

Northern Ireland Statistics and Research Agency
Annual Report and Accounts
For the year ended 31 March 2009



An Agency within the Department of

**Finance and
Personnel**

www.dfpni.gov.uk

NISRA Annual Report and Accounts
For the year ended 31 March 2009

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

3rd July 2009

© Crown Copyright 2009

The text in this document (excluding the Royal Arms and Agency logos) may be reproduced free of charge in any format or medium providing that it is reproduced accurately and not used in a misleading context. The material must be acknowledged as Crown copyright and the title of the document specified.

Any enquiries relating to the copyright in this document should be addressed to The Information Policy team, OPSI, Kew, Richmond, Surrey, TW9 4DU. Tel: 02088 763444 or e-mail: licensing@opsi.gov.uk

Contents

DIRECTOR'S REPORT	1
History and Statutory Background	1
MANAGEMENT COMMENTARY	5
Aim, Principal Activities and Targets	5
Operating Review	6
Financial Review	12
REMUNERATION REPORT	14
PROGRESS IN KEY BUSINESS AREAS	19
National Statistics Work Programme	19
Non National Statistics Work Programme	23
CUSTOMERS	32
MODERNISATION OF THE REGISTRATION SERVICE	33
STATISTICS REFORM	33
COMMUNICATION	34
INFORMATION MANAGEMENT	34
HUMAN RESOURCES (HR)	35
TRAINING AND DEVELOPMENT	35
EMPLOYER SUPPORTED VOLUNTEER SCHEME	36
HEALTH AND SAFETY	37
CORPORATE GOVERNANCE	37
FUTURE DEVELOPMENTS	38
ANNEX 1: NISRA Management Organisational Chart (at 31st March 2009)	39
ANNEX 2: NISRA Publications	40
GLOSSARY	46
ACCOUNTS CONTENT	49
Statement of Agency's and Chief Executive's Responsibilities	50
Statement on Internal Control	51
The Certificate and Report of the Comptroller and Auditor General to the Northern Ireland Assembly	54
Operating Cost Statement	56
Statement of Recognised Gains and Losses	56
Balance Sheet	57
Cash Flow Statement	58
Notes to Accounts	59

DIRECTOR'S 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. 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:

- A Senior Management Group (SMG) comprised of six Senior Principal Statisticians. (Three further Senior Principal Statisticians became members of SMG on 1st March 2009). The group advises the Chief Executive on strategy and major issues of Agency policy. SMG is responsible for ensuring the effective operation and performance of NISRA; and
- A Management Board (MB) made up of SMG and Grade 7 statistical/administrative

Heads of Branches. The MB supports and advises the Chief Executive in the formulation, implementation and review of Agency policies. The MB 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 SMG and MB membership.

Management Interests

All members of the Senior Management Group have signed undertakings requiring them to disclose significant interests or anything that may conflict with their management responsibilities.

Staff Numbers

The number of staff in post at 31 March 2009 was 377, of which 86 were DFP statisticians, 137 were DFP non-statisticians [of which 22 were temporary staff] and 154 were statisticians, on loan to another department or another organisation. In addition, NISRA employed a field-force of 260 fee-paid survey interviewers. One third of NISRA statisticians and all NISRA administrative staff work in eight DFP-based locations. The remaining two thirds of NISRA statisticians are located across the Northern Ireland Departments and in a number of Agencies and Non-Departmental Public Bodies.

Table 1 : NISRA Staff at 31st March 2009

Staff Grades	Recognised Grade Rate	Headcount	FTE
PERMANENT STAFF:			
Senior Civil Service			
Grade 3	G3	1	1
		1	1
Non Industrial General Service			
Grade 7	G7	2	2
Deputy Principal	DP	8	7.29
Staff Officer	SO	7	6.45
Executive Officer I	EQ1	4	3.7
Executive Officer 2	EQ2	26	24.69
Administrative Officer	AO	36	33.12
Administrative Assistant	AA	25	23.81
		108	101.06
Non Industrial Non General Service			
Systems Analyst	SO	1	1
Senior Principal Statistician	G6	9	8.91
Principal Statistician	G7	14	13.81
DP Statistician	DP	91	87.37
Assistant Statistician	SO	126	122.45
Personal Secretary	EO2	2	1.6
Typist	AO	1	1
Support Grade Band 2	AA	2	2
		246	238.14
Of which statisticians		240	232.54
TOTAL OF PERMANENT STAFF		355	340.2
TEMPORARY STAFF:			
Casual AA	Casual AA	16	16
Sandwich Students	Casual AA	4	4
Casual Support Grade Band 2	AO		
		20	20
Recruitment Agency Staff (non NICS)			
Short Term Contract Staff	Per Sec	1	1
Support Grade Band 2	AA	1	1
		2	2
TOTAL OF TEMPORARY STAFF:		22	22
TOTAL STAFF		377	362.2
Staff on loan [included in total above]		154	150.57

Sickness Absence

The average number of days lost per staff member (on a whole-time equivalent basis) during 2008/09 was 10.5 days (2007/08 7.9 days). The figures for 2008/09 have still to be validated.

The Business

Our Core Purpose is:

- to provide a high quality, cost effective, registration, statistics and research service that informs the policy and the democratic processes; and
- to provide a window on Northern Ireland's society and its economy by providing evidence to inform decision-making.

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 their objectives and actions. Up until the end of December 2008 statistics were produced in accordance with The National Statistics Code of Practice and Protocols. The Code and the associated Protocols were replaced by a new Code of Practice for Official Statistics launched 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 Agency incorporates the General Register Office (GRO) for Northern Ireland, which 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 is valued for innovation, integrity and independence and recognised for first class service provided to government and the public;
- whose expertise provides important and trusted information and advice that has a beneficial impact on people's lives; and
- that is known and respected within government and publicly for the comprehensive information that is collected to the highest professional standards and provides an understanding of social and economic conditions and changes in Northern Ireland.

Accounts

The accounts at the end 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 1.1 to the accounts (page 59).

The treatment of pension liabilities is described in the Remuneration Report (pages 14 to 19) and in note 1.4 to the accounts (page 59).

The net cost of operations for the year was £7,445 k (page 56) .

Auditors

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

The audit of the financial statements for 2008-09 resulted in a notional audit fee of £7,000 and is included in the administration costs in the operating cost statement.

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.

A handwritten signature in blue ink, appearing to read 'T.N. Caven'.

T.N. CAVEN

Accounting Officer, Registrar General and Chief
Executive
3 July 2009

MANAGEMENT COMMENTARY

Aim, Principal Activities and Targets

Aim

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 activities of the Agency are:

- to be the principal advisory body on statistics and social research for Northern Ireland Departments, the Northern Ireland Office (NIO) and their respective Ministers;
- to provide and co-ordinate professional statistics and research services, and provide advice to Northern Ireland Departments, Agencies and Non-Departmental Public Bodies;
- to collect, analyse and make available official statistics which describe Northern Ireland's society, economy, population and public service;
- to 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 support, facilitate and contribute to the development of economic and social policies in Northern Ireland;
- to ensure that statistical and research standards are adhered to and that best methodological practice is employed in official statistics and social research;

- 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 broader perspective and balance to the work of the Agency and the way in which we deliver our strategic goals and provide a business focus for both the short and long-term which puts meaningful performance measurements in place. The Agency's strategic objectives in 2008/2009 were:

Strategic Objective 1: Business Results/ Finance

To ensure we manage our budget effectively whilst providing a high quality statistics, social research and registration service delivered by a skilled and motivated workforce.

Strategic Objective 2: Customers

To ensure that customers continue to receive a quality service and are consulted on their needs.

Strategic Objective 3: Processes

To adhere to best practice and quality measures in the production and publication of official statistics, social research and the provision of a civil registration service, whilst maintaining a sound system of corporate governance.

Strategic Objective 4: Learning and Growth

To ensure that NISRA Human Resource Services are in place, incorporating people planning for business delivery and career development through learning and experience, making NISRA a preferred place to work.

Operating Review

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 2008/2009. All four targets were achieved/substantially achieved. The results have been validated by independent audit.

Ministerial Targets

Target	Result
To have no more than 2% of National Statistics outputs between 01.04.08 and 31.03.09 failing to comply with the National Statistics Code of Practice and Protocols.	Achieved. No breaches of National Statistics Code of Practice reported.
To have no less than 96% of customers who respond to the Customer Satisfaction Survey rating the Agency's services and products as satisfactory or better.	Achieved. Customer Satisfaction Survey reported 99% satisfaction rating.
To award the contract for the procurement of scanning and data capture of the Northern Ireland civil registration registers by 31st March 2009.	Achieved. The contract was signed in November 2008.
To publish an Executive Consultation paper on plans for the 2011 Census of Population by 31st March 2009.	Substantially achieved. Executive Consultation Paper on plans for the Census submitted to the Executive in October 2008.

NISRA's Balanced Scorecard

Business Results

Objective	Performance Measures	Targets	Outcome
R1: To provide a high quality statistics, social research and civil registration service to NI Government and the public.	Compliance with National Statistics (NS) Code of Practice and Protocols.	(i).To have no more than 2% of outputs between 1st April 2008 and 31st March 2009 not meeting NS compliance standards.	Achieved. No breaches of National Statistics Code of Practice reported.
	Executive Consultation Paper published.	(ii).To publish an Executive Consultation Paper on plans for the 2011 Census of Population by 31st March 2009.	Substantially Achieved. Executive Consultation Paper on plans for the Census submitted to the Executive in October 2008.
	Contract awarded.	(iii).To award contract for the procurement of scanning and data capture of the NI Civil Registration registers by 31st March 2009.	Achieved. Contract signed in November 2008.
R2:To ensure high level of customer satisfaction with NISRA's services and products.	Customer satisfaction level recorded in annual Customer Survey	(i).To have no less than 96% of customers rating the services and products as satisfactory or better.	Achieved. 99% of customers were satisfied (23%) or very satisfied (76%) with the services and products provided by NISRA.
R3: To ensure that NISRA manages its budget allowance to deliver services effectively across all areas of responsibility.	Level of overspend and underspend.	(i).To have no overspend and an underspend not greater than 2%.	Achieved. The Agency's expenditure was measured against the approved budgetary plans.
	Efficiency savings delivered.	(ii).To deliver an efficiency saving of 2.5%.	Achieved. The net administration budget allocation for 2007/2008 was uplifted by the Gross Domestic Product (GDP) deflator and the comparable administration expenditure for 2008/2009 was measured against 97.5% of the uplifted 2007/2008 figure.

Objective	Performance Measures	Targets	Outcome
R4: To ensure that corporate HR policies and services are in place to support Business Areas in achieving their objectives.	NISRA Human Resources Strategy published.	(i). To have NISRA Human Resource Strategy agreed and published by September 2008.	Substantially achieved. HR Strategy issued to staff in February 2009.
	NISRA Staff Survey	(ii). To have at least 75% of staff indicating that NISRA is a good organisation to work for.	Achieved. 78% of respondents to 2008 Staff Survey indicated that NISRA is a good organization to work for.
	Monthly/annual absence reports.	(iii). To achieve an overall DFP sickness absence target of no more than 9.3 days per employee by March 2009.	Not achieved.
R5: To contribute to the promotion of sustainability	Implementation of DFP Sustainable Development Action Plan.	(i). To implement the DFP Sustainable Development Action Plan within the Agency.	Achieved. The Agency continued to apply and monitor the NISRA Waste Management Action Plan.

Customers

Objective	Performance Measures	Targets	Outcome
C1: To ensure customer consultation on the development of NISRA's services and products.	Consultations conducted.	(i). To consult with customers on all major areas of statistical developments.	Achieved. Examples of customer consultation include: <ul style="list-style-type: none"> • Consultation on the content of the 2011 Census through the Census Advisory Group and the Census Office Website; and • Consultation by DHSSPS on proposed revisions to the resource allocation formula.
	New Statistics Advisory Committee (SAC)	(ii). To reconstitute the Statistics Advisory Committee.	<ul style="list-style-type: none"> • Substantially Achieved. Term of office for existing Committee was extended while new procedures were put in place to comply with requirements of the Office of the Commissioner for Public Appointments (OCPANI).

Objective	Performance Measures	Targets	Outcome
C2: To ensure NISRA contributes to the Better Regulation Agenda.	Number of Regulatory Impact Assessments (RIA) supporting new, or amendments to existing policy proposals.	(i). To ensure all Business Areas comply with the RIA process when considering any new, or amendments to existing policy proposals.	Achieved. RIA process complied with in regard to policy making. Examples include the Regulatory Impact Assessment completed in respect of Civil Registration Bill proposals and consideration of RIA in the context of the Pre-release Access to Official Statistics Order (Northern Ireland) 2009.

Internal Processes

Objective	Performance Measures	Targets	Outcome
IP1. To manage production and dissemination of official statistics and social research on NI in keeping with the NS Code of Practice.	Communication activities conducted.	(i). To communicate the new Code of Practice for Statistics to all NISRA staff.	Achieved. New Code of Practice discussed and disseminated through Management Board in January 2009.
IP2. To modernise and improve the way in which NISRA's services are provided.	Methodological and technical improvements to services and products.	(i). To implement further methodological and/or technical improvements to existing services and products.	Achieved. Examples of methodological/technical improvements include: <ul style="list-style-type: none"> • improvements to data collection systems for hospital outpatient activity; • further development of methodologies for Household Projections & Estimates in NI; • development of conversion matrices to recalculate Standard Industrial Classification (SIC) 2003 on SIC 2007 basis; and • development of forecasting methodologies for estimating demand for driver and vehicle testing in DVA.

Objective	Performance Measures	Targets	Outcome
IP3. Maintain a sound system of corporate governance and ensure that risk management processes are in place.	FOI enquiries responded to within deadlines.	(i). To deal with all FOI enquiries in accordance with the timescales outlined in the legislation.	Achieved. 100% of FOI request responses issued within the agreed deadlines.
	Level of assurance provided	(ii). To secure a favourable audit report on risk management	Achieved.
	Anti-fraud measures	(iii). To ensure that anti-fraud measures are in place.	Achieved.
	Review of Business Continuity Plan (BCP) completed	(iv). To have completed a review of the Agency's BCP by 31st March 2009.	Not achieved: Review on hold pending central guidance from DFP.
IP4.To develop enhanced processes for HR planning within NISRA	NISRA HR Strategy in place	(i). To have NISRA Human Resource Strategy agreed and published by September 2008.	Substantially achieved. HR Strategy issued to staff in February 2009.
IP5. To develop an improved performance culture	Improved performance management	(i). To have at least 50% of staff receiving recognition from their line managers, all or most of the time, for a job well done.	Achieved. Just over three fifths (61%) of all respondents to the 2008 Staff Survey stated that they received recognition from their line manager, all or most of the time, for a job well done.
		(ii). To increase the percentage of staff within NISRA who agree that 'poor performance is dealt with effectively'.	Not achieved. The percentage of respondents to the 2008 Staff Survey agreeing with the statement that 'Within NISRA poor performance is dealt with effectively' remained unchanged.
IP6.To improve communication within NISRA	Improved communication	(i). To have at least 70% of staff feel 'as well informed as I need to be about the issues that affect my job'	Achieved. 72% of respondents to the NISRA Staff Survey feel as well informed as they need to be about the issues that affect their jobs.

