

SUMMARY OF MAIN CHANGES – DEPARTMENT YELLOW: ILLUSTRATIVE STATEMENTS

No substantive changes for 2021-22

202X–2Y Department Yellow: illustrative statements

1. The illustrative statements for “Department Yellow” (a fictitious departmental grouping) comprise:

A) Accountability Report

- Corporate Governance Report which, as a minimum, must include the Directors’ Report; the Statement of Accounting Officer’s Responsibilities; and the Governance Statement. (see FReM 6.4.1-2)
- Remuneration and Staff Report
- Assembly Accountability and Audit Report, which comprises:
 - Statement of Outturn against Assembly Supply (SOAS) and supporting notes,
 - Other Assembly Accountability Disclosures, and
 - The Certificate and Report of the C&AG (see FReM 6.8.1-5)

B) Financial Statements

- Consolidated Statement of Comprehensive Net Expenditure (SoCNE)
- Consolidated Statement of Financial Position (SoFP)
- Consolidated Statement of Cash Flows (SoCF)
- Consolidated Statement of Changes in Taxpayers’ Equity (SoCiTE)
- Notes to the accounts.

2. These statements are for illustration only and should only be followed as the circumstances of an individual department dictate. The accounts do not show every line item which may be necessary in the circumstances of an individual department and each department should assess whether disclosures are relevant and material to its circumstances.
3. In line with the implementation of the Simplifying and Streamlining Accounts project and the requirements of IAS 1, notes to the accounts will only be required for material balances. The removal of non-material balances, with a recognition that materiality is not restricted to just monetary value, will significantly streamline and simplify the accounts ensuring that the user is only presented with and can focus on relevant and material information. There will be no diminution of audit scope or depth, only the presentation of the information will be affected. However, specific notes should still be reported for those entities covered by Managing Public Money Northern Ireland, where additional disclosures are necessary to meet Assembly Accountability requirements. Entities should refer to the IASB Materiality Practice Statement 2 for further guidance on how to apply materiality to the financial statements.

A) Accountability Report

Remuneration and Staff Report

a. Remuneration Report

Entities should prepare the remuneration report as specified in the FReM and any additional DoF guidance.

b. Staff Report

1. Staff numbers and related costs (and relevant disclosures) have been relocated to Remuneration and Staff Report and may be cross referenced from the notes to the financial statements.
2. Entities should provide an analysis of staff costs and numbers distinguishing between:
 - Staff with a permanent (UK) employment contract with the entity;
 - Other staff engaged on the objectives of the entity (for example, short term contract staff, agency/temporary staff, locally engaged staff overseas and inward secondments where the entity is paying the whole or the majority of their costs). Where the number of staff under any one category of 'other staff' is significant (by number or cost), that category should be separately disclosed.
 - Ministers; and
 - Special advisers
3. Department's should refer to the FReM and any additional DoF guidance for details of other elements that will be required to be disclosed in the staff report. These comprise of:
 - Staff composition
 - Off payroll disclosures
 - Consultancy costs
 - Sickness absence data
 - Number of SCS (or equivalent) staff by band
 - Staff policies applied in year
 - Staff turnover
 - Staff engagement scores
 - Exit packages
 - Other employee matters

Staff Costs

The following section is subject to audit.

	Permanently employed staff*	Others	Ministers	202X-2Y £000 Total	202W-2X £000 Total
Wages and salaries					
Social security costs					
Other pension costs					
Sub Total					
Less recoveries in respect of outward secondments					
Total net costs**					
Of which:					
	Charged to Administration	Charged to Programme	Total		
Core department					
Agencies					
Total net costs					

* The 202X-2Y figures include the cost of the Department's Special Adviser who was paid in the pay band £XXX - £XXX(202W-2X £XXX- £XXX).

**Of the total, £XXX has been charged to capital.

NB: The following text is written in the context of membership of the Northern Ireland Civil Service Pension Schemes. Departments and agencies should write the note in the context of the scheme of which they are members. The wording is illustrative only and, for application to the Northern Ireland Civil Service Pension Schemes, reference should be made to the “Guidance on the format of the remuneration report” letter issued to Finance Directors for the recommended wording for the year in question.

