assist	662	431
Finance	180	167
HR	468	457
DFP Corporate services	167	158
<b>Other Notional costs</b>		
DRD – Statistics branch costs	41	29
NIAO – Auditors' remuneration and expenses	10	10
<b>Total</b>	<b><u>7,035</u></b>	<b><u>6,924</u></b>

Notional costs relate to services received for which no actual payment is made. They are included in the Accounts so as to reflect the full economic cost of provision.

During the year, the Agency purchased no non audit services from its auditors, The Northern Ireland Audit Office or its subcontractors.

## 6. Income

The Agency charges for a variety of services provided to customers. The largest component is the recovery of salary costs for statistical staff on loan to departments and agencies outside DFP.

	<b>2013-14</b> <b>£000</b>	<b>2012-13</b> <b>£000</b>
<b>Income</b>		
Statistics and Research services provided by NISRA	4,057	3,762
Income for Outposted staff	8,276	7,552
Registration services provided by the General Register Office	1,172	1,138
Registration services provided by the District Registration Offices	1,328	1,338
<b>Total</b>	<b><u>14,833</u></b>	<b><u>13,790</u></b>

The above Statistics and Research services income includes £60,500 (2012/13: £55,000) from the Public Health Authority (PHA).

## 7. Property, plant and equipment

2013-14	Information Technology £000	Plant & Machinery £000	Furniture & Fittings £000	Total £000
<b>Cost or valuation</b>				
At 1 April 2013	1,184	76	2	1,262
Additions	1	-	-	1
Disposals	(349)	-	-	(349)
Indexation	(2)	1	-	(1)
<b>At 31 March 2014</b>	<b>834</b>	<b>77</b>	<b>2</b>	<b>913</b>
<b>Depreciation</b>				
At 1 April 2013	778	63	1	842
Charge for year	168	7	-	175
Disposals	(343)	-	-	(343)
Indexation	(2)	1	-	(1)
<b>At 31 March 2014</b>	<b>601</b>	<b>71</b>	<b>1</b>	<b>673</b>
<b>Carrying amount at 31 March 2014</b>	<b>233</b>	<b>6</b>	<b>1</b>	<b>240</b>
<b>Asset financing:</b>				
Owned	233	6	1	240
<b>Net book value at 31 March 2014</b>	<b>233</b>	<b>6</b>	<b>1</b>	<b>240</b>

## Property, plant and equipment ( continued)

2012-13	Information Technology £000	Plant & Machinery £000	Furniture & Fittings £000	Total £000
<b>Cost or valuation</b>				
At 1 April 2012	1,021	79	2	1,102
Additions	166	-	-	166
Net revaluations charged to OCS	20	-	-	20
Disposals	(80)	(3)	-	(83)
Indexation	57	-	-	57
<b>At 31 March 2013</b>	<b>1,184</b>	<b>76</b>	<b>2</b>	<b>1,262</b>
<b>Depreciation</b>				
At 1 April 2012	735	64	1	800
Charge for year	115	6	-	121
Disposals	(79)	(3)	-	(82)
Revaluations	4	(4)	-	-
Net revaluations charged to OCS	3	-	-	3
<b>At 31 March 2013</b>	<b>778</b>	<b>63</b>	<b>1</b>	<b>842</b>
<b>Carrying amount at 31 March 2013</b>	<b>406</b>	<b>13</b>	<b>1</b>	<b>420</b>
<b>Asset financing:</b>				
Owned	406	13	1	420
<b>Net book value at 31 March 2013</b>	<b>406</b>	<b>13</b>	<b>1</b>	<b>420</b>
<b>Carrying amount at 31 March 2012</b>	<b>286</b>	<b>15</b>	<b>1</b>	<b>302</b>

Note - The Agency does not hold any Land and Buildings. Information Technology and Plant & Machinery were revalued using indices. Furniture and fittings were not revalued as considered immaterial.