Objective	Performance Measures	Targets	Outcome
		(ii). To have at least 70% of staff agree that 'communication within my branch is effective'	Achieved. 70% of survey respondents believe that communication within their branch is effective.
IP7.To lead and manage effectively	Achieving business results through good management	(i). To have at least 75% of staff satisfied with the way they are being managed	Not achieved. 74% of survey respondents are satisfied with the way they are being managed.
IP8.People planning for business delivery	Assistant Statistician recruitment	(i). To have branches waiting no longer than 12 months to have vacant posts filled	Substantially achieved. All posts, bar 1, were filled within 12 months. The post not filled was a Grade 7 level post, awaiting the results of a Grade 7 Statistician promotion competition dependent on an in-tray exercise organised by CPG.

Learning and Growth

Objective	Performance Measures	Targets	Outcome
LG1: To promote the NICS managing absenteeism policy.	Issue NICS guidance on sickness absence	(i). To re-issue DFP Managing Attendance guidance to all line managers.	Achieved. Guidance issued April 2008.
LG2: To ensure that staff are equipped with skills and competencies to deliver NISRA business objectives.	Respondents in staff survey stating that line manager encourages them to develop career through learning	(i). To have at least 75% of staff agreeing with the statement 'my line manager encourages me to develop my career through learning'	Achieved. 79% of staff survey respondents agreed with the statement.
LG3: Making NISRA a preferred place to work	Benefits for staff	(i). To continue to accommodate staff at different life stages and with different lifestyles, accommodating their work-life balance	Achieved. NISRA continues to grant career breaks and implement flexible working arrangements.
		(ii). To continue to meet Investors in People (IIP) status	Achieved.

Research and Development / Future Developments

Details of Research publications produced by NISRA during 2008/2009 can be found in Annex 2.

Details of future developments are included in NISRA's Business Plan 2009-2010 (See Page 38).

Financial Review

Key Corporate Financial Targets

The Agency's key corporate financial target was to operate within the running costs cash allocation and to achieve at least 2.5% efficiency saving on the 2007/2008 allocation (2008: 2.5% on the 2006/2007 allocation).

This target was achieved through economic and effective use of resources. However, it is not possible to measure the achievement of these targets from the accounts as the accounts are prepared on an accruals basis and these targets were set on a cash basis.

Fixed Assets

Details in the movement of fixed assets are set out in note 7 to the Accounts.

The Agency does not believe that there is any material difference between the market and book value of its fixed assets, as at 31 March 2009.

Important Events Occurring After the Year End

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 2008/2009, staff participated in 5 projects, details of which are set out on page 36.

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 93% (2007-08 95%).

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

Additionally, in November 2008 in response to the current economic position, the Minister for Finance and Personnel announced the commitment of Northern Ireland Departments to ensuring that invoices are paid within 10 days. The average over this period was 66%, however, there was steady improvement and at March 2009 the Agency was processing 98% of invoices within 10 days.

Disabled Persons

The Agency follows the NI Civil Service Code of Practice on the Employment of Disabled People. The Agency aims to ensure that disablement is not a bar to recruitment or advancement.

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 on the basis of ability, qualifications and aptitude for the work.

Sustainability

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.

Employee Involvement

The Agency recognises the benefit of keeping its staff informed of changes in direction and professional improvements which ultimately affect the Agency's performance. During the period staff were regularly provided with information regarding the factors affecting the strategic direction of NISRA and wider developments in the field of official statistics. Other matters of concern to staff, as employees, are communicated through corporate briefing events, conferences, management board meetings, the Agency Brief, and local team briefings.

Remuneration Report

Remuneration Policy

The remuneration of senior civil servants is set by the Prime Minister following independent advice from the Review Body on Senior Salaries. Further information about the work of the Review Body can be found at web link www.ome.uk.com.

The Northern Ireland Permanent Secretary Remuneration Committee helps determine pay on entry and the annual review of NICS Permanent Secretaries in line with the agreed response to the annual recommendations of the Senior Salaries Review Body.

The pay award for staff in the Northern Ireland Senior Civil Service (SCS) is comprised of two elements; a base pay uplift and a non-consolidated bonus. Both elements are based on performance. The non-consolidated bonuses are payable to a proportion of SCS staff as part of the annual pay award.

Service Contracts

Civil service appointments are made in accordance with the Civil Service Commissioners for Northern Ireland's 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 on the Civil Service Compensation Scheme.

Further information about the work of the Civil Service Commissioners can be found at web link www.nicscommissioners.org.

Remuneration and Pension Entitlements (Audited)

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

Senior Civil Servants

Officials	2008-09		2007-08	
	Salary £'000	Benefits in kind (to nearest £100)	Salary £'000	Benefits in kind (to nearest £100)
Dr TN Caven (Registrar General & Chief Executive)	90-95	-	85-90	-
Dr T Power (Corporate Services & Methodology)	45-50 (part-time)	-	45-50	-
Mr R Beatty (Head of Census)	50-55	-	50-55	-
Dr S Donnelly (Head of Equality Unit Research Branch)	55-60	-	55-60	-
Dr J Mallon (Head of Human Resources Consultancy Services(HRCS))	60-65	-	55-60	-
Dr K Sweeney (Head of Central Survey Unit (CSU))	60-65	-	55-60	-
Dr J Gillan (Head of Statistics Research Branch DETI)	55-60	-	50-55	-

Officials	2008-09		2007-08	
	Salary £'000	Benefits in kind (to nearest £100)	Salary £'000	Benefits in kind (to nearest £100)
Dr E Mooney (Head of Information and Analysis Directorate DHSSPS)	0-5 (50-55) full year equivalent	-	-	-
Dr D Marshall (Head of Demography (DMB))	0-5 (40-45) full year equivalent	-	-	-
Mr D Rogers (Head of Analytical Services DEL)	0-5 (50-55) full year equivalent	-	-	-

Salary

'Salary' includes gross salary; performance pay or bonuses, any allowance, such as London Weighting Allowances, to the extent that it is subject to UK taxation. This report is based on payments made by the Department and thus recorded in these accounts.

Benefits in Kind

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

Pensions (Audited)

Senior Civil Servants

	Accrued pension at age 60 as at 31/3/09 and related lump sum	Real increase in pension and related lump sum at age 60	CETV at 31/3/09	CETV at 31/3/08	Real increase in CETV	Employer contribution to partnership pension account
Officials	£'000	£'000	£'000	£'000	£'000	Nearest £100
Dr TN Caven (Registrar General & Chief Executive)	35-40 plus lump sum of 110-115	0-2.5 plus lump sum of 5.0-7.5	857	746	51	-
Dr T Power (Corporate Service and Methodology)	10-15 plus lump sum of 35-40	0-2.5 plus lump sum of 0-2.5	184	159	10	-
Mr R Beatty (Head of Census)	15-20 premium member	0-2.5 premium member	280	242	15	-
Dr S Donnelly (Head of Equality Unit Research Branch)	15-20 plus lump sum of 50-55	0-2.5 plus lump sum of 2.5-5.0	340	296	16	-
Dr J Mallon (Head of Human Resources Consultancy Services)	15-20 plus lump sum of 55-60	0-2.5 plus lump sum of 2.5-5.0	414	366	18	-
Dr K Sweeney (Head of Central Survey Unit)	20-25 plus lump sum of 60-65	0-2.5 plus lump sum of 2.5-5.0	465	409	19	-

	Accrued pension at age 60 as at 31/3/09 and related lump sum	Real increase in pension and related lump sum at age 60	CETV at 31/3/09	CETV at 31/3/08	Real increase in CETV	Employer contribution to partnership pension account
Officials	£'000	£'000	£'000	£'000	£'000	Nearest £100
Dr J Gillan (Head of Statistics Research Branch DETI)	20-25 plus lump sum of 40-45	0-2.5 plus lump sum of 0-2.5	358	312	15	-
Dr E Mooney (Head of Information and Analysis Directorate DHSSPS)	10-15 plus lump sum of 35-40	0-2.5 plus lump sum of 0-2.5	199	198	0	-
Dr D Marshall (Head of Demography (DMB))	5-10 plus lump sum of 20-25	0-2.5 plus lump sum of 0-2.5	93	92	0	-
Mr D Rogers (Head of Analytical Services DEL)	15-20 plus lump sum of 55-60	0-2.5 plus lump sum of 0-2.5	382	371	0	-

The CETV figure may be different from the closing figure in last year's accounts. This is due to the CETV factors being updated to comply with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2009.

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. Pensions payable under classic, premium, and classic plus are increased annually in line with changes in the Retail Prices Index. 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 an 'earned pension' 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%. Earned pension benefits are increased annually in line with increases in the RPI and attract annual pension increase.

Employee contributions are set at the rate of 1.5% of pensionable earnings for classic and 3.5% for premium, classic plus and nuvos. 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.civilservice-pensions.gov.uk

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

During 2008-2009 there were no compulsory early retirements.



T.N. CAVEN

Accounting Officer, Registrar General and Chief Executive

3 July 2009

Progress in Key Business Areas

National Statistics Work Programme

The Northern Ireland Statistics and Research Agency (NISRA) is responsible for collecting, compiling, processing, analysing, interpreting, and disseminating a wide range of statistics. Some of NISRA's statistics are designated as 'National Statistics' which means that they are produced in accordance with the arrangements set out in the Framework for National Statistics and the principles set out in the National Statistics Code of Practice and its 12 supporting Protocols. Since January 2009 this has been replaced by the Code of Practice for Official Statistics produced by the UK Statistics Authority.

This section reports on the progress against the planned National Statistics Work Programme, which was set out in the preceding NISRA Business Plan, by National Statistics theme.

Agriculture, Forestry and Fishing

DARD staff:

- published all statistical publications on time and answered individual queries satisfactorily;
- completed a survey of customer satisfaction with the Farm Census publication;
- maintained the completeness of the farm business register through close links with the Animal and Public Health Information System (APHIS), N.I. Bird Register, and Sheep and Goat Inventory administration processes; and
- completed the testing of the web-based extraction tool for efficient data mining of the cattle tracing system (APHIS).

Work to integrate survey form images with the NICS electronic data capture system for efficient data storage and retrieval was suspended pending the decision by DARD to consider purchasing the Kofax system which will meet all data capture and scanning needs.

Commerce, Energy and Industry

DETI staff:

- published, in line with the pre-announced timetable, the key annual business surveys

including the Northern Ireland Annual Business Inquiry (ABI) 2006 revised and 2007 provisional results, Research and Development 2007 results and NI Manufacturing Sales and Exports Survey 2006/07 revised and 2007/08 provisional results;

- requested details of foreign ownership in the Manufacturing Sales and Exports survey; and
- met all agreed National Statistics requirements on the NI Annual Business Inquiry.

Crime and Justice

NIO staff:

- published findings from the Northern Ireland Crime Survey, including bulletins on Perceptions of Crime and on the Experience of Crime;
- published two editions of the 'Digest of Information on the Northern Ireland Criminal Justice System'; and
- published a bulletin on The Northern Ireland Prison Population.

Northern Ireland Court Service staff:

- published Judicial Statistics in June 2008;
- published quarterly the Mortgage Press Release; and
- reviewed and maintained a validation programme on civil, family and criminal data extracted from Integrated Courts Operation System (ICOS).

PSNI staff:

- published the 2007-2008 annual crime and clearance statistics; and
- published the 2007-2008 annual security statistics.

CSU staff:

- carried out the fieldwork for the Crime Survey in Northern Ireland.

Economy

DETI staff:

- published in line with the pre-announced timetable, the quarterly Index of Production (IOP).

RREP staff:

- contributed to the quality assurance of the most recent estimates of Northern Ireland's Gross Value Added (GVA), published in December 2008; and
- collaborated with the Office for National Statistics (ONS) on development of proposed methodologies for producing estimates of regional GVA using the Production method.

Education and Training

DE staff:

- successfully completed the 2008-2009 School Census, the 2007-2008 School Leavers' Survey, and compilation of the 2008-2009 Teachers' Database; and
- published statistical press releases on the School Census, School Leavers' Survey, Pupil: Teacher Ratios, and Participation in Full-Time Education and Vocational Training by 16 and 17 Year Olds.

DEL staff:

- published statistical bulletins on students enrolling, gaining qualifications and the destinations of leavers from Higher Education Institutions (HEIs).

Health and Care

DHSSPS staff:

- continued to support the work of UKCeMGA in developing measures of NI Health Service productivity – 2007/08 Cost Weighted Activity Index was provided to ONS for inclusion in Blue Book 2009;
- published disease prevalence data and achievement and exception reporting data on the DHSSPS website in September 2008;
- completed a National Statistics consultation on proposed revisions to data collection systems for outpatient activity in hospitals in Northern Ireland in July 2008 and implemented recommendations for the data return from quarter ending June 2008;
- developed a new data collection system to enable waiting times for a first outpatient appointment to be measured by the length of time

waiting in weeks and published data derived from the new system from quarter ending June 2008; and

- published Community Statistics 2007/08 in October 2008.

DMB staff:

- published mortality and fertility statistics for Northern Ireland 2007;
- published statistics on the number of influenza related deaths;
- published annual statistics on the number of deaths registered with MRSA mentioned on the death certificate, 2007;
- published annual statistics on the number of deaths registered with Clostridium Difficile mentioned on the death certificate, 2007; and
- published a research paper on the number of drug-related deaths in Northern Ireland.

Labour Market

DETI 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, and the Annual Survey of Hours and Earnings results;
- published results from the 2007 Census of Employment on schedule on 19th December 2008;
- rebased the Quarterly Employment Survey (QES) on a SIC 2007 basis in light of results from the Census of Employment. Fieldwork is underway to produce new QES estimates for June 2009;
- decided that the NI element of the Business Register Employment Survey will originate from the NI Annual Business Inquiry form. Work is underway on form design and sample specification; and
- loaded and validated Census of Employment data on the Inter Departmental Business Register(IDBR) prior to the revised Annual Business Inquiry selection in November 2008.

CSU staff:

- carried out the Labour Force Survey in Northern Ireland.

OFMDFM Equality Directorate Research Branch staff:

- published the 2007 Labour Force Survey Religion Report on 27th March 2009.

Natural and Built Environment

CSU staff:

- carried out the Northern Ireland Quarterly Construction Enquiry.

DMB staff:

- published a paper describing the methodology used in the 2006 based household projections for Northern Ireland; and
- further developed methodology for Household Projections and Estimates within Northern Ireland.

Population and Migration

DMB staff:

- published 2007 population estimates for Northern Ireland and Administrative Areas;
- published 2006-7 migration statistics for Northern Ireland and Administrative Areas;
- progressed, but did not finalise, work on small area population estimates for areas within Northern Ireland (Work will be finalised during 2009/10);
- published the statutory Annual Report of the Registrar General, 2007;
- published four statutory Quarterly Reports of the Registrar General, 2008;
- published monthly births and deaths statistics for Northern Ireland;
- published Annual Press Release for Marriages, Civil Partnerships and Divorces registered in 2007;
- published Annual Press Release for Births registered in 2008;
- published Annual Press Release for Deaths registered in 2008;

- published the First Names Bulletin of most popular boys and girls names registered in 2007;
- published Annual Press Release for names of babies born in 2008;
- maintained and updated the Northern Ireland Longitudinal Study Database during the year;
- supported at least 10 research projects using Northern Ireland Longitudinal Study Database during the year;
- developed the Northern Ireland Longitudinal Study Database as necessary during the year;
- further developed methodology for Household Projections and Estimates within Northern Ireland; and
- progressed work, but did not finalise, the development of a paper on gaps in demographic statistics in Northern Ireland for consideration by the relevant statistics advisory groups. (Paper to be finalised during 2009/10).