The Northern Ireland Civil Service main pension schemes are unfunded multi-employer defined benefit schemes but (*insert employer's name*) is unable to identify its share of the underlying assets and liabilities.

The Public Service Pensions Act (NI) 2014 provides the legal framework for regular actuarial valuations of the public service pension schemes to measure the costs of the benefits being provided. These valuations inform the future contribution rates to be paid into the schemes by employers every four years following the scheme valuation. The Act also provides for the establishment of an employer cost cap mechanism to ensure that the costs of the pension schemes remain sustainable in future.

The Government Actuary's Department (GAD) is responsible for carrying out scheme valuations. The Actuary reviews employer contributions every four years following the scheme valuation. The 2016 scheme valuation was completed by GAD in March 2019. The outcome of this valuation was used to set the level of contributions for employers from 1 April 2019 to 31 March 2023.

The 2016 Scheme Valuation requires adjustment as a result of the 'McCloud remedy'. The Department of Finance also commissioned a consultation in relation to the Cost Cap element of Scheme Valuations which closed on 25 June 2021. The Cost Cap mechanism is a measure of scheme costs and determines whether member costs or scheme benefits require adjustment to maintain costs within a set corridor. By taking into account the increased value of public service pensions, as a result of the 'McCloud remedy', scheme cost control valuation outcomes will show greater costs than otherwise would have been expected. On completion of the consultation process the 2016 Valuation will be completed and the final cost cap results will be determined.

A case for approval of a Legislative Consent Motion (LCM) has been laid in the Assembly to extend the Public Service Pensions and Judicial Offices Bill to Northern Ireland. An LCM allows the Assembly to consent to legislation for Northern Ireland being made by the UK Parliament for devolved matters. The UK Bill will legislate how the government will remove the discrimination identified in the McCloud judgment. The Bill also includes provisions that employees will not experience any detriment if the adjusted valuation costs breach the set cost cap ceiling but any breaches of the cost cap floor (positive employee impacts) in the completed valuations will be honoured.

For 202X–2Y, employers' contributions of £XXXX were payable to the NICS pension arrangements (202W-202X £XXXX) at one of three rates in the range 28.7% to 34.2% of pensionable pay, based on salary bands.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employers' contributions of £XXXX (202W-202X £XXXX) were paid to one or more of the panel of two appointed stakeholder pension providers. Employer contributions are age-related and range from 8% to 14.75% (202W-202X, 8% to 14.75%) of pensionable pay.

The partnership pension account offers the member the opportunity of having a 'free' pension. The employer will pay the age-related contribution and if the member does contribute, the employer will pay an additional amount to match member contributions up to 3% of pensionable earnings.

Employer contributions of £XXXX, 0.5% (202W-202X £XXXX, 0.5%) of pensionable pay, were payable to the NICS Pension schemes to cover the cost of the 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 reporting period date were £XXXX. Contributions prepaid at that date were £XXXX.

X persons (202W-202X: X persons) retired early on ill-health grounds; the total additional accrued pension liabilities in the year amounted to £XXXX (202W-202X: £XXXX).

Average number of persons employed

The following section is subject to audit.

The average number of whole-time equivalent persons employed during the year was as follows. These figures include those working in the department as well as in agencies and other bodies included within the consolidated departmental accounts (*Other columns can be added where appropriate*):

Activity	Permanently employed staff	Others	Ministers	Special advisers	202X-2Y	202W-2X
					Number	Number
					Total	Total
1						
2						
3						
Staff engaged on capital projects						
Total						
Of which:						
Core department						
Agencies						
Total						

Reporting of Civil Service and other compensation schemes - exit packages

The following section is subject to audit

Comparative data to be shown (in brackets) for previous year.