## 8. Intangible assets

Intangible assets comprise bespoke systems and software licenses (see note 1.3).

### 2013-14

	Licences £000	Internally Developed Software and Website £000	Externally Developed Software £000	Total £000
<b>Cost or valuation</b>				
At 1 April 2013	19	4,688	1,316	6,023
Additions	-	-	141	141
Indexation	1	111	35	147
<b>At 31 March 2014</b>	<b>20</b>	<b>4,799</b>	<b>1,492</b>	<b>6,311</b>
<b>Amortisation</b>				
At 1 April 2013	6	1,872	219	2,097
Charged in year	6	395	197	598
Indexation amortisation	-	47	11	58
<b>At 31 March 2014</b>	<b>12</b>	<b>2,314</b>	<b>427</b>	<b>2,753</b>
<b>Carrying amount at 31 March 2014</b>	<b>8</b>	<b>2,485</b>	<b>1,065</b>	<b>3,558</b>

### 2012/13

<b>Cost or valuation</b>				
At 1 April 2012	11	4,551	1,134	5,696
Additions	7	-	146	153
Disposals	-	-	-	-
Indexation	1	137	36	174
Reclassification	-	-	-	-
<b>At 31 March 2013</b>	<b>19</b>	<b>4,688</b>	<b>1,316</b>	<b>6,023</b>
<b>Amortisation</b>				
At 1 April 2012	2	1,751	64	1,817
Charged in year	3	410	167	580
Indexation amortisation	-	(265)	(8)	(273)
Net indexation charged to amortisation	-	(25)	(2)	(27)
<b>At 31 March 2013</b>	<b>5</b>	<b>1,871</b>	<b>221</b>	<b>2,097</b>
<b>Carrying amount at 31 March 2013</b>	<b>14</b>	<b>2,817</b>	<b>1,095</b>	<b>3,926</b>

## 9. Trade receivables and other current assets

	2013-14 £000	2012-13 £000
<b>Amounts receivable due within one year:</b>		
Trade receivables	1,858	1,206
Prepayments and accrued income	2,160	2,683
	<b>4,018</b>	<b>3,889</b>

There are no amounts receivable after more than one year

### 9.1 Intra Governmental Balances

	2013-14 £000	2012-13 £000
Balances with other Central Government bodies	2,921	2,983
Balance with Local Authorities	410	779
Sub total : Intra Government balances	3,331	3,762
Balances with bodies external to Government	687	127
<b>Total</b>	<b>4,018</b>	<b>3,889</b>

## 10. Cash and Cash Equivalents

	2013-14 £000	2012-13 £000
Balance at 1 April 2013	156	128
Net change in cash and cash equivalent balances	54	28
<b>Balance at 31 March 2014</b>	<b>210</b>	<b>156</b>
The following balances at 31 March were held at:		
Commercial banks and cash in hand	<b>210</b>	<b>156</b>

## 11. Trade payables and other current liabilities

	2013-14 £000	2012-13 £000
<b>Amounts falling due within one year:</b>		
Accruals	1,527	1,661
	<u>1,527</u>	<u>1,661</u>

There are no amounts falling due after more than one year.

### 11.1 Intra governmental balances held:

	2013-14 £000	2012-13 £000
Balances with other Central Government Bodies	38	36
Balance with Local Authorities	534	570
Sub total : Intra Government balances	572	606
Balances with bodies external to Government	955	1,055
<b>Total</b>	<u>1,527</u>	<u>1,661</u>

## 12. Provisions for liabilities and charges

NISRA is not aware of any potential liabilities or charges that require a provision at 31 March 2014.

## 13. Capital commitments

NISRA did not have any capital commitments as at 31 March 2014.

	2013-14 £000	2012-13 £000
<b>Contracted capital commitments at 31 March 2014 not otherwise included in these Accounts:</b>		
Intangible assets	<u>-</u>	<u>750</u>

At 31 March 2013, NISRA had committed to a contract for the design and build of the Genealogy Project NI (GeNI). During the year to 31 March 2014, the ownership and budget for this project was transferred to NI Direct.