Census Office staff:

- participated in the evaluation and appointment of a final supplier to develop the systems and services required for the 2011 Censuses in England & Wales and Northern Ireland;
- contributed to the development of detailed requirements specifications and quality management plans setting out the systems and services required for the 2011 Census;
- continued the ongoing programme of consultation with key census users to establish the priorities for the question topics and content for inclusion in the 2011 Census questionnaire through the development of an Executive consultative paper. The proposals have been submitted to the Executive but are not yet published;
- contributed to the work of the UK Census Questionnaire Design Working Group on the harmonisation of question topics and content for the 2011 Census;
- initiated consultation on the 2011 Census outputs and statistical disclosure control;
- finalised the 2011 Census enumeration strategy; and
- selected the areas for inclusion in the 2009 Census Rehearsal. The Rehearsal was

delayed until October 2009 and due to this the Community liaison has been deferred until 2009/10.

Social and Welfare

DSD staff:

- reported on the Family Resources Survey for households below annual income and on benefits take up, based on 2006-2007 data;
- provided a comprehensive range of statistical publications on social security benefit throughout the year in accordance with the publication timetable. The publication entitled 'National Insurance Number allocations to Overseas Nationals Entering Northern Ireland' is no longer produced by DSD as alternative information on Adult Overseas Nationals entering the UK is available via the Tabulation Tool on the Department for Work and Pensions internet site; and
- initiated a review of Statistical and Research Services to consider changes to the dissemination of DSD statistics.

CSU staff:

- carried out the fieldwork for the Family Resources Survey in Northern Ireland; and
- carried out the fieldwork for the Survey of Income and Living Conditions in Northern Ireland.

Transport, Travel and Tourism

DRD staff:

- published the Annual Transport Statistics and 4 Quarterly Bulletins.

PSNI staff:

- published the 2007-2008 annual injury road traffic collision statistics.

Cross-cutting Statistics

The Agency's Central Survey Unit (CSU) provides a high quality research service to NI Government and is responsible for carrying out many of the National Statistics surveys in Northern Ireland. In 2008 -2009 CSU staff carried out the following:

- the Expenditure and Food Survey; and

- the Continuous Household Survey.

RREP staff:

- updated the online Northern Ireland Abstract of Statistics on an ongoing basis throughout 2008/09.

DMB staff:

- continued to provide advice and guidance on the Northern Ireland Multiple Deprivation Measures;
- initiated work on updating measures of spatial deprivation within Northern Ireland;
- supported the delivery of the 2009 Census Rehearsal by delivery of necessary geography products; and
- worked alongside colleagues in Great Britain to consider the e-dissemination of outputs from the 2011 Census.

Infrastructure

DETI staff:

- introduced SIC 2007 onto the IDBR and developed Conversion Matrices for the purposes of recalculating historical SIC 2003 based estimates.

Non National Statistics Work Programme

This section of the report describes some of the work that NISRA has undertaken over the last year on other official statistics that have not been designated as National Statistics.

Commerce, Energy and Industry

DETI staff:

- published NI Business Innovation Survey results on schedule on 30th June 2008;
- published, in line with the pre-announced timetable, the quarterly Index of Services (IOS); and
- published the Exporting Northern Ireland Services Study (2007) results on schedule on 31st March 2009.

Selection of refreshed sample for IOS was delayed and will now be selected and implemented by March 2010.

Crime and Justice

NIO staff:

- continued to work with colleagues across the criminal justice system to harmonise statistical categories prior to the introduction of the Causeway data sharing mechanism;
- fostered co-operation between statisticians and researchers on an all island basis, including hosting the first joint conference of Criminal Justice Statisticians from North and South;
- contributed a chapter for an update of 'Ireland North and South: A Statistical Profile';
- published data relating to the final outcomes of NIO's 2004 Spending Review Public Service Agreement targets, including those relating to reconviction, confidence in policing and the criminal justice system;
- supported the development, measurement, monitoring and reporting of NIO's 2007 Comprehensive Spending Review Public Service Agreement Key Performance Indicators, including those relating to serious violence, anti-social behaviour, organised crime, reoffending,

confidence in policing and the criminal justice system, delay and victim and witness satisfaction;

- commissioned and implemented a new survey relating to the experiences of victims and witnesses;
- published two bulletins on Adult Reconviction in Northern Ireland;
- published findings from the Northern Ireland Crime Survey, including two bulletins on Experience of Domestic Violence;
- included a new self-completion module on sexual violence and abuse in the 2008/09 Northern Ireland Crime Survey;
- published two bulletins on Court Prosecutions and Sentencing, including a new report on 10-17 year-olds;
- published a new bulletin on Juvenile Reoffending in Northern Ireland;
- published bulletins on Attitudes towards Crime and Recovery of Assets by the Assets Recovery Agency and on Views of Organised Crime; and
- published three additional criminal justice research reports.

Northern Ireland Court Service staff:

- published quarterly the High Court Bulletin;
- published quarterly the Crown Court Bulletin;
- published quarterly the County Court Bulletin;
- published quarterly the Magistrate's Court Bulletin; and
- published quarterly the Children's Order Bulletin.

Northern Ireland Policing Board staff:

- published the results from the Policing Board modules in the April and September 2008 Omnibus Surveys, which measure public confidence with the Police Service of Northern Ireland (PSNI), the Policing Board and District Policing Partnerships (DPPs);
- published the results from the 2008 DPP Public Consultation Survey;
- collated Omnibus Survey and PSNI statistics to independently monitor the PSNI's performance against agreed 2008-2011 Policing Plan targets on an ongoing basis;

- conducted internal and external surveys and commissioned research projects as required, as detailed in the Policing Board's Statistical and Research Strategy 2008-2012;
- provided routine and ad-hoc statistical and research advice, guidance and information to the Policing Board, four of its six sub-committees, Board Members and officials and DPPs; and
- provided statistical and research support to DPPs to enable them to monitor local policing performance and to carry out their public consultation exercises.

OPONI staff:

- published the Police Ombudsman for Northern Ireland Annual Report;
- reported on Public Awareness of the System for Complaints Against the Police in Northern Ireland;
- completed the Equality Monitoring Reports for 2000-2007. The updated report for 2008 and 2009 will be published in August 09;
- produced a report on Analysis of Complaints Regarding the Use of Handcuffs; and
- produced a report on the Survey of the Attitudes of Police Officers of the PSNI to the Office of the Police Ombudsman for Northern Ireland.

The report of the Complainant Satisfaction Survey was delayed until July 2009.

PPS staff:

- produced a range of internal management and performance information reports on a monthly and quarterly basis and have developed improved case tracking and monitoring arrangements to assist operational staff. A range of new analyses have been made available, including those in the areas of summons service and the issue of requests for further information to police;
- led in the development of a new electronic management information system for the Service. A wide range of management information reports have also been made available to staff via the PPS Intranet;
- were responsible for the production of a quarterly bulletin which provides members of the Criminal

Justice Board with an outline of performance against the agreed criminal justice system performance standards;

- met all relevant timeliness targets for response to ad hoc requests (95% within agreed timescales) and Parliamentary Questions / Freedom of Information requests (100%);
- published in July 2008, a statistical summary covering a range of PPS caseload and performance data in the PPS Annual Report;
- provided analysis and support in a number of areas, including the 2008 PPS Staff Survey ("Your Views"), the PPS module of the Northern Ireland Omnibus Survey and the Service's 2008/09 Victim and Witness Survey; and
- provided a professional statistics, research and consultancy service which included work linked to the implementation of the Causeway Data Sharing Mechanism and the initial evaluation of an 'Early First Hearing' (EFH) Pilot Scheme originating from the inter-agency Delay Action Team.

PSNI staff:

- published 2007-2008 statistics on drug seizure incidents and arrests;
- published results of the PSNI quarterly quality of service survey of victims of crime and those involved in injury road traffic collisions;
- published statistics on the PSNI use of stop and search powers and Police and Criminal Evidence (PACE) detention; and
- published statistics on the PSNI Usage of CS Spray.

Education and Training

DEL staff:

- progressed work on a bulletin providing a statistical overview of progress to date regarding the Essential Skills for Living Strategy. The bulletin will focus on the key characteristics of students enrolling in Essential Skills; and
- published (in April 09) a statistical bulletin providing enrolments on Vocational Courses at Northern Ireland Further Education Colleges, 2003/04, 2004/05, 2005/06 & 2006/07.

DE staff:

- prepared statistics on Key Stage assessments, GCSEs and A levels; and
- progressed work on the research report and associated Research briefing relating to the special needs of bilingual (Irish - English) children, which will be published in June 2009.

Health and Care

CSU staff:

- carried out the National Diet and Nutrition Survey.

DHSSPS staff:

- published Statistics from the NI Needle and Syringe Exchange Scheme: 1 April 2007 to 31 March 2008;
- published Statistics from the NI Drug Misuse Database: 1 April 2007 to 31 March 2008;
- published Statistics from the NI Substitute Prescribing Database: 1 April 2007 to 31 March 2008;
- published Statistics from the NI Drug Addicts Index 2008;
- published Statistics for Smoking Cessation Services in NI: 1 April 2007 to 31 March 2008;
- prepared a set of standard and non-standard tables for submission to the European Monitoring Centre for Drugs and Drug Addiction;
- published 3 bulletins from the Drug Use in Ireland and Northern Ireland 2006/07 Drug Prevalence Survey;
- published findings from the Adult Drinking Patterns Survey 2008;
- published Secondary Analysis of the 2007 Young Persons Behaviour and Attitudes Survey;
- progressed the commissioning and managing of a range of Public Health related surveys e.g. Traveller Health Survey, National Diet and Nutrition Survey;
- commissioned a one-off research project in support of the New Strategic Direction for Alcohol and Drugs;

- completed and published on the Central Services Agency (CSA) website in June 2008 the Northern Ireland Family Practitioner Services Statistical Report 2006/07;
 - completed consultation meetings to present latest review of DHSSPS resource allocation formula and published a summary report of findings in Jan 09. (The revised formula was subsequently endorsed by the Minister and allocations calculated at both Board and Locality Commissioning Group level);
 - developed new analyses using life table decomposition technique to establish reasons for life expectancy inequality gaps and published report in October 2008. The Health & Social Care Inequalities Monitoring System indicators were updated and a new methodology for indicators developed;
 - carried out equality analyses as part of the equality screening exercises for the temporary location of the Regional Business Services Organisation (RBSO), Regional Agency for Public Health and Social Wellbeing (RAPHSW) and the Regional Health and Social Care Board (RHSCB);
 - assisted with emergency planning for pandemic flu outbreak – a central data repository with an analytical and reporting function has been developed and tested, options for a general practice surveillance system have been agreed and a decision on a procurement option is dependent on the future of the GMS Information System;
 - published Health and Social Care workforce data including quarterly Key Facts Bulletins, biannual Vacancy Bulletins and annual Workforce Census;
 - provided update papers to the Productivity working group on a regular basis, with Trust monitoring reports issued in June 2008 and January 2009. NI v England indicators for 2006/07 were issued to the working group in November 2008. The main hospital workforce productivity indicator for NI v England was updated to 2007/08 and was presented to the working group in March 2009;
 - developed a system to report on waiting times for a first outpatient appointment following a referral for suspected breast cancer and published data for position in March 2008 onwards;
 - developed systems to (i) report on the waiting times from date of decision to treat to commencement of treatment for patients diagnosed with cancer and (ii) report on waiting times from the date of referral for suspected cancer to the date of a first definitive treatment. Published data for position in March 2008 onwards;
 - published Children Order Statistical Bulletin and Tables 2007/08 in November 2008; Adoption of Looked After Children 2007/08 in March 2009 ; Northern Ireland Care Leavers 2007/08 and Care Leavers on their 19th Birthday 2007/08 on 3 April 2009. Children Order Statistical Bulletin and Tables 2008/09 will be published in October 2009;
 - progressed the review of children's community information including detailed validation and audit of selected children's returns and monitoring programme for action targets and key indicators for the ten year strategy for children and young people;
 - published quarterly data on Hearing Aid Assessments and Re-assessments; Quarterly publication of Assessments by Community Occupational Therapists in Northern Ireland is no longer published;
 - developed new collections on Respite Care and Carers which will be piloted for the first quarter of 2009. New collection on adults receiving domiciliary care introduced in September 2008;
 - included questions on domiciliary care and the need for domiciliary care on the NISRA Continuous Household Survey from 1 April 08 - 31st March 09; and
 - carried out a survey of domiciliary care users to establish whether standards are being met and to monitor quality of care. Data will be analysed and the report written in 2009.
- DHSSPS postponed the implementation of the Integrated Clinical Assessment and Treatment Services in Northern Ireland (ICATS) and therefore no data was available.
- Natural and Built Environment**
- DOE Planning Service staff:**
- published in November 2008 'Development Management Statistics Northern Ireland' Annual

Report for 2002/03, 2003/04, 2004/05, 2005/06, 2006/07 and 2007/08; and

- published 'Development Management Statistics Northern Ireland' Quarterly Reports for Q1 2008/09, Q2 2008/09 and Q3 2008/09.

DRD/DOE staff:

- published the first 'Northern Ireland Environmental Statistics Report' by January 2009;
- assisted with the development of sustainable development indicators for the Integrated Coastal Zone Management Strategy. This work is still ongoing;
- quality assured Northern Ireland Greenhouse Gas Inventory by August 2008;
- assisted Southern Group Environmental Health Committee in carrying out research project 'Towards Reducing our Ecological Footprint'; and
- produced the Housing Growth Indicators (based on the 2006-based household projections) by early summer 2008.

LPS Staff:

- published a research paper in the 'Journal of Property Tax Assessment & Administration', Volume 5, Issue 4, 2008, entitled 'Domestic Revaluation in Northern Ireland';
- confirmed and subsequently used the most suitable geographic boundaries within the production of provisional computer assisted mass appraisal valuations for bulk classes of non-domestic property in Northern Ireland for rating purposes;
- through statistical analysis and the use of address matching software, contributed to the ongoing development of a property transactions database with a view to eventually producing a related National Statistics publication focusing on domestic property sales;
- instigated the production of regular downloads of domestic property via a secure ODBC connection with a view to producing analysis for various NISRA publications across Departments e.g. NINIS; and
- progressed the development and implementation of an executive information system to produce

statistics on the key performance indicators for LPS Rating Directorate to help ensure increased efficiency in rates collection in Northern Ireland.

There was no requirement throughout 2008/09 for 'list maintenance modelling' to assist the currency of the domestic property valuation list for rating purposes in Northern Ireland.

Labour Market

DEL staff:

- published 'An Assessment of International Trends in Occupational, Forecasting and Skills Research: How does Northern Ireland compare?';
- published 'Towards a Skills Assessment Framework for Northern Ireland: A Sectoral Performance Approach.';
- published in June 2008 'Work Skills in Northern Ireland, 2006';
- published the New Deal Quarterly Statistical Release in June, September and December 08 as planned. (Steps to Work now subsumes New Deal);
- published monthly headline vacancy statistics in DETI Labour Market Report (LMR);
- published monthly headline training and employment statistics in DETI LMR; and
- published headline statistics including notified vacancy statistics in December 2008.