Core Department & Agencies			
Exit package cost band	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band
<£10,000			
£10,000 - £25,000			
£25,000 - £50,000			
£50,000 - £100,000			
£100,000- £150,000			
£150,000- £200,000			
Total number of exit packages			
Total resource cost /£000			

Redundancy and other departure costs have been paid in accordance with the provisions of the Civil Service Compensation Scheme (Northern Ireland) (CSCS(NI)), a statutory scheme made under the Superannuation (Northern Ireland) Order 1972. The table above shows the total cost of exit packages agreed and accounted for in 2021-22 and 2020-21. £xxx exit costs were paid in 2021-22, the year of departure (2020-21 £xxx). Where the department has agreed early retirements, the additional costs are met by the department and not by the Civil Service pension scheme. Ill-health retirement costs are met by the pension scheme and are not included in the table.

[Note: entities should provide additional text if any payments are not covered by the CSCS(NI), for instance, ex-gratia payments agreed with DoF or scheme details where using another scheme. Other schemes are most likely to apply in NDPBs not listed in Schedule I to the Superannuation (Northern Ireland) Order 1972 and may apply different statutory compensation terms.]

Statement of Outturn against Assembly Supply (SOAS)

In order to ensure consistency and clarity in SOAS disclosures, mandatory standardised text has been developed to explain the role of the SOAS.

The following text must be included as part of the SOAS disclosures:

In addition to the primary statements prepared under IFRS, the Government Financial Reporting Manual (FReM) requires [the department] to prepare a Statement of Outturn against Assembly Supply (SOAS) and supporting notes.

The SOAS and related notes are subject to audit, as detailed in the Certificate and Report of the Comptroller and Auditor General to the Northern Ireland Assembly.

The SOAS is a key accountability statement that shows, in detail, how an entity has spent against their Supply Estimate. Supply is the monetary provision for resource and cash (drawn primarily from the Consolidated Fund), that the Assembly gives statutory authority for entities to utilise. The Estimate details Supply and is voted on by the Assembly at the start of the financial year and is then normally revised by a Supplementary Estimate at the end of the financial year. It is the final Estimate, normally the Spring Supplementary Estimate, which forms the basis of the SOAS.

Should an entity exceed the limits set by their Supply Estimate, called control limits, their accounts will receive a qualified opinion.

The format of the SOAS mirrors the Supply Estimates to enable comparability between what the Assembly approves and the final outturn. The Supply Estimates are voted by the Assembly and published on the DoF website.

The supporting notes detail the following: Outturn detailed by Estimate line, providing a more detailed breakdown (note 1); a reconciliation of outturn to net operating expenditure in the SOCNE, to tie the SOAS to the financial statements (note 2); a reconciliation of net resource outturn to net cash requirement (note 3); an analysis of income payable to the Consolidated Fund (note 4), a reconciliation of income recorded within the Statement of Comprehensive Net Expenditure to operating income payable to the Consolidated Fund (note 5); and detail on non-operating income – excess Accruing Resources (note 6).

Preparers must either explain the budgeting framework here, for example through a flow of funds diagram, or link to where this has been provided in the performance report (as noted in the FReM, 5.4.5 a)). Example text is as follows:

The SOAS and Estimates are compiled against the budgeting framework, which is similar to, but different to, IFRS. An understanding of the budgeting framework and an explanation of key terms is provided on page XX, in the financial review section of the performance report. Further information on the Public Spending Framework and the reasons why budgeting rules are different to IFRS can also be found in chapter 1 of the Consolidated Budgeting Guidance, available on gov.uk.

In addition, preparers should reference users to the discussion of financial performance in the Performance Report, where this requirement has been complied with. Where this requirement has not been complied with, commentary on outturn against estimate variances must instead be provided in the SOAS. Example text is as follows:

The SOAS provides a detailed view of financial performance, in a form that is voted on and recognised by the Assembly. The financial review, in the Performance Report, provides a summarised discussion of outturn against estimate and functions as an introduction to the SOAS disclosures.

Where the department has an Excess Vote for one of the reasons given in the 'Supply Estimates in Northern Ireland Guidance Manual' or 'Managing Public Money Northern Ireland' (as appropriate), the department should insert this note and provide an explanation of why the Excess was incurred and how this has affected performance, if not already provided elsewhere:

The department has incurred an Excess of [insert amount] because [insert reason]. The department will seek Assembly approval by way of an Excess Vote in a Budget Act at the first opportunity.