## 14. Commitment under leases

### Operating leases

Total future minimum lease payments under operating leases are given in the table below for each of the following periods:

	<b>2013-14</b> <b>£000</b>	<b>2012-13</b> <b>£000</b>
<b>Obligations under operating leases for the following periods comprise:</b>		
Not later than one year	5	5
Later than one year and not later than five years	-	1
Later than five years	-	-
<b>Total</b>	<b><u>5</u></b>	<b><u>6</u></b>

## 15. Other Financial Commitments

The Agency has entered into non-cancellable contracts (which are not leases or PFI (and other service concession arrangement) contracts), for the RCM service for the GRO and IBSS Support. The payments to which the Agency is committed are as follows.

	<b>2013-14</b> <b>£000</b>	<b>2012-13</b> <b>£000</b>
<b>Contracted commitments at 31 March 2014 not otherwise included in these accounts:</b>		
Not later than one year	854	692
Later than one year and not later than five years	1,062	1,414
Later than five years	-	-
<b>Total</b>	<b><u>1,916</u></b>	<b><u>2,106</u></b>

## **16. Financial instruments**

IFRS 7 Financial Instruments: Disclosures requires disclosure that enables evaluation of the significance of financial instruments for the Agency's financial position and performance, the nature and extent of risks arising from financial instruments to which the Agency is exposed during the period and at the reporting date, and how the Agency manages those risks.

As a result of the nature of its activities and the way in which NISRA is financed, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with the Agency's expected purchase and usage requirements and the Agency is therefore exposed to little credit, liquidity or market risk.

Details of the significant accounting policies and methods adopted, including the criteria for recognition, the basis of measurement and the basis on which income and expenses are recognised, in respect of each class of financial asset and financial liability are disclosed in Note 1 "Accounting Policies".

### **Categories of financial instruments**

The Agency's financial assets are classified as loans and receivables and comprise trade receivables and other current assets (Note 9) and cash and cash equivalents (Note 10). The Agency's financial liabilities comprise trade payables (Note 11). These financial assets and liabilities are held at cost which approximates to fair value because of their short maturities.

Cash and cash equivalents comprises cash and demand deposits with banks. As at 31 March 2014, the carrying value of cash at bank approximates its fair value due to its short term nature.

## **17. Contingent Liabilities**

NISRA has no contingent liabilities at 31 March 2014.

## **18. Losses and special payments**

During 2013/14 there were losses and special payments to the value of £3,902 which represented 16 cases. (2012/13: £2,540 which represented 17 cases).

## **19. Related party transactions**

The Northern Ireland Statistics and Research Agency is an executive agency of the Department of Finance and Personnel.

The Department of Finance and Personnel is regarded as a related party with which the Agency has had various material transactions during the year.

The Agency has also had various material transactions with all the other Northern Ireland government departments and other central government bodies. Other central government departments have included:

HSC Business Services Organisation,  
Ilex-Urban Regeneration Company,  
Invest NI,  
Libraries NI,  
NI Courts Service,  
NI Policing Board,  
Office of the Police Ombudsman for Northern Ireland,  
Probation Board for Northern Ireland,  
Public Prosecution Service for Northern Ireland,  
Police Service of Northern Ireland,  
Special European Union Programmes Body,  
Office for National Statistics,  
Public Health Agency,  
Electoral Office for NI,  
Health and Safety Executive for NI, and  
National Centre for Social Research.

During the year, none of the board members, members of the key management staff or other related parties have undertaken any material transactions with the Agency.

## **20. Events Occurring After the Reporting Period**

There were no events occurring after the Reporting Period that required disclosure.

The Accounting Officer authorised the accounts for issue on the same date as the C&AG certified his audit opinion.



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