Social and Welfare

DSD staff:

- provided a professional statistics, research and consultancy service to the Welfare Reform Programme and the wider Social Security Agency (SSA) and the Child Support Agency (CSA);
- provided statistical, research and consultancy support to policy colleagues in relation to the prevention and detection of benefit fraud within the main social security benefits;
- facilitated the Strategic Business Review project team in conducting a review of the way in which the SSA provides its services, which will include providing advice, and analysis to help plan, schedule and implement the preferred option;

- facilitated the Employment and Support Allowance (ESA) project team by producing a series of initial forecasts for the new benefit which is planned to be implemented in October 2008. The aim of ESA is to replace Incapacity Benefit in the long-term. The forecasts will help the Agency bid and allocate resources for ESA. Further consultancy work is ongoing;
- continued analysis of the Family Resources Survey(FRS) data in support of policy work in connection with child poverty, water charges and rates;
- developed research into climate, mortality, deprivation and fuel poverty;
- improved the intra-urban classification of settlement in Northern Ireland;
- substantially completed an evaluation of the CRISP/CERS programme from 1990 to date comprising projects in over 90 towns and villages; and
- carried out a final evaluation of the Town and City Centre Promotions and Marketing Programme comprising projects in 17 towns.

The review of Statistical and Research Services is ongoing and the final report and decision will be made in late 2009.

DCAL staff:

- provided monitoring statistics relating to Public Service Agreement 9, drawn from a wide variety of sources including survey data and administrative data;
- expanded the evidence base by publishing 2 bulletins detailing participation in Sport and Physical Recreation and Library Usage using data from the Continuous Household Survey;
- provided statistical reports on views of a proposed membership scheme of National Museums Northern Ireland to DCAL's Museums Branch in June 2008 and views on benefits of using public libraries to DCAL's Library Branch in July 2008. Both reports were based on results from the NISRA Omnibus survey;
- contributed to the Northern Ireland Abstract of Statistics for 2008;
- provided DCAL Sports Branch with statistical advice and support in respect of The Strategy

for Sport and Physical Recreation in Northern Ireland, 2008-2018;

- provided analysis of the Salmon and Inland Fisheries Stakeholder Forum Consultation;
- provided analysis of a consultation into a proposed revision of charges and fees at the Public Records Office for Northern Ireland;
- conducted a Health and Safety Management Standards Staff Survey and provided results to DCAL Management Board;
- provided statistical advice and support to DCAL Libraries Branch in respect of the Delivering Tomorrow's Libraries strategy; and
- provided research and statistical advice to Sport NI on developing a large scale survey investigating participation in sport.

OFMDFM staff:

- published in June 2008 commissioned qualitative research on personal problem debt;
- oversaw the completion in December 2008 of the commissioned research project on developing a Social Accounting Matrices approach to estimating challenges and impacts of Lifetime Opportunities(not yet been published);
- published in April 2008 the research report rebasing child poverty estimates for Northern Ireland in 1998/99;
- updated 2009-2011 Equality and Social Need Research and Information Strategy accepted by the NI Executive in November 2008;
- continued to provide a secretariat and research management service to the Equality and Social Need Research and Information Group and, through its chair, provided research and statistical input to the cross- Departmental Equality and Social Need Steering Group; and
- published baseline gender equality indicators in May 2008.

Work on developing indicators of progress in support of 'Lifetime Opportunities', Northern Ireland's Anti-Poverty and Social Inclusion Strategy is ongoing.

Transport, Travel and Tourism

CSU staff:

- carried out fieldwork for the Northern Ireland Travel Survey.

NITB staff:

- published the annual Survey of Guesthouses and Bed & Breakfast Occupancy and associated monthly bulletins;
- published the annual Survey of Hotel Occupancy and associated monthly bulletins;
- published the annual Survey of Self-Catering Occupancy; and
- published the annual Survey of Visitor Attractions.

DRD staff:

- monitored progress in the Northern Ireland Road Safety Strategy 2002-2012;
- provided the statistical and research support necessary in the formulation of a new NI Road Safety Strategy;
- published the annual NI Seatbelt Survey and associated statistical bulletin;
- published the annual NI Road Safety Monitor and associated statistical bulletin;
- monitored progress towards targets in the Regional Development Strategy (RDS);
- supported the RDS 2010 Review; and
- monitored the NI Vehicle Kilometres Travelled Survey in respect of the revised methodology. This work is still ongoing.

PSNI staff:

- progressed the 2007 (calendar year) Annual Report on Road Traffic Collisions which will be published in April 2009.

DVA staff:

- provided professional advice guidance and support for a number of internal and external surveys, for example, the DVA (Testing) Customer Satisfaction Survey and the DVA Staff Satisfaction Survey:

- provided a range of regular and ad hoc statistical and performance information to DVA Senior Management, such as the establishment and monitoring of Agency waiting time targets, assessment of current and future vehicle testing capacity, and the production of monthly performance reports for Enforcement Section; and
- developed forecasting methodologies to produce estimates of future demand for driver and vehicle testing.

Cross-cutting Statistics

OFMDFM staff:

- continued to fund and oversee the development of the Children's Research Database through Access Research Knowledge (ARK);
- monitored and disaggregated the strategic indicators in the Children and Young People's Strategy to incorporate a rights based approach. OFMDFM met with Children's Service Planners regularly to align indicators and data at a local level;
- set up and chaired a Research and Information Group to support the policy development in relation to the Children and Young People's Strategy. The group first met in June 2008 and since then has been able to feed into a number of requests for research and information;
- managed research and analysed results from modules in the NI Life and Times Survey on 'Community Relations' and 'Attitudes to Minority Ethnic People and Migrant Workers';
- continued to chair the Good Relations Indicators Working Group, monitor indicators for A Shared Future and the Racial Equality Strategy, develop new indicators and data sources and provide feedback to the Good Relations Panel and Racial Equality Forum; and
- managed research on flags and emblems monitoring.

CSU staff:

- carried out the NI Household Panel Survey;
- carried out the Millennium Cohort Survey; and
- carried out the Northern Ireland Omnibus Survey.

DMB staff:

- supported the implementation of a Virtual Micro-Laboratory in Northern Ireland giving access in McAuley House to survey micro-data held by the Office for National Statistics to bona-fide researchers in Northern Ireland;
- continued to update the Northern Ireland Neighbourhood Information Service (NINIS) website with small area statistics and location information;
- continued to support the Equality Impact Analysis of domestic rating policy and water/sewage charges;
- developed improved user-focused statistical profiles for use within NINIS;
- developed a Northern Ireland Neighbourhood Information Service off-line product on Compact Disc;
- worked with the Department for Social Development's Neighbourhood Renewal Unit and the Investing for Health strategy to disseminate statistics for Neighbourhood Renewal Areas and the Goals and Objectives set out under the Investing for Health strategy;
- produced one release of the Northern Ireland Central Postcode Directory; and
- published research on small area income estimates for areas within Northern Ireland.

RREPB staff:

- worked closely with colleagues in the Central Statistics Office (CSO) and colleagues throughout NISRA branches on an updated and expanded edition of Ireland North and South A Statistical Profile;
- worked closely with academics in ARK to take forward plans to produce an article based publication examining Northern Ireland society with publication planned for mid 2009; and
- continued to provide a monitoring and evaluation service to NI departments on the EU Structural Funds Programmes and the Rural Development Programme.

Other Statistics**HRCS Staff:**

- undertook Equal Pay Reviews for the Northern Ireland Assembly, the Northern Ireland Housing Executive and the Labour Relations Agency;
- produced quarterly bulletins on overtime expenditure for DARD, DEL, DHSSPS, DOE, DRD and NIO until October 2008¹ and an annual bulletin for the Child Maintenance and Enforcement Division of DSD;
- produced an annual report analysing performance appraisal assessments across the NICS for the Central Personnel Group of DFP, and also for each of the following Departments / Agencies: Child Maintenance and Enforcement Division of DSD, DARD, DE, DEL, DETI, DFP, DHSSPS, DRD, DSD, NISRA, and SSA;
- developed paybill models for the Central Personnel Group of DFP, with regards to the Senior Civil Service pay award;
- developed paybill models for the NIO and the Central Personnel Group of DFP to inform their negotiations with their Trade Unions on pay related issues;
- produced reports analysing annual expenditure on allowances for Departments and Agencies in the NICS;
- delivered monthly paybill forecast reports to assist Departments in their financial planning exercises until October 2008 and the cutover to HRConnect. Transitional issues around data capture and data quality meant that forecasts could not be produced in the period November 2008 – March 2009;
- provided CPG, Departments and Agencies in the NICS with statistical analysis and relevant policy advice to assist them in the formulation and implementation of attendance management policy;
- produced monthly bulletins on sickness absence until October 2008¹ for Central Personnel Group of DFP, Child Maintenance and Enforcement Division of DSD, DARD, DE, DETI, DEL, DCAL, DHSSPS, DOE, DRD, DRD Roads Service, DFP, DSD Core, OFMDFM, SSA, NISRA, and NIO, and throughout 2008-09 for the NI Court Service;

1 With the cutover to HRConnect, transitional issues around data capture and data quality meant that bulletins could not be produced in the period November 2008 – March 2009.

- produced monthly bulletins until October 2008¹ on progress towards sickness absence targets for Central Personnel Group of DFP, Child Maintenance and Enforcement Division of DSD, DARD, DE, DETI, DEL, DCAL, DHSSPS, DOE, DRD, DFP, DSD Core, OFMDFM, SSA and NIO;
 - produced quarterly bulletins until October 2008¹ on sickness absence for CPG, DARD Industrials, DETI, DHSSPS, DFP Delivery and Innovation Division, DFP Corporate Services, DSD Core, SSA, and Child Maintenance and Enforcement Division of DSD, and throughout 2008-09 for Invest NI;
 - published an annual report analysing sickness absence across the NICS for the Central Personnel Group of DFP, and also produced reports for each of the following Departments / Agencies: Child Maintenance and Enforcement Division of DSD, DARD Non-Industrials, DARD Industrials, DE, DETI, DEL, DCAL, DHSSPS, DOE, DRD, DRD Roads Service, NI Water, DFP, DSD Core, OFMDFM, SSA, NIO and Invest NI;
 - provided Personnel Statistics reports for CPG to advise on changes to the size, structure and composition of the NICS and its Departments;
 - produced Monthly Personnel Statistics for Child Maintenance and Enforcement Division of DSD to advise on changes to their size and structure;
 - published a report on Personnel Statistics for the 11 NI Departments;
 - designed and developed Human Resource Models for the NICS, its Departments and Agencies (DARD, DHSSPS, NIO, Child Maintenance and Enforcement Division of DSD, DE, DEL, DETI, DOE, DRD) to assist in forecasting staff wastage, promotion and recruitment;
 - produced Annual Wastage Reports for the NICS and its Departments (DEL, DETI, DHSSPS, DOE, DRD, NIO, OFMDFM) to assist in gaining an understanding of the reasons for and impact of staff leaving the organisation;
 - produced Equality Profiles for the NICS, its Departments and Agencies (Child Maintenance and Enforcement Division of DSD, DARD, DCAL, DE, DEL, DETI, DHSSPS, DOE, DRD, DSD, NIO, OFMDFM, SSA) to outline current composition and historical trends in terms of relevant Section 75 categories;
 - carried out surveys of staff attitudes;
 - carried out benefits realisation surveys for the NICS Reform Programme;
 - managed the ongoing transition to HRConnect data sources (still 'work in progress' at end March 2009); and
 - provided statistical support to the Review of Policy on Location of Public Sector Jobs.
- GRO staff:**
- in conjunction with Civil Law Reform Division, began progressing the Civil Registration Bill through the Assembly. The Bill received its 1st and 2nd readings in the Assembly in July 2008. The Departmental Committee stage and Clause by Clause Scrutiny of the Bill commenced in January 2009. The Committee have now published their report and Amendments to the Bill are currently being drafted;
 - initiated and operated the UK wide disclosure of death registration information scheme which considers and approves applications from public and private organisations to receive death registration information to assist in the prevention, detection, investigation and prosecution of offences in relation to fraud. Six organisations have been licensed to date to receive data with the first release occurring on 26th September 2008;
 - awarded the contract for the Digitisation of Civil Registration Records and commenced scanning by January 2009; and
 - brought forward the General Register Office (Fees) Order (NI) 2008 which came into operation on 1 June 2008.
- Regulations to change the prescribed birth registration entry to allow for the "non-carrying partner" in a same sex female relationship to be shown as the "parent" on any birth certificates issued were delayed until September 2009 because the Human Fertilisation and Embryology provisions only come into operation from 6 April 2009.
- Birth and Death Regulations to provide for "Register of Presumed Deaths" so that the deaths can be registered and death certificates issued will not be made until

September 2009 due to a delay in the Presumption of Death legislation.

Registration of Adoption Regulations to prescribe a new format of adoption/birth certificate and new procedures for accessing birth records will not now be made until April 2010 due to a delay in the new adoption legislation.

Infrastructure

- The provision of the business birth rates database by DETINI to ERINI was delayed until June 2009.

CUSTOMERS

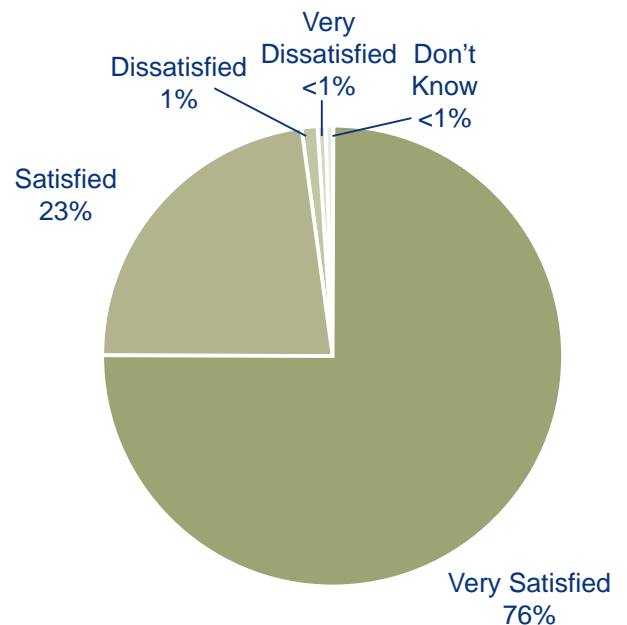
NISRA is committed to improving its service to customers, including other Northern Ireland Departments. This is managed and monitored through a series of Service Level Agreements (SLAs)/Concordats and staff secondment agreements.

Customer Satisfaction

NISRA Customer Satisfaction Survey questionnaires were administered to key customers to ascertain whether Agency staff had delivered the service and products required to a satisfactory standard. The results of the survey showed that 99% of customers were satisfied with the service and products provided, with 76% reporting they were 'very satisfied'.

When customers were asked how the service they had received this year compared to that of the previous year, 19% reported an improved service from the previous year.

Figure 2: NISRA 2008/2009 Customer Satisfaction Survey Results



Modernisation of the Registration Service

Civil Registration Review

The Civil Registration Bill had its first and second readings in the Assembly in July 2008. The Departmental Committee Stage and clause by clause scrutiny of the Bill commenced in January 2009, followed by the Committee Report. Consideration stage of the Bill is expected to take place in early autumn 2009.

Digitisation of Registration Records

An Invitation to Tender for the Digitisation of GRO registration records was issued on 30th May 2008. Following a full evaluation process, the successful bidder, CMC Ltd, was awarded the contract in November 2008. Digitisation has now commenced with approximately 10% of records completed to date.

Police & Justice Act

The first release of death registration data to four organisations licensed under the Disclosure of Death Registration Information Scheme occurred in September 2008. To date a total of 6 organisations have been licensed to receive the weekly death registration data with a number of other organisations currently progressing through the approval, security and licensing process.

Statistics Reform

Pre-release Access to Official Statistics Order (Northern Ireland) 2009

The UK Statistics Authority was established on 1st April 2008 by The Statistics and Registration Service Act 2007. The Authority 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. 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.