Preparers, when compiling the SOAS should still bear in mind the guidance in 6.6.9 a) that preparers may find it useful to provide further context and explanation over and above the minimum requirements detailed in 6.6 and throughout these illustrative statements; for example, by adding further explanatory text and indicating where information reconciles to other parts of the financial statements.

Summary tables – mirror Part II and III of the Estimates

Summary table, 202X – 2Y, all figures presented in £000

Type of spend	Note	Outturn			Estimate			Outturn vs Estimate, saving / (excess)	Prior Year Outturn Total, 202W-2X
		Gross Expenditure	Accruing Resources	Net Total	Gross Expenditure	Accruing Resources	Net Total	Net Total	
Request for Resources									
A	SOAS 1								
B	SOAS 1								
C	SOAS 1								
Total Resources	SOAS 2								
Non-operating Accruing Resources									

Net cash requirement 202X – 2Y, all figures presented in £000

Item	Note	Outturn	Estimate	Outturn vs Estimate, saving/(excess)	Prior Year Outturn Total, 202W – 2X
Net Cash requirement	SOAS 3				

Summary of income payable to the Consolidated Fund

In addition to accruing resources, the following income relates to the department and is payable to the Consolidated Fund (cash receipts being shown in italics)

	Note	Forecast 202X-2Y		Outturn 202X-2Y	
		Income	Receipts	Income	Receipts
Total amount payable to the Consolidated Fund	SOAS 4				

Where the department has a reportable Prior Period Adjustment, the department should insert the following text: The department has Prior Period Adjustments (PPAs) resulting from [insert reason]. It is proper for the department to seek Assembly authority for the provision that should have been sought previously. In 20XX-XX, the following such PPAs have been made, which have been included within voted Supply in the Estimate.

PPA Description	Resource	DEL/AME/NON BUDGET	Amount/ £000

Guidance on PPAs and what they are is included in the Consolidated Budgeting Guidance.

Preparers should note 6.6.8 c) in the FReM and include any commentary as relevant.

Notes to the Statement of Outturn against Assembly Supply, 202X – 2Y (£000)

This note mirrors Part II of the Estimates: (Revised) Subhead Detail and Resource to Cash Reconciliation.

SOAS note 1. Outturn detail, by Estimate line

Type of spend	Resource outturn						Estimate			Outturn vs Estimate (inc virements), saving/ (excess)	Prior Year Outturn Total, – 202W-2x
	Admin	Other Current	Grants	Gross expenditure	Accruing Resources	Net Total	Net Total	Virements*	Net Total inc. virements		
Request for Resources A:											
<i>Central Government spending</i>											
Function A-1											
Function A-2											
Function A-3											
Total											
Request for Resources B:											
Function B-1											
Function B-1											
Total											
Request for Resources C:											
Function C-1											
Function C-2											
Function C-3											
Total											
Resource Outturn											

The table above should follow the format of Part II (Revised) Subhead Detail in the Estimates. Also, AR cannot be higher than AR Estimate or gross expenditure outturn for each RfR.

Text to include: *Virements are the reallocation of provision in the Estimates that do not require Assembly authority (because the Assembly does not vote to that level of detail and delegates to DoF). Further information on virements are provided in the Supply Estimates in Northern Ireland Guidance Manual, available on the DoF website.

The Outturn vs Estimate column is based on the total including virements. The Estimate total before virements have been made is included so that users can reconcile this Estimate back to the Estimates approved by the Assembly.

Departments should insert a brief explanation here of the variances between Estimate and outturn for each Request for Resources.

Detailed explanations of the variances are given in the Management Commentary.

Key to Request for Resources and Functions *[only if shoulder headings are not included in the body of the note.]*

Request for resources A – *[Insert description]*

- Function A-1 – *[insert description]*
- Function A-2 – *[insert description]*
- Function A-3 – *[insert description]*

etc.