In January 2009 The UK Statistics Authority published a Code of Practice for Official Statistics, which builds on, and supersedes, the former National Statistics Code of Practice. NISRA is committed to complying with the principles of the UK Statistics Authority's Code of Practice. Compliance with the Code is a statutory requirement on bodies that produce statistics that have already been designated as National Statistics.

The Code does not cover requirements in relation to 'pre-release'² access to official statistics. Pre-Release Access Orders provide the rules and principles relating to the granting of such access. The Pre-Release Access to Official Statistics Order (Northern Ireland) 2009 was brought forward by the Minister of Finance and Personnel and came into operation on 1st April 2009. The Order sets out the rules and principles which govern the conditions under which Northern Ireland Ministers and others may receive access to Northern Ireland devolved statistics in their final form prior to publication and considerably tightens the previous rules governing such access. It brings Northern Ireland into line with the position as it pertains at UK level.

Each NI department is expected to implement the new arrangements and publish a compliance statement to that effect. The UK Statistics Authority will monitor compliance with the Order.

² Pre-release access is privileged access to statistical releases in their final form prior to being placed in the public domain. The purpose of such access to statistics ahead of their publication is to allow Ministers to respond to questions for their areas at the time of publication of statistics.

Communication

Websites

During 2008/2009 NISRA continued to disseminate information through its websites, despite many of the internet services not operating at full functionality due to ongoing penetration testing. The Northern Ireland Neighbourhood Information Service (NINIS) site however has continued to develop its information store and functionality. Similarly, the GRO site was enhanced to provide a secure system for carrying out online financial transactions in respect of the supply of certificates. In addition GRO has modernised the website to provide more information and an improved service for the customer.

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. During 2008/2009 the Agency produced 237 statistical publications and 30 research publications (Annex 2).

Information Management

NISRA is an information-based business. The service it delivers to its 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.

The Agency, in common with many organisations, seeks to manage its information resources more effectively. The Agency has continued to commit resources to managing this information and this is especially important since the introduction of the Freedom of Information Act in January 2005. The Act requires NISRA to make its information assets more accessible to the public and places increased demands on staff to search and retrieve information within very tight timescales.

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 it is being used by over 18,000 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. The official record is now recognised as electronic, rather than paper and the new system gives the Agency the opportunity to finalise records to comply with Public Record Office Northern Ireland (PRONI) Regulations.

As a result of these systems and procedures NISRA is in a better position to deal with all record management issues.

Human Resources (HR)

NISRA continues to improve its business performance by having the right people in the right place at the right time, in line with business priorities.

This has been achieved through better people planning, more active career management, and the facilitation of staff moves for the benefit of the business and the individuals concerned. NISRA maintains a skilled and motivated workforce created through a culture of nurtured career development and well managed personal development plans. During 2008/2009 NISRA Human Resources:

- carried out 2 Assistant Statistician recruitment competitions;
- carried out a statistics placement student competition;
- organised a promotion competition for Grade 7 Statisticians;
- held a major Agency wide conference;
- organized and delivered in-house statistics training courses;
- carried out a Staff Survey; and
- published a new Human Resource Strategy – Putting People First.

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.

Corporate training

During 2008/2009 the NISRA Staff Development Group sourced and organised the following corporate training courses:

- Map Info;
- Managing Research;
- Healthworks; and
- Questionnaire Design.

ONS methodology Workshops 2008/2009

ONS were approached in Autumn 2008 to hold a series of methodological workshops in Belfast due to a NISRA staff demand. Five courses were planned: Process, Editing & Imputation; Index Numbers; Sample, Design & Estimation; Estimation & Outliers; and X Arima & Time Series (1½ day course). There was a total of 128 attendees over the five workshops. The workshops received very positive feedback.

Generic training

NISRA staff attended a variety of departmental generic training courses during 2008/2009 which included:

- Administrative Development Programme;
- ILM Introductory Diploma in Management;
- Managing Attendance;
- Induction Training;
- Records NI; and
- Managing Small Projects.

On-line Training Courses

NISRA continues to encourage staff to use on-line training and during 2008/2009 staff availed of the following courses:

- Fire Awareness;
- Data Protection; and
- Data Awareness.

NISRA Conference

The NISRA bi-annual Conference took place in the Radisson Roe Hotel, Limavady on 29th and 30th September 2008. A total of 289 staff attended the conference, the majority attending on a residential basis. A number of guest speakers attended including Sir Michael Scholar, Chair of the UK Statistics Authority and Leo O'Reilly, DFP Permanent Secretary. Parallel sessions were presented by staff from a number of NISRA branches.

Seminars

Four seminars were organised and delivered during the period covered by this report. The seminar topics and speakers were as follows:

- Regional Forecasts - Input of Work to Policy Development, Graeme Harrison, Oxford Economics;
- Data Visualisation - Alan Smith, Data Visualisation Centre, ONS;
- Equality Impact Assessment of Domestic Rates: Census vs Family Resources Survey, Jos Ijpelaar, DMB, NISRA; and
- The International Passenger Survey Rationale, Methodology, Outputs and Development, David Savage & Mark Rowland, ONS.

Management Board have agreed to a schedule of lunchtime seminars which has now been implemented and the seminars will be arranged on a monthly basis for 2009/2010.

Employer Supported Volunteer Scheme

NISRA continued to support the Employer Supported Volunteer Scheme (ESV) throughout 2008/2009. 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 2008/2009 NISRA staff participated in the following events:

- A Charity Raffle was held at the bi-annual NISRA Conference and £742.13 was raised for MacMillan Cancer;
- Pennies were collected for the 'Pennies for Pudsey' appeal for Children in Need - £93.16 was raised;
- NISRA Social Committee hosted a quiz evening and raised £570.10 for the NI Kidney Research Fund/Womens Aid;
- NISRA collected 157 boxes of chocolates that were gifted to the Befrienders (elderly) and the Welcome Trust at Divis (severe learning difficulties); and
- Corporate Services hosted a 'Big Breakfast' morning for Cancer Research UK and raised a total of £834.55.

Health And Safety

During 2008/2009 there was one accident recorded in the McAuley House accident book. Details were forwarded to DFP Health and Safety Officer.

An additional three McAuley House staff received first aid training.

One planned practice fire evacuation of McAuley House took place. Evacuation of all staff was completed satisfactorily.

All McAuley House staff were invited to attend face to face fire awareness training.

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

Corporate governance

The Agency has developed its corporate governance arrangements and is fully committed to achieving compliance with HM Treasury requirements and any guidance issued by Accountability and Accountancy Services Division (AASD), within the prescribed timescales. The system of internal control in NISRA is based on an ongoing process that identifies the principal risks on the achievement of Agency and Departmental policies, aims and objectives. It is designed to evaluate the nature and extent of those risks and manage them efficiently, effectively and economically.

NISRA's Corporate Governance includes:

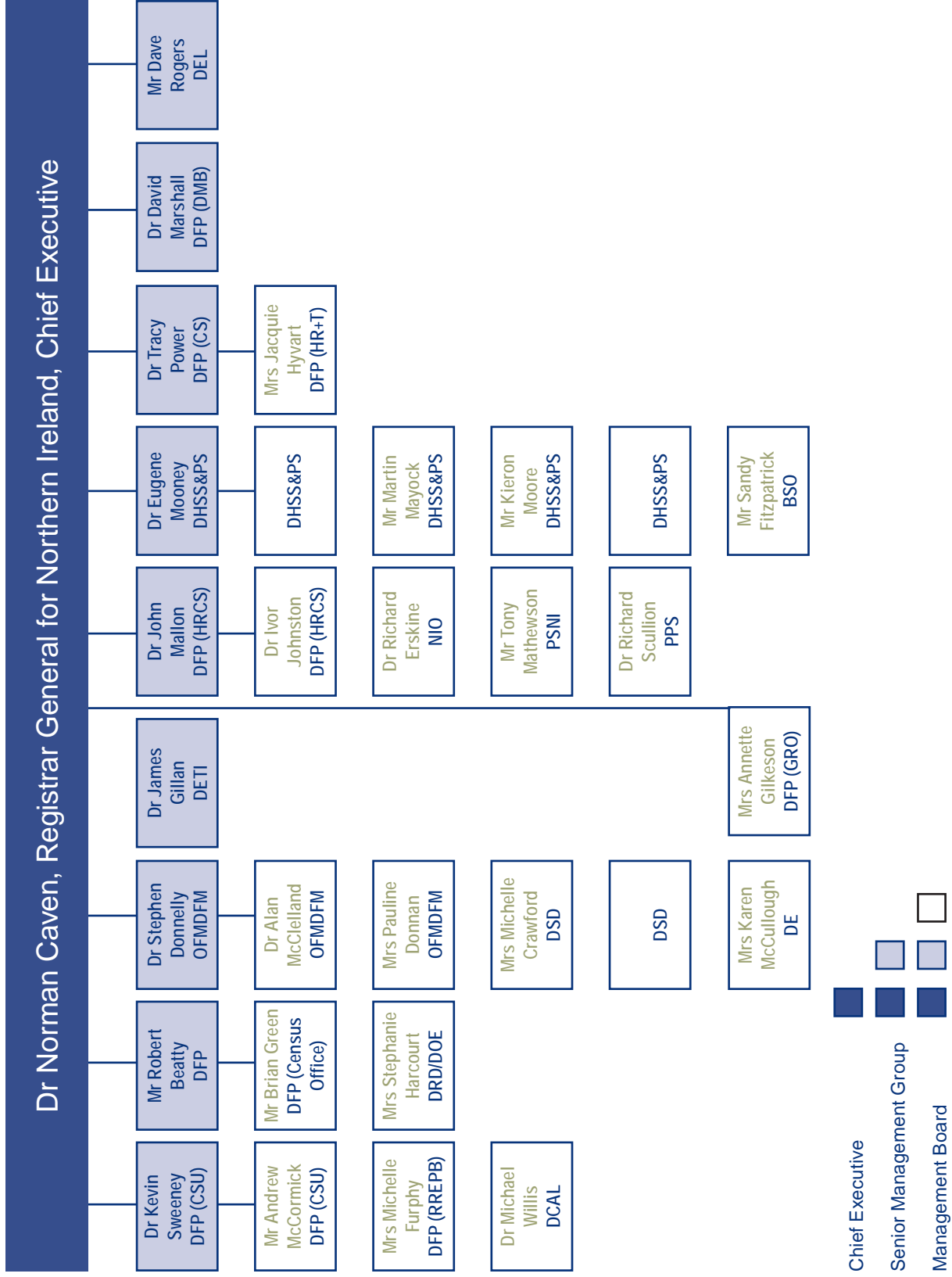
- Business planning;
- Risk management;
- The Audit and Risk Committee;
- Audits – internal and external;
- A Statement on Internal Control;
- Stewardship Statements; and
- Fraud and Whistleblowing policies.

Future Developments

Future developments for NISRA will be:

- The 2011 Census – planning, operationalising and analysis;
- The roll out of Statistics Reform and the UK Statistics Authority assessment process against the Code of Practice for Official Statistics;
- The development of a new Northern Ireland Geography and the updating of the Multiple Deprivation Measures;
- The continued digitisation of historical registration records back to 1845;
- To update the NISRA website to improve e-dissemination;
- Continuing to provide a high quality service to Government and other customers in a climate of increasing resource pressures;
- To review the NISRA Framework document and the corporate governance of the Agency; and
- To develop a central methodology unit providing on-going professional training and methodological support to statisticians.

Annex 1: NISRA Management Organisational Chart (at 31 March 2009)



ANNEX 2: NISRA Publications

Research Publications 2008/09

Differences in Mortality Rates in NI 2002-2005 - A Section 75 & Social Disadvantage Perspective (October 2008) (OFMDFM)

Personal Problem Debt in Northern Ireland: A Qualitative Study (30 June 2008) (OFMDFM)

Gender Equality Strategy: A Baseline Picture (May 2008) (OFMDFM)

Rebasing Child Poverty Estimates for Northern Ireland in 1998/99 (29 April 2008) (OFMDFM)

Can contact promote better relations? Evidence from mixed and segregated areas of Belfast - Full report: - Professor Miles Hewstone; Dr Nicole Tausch; Professor Joanne Hughes; Professor Ed Cairns (July 2008) (OFMDFM)

Can contact promote better relations? Evidence from mixed and segregated areas of Belfast - Summary report - Professor Miles Hewstone; Professor Joanne Hughes; Professor Ed Cairns (July 2008) (OFMDFM)

Flags Monitoring Project - 2007 report - : Dominic Bryan, Clifford Stevenson, Gordon Gillespie (April 2008) (OFMDFM)

Review of the Effectiveness of Communication in relation to the Implementation of the Review of Public Administration (RPA); the Views, Attitudes and Experiences of Health and Social Care Staff Affected by the RPA; and Other Associated Issues (October 2008) (OFMDFM)

Report No. 17: An Evaluation of Offending Behaviour Programmes within the Prison and Probation Services in Northern Ireland (February 2009) (NIO)

Report No. 18: Reducing Offending: A Critical Review of the International Research Evidence ARCS (UK) (February 2009) (NIO)

Report No. 19: Evaluation of the Woodlands Juvenile Justice Centre Youth Court Video Link. H Dawson, S Dunn and V Morgan (March 2009) (NIO)

Independent research into crimes against businesses in Northern Ireland (Northern Ireland Policing Board)

Drug Use in Ireland and Northern Ireland 2006/7: Cocaine Results (October 08) (DHSSPS)

Drug Use in Ireland and Northern Ireland 2006/7: Cannabis Results (December 2008) (DHSSPS)

Drug Use in Ireland and Northern Ireland 2006/7: Sedatives, Tranquilizers or Anti-Depressants Results (March 2009) (DHSSPS)

Adult Drinking Patterns in Northern Ireland 2008 (December 2008) (DHSSPS)

Secondary Analysis of the 2007 Young Persons' Behaviour and Attitudes Survey (Drugs, Solvents, Alcohol and Smoking) (January 2009) (DHSSPS)

Survey of the attitudes of police officers of the Police Service of Northern Ireland to the Office of the Police Ombudsman for Northern Ireland (OPONI)

Analysis of complaints involving the use of handcuffs (OPONI)

Equality monitoring report 2000-2007 (OPONI)

Work Skills in NI (June 08) (DEL)

All-Island Skills Study (October 08) (DEL)

Executive Skills Recruitment Watch Survey (February 09) (DEL)

Experiences and Outcomes of Participants on New Deal: New Deal Survey (KPMG) (DEL)

Incapacity Benefit Claimants: Geography, Households, Decision Making and Welfare Reform (DEL)
After School: Attitudes & perceptions of Northern Ireland school leavers towards higher & further education, training & employment (June 08) (DEL)
The Influence of Graduate Qualifications on Average Wages and Productivity across the UK (February 09) (DEL)
Domestic Revaluation in Northern Ireland – Bob Gloudemans and Erin Montgomery (LPS)
Northern Ireland Road Safety Monitor (October 2008) (DOE)
Attitudes of Young People towards Domestic Violence, 2007 (DHSSPS)

Statistical Publications 2008/2009

2007 Labour Force Survey Religion Report (March 2009) (OFMDFM)
Good Relations Indicators - 2007 (April 2008) (OFMDFM)
Good Relations Indicators - 2008 Update (January 2009) (OFMDFM)
Bulletin: 5/2008: Perceptions of Crime: Findings from the 2006/07 Northern Ireland Crime Survey. B French and R Freel (April 2008) (NIO)
Bulletin: 6/2008: Adult Reconviction in Northern Ireland 2004. D Ruddy and A Brown (April 2008) (NIO)
Bulletin: 7/2008: Northern Ireland Youth Re-offending: Results from the 2005 cohort. D Lyness (June 2008) (NIO)
Bulletin: 8/2008: Reconviction in Northern Ireland: Results from the 2005 cohort. A Brown and D Ruddy (June 2008) (NIO)
Bulletin: 9/2008: Northern Ireland Prison Population in 2007. C O'Loan and M McKibbin (June 2008) (NIO)
Bulletin: 10/2008 Experience of Domestic Violence: Findings from the 2006/07 Northern Ireland Crime Survey. M Carmichael (October 2008) (NIO)
Bulletin: 11/2008: Court Prosecutions and Sentencing 2006. M Wilson and P Campbell (September 2008) (NIO)
Bulletin: 12/2008: Court Prosecutions and Sentencing for 10 to 17 year olds 2006. P Campbell and M Wilson (September 2008) (NIO)
Bulletin: 13/2008: Views on Organised Crime: Findings from the January 2008 Northern Ireland Omnibus Survey. M Wilson (December 2008) (NIO)
Bulletin: 14/2008: Public attitudes towards crime and recovery of assets by the Assets Recovery Agency: Findings from the January 2008 Northern Ireland Omnibus Survey. M Wilson (December 2008) (NIO)
Bulletin: 15/2008: Confidence in Policing and the Criminal Justice System: Findings from the 2007/08 Northern Ireland Crime Survey. B French (December 2008) (NIO)
Bulletin: 16/2008: Experience of Domestic Violence: Findings from the 2007/08 Northern Ireland Crime Survey (December 2008) (NIO)
Bulletin: 17/2008: Perceptions of Crime: Findings from the 2007/08 Northern Ireland Crime Survey. D Quigley and R Freel (December 2008) (NIO)
Bulletin: 1/2009: Experience of Crime: Findings from the 2007/08 Northern Ireland Crime Survey. R Freel, D Quigley and S Toner (February 2009) (NIO)
Digest of Information on the Northern Ireland Criminal Justice System (June 2008) (NIO)
Digest of Information on the Northern Ireland Criminal Justice System (October 2008) (NIO)
Judicial Statistics (June 2008) (Northern Ireland Court Service)
The Mortgage Press Release in February/May/August/November 2008 (Northern Ireland Court Service)

The High Court Bulletin in February/May/August/November 2008 (Northern Ireland Court Service)

The Crown Court Bulletin in February/May/August/November 2008 (Northern Ireland Court Service)

The County Court Bulletin in February/May/August/November 2008 (Northern Ireland Court Service)

The Magistrate's Court Bulletin in February/May/August/November 2008 (Northern Ireland Court Service)

The Children's Order Bulletin in February/May/August/November 2008 (Northern Ireland Court Service)

Young Persons Behaviour and Attitudes Survey Headline Bulletin 2008 (Central Survey Unit)

Continuous Household Survey Bulletin (Central Survey Unit)

Quarterly Construction Bulletin (4 Quarters October 07 – September 08) (Central Survey Unit)

The Police Service of Northern Ireland Statistical Report 1st April 2007 – 31st March 2008 (PSNI)

Participation in Sport and Physical Recreation in Northern Ireland - DCAL Research Findings 1/2009 (DCAL)

Library Usage in Northern Ireland - DCAL Survey Findings 2/2009 (DCAL)

Enrolments at grant aided primary and post-primary schools 2008/09 basic statistics (December 08) (DE)

Enrolments at schools and in funded pre-school education 2008/09 (February 09) (DE)

Qualifications and destinations of school leavers 2006/07 (May 08) (DE)

Pupil:Teacher ratios in grant aided schools 2007/08 (June 08) (DE)

Participation in full-time education by 16 and 17 year olds 2007/08 (September 08) (DE and DEL)

Attendance at grant-aided primary, post primary and special schools 2007/08: Basic Statistics (February 09) (DE)

Compendium of Northern Ireland Education statistics 1994/95- 2006/07 (April 08) (DE)

Public Perceptions of the Police, DPPs and the Northern Ireland Policing Board (April 2008) (Northern Ireland Policing Board)

Public Perceptions of the Police, DPPs and the Northern Ireland Policing Board (September 2008) (Northern Ireland Policing Board)

District Policing Partnership (DPP) Public Consultation Survey February 2008 (Northern Ireland Policing Board)

Northern Ireland Family Practitioner Services Statistical Report 2006/07 (June 08) (CSA)

Quality & Outcomes Framework incorporating a bulletin on Disease Prevalence (DHSSPS)

NI Health and Social Care Inequalities Monitoring System - Changes in the NI Life expectancy gap 1999/01 to 2004/06 (DHSSPS)

Workforce Vacancy Surveys (March 2008 and September 2008) (DHSSPS)

Workforce Key Facts Bulletins (March 2008, June 2008, September 2008, December 2008) (DHSSPS)

Workforce Census March 2007 (December 2008) (DHSSPS)

Statistics from the Northern Ireland Needle and Syringe Exchange Scheme: 2007/08 (August 2008) (DHSSPS)

Statistics from the Northern Ireland Substitute Prescribing Database: 31st March 2008 (September 2008) (DHSSPS)

Statistics on Smoking Cessation Services in Northern Ireland: 2007/2008 (September 2008) (DHSSPS)

Statistics from the Northern Ireland Drug Misuse Database: 1 April 2007 – 31 March 2008 (October 2008) (DHSSPS)

AD1 - The Adoption of Looked After Children in Northern Ireland (2007-2008) (DHSSPS)

Children Order Statistical Tables 2007/08 (DHSSPS)

Children Order Statistical Bulletin 2008 (DHSSPS)

Hearing Aid Assessments and Re-assessments (4 quarterly bulletins for quarters ending 31 December 2007, 31 March 2008, 30 June 2008, 30 September 2008) (DHSSPS)

Community Statistics 2007/2008 (DHSSPS)

Statistics from the Northern Ireland Drug Addicts Index 2008 (March 2009) (DHSSPS)

Northern Ireland Hospital Statistics (August 08) (DHSSPS)

Northern Ireland Quarterly Waiting List Bulletin (June 08, September 08, December 08 and March 09) (DHSSPS)

Cancer Waiting Times (3 publications - August 08, November 08 and February 09) (DHSSPS)

Northern Ireland Fireworks Injuries Statistics 2007/08 (January 09) (DHSSPS)

NI Emergency Care Waiting Times - 12 monthly publications (DHSSPS)

Police Ombudsman for Northern Ireland Annual Report 2007/08 (OPONI)

Public awareness of the system for complaints against the police in Northern Ireland 2008 (OPONI)

Analysis of Sickness Absence in the NI Departments 2007/2008 (HRCS, DFP)

Personnel Statistics for the 11 NI Departments 2008 (HRCS, DFP)

Belfast Metropolitan Workforce Development Forum December 08 (DEL)

Northern Regional Workforce Development Forum December 08 (DEL)

North West Regional Workforce Development Forum December 08 (DEL)

Southern Regional Workforce Development Forum December 08 (DEL)

South Eastern Regional Workforce Development Forum December 08 (DEL)

South West Workforce Development Forum December 08 (DEL)

Northern Ireland Workforce Development Forum December 08 (DEL)

Destinations of Leavers from Higher Education: Northern Ireland 2006/07 (August 08) (DEL)

Destinations of Leavers from Higher Education: Longitudinal Survey of 2002/03 graduates three and a half years on – Northern Ireland Analysis (December 2008) (DEL)

Students gaining Higher Education Qualifications: Northern Ireland 2007/08 (February 08) (DEL)

Student enrolments on Higher Education courses: Northern Ireland 2007/08 (February 08) (DEL)

The Northern Ireland Transport Statistics Annual Report 2007-08 (September 2008) (DRD)

Northern Ireland Road and Rail Transport Statistics Quarterly (Q1 2008, Q2 2008, Q3 2008, Q4 2008) (DRD)

Northern Ireland Environmental Statistics Report Published (January 2009) (DOE)

Northern Ireland Seat Belt Survey 2008 (July 2008) (DOE)

Development Management Statistics Northern Ireland Annual Reports (2002/03, 2003/04, 2004/05, 2005/06, 2006/07 and 2007/08) (DOE)

Development Management Statistics Northern Ireland Quarterly Reports (Q1 08/09, Q2 08/09 and Q3 08/09) (DOE)

Hotel Occupancy Annual Report 2007 (NITB)

Guesthouse and Bed & Breakfast Occupancy Annual Report 2007 (NITB)

Self-catering occupancy Annual Report 2007 (NITB)

Visitor Attractions Survey 2007 (NITB)

Tourism Facts 2007 (NITB)

Knowing the Visitor 2007 (NITB)

Northern Ireland Housing Bulletin (Q4 2007, Q1 2008, Q2 2008, Q3 2008) (DSD)

Income Support Summary Statistics (August 07, February 08, May 08) (DSD)

Pension Credit Summary Statistics (August 07, February 08, May 08) (DSD)

Jobseekers Allowance Publication (August 07, February 08, and May 08) (DSD)

State Pension Summary Statistics (September 07, Mar 08) (DSD)

Northern Ireland Client Group Analysis (August 07, February 08) (DSD)

Social Security Summary Statistics Bulletins (May 08, November 08, February 09) (DSD)

Carer's Allowance Summary Statistics (November 07, February 08, May 08) (DSD)

Incapacity Benefit/Severe Disablement Allowance Summary Statistics (November 07, February 08, May 08) (DSD)

Disability Living Allowance Summary Statistics (February 08, May 08, August 08) (DSD)

Attendance Allowance Summary Statistics (February 08, May 08, August 08) (DSD)

Family Resources Survey Northern Ireland (2006-2007) (DSD)

Housing Statistics 2007-2008 (DSD)

Households below Average Income Northern Ireland 2006-2007 (DSD)

Family Resources Survey Urban Rural Report 2006-2007 (DSD)

Pensioner Income Series 2006-2007 (DSD)

Northern Ireland Labour Market Reports (monthly from April 2008- March 2009) (DETI)

Labour Force Survey Quarterly Supplements (Q1-Q4) (DETI)

Local Area Database (Published 17th December 2008) (DETI)

Women in Northern Ireland (Published 26th September 2008) (DETI)

LFS Historical Supplement (Published 29th October 2008) (DETI)

NI Research and Development Statistics 2007 (Published 28th November 2008) (DETI)

NI Index of Services (IOS) Q1-Q4 2008 (DETI)

NI Manufacturing Sales & Exports Survey 2007/08 (Published 10th December 2008) (DETI)

NI Census of Employment 2007 (Published 19th December 2008) (DETI)

NI Annual Survey of Hours and Earnings 2008 (Published 14th November 2008) (DETI)

UK Innovation Survey 2007: NI results (Published 30th June 2008) (DETI)

Facts and Figures from the IDBR (Published June 2008) (DETI)

Quarterly Employment Survey Bulletins Q1-Q4 2008 (DETI)

NI Index of Production (IOP) Q1-Q4 2008 (DETI)

Northern Ireland Annual Business Inquiry (NIABI) 2006 Revised, (Published 25th March 2009) (DETI)

Northern Ireland Annual Business Inquiry (NIABI) 2007 Provisional Results, (Published 25th March 2009) (DETI)

Deaths in Northern Ireland, 2007 (April 08) (DMB, DFP)

Registrar General Quarterly Reports, (Q4 2007, Q1 2008, Q2 2008, Q3 2008, Q4 2008) (DMB, DFP)

Deaths Registered with MRSA Mentioned on the Death Certificate, 1997-2007 (May 08) (DMB, DFP)

Deaths Registered with Clostridium Difficile Mentioned on the Death Certificate, 2001-2007 (May 08) (DMB, DFP)

Marriages, Divorces and Civil Partnerships in Northern Ireland, 2007 (June 08) (DMB, DFP)

Mid Year Population Estimates, 2007 (July 08) (DMB, DFP)

Long-term International Migration Estimates for Northern Ireland (July 08) (DMB, DFP)

Babies First Names Bulletin 2007 (August 08) (DMB, DFP)

Creating Small Area Income Deprivation Estimates for Northern Ireland: Spatial Microsimulation Modelling (August 08) (DMB, DFP)

The Annual Report of the Registrar General, 2007 (December 08) (DMB, DFP)

Popular First Names 2008 (December 08) (DMB, DFP)

Size of the EU Accession (A8) Population Resident in Northern Ireland (2007) (December 08) (DMB, DFP)

Drug Related Deaths and Deaths Due to Drug Misuse Registered in Northern Ireland, 1997-2007 (February 09) (DMB, DFP)

Births in Northern Ireland, 2008 (March 09) (DMB, DFP)

Deaths in Northern Ireland, 2008 (March 09) (DMB, DFP)

A Demographic Portrait of Northern Ireland (March 09) (DMB, DFP)

Glossary

AASD	Accountability and Accountancy Services Division
ABI	Annual Business Inquiry
APHIS	Animal and Public Health Information System
ARK	Access Research Knowledge
BCP	Business Continuity Plan
BSO	Business Services Organisation
CAL	Centre for Applied Learning
C&AG	Comptroller and Auditor General for Northern Ireland
CERS	Community Economic Regeneration Scheme
CPG	Central Personnel Group
CRISP	Community Regeneration & Improvement Special Programme
CS	Corporate Services
CSA	Central Services Agency
CSO	Central Statistics Office
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
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
DPPs	District Policing Partnerships
DRD	Department for Rural Development
DSD	Department for Social Development
EFH	Early First Hearing
ERINI	Economic Research Institute Northern Ireland
ESA	Employment and Support Allowance

ESV	Employer Supported Volunteering
EU	European Union
FRS	Family Resources Survey
GRO	General Register Office
GVA	Gross Value Added
HEI	Higher Education Institution
HR	Human Resources
HR + T	Human Resources and Training
HRCS	Human Resource Consultancy Services
ICATS	Integrated Clinical Assessment and Treatment Services
ICOS	Integrated Courts Operation System
IDBR	Inter-Departmental Business Register
IIP	Investors in People
IOP	Index of Production
IOS	Index of Services
LFS	Labour Force Survey
LMR	Labour Market Report
LPS	Land and Property Service
MB	Management Board
MRSA	Methicillin-resistant staphylococcus aureus
NI	Northern Ireland
NICS	Northern Ireland Civil Service
NIO	Northern Ireland Office
NINIS	Northern Ireland Neighbourhood Information Service
NISRA	Northern Ireland Statistics and Research Agency
NITB	Northern Ireland Tourist Board
NS	National Statistics
OCPANI	Office of the Commissioner for Public Appointments
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
PDP	Personal Development Plan

PPS	Public Prosecution Service
PSNI	Police Service of Northern Ireland
QES	Quarterly Employment Survey
RAPHSW	Regional Agency for Public Health and Social Wellbeing
RBSO	Regional Business Services Organisation
RDS	Rural Development Strategy
RHSCB	Regional Health and Social Care Branch
RIA	Regulatory Impact Assessment
RPA	Review of Public Administration
RREPBB	Regional Reporting and EU Programmes Branch
SAC	Statistics Advisory Committee
SCS	Senior Civil Service
SIC	Standard Industrial Classification
SLA	Service Level Agreement
SMG	Senior Management Group
SSA	Social Security Agency
UKCeMGA	United Kingdom Centre for the Measurement of Government Activity

Accounts Content

	Page
Statement of Agency's and Chief Executive's Responsibilities	50
Statement on Internal Control	51
The Certificate and Report of the Comptroller and Auditor General to the Northern Ireland Assembly	54
Operating Cost Statement	56
Statement of Recognised Gains and Losses	56
Balance Sheet	57
Cash Flow Statement	58
Notes to the Accounts	59

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 at the end of the year and of its income and expenditure, recognised gains and losses and cash flows for the financial year.