SOAS note 2. Reconciliation of outturn to net operating expenditure

Item	Note	Outturn	Supply Estimate	Outturn compared with Estimate	Prior Year Outturn Total, 202W-2X
Net Resource Outturn	SOAS 1				
Prior Period Adjustments					
Non-supply income (CFERs)	SOAS 4				
Non-supply expenditure*					
Net Operating Expenditure in Consolidated Statement of Comprehensive Net Expenditure		SOCNE			

**Consolidated Fund Standing Services and expenditure financed by the National Insurance Funds.*

Text to include: As noted in the introduction to the SOAS above, outturn and the Estimates are compiled against the budgeting framework, which is similar to, but different from, IFRS. Therefore, this note reconciles the resource outturn to net operating expenditure, linking the SOAS to the financial statements.

Reconciling items must be explained, if not already explained elsewhere, with reference to where and why budgeting rules diverge from IFRS. For example:

Capital grants / Research and Development (R&D) are budgeted for as Capital DEL, but accounted for as spend on the face of the SOCNE, and therefore function as a reconciling item between Resource and Net Operating Expenditure. £Xm of capital grants / R&D were issued to X for the purposes of Y....

If the total resource outturn in the SOAS is the same as net operating expenditure in the SoCNE, no reconciliation is required and a written statement can instead be included stating this is the case.

Please note, the use of an 'other' row in the table above is only illustrative and preparers should provide relevant detail of other reconciling items (such as PFI, R&D, etc).

SOAS note 3. Reconciliation of net resource outturn to net cash requirement

This note mirrors Part II of the Estimates: Resource to Cash Reconciliation.

Item	Note	Outturn total	Estimate	Outturn vs Estimate, Saving / (excess)
Resource outturn		<i>This figure will include profit or loss on disposal of assets</i>		
Capital	SOAS 1			
Acquisition of property, plant and equipment				<i>Accruals basis – not cash. They might, therefore, differ from the statement of cash flows.</i>
Investments				
Non-operating Accruing Resources				
Net Book Value of asset disposals				<i>Outturn reported should always be the NBV of the asset disposed of, and must be no higher than the Estimate.</i>
Accruals to cash adjustments				
Adjustments to remove non-cash items:	3,4			<i>Excludes non-cash items that do not pass through Statement of Outturn against Assembly Supply.</i>
Depreciation, impairments and revaluations				<i>Profit or loss on disposal of assets should not be included as non-cash as NBV is used above to align with Estimates.</i>
New provisions and adjustments to previous provisions				
Prior period adjustments				
Other non-cash items				
Adjustments to reflect movements in working balances:				<i>See example in Consolidated Fund. This might differ from the statement of cash flows.</i>
Increase/(decrease) in inventories				
Increase/(decrease) in receivables				
(Increase)/decrease in payables due within one year				
Changes in payables falling due after more than one year				<i>Excludes NLF loans falling due after more than 1 yr</i>
Use of provisions	17			
Excess cash receipts surrenderable to the Consolidated Fund	SOAS 4			<i>See Consolidated Fund example 10. Net cash requirement outturn cannot be negative. Excess cash should be surrendered within this category.</i>
Net cash requirement		Net cash requirement CANNOT be negative.		

Text to include: As noted in the introduction to the SOAS above, outturn and the Estimates are compiled against the budgeting framework, not on a cash basis. This reconciliation bridges the resource outturn to the net cash requirement.

Commentary explaining reconciling items may be included if preparers believe it will be of use to users. Preparers may also find it useful to indicate how the NCR reconciles to the cash flow in the financial statements (although the cash flow includes funding from the Consolidated Fund (Supply) and so usually won't directly reconcile to NCR). Please note, the rows in the table above are illustrative, additional rows may be needed or can be removed if nil balance.

SOAS note 4. Amounts of income to the Consolidated Fund

This note mirrors Part III of the Estimates: Extra Receipts Payable to the Consolidated Fund.

SOAS 4.1 Analysis of income payable to the Consolidated Fund

In addition to income retained by the department, the following income is payable to the Consolidated Fund (cash receipts being shown in italics).