In preparing the accounts the Agency is required 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 Financial Reporting Manual (FRM) have been followed, and disclose and explain any material departures in the financial statements; and
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Agency will continue in business.

The Accounting Officer for the Department of Finance and Personnel has appointed the Chief Executive of Northern Ireland Statistics and Research Agency as the Accounting Officer for the Agency. The Chief Executive's relevant responsibilities as Accounting Officer, including his responsibility for the propriety and regularity of the public finances for which he is answerable and for the keeping of proper records, are set out in chapter 3 (Accounting Officers) *Managing Public Money Northern Ireland* issued by the Department of Finance and Personnel.



T.N. CAVEN

Accounting Officer, Registrar General and Chief Executive

3 July 2009

Statement on Internal Control

Scope of Responsibility

As Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of the Northern Ireland Statistics and Research Agency's policies, aims and objectives, whilst safeguarding the public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Managing Public Money Northern Ireland.

NISRA is an executive Agency within the Department of Finance and Personnel and as such consults and takes direction from the departmental Minister. I report to the Minister about major issues affecting the Agency including actual and potential risks.

Twice a year I provide the Departmental Accounting Officer with a written statement (Stewardship Statement) that risks remain appropriate and that controls identified are adequate, effective and have operated throughout the period.

The Purpose of the System of Internal Control

The system of internal control is designed to manage risk to a reasonable level rather than eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Agency's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Agency for the year ended 31 March 2009 and up to the date of approval of the annual report and accounts, and accords with DFP guidance.

Capacity to Handle Risk

I, as Accounting Officer, recognise the importance of managing risks effectively and take the lead in the continued development of a risk management framework. The Agency has identified all significant risks to its business and has developed a NISRA Risk Register. The Risk Register complements the Agency's Corporate Plan, Business Plan and financial management, and together

these provide the systems to manage the Agency's resources whilst minimising the risks to achieving business outputs.

The Risk Register is managed in the first instance by the Senior Management Group (SMG), which reviews actions and considers appropriate future actions. Each SMG member is responsible for managing risks within their areas of responsibility and provide assurance to me that risks are being actively managed and minimised. This involves close liaison with respective Heads of Branches. In line with DFP guidance, NISRA continues to include appropriate assurances in subsequent Annual Report and Accounts publications.

The Risk and Control Framework

I subscribe to the process leading to the production of the Statement on Internal Control that is an annual hierarchical stewardship reporting arrangement. This is a bottom-up process and key risk owners as identified in Risk Control Frameworks provide a written statement (Stewardship Statement) that risks remain appropriate and that controls identified are adequate, effective and have operated throughout the period. Risk owners are required to highlight areas where deficiencies are possible or breakdowns in control have actually occurred.

An Audit and Risk Committee is established consisting of members of the NISRA Senior Management Group and representatives of the departmental Internal Audit and the Northern Ireland Audit Office.

For the period this Statement on Internal Control covers, risks identified in relation to key business targets (Ministerial and Chief Executive) were monitored and reported on using the DFP Departmental Corporate Performance application. Key business risks identified were in relation to:

- Failure to maintain or improve customer service;
- Failure to comply with the National Statistics Code of Practice;
- Failure to progress the GRO digitization project, and
- Failure to advance preparation for the 2011 Census.

The risk owner was identified for each risk and an evaluation carried out of how the risk was currently being managed, the effectiveness of those controls and what additional actions were required to fully manage it. Risks were assessed for degree of impact (on a scale

from minor to catastrophic) and likelihood of occurrence (on a scale from unlikely to almost certain). Risks were formally reviewed twice during year by the Audit & Risk Committee.

Review of Effectiveness

As Accounting Officer, I have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness 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 management letter and other reports. I have been advised on the implications, of the result of his 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.

The purpose of the Audit and Risk Committee is to manage and direct the risk management process and enable assurances to be provided. The Committee has responsibility for assessing the adequacy of audit arrangements (internal and external) and assessing the implications of assurances provided in respect of risk and control across the Agency.

As Chief Executive I provide the Committee with a mid-year and end-year Stewardship Statement for 2008/09 which covered the review of the Agency risk register and the adequacy of risk management and internal control within the Agency.

The remit of the Committee includes due consideration of the adequacy of risk management and internal control. The Committee focuses on the NISRA Business Risk Register. At each meeting written reports are submitted by each member providing a balanced assessment of the system of control utilised to manage the risks for which they are directly responsible. Any significant control failings or weaknesses identified are discussed, including the impact that they have had, could have had, or may have and the actions being taken to rectify them. Other Committee members and attendees provide the challenge function. In general, the range of issues that are considered include:

- Have any new significant risks been identified?
- Are risks previously identified still acceptable?

- Do risks need to be promoted or relegated in the NISRA Risk Register or the DFP Corporate Risk Register?
- Do control strategies need to be changed?
- Do amendments need to be made to procedures?
- Is additional monitoring of the system required?
- Are the communication channels throughout NISRA effective, or do amendments need to be made?

In addition, the Committee is responsible for reviewing:

- The mechanisms for the assessment and management of risk;
- The planned activity of internal audit;
- The results of internal audit activity;
- The planned activity of external audit;
- The results of external audit activity;
- Adequacy of management response to issues identified by audit;
- The arrangements made for co-operation between internal audit, external audit and other review bodies; and
- Activity assurances relating to the corporate governance requirements for NISRA.

DFP Internal Audit has provided an Assurance Report for the year 2008/2009. The report provides an opinion on the systems of internal control operating within the Agency; and details of work completed by Internal Audit within the Agency during the 2008/2009 year. Based on the work conducted Internal Audit was satisfied that, overall, a satisfactory level of assurance can be placed on the Agency's internal control systems for the period. A plan to address weaknesses identified by Internal Audit is in place.

Information Management

All personal information within the Agency is managed in accordance with the Department of Finance and Personnel's Data Protection Policy Statement. The Agency is fully committed to complying with the eight principles of the Data Protection Act 1998. General data protection awareness has been provided to all staff via a mandatory online training package. In addition, further Data Protect awareness guidance was delivered to staff working in key areas.

National Statistics information within the Agency is also managed in accordance with the seven principles of the National Statistics Code of Practice (Protocol on Data Access and Confidentiality).

As at 31 March 2009 there were no reported breaches of the Data Protection Act or the National Statistics Code of Practice (Protocol on Data Access and Confidentiality).

Accounting System

The Department of Finance and Personnel (DFP) and its Agencies implemented a new Oracle based accounting solution on 3rd December 2007. The system, which is known as Account NI, saw the transfer of financial transaction processing from the Department's Finance Division to a new Shared Service Centre. The 2008-09 departmental resource accounts and agency accounts have been prepared using the Account NI system.

Account NI

DFP Internal Audit has provided an overall satisfactory level of assurance with regards to Account NI. However, an unacceptable level of assurance was given for Procure to Pay Data Retention, and a limited level of assurance was provided on i-Procurement and Accounts Payable. Account NI has responded favourably to all recommendations made by Internal Audit and, where possible, has implemented these. Residual recommendations will be addressed in the 2009-10 financial year and Internal Audit will follow-up on all audit recommendations made.

HR Connect

DFP Internal Audit conducted a review of the HR Connect payroll service prior to go live focusing on the documented operating procedures for shared service centre and NICS staff and provided a satisfactory level of assurance in these areas. However, Internal Audit has not undertaken any direct work since the HR Connect Service went live in November 2008.

The internal audit of the HR Connect service in 2008-09 was undertaken by the main contractor, in accordance with contractual provisions. A set of internal reports have been received from the main contractor, including a review of actual controls against expected controls in respect of the non-industrial payroll system. These have been reviewed by Corporate HR and DFP Internal Audit who are satisfied that although some weaknesses have been identified these are being addressed by

Capita and Fujitsu. Corporate HR has also welcomed the establishment of a monthly forum at which Capita and Fujitsu will discuss progress on issues raised in these reports and will monitor progress on the implementation of recommendations. DFP Internal Audit will be conducting direct audit work in HR Connect during 2009-10.



T.N. CAVEN

Accounting Officer, Registrar General and Chief Executive

3 July 2009

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 2009 under the Government Resources and Accounts Act (Northern Ireland) 2001. These comprise the Operating Cost Statement and Statement of Recognised Gains and Losses, the Balance Sheet, the Cash Flow Statement 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 Agency, the Chief Executive and auditor

The Agency and Chief Executive, as Accounting Officer, are responsible for preparing the Annual Report, which includes the Remuneration Report, and the financial statements in accordance with the Government Resources and Accounts Act (Northern Ireland) 2001 and Department of Finance and Personnel directions made thereunder and for ensuring the regularity of financial transactions. These responsibilities are set out in the Statement of Accounting Officer's Responsibilities.

My responsibility is to audit the financial statements and the part of the Remuneration Report to be audited in accordance with relevant legal and regulatory requirements, and with International Standards on Auditing (UK and Ireland).

I report to you my opinion as to whether the financial statements give a true and fair view and whether the financial statements and the part of the Remuneration Report to be audited have been properly prepared in accordance with Department of Finance and Personnel directions issued under the Government Resources and Accounts Act (Northern Ireland) 2001. I report to you whether, in my opinion, the information, which comprises the Director's Report and Management Commentary, included in the Annual Report, is consistent with the financial statements. I also report whether in all material respects the expenditure and income have been applied to the purposes intended by the Assembly and the

financial transactions conform to the authorities which govern them.

In addition, I report to you if the Agency has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by the Department of Finance and Personnel regarding remuneration and other transactions is not disclosed.

I review whether the Statement on Internal Control reflects the Agency's compliance with the Department of Finance and Personnel's guidance, and I report if it does not. I am not required to consider whether this statement covers all risks and controls, or to form an opinion on the effectiveness of the Agency's corporate governance procedures or its risk and control procedures.

I read the other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises the unaudited part of the Remuneration Report, Progress in Key Business Areas, Customers, Modernisation of the Registration Service, Statistics Reform, Communication, Information Management, Human Resources (HR), Training and Development, Employer Supported Volunteer Scheme, Health and Safety, Corporate Governance, Annex 1, Annex 2 and Glossary. I consider the implications for my certificate if I become aware of any apparent misstatements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

Basis of audit opinions

I conducted my audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. My audit includes examination, on a test basis, of evidence relevant to the amounts, disclosures and regularity of financial transactions included in the financial statements and the part of the Remuneration Report to be audited. It also includes an assessment of the significant estimates and judgments made by the Agency and Chief Executive in the preparation of the financial statements, and of whether the accounting policies are most appropriate to the Agency's circumstances, consistently applied and adequately disclosed.

I planned and performed my audit so as to obtain all the information and explanations which I considered necessary in order to provide me with sufficient

evidence to give reasonable assurance that the financial statements and the part of the Remuneration Report to be audited are free from material misstatement, whether caused by fraud or error, and that in all material respects the expenditure and income have been applied to the purposes intended by the Assembly and the financial transactions conform to the authorities which govern them. In forming my opinion I also evaluated the overall adequacy of the presentation of information in the financial statements and the part of the Remuneration Report to be audited.

Opinions

In my opinion:

- the financial statements give a true and fair view, in accordance with the Government Resources and Accounts Act (Northern Ireland) 2001 and directions made thereunder by the Department of Finance and Personnel, of the state of the Agency's affairs as at 31 March 2009, and of the net operating cost, recognised gains and losses and cash flows for the year then ended;
- the financial statements and the part of the Remuneration Report to be audited have been properly prepared in accordance with Department of Finance and Personnel directions issued under the Government Resources and Accounts Act (Northern Ireland) 2001; and
- information, which comprises the Director's Report and Management Commentary, included within the Annual Report, is consistent with the financial statements.

Opinion on Regularity

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

Emphasis of matter: significant uncertainty on any liability over equal pay issues

Without qualifying my opinion, I draw attention to note 14 to the financial statements. This refers to the obligation of the Northern Ireland Civil Service to comply with equal pay legislation and address any anomalies that may exist in its present pay and grading structures. Equal pay claims have been lodged with the Industrial Tribunal by

the Northern Ireland Public Service Alliance (NIPSA) on behalf of its relevant members. The Minister of Finance and Personnel has assured NIPSA of the commitment to resolve the equal pay issue, if possible, through a negotiated settlement and without the need for litigation. The Department of Finance and Personnel considers that a reliable estimate of the potential liability cannot be made at this point in time due to the complexities associated with the resolution of the issue. These complexities include establishing clearly the extent to which the claims may be valid, the groups of staff that might be entitled to a payment and the size of these payments. Consequently a provision has not been made in the financial statements for any liability that may result.

Report

I have no observations to make on these financial statements.



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

3 July 2009

Operating Cost Statement

For the Year Ended 31 March 2009

	Notes	2008-09 £000	2007-08 £000
Income	2	11,677	10,899
Expenditure			
Staff Costs	4	13,447	12,483
Depreciation	7	281	223
Other operating costs	5	5,272	4,863
Total Expenditure		19,000	17,569
Cost of Operations Before Interest		(7,323)	(6,670)
Interest on Capital Employed	8	(122)	(82)
Net Cost of Operations		(7,445)	(6,752)

The net cost of operations arises wholly from continuing operations and are administrative in nature.

The notes on pages 59 to 70 form part of these accounts.

Statement of Recognised Gains and Losses

For the Year Ended 31 March 2009

	Notes	2008-09 £000	2007-08 £000
Unrealised surplus/ (deficit) on revaluation of fixed assets	11	7	43
Recognised Gains and Losses for the year		7	43

The notes on pages 59 to 70 form part of these accounts.

Balance Sheet

As at 31 March 2009

	Notes	2009 £000	2008 £000
Fixed Assets			
Tangible Fixed Assets	7	1,807	1,213
Current Assets			
Debtors	9	3,708	3,563
Cash at Bank		77	79
		3,785	3,642
Current Liabilities			
Creditors - amounts falling due within one year	10	(1,982)	(1,506)
Net Current Assets		1,803	2,136
Net Assets		3,610	3,349
Taxpayers' equity:			
General Fund	11	3,550	3,280
Revaluation Reserve	11	60	69
		3,610	3,349

T.N. Caven

T.N. Caven
Accounting Officer,
Registrar General and Chief Executive

3 July 2009

The notes on pages 59 to 70 form part of these accounts.

Cash Flow Statement

For the Year ended 31 March 2009

	Notes	2008-09 £000	2007-08 £000
Net Cash Outflow from Operating Activities	12.1	(5,647)	(7,509)
Capital Expenditure	12.2	<u>(917)</u>	<u>(276)</u>
		(6,564)	(7,785)
Cash Inflow from Financing	12.3	<u>6,562</u>	<u>7,587</u>
Decrease in cash		<u>(2)</u>	<u>(198)</u>

The notes on pages 59 to 70 form part of these accounts.

Notes to Accounts

1.1 Statement of Accounting Policies

The financial statements have been prepared in accordance with the 2008-09 Government Financial Reporting Manual (FReM) issued by the Department of Finance and Personnel. The accounting policies contained in FReM follows UK generally accepted accounting practice for companies (UK GAAP) to the extent that it is meaningful and appropriate to the public sector. 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 Agency's accounting policies have been applied consistently in dealing with items considered material in relation to the accounts.

1.2 Accounting Convention

Without limiting the information given, the accounts comply with the accounting and disclosure requirements of the Companies (Northern Ireland) Order 1986, the accounting standards issued or adopted by the Accounting Standards Board and accounting disclosure requirements issued by the Department of Finance and Personnel insofar as those requirements are appropriate.