Item	Note	Forecast 202X-2Y		Outturn 202X-2Y	
		Income	Receipts	Income	Receipts
Operating income and receipts – excess Accruing Resources		<i>See Consolidated Fund example 5</i>			
Other operating income and receipts not classified as Accruing Resources		<i>See Consolidated Fund example 6</i>			
Sub-totals of operating income and receipts surrenderable to the Consolidated Funds					
Non-operating income and receipts – excess Accruing Resources	SOAS 6	<i>See Consolidated Fund example 8</i>			
Amounts collected on behalf of the Consolidated Fund	SOAS 4.2	<i>Not applicable where a Trust Statement is prepared</i>			
Excess cash surrenderable to the Consolidated Fund	SOAS 3	<i>See Consolidated Fund example 10</i>			
Total amount payable to the Consolidated Fund					

Preparers should consider adding explanatory text for this note, explaining its purpose and how it reconciles to other parts of the financial statements.

NB excess income is determined on a RfR basis as the Assembly approves separate Accruing Resources totals for each RfR.

SOAS 4.2 Consolidated Fund Income

The below statement should be included where separate trust statements are published for the department: Consolidated Fund income shown in note SOAS4.1 above does not include any amounts collected by the department where it was acting as agent of the Consolidated Fund rather than as principal. Full details of income collected as agent for the Consolidated Fund are in the department's Trust Statements published separately from but alongside these financial statements.

Where the department collects income as an agent of the Consolidated Fund and doesn't prepare a Trust Statement, disclosure should be made in the note in the format below:

Consolidated Fund income shown in note SOAS 4.1 above does not include any amounts collected by the department where it was acting as agent for the Consolidated Fund rather than as principal. The amounts collected as agent for the Consolidated Fund (which are otherwise excluded from the group financial statements) were:

A description of the main income streams should be included together with any other explanations that may be necessary to provide a full understanding of the reported transactions

Item	Outturn Total	Prior Year Outturn Total, 202W-2X
Taxes and licence fees		
Fines and penalties		
Other Income		
Less:		
Cost of collection – <i>where deductible</i>		
Uncollectible debts		
----- Amount payable to the Consolidated Fund		
----- Balance held at the start of the year		
Payments into the Consolidated Fund		
Balance held on trust at the end of the year		

SOAS note 5. Reconciliation of income recorded within the Statement of Comprehensive Net Expenditure to operating income payable to the Consolidated Fund

Item	Note	202X-2Y £000	202W-2X £000
Operating income	5		
Adjustments for transactions between RfRs			
Gross income			
Income authorised to be Accruing Resources			
Operating income payable to the Consolidated Fund	SOAS 4.1		

Total income in the Statement of Comprehensive Net Expenditure.

Reverse eliminations of inter-RfR transactions.

Deduct the lower of Accruing Resources income and Estimate

Sub-total equals outturn less authorised to be Accruing Resources and should agree with subtotal in Note SOAS 4.1.

SOAS note 6. Non-operating income – Excess Accruing Resources

Item	202X-2Y £000	202W-2X £000
Principal repayments of voted loans		
Proceeds on disposal of property, plant and equipment		
Other (analysed as appropriate)		
Non-operating income – excess Accruing Resources		

Other Assembly Accountability Disclosures

Department's should refer to the FReM and any additional guidance from DoF for details of other disclosures that will be required to be disclosed under the Assembly accountability section.

i. Losses and special payments

The following sections are subject to audit

Losses Statement

Departments should include a note on losses if the total value exceeds £250,000. Individual losses of more than £250,000 should be noted separately.

		202X-2Y £000 Core Department & Agencies	202W-2X £000 Core Department & Agencies
Total number of losses	<i>Comparatives should be given for category totals. The list of cases need only be provided for the current year.</i>		
Total value of losses (£000)			
Details of losses over £250,000	<i>Details of the individual cases should include the name of the entity where the loss or special payment arose. Where the headings are not appropriate they do not need to be disclosed.</i>		
Cash losses			
<i>[List cases]</i>			
Claims abandoned			
<i>[List cases]</i>			
Administrative write-offs			
<i>[List cases]</i>			
Fruitless payments			
<i>[List cases]</i>			
Store Losses			
<i>[List payments]</i>			

Departments should provide details of individual cases over £250,000 including the name of the entity where the loss arose. Where the headings for different types of losses are not appropriate they do not need to be disclosed.