1.3 Fixed Assets

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

The threshold for capitalisation for computer equipment is £500 and for all other fixed assets £1,000. Depreciation is provided on a straight line basis in order to write-off the valuation, less estimated residual value, of each asset over its expected useful life, or lease period if shorter. The base useful lives of assets, which are reviewed regularly, are as follows:

Computer equipment and software	3-6 years
Office Equipment	5-10 years
Telecoms Equipment	5-10 years

The Agency does not own the property it occupies, but incurs a notional charge for accommodation costs, which is included in the Operating Cost Statement.

1.4 Pension Costs

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 2007 and the details of this valuation are available in the PCSPS(NI) resource accounts.

For 2008-09, employers' contributions of £1,608k were payable to the PCSPS(NI) (2007-08 £1,513k) at one of four rates in the range 16.5 to 23.5 per cent of pensionable pay, based on salary bands. The scheme's Actuary reviews employer contributions every four years following a full scheme valuation. From 2009-10, the salary bands will be revised but the rates will remain the same. (The rates will be changing with effect from April 2010).The contribution rates are set to meet the cost of the benefits accruing during 2008-09 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 £2,264 were paid to one or more of a panel of three appointed **stakeholder** pension providers. Employer contributions are age-related and range from 3% to 12.5% of pensionable pay. Employers also match employee contributions up to 3% of pensionable pay. In addition, employer contributions of £293, 0.8% of pensionable pay, were payable to the PCSPS(NI) to cover the cost of future provision of lump sum benefits on death in service and ill health retirement of these employees.

Contributions due to the partnership pension providers at the balance sheet date were £nil. Contributions prepaid at the date were £nil.

1.5 Value Added Tax

All items in these accounts are exclusive of VAT which is recovered on a departmental basis.

1.6 Work in Progress

Work in progress is valued at the lower cost and net realisable value.

1.7 Financial instruments

Financial assets and liabilities are recognised in NISRA's balance sheet when NISRA becomes a party to the contractual provision of the instrument.

Financial assets

Financial assets are classified into the following specified categories: at fair value through profit or loss ("FVTPL"); held-to-maturity investments, "available-for-sale" ("AFS") financial assets and "loans and receivables". The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition. NISRA's financial assets are classified as Loans and Receivables and are held at cost which approximates to fair value because of their short maturities.

Financial Liabilities

Financial liabilities of NISRA, including trade and other payables, are initially measured at cost which approximates to fair value because of their short maturities.

2. Income

	2008-09 £000	2007-08 £000
GRO	2,140	2,152
Statistical & Research Services	<u>9,537</u>	<u>8,747</u>
	<u>11,677</u>	<u>10,899</u>

The above income includes £49,000 from the Eastern Health and Social Services Board for Investing for Health in the Eastern Area.

3. Segmental 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 volume of produced certificates. In 2008/2009, GRO estimated that it would recover £2,099k (2007/2008: £2,020k) from the supply of certificates. The actual cost recovery for the year was £2,140k (2007/2008: £2,152k).

Central Survey Unit

In 2008/2009 Central Survey Unit (CSU) estimated that it would recover £3,000k (2007/2008: £2,460k) from carrying out surveys on behalf of Government Departments and Non Departmental Public Bodies. The actual cost recovery for the year was £2,836k (2007/2008: £2,475k).

	2008-09 £000	2007-08 £000
a) GRO		
Income	2,140	2,152
Expenditure	<u>(4,123)</u>	<u>(4,015)</u>
Surplus/(Deficit)	(1,983)	(1,863)
b) CSU		
Income	2,836	2,475
Expenditure	<u>(4,049)</u>	<u>(3,787)</u>
Surplus/(Deficit)	(1,213)	(1,312)
c) OTHER		
Income	6,701	6,272
Expenditure	<u>(10,950)</u>	<u>(9,849)</u>
Surplus/(Deficit)	<u>(4,249)</u>	<u>(3,577)</u>
Surplus/(Deficit) for the year	<u>(7,445)</u>	<u>(6,752)</u>

NISRA is funded by both income generated and through funding from DFP. The expenditure shown in the table above includes both and reconciles to the Operating Cost Statement.

The information provided in the table below is for fees and charges purposes, not for SSAP25 purposes.

	Income £000	Full Cost £000	2008-09 Surplus/ (deficit) £000	2007-08 Surplus/ (deficit) £000
Recovery of salary costs for staff on loan outside DFP	5,742	(5,804)	(62)	17
Statistics and Research work carried out by the CSU	2,836	(2,837)	(1)	61
Registration Services	2,140	(2,137)	3	32
	<u>10,718</u>	<u>(10,778)</u>	<u>(60)</u>	<u>110</u>

The above figures represent services where the full cost of the service is in excess of £1m. NISRA's financial objective was to recover the cost of those activities for which DFP funding was not provided. This objective was met.

Estimated income for future years is shown in Corporate Plan 2009 – 2012.

4. Staff Numbers and Costs

4.1 The average number of full-time equivalent persons

employed during the year on each of the objectives of the Department of Finance and Personnel, plus NISRA staff outposted to other Departments, was:

	2008-09 No.	2007-08 No.
Statistical & Research Services	135	133
GRO	61	57
Outposted Staff	150	149
Other (Interviewers)	77	68
	<u>423</u>	<u>407</u>

4.2 The costs incurred in respect of these employees were:

	2008-09		£000			2007-08
	Total	Stat & Research	GRO	Out Posted	Other	£000
Salaries & Wages	11,075	3,665	1,026	4,654	1,730	10,291
Social Security Costs	762	249	62	344	107	679
Other Pension Costs	1,610	629	149	832	-	1,513
	<u>13,447</u>	<u>4,543</u>	<u>1,237</u>	<u>5,830</u>	<u>1,837</u>	<u>12,483</u>

4.3 Ill-health retirement

During the year 2008-09 there were no ill-health retirements. Details of the additional accrued pension liability for ill-health retirements are contained in the accounts of the Department of Finance and Personnel.

5. Other Operating Costs

	2008-09 £000	2007-08 £000
General Administrative Expenses	1,970	1,460
District Registration Office's costs	2,016	1,972
Computer Charges	268	315
Notional Costs (Note 6)	1,014	1,112
Loss on Disposal of Fixed Assets	-	-
Diminution in Value of Fixed Assets	4	4
	<u>5,272</u>	<u>4,863</u>

6. Notional Costs

These 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.

	2008-09 £000	2007-08 £000
Services provided by parent department		
Common Service Charge	2	2
Telecoms	22	20
Recruitment	-	25
IT Assist	220	215
Internal Audit	7	9
Accommodation	658	780
Training Services	62	-
DID	4	25
	<u>975</u>	<u>1,076</u>
Other Notional Costs		
NIAO	7	7
DRD – Stats	32	29
	<u>39</u>	<u>36</u>
Total	<u>1,014</u>	<u>1,112</u>

7. Fixed Assets

	Computer Equipment £000	Office Machinery £000	Assets under construction £000	Total £000
Cost or Valuation				
At 1 April 2008	1,722	121	69	1,912
Additions	68	-	744	812
Transfers In	872	-	-	872
Transfers out	-	-	(46)	(46)
Disposals	(31)	(19)	-	(50)
Indexation	(7)	5	-	(2)
Revaluations	-	-	-	-
At 31 March 2009	<u>2,624</u>	<u>107</u>	<u>767</u>	<u>3,498</u>
Depreciation				
At 1 April 2008	607	92	-	699
Transfers in	767	-	-	767
Charge for year	270	11	-	281
Transfers out	-	-	-	-
Disposals	(31)	(19)	-	(50)
Revaluation	-	(6)	-	(6)
At 31 March 2009	<u>1,613</u>	<u>78</u>	<u>-</u>	<u>1,691</u>
Net Book Value				
At 31 March 2009	<u>1,011</u>	<u>29</u>	<u>767</u>	<u>1,807</u>
At 31 March 2008	<u>1,115</u>	<u>29</u>	<u>69</u>	<u>1,213</u>
Asset financing				
Owned	1,011	29	767	1,807
Finance Leased	-	-	-	-
On balance sheet PFI Contracts	-	-	-	-
PFI residual interest	-	-	-	-
Net book value at 31 March 2009	<u>1,011</u>	<u>29</u>	<u>767</u>	<u>1,807</u>

Disclosure in the fixed assets note has been revised to include a separate category for Assets Under Construction.

8. Interest of Capital Employed

	2008-09 £000	2007-08 £000
Interest on Capital	122	82

The Income and Expenditure Account bears a non-cash charge for interest relating to the use of capital by the Agency. The basis of the charge is 3.5% of the average capital employed, defined as total assets less liabilities.

9. Debtors (amounts due within one year)

	2009 £000	2008 £000
Trade debtors	3,217	3,035
Prepayments and accrued income	491	528
	3,708	3,563

10. Creditors (amounts falling due within one year)

	2009 £000	2008 £000
Accruals	1,982	1,506
	1,982	1,506

11. Reconciliation of Movements in Reserves and Government Funds

	Notes	General Fund £000	Revaluation Reserve £000	Total £000
At 1 April 2008		3,280	69	3,349
Net Grant	12.3	6,562	-	6,562
Net cost of Operations		(7,445)	-	(7,445)
Notional costs	6	1,014	-	1,014
Surplus on revaluation of Fixed Assets		-	7	7
Transfer from revaluation reserve in respect of prior year		17	(16)	1
Interest on capital		122	-	122
Balance at 31 March 2009		3,550	60	3,610

12 Notes to Cash Flow Statement

12.1 Reconciliation of net cost of operations to net cash flow from operating activities

	2008-09 £000	2007-08 £000
Net cost of operations before interest	(7,323)	(6,670)
Adjustment for non cash transactions		
Diminution in value of fixed assets	4	(21)
Depreciation	281	223
Notional costs	1,014	1,112
Transfer of fixed assets	46	340
Opening Bal Adjustment	-	48
Adjustments for movements in working capital		
Decrease in debtors	(145)	(2,214)
Increase / (decrease) in creditors	476	(327)
Net cash outflow from operating activities	<u>(5,647)</u>	<u>(7,509)</u>

12.2 Capital expenditure and financial investment

	Note	2008-09 £000	2007-08 £000
Purchase of fixed assets		812	276
Transferred in assets		<u>105</u>	-
		<u>917</u>	<u>276</u>

12.3 Reconciliation of financing

	Note	2008-09 £000	2007-08 £000
Gross Grant - DFP Resource Account		18,394	18,552
Accruing Resources applied		<u>(11,832)</u>	<u>(10,965)</u>
Net Grant	11	<u>6,562</u>	<u>7,587</u>

When these accounts were drawn up, the DFP Resource Account for 2009 had not been finalised and the final figures for the amount appropriated were not available. Reconciliation will be made in the 2010 accounts if required.

13. Capital Commitments

In November 2008 a contract was signed for the procurement of scanning and data capture of the Northern Ireland civil registration registers. Over a three year period the capital cost is estimated at £2.5m (2007: nil). The budget profile is given in the table below, however, at this stage it is possible that there may be some accelerated spend between 2009/10 and 2010/11.

2008-09 £000	2009-10 £000	2010-11 £000
750	1,000	750

14. Contingent Liabilities

The former Minister for Finance and Personnel announced measures in May 2008 to address equal pay issues in the Northern Ireland Civil Service. The present Minister for Finance and Personnel has assured NIPSA of the commitment to resolve the equal pay issue, if possible, through a negotiated settlement and without the need for litigation. In May 2009 he confirmed to NIPSA that a settlement offer had not been made but that he had instructed officials to work intensively with NIPSA to establish, as clearly as possible, parameters within which a negotiated settlement might be reached so that he, in conjunction with his Ministerial colleagues in the Executive, can consider how the matter should be taken forward.

NIPSA has lodged equal pay claims with the Industrial Tribunal on behalf of its female members in the AA, AO and EOII and analogous grades in the NICS. The Department of Finance and Personnel (DFP) has assessed the potential impact of these equal pay claims and the wider equal pay issue against relevant accounting standards, in particular FRS 12. The ministerial statements have created an obligation on the part of the NICS to comply with equal pay legislation and to address any anomalies that may exist in its present pay and grading structures. However, DFP considers that a reliable estimate cannot be made, at this point in time, of the potential liability to resolve the issue. This is as a result of the complexities associated with the resolution of the issue, including establishing clearly the extent to which the claims may be valid, the groups of staff that might be entitled to a payment and the size of those payments. Consequently, DFP does not consider that it is possible to reach a reliable estimate of the obligation, and thus make a provision under the criteria set out in FRS12.

An individual has taken a complaint to the Industrial Tribunal. The case is with the DFP Departmental Solicitors, however, it is not expected to be heard until later in 2009. In 2008 there were no contingent liabilities.

15. Inter Government Balances

	Debtors: Amounts falling due within one year £000	Debtors: Amounts falling due after more than one year £000	Creditors: Amounts falling due with one year £000	Creditors: Amounts falling due after more than one year £000
Balances with other central government bodies	2,562	-	534	-
Balances with Local Authorities	476	-	1,200	-
Balances with NHS Trusts	-	-	-	-
Balances with public corporations and trading funds	-	-	-	-
Subtotal: intra-government balances	3,038	-	1,734	-
Balances with bodies external to government	670	-	248	-
At 31 March 2009	3,708	-	1,982	-
Balances with other central government bodies	2,933	-	28	-
Balances with Local Authorities	459	-	1,163	-
Balances with NHS Trusts	-	-	-	-
Balances with public corporations and trading funds	-	-	-	-
Subtotal: intra-government balances	3,392	-	1,191	-
Balances with bodies external to government	171	-	315	-
At 31 March 2008	3,563	-	1,506	-

16. Financial Instruments

Categories of financial instruments

FRS29 Financial Instruments: Disclosures requires disclosure that enables evaluation of the significance of financial instruments for the Department'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 Government Agencies are financed, NISRA is not exposed to the degree of financial risk faced by business entities.

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".

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

Cash at bank and in hand comprises cash and demand deposits with banks. As at 31 March 2009, the carrying value of cash at bank approximates its fair value due to its short term nature.

17. 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. During the year, the Agency has had a number of material transactions with the Department.

The Department of Finance and Personnel (DFP) and its Agencies implemented a new Oracle based accounting solution on 3rd December 2007. The system, which is known as Account NI, has seen the transfer of financial transaction processing from the Department's Finance Division to a new Shared Service Centre.

In addition, NISRA had a number of material transactions with other Government Departments and other central Government bodies. Most of these have been with the Department of Enterprise Trade and Investment (DETI), Department of the Environment (DOE), Department of Education (DE), Department of Agriculture and Rural Development (DARD) and Department of Health, Social Services and Public Safety (DHSSPS) and its executive agencies. For further details please see note 15 to the accounts.

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.

18. Events Occurring After the Balance Sheet Date

The accounts were authorised for issue on 3 July 2009 by the Accounting Officer. There were no events occurring after the balance sheet date that required disclosure.



information & publishing solutions

Published by TSO (The Stationery Office) and available from:

Online

www.tsoshop.co.uk

Mail, Telephone, Fax & E-mail

TSO

PO Box 29, Norwich, NR3 1GN

Telephone orders/General enquiries: 0870 600 5522

Fax orders: 0870 600 5533

E-mail: customer.services@tso.co.uk

Textphone 0870 240 3701

TSO@Blackwell and other Accredited Agents

Customers can also order publications from:

TSO Ireland

16 Arthur Street, Belfast BT1 4GD

Tel 028 9023 8451 Fax 028 9023 5401