Special Payments

Departments should include a note on special payments if the total value exceeds £250,000. Individual payments of more than £250,000 should be noted separately.

		202X-2Y £000 Core Department & Agencies	202W-2X £000 Core Department & Agencies
Total number of special payments	<i>Comparatives should be given for category totals. The list of cases need only be provided for the current year.</i>		
Total value of special payments (£000)			
Details of special payments over £250,000			
<i>[List cases]</i>			

Departments should provide details of individual cases over £250,000 including the name of the entity where the special payment arose. In the case of reporting on special payments which are severance payments, the detail to be disclosed should include the number of special severance payments made, the total amount paid out, and the maximum (highest), minimum (lowest) and median values of payments made. Where a department's reporting of special severance payments does not include some or all of these details in circumstances in which doing so would

conflict with a legal obligation arising as a result of the Data Protection Act 2018, or otherwise, this fact should also be disclosed.

Other payments

If departments have made any other significant payments, including making gifts, these should be disclosed.

ii. Fees and Charges

This section is subject to audit

Where the income and full cost of the service are material in the context of the financial statements departments should provide the additional fees and charges disclosures as detailed in the FReM. The analysis should include the following information for each service:

- i. the financial objective(s) and performance against the financial objective(s);*
- ii. the full cost and unit costs charged in year;*
- iii. the total income received in year;*
- iv. the nature/extent of any subsidies or overcharging*

iii. Remote Contingent Liabilities

This section is subject to audit

In addition to contingent liabilities reported within the meaning of IAS 37, the department also reports liabilities for which the likelihood of a transfer of economic benefit in settlement is too remote to meet the definition of contingent liability. ***[Insert list with explanatory narrative]***

B) Financial Statements

In line with the implementation of the Simplifying and Streamlining Accounts project, notes to the accounts will only be required for material balances. The removal of non-material balances, with a recognition that materiality is not restricted to just monetary value, will significantly streamline and simplify the accounts ensuring that the user is only presented with and can focus on relevant and material information. There will be no diminution of audit scope or depth, only the presentation of the information will be affected.

Consolidated Statement of Comprehensive Net Expenditure

for the year ended 31 March 202Y

This account summarises the expenditure and income generated and consumed on an accruals basis. It also includes other comprehensive income and expenditure, which include changes to the values of non-current assets and other financial instruments that cannot yet be recognised as income or expenditure.

Row headings in this statement should be based on a department's material sources of income and expenditure. Where a department considers that an alternative format is required to improve the understanding of the body's financial performance, they should seek the approval of the relevant authority.

		202X-2Y	202W-2X
	Note (if material)	Core Department & Agencies £000	Core Department & Agencies £000
Revenue from contracts with customers	5		
Other operating income	5		
Total Operating Income			
Staff Costs	3,4		
Purchase of goods and services	3,4		
Depreciation and impairment charges	3,4		
Provision Expense	3,4		
Other Operating Expenditure	3,4		
Total operating expenditure			
Net Operating Expenditure			
Finance Income			
Finance Expense			
Net expenditure for the year			
Other comprehensive net expenditure			
Items that will not be reclassified to net operating expenditure:			
- Net (gain)/loss on revaluation of Property, Plant and Equipment	6		
- Net (gain)/loss on revaluation of Intangible Assets	7		

202X-2Y

202W-2X

- Actuarial gain/loss on pension scheme liabilities

Items that may be reclassified to net operating expenditure:

- Net (gain)/loss on revaluation of investments

Comprehensive net expenditure for the year

Consolidated Statement of Financial Position

as at 31 March 202Y

In line with the implementation of the Simplification and Streamlining Accounts project, departments will still be responsible for adding sub-headings to the statement as necessary.

This statement presents the financial position of [*the department*]. It comprises three main components: assets owned or controlled; liabilities owed to other bodies; and equity, the remaining value of the entity.

	Note (if material)	202Y Core Department & Agencies £000	202X Core Department & Agencies £000
Non-current assets:			
Property, plant and equipment	6		
Investment properties	8		
Intangible assets	7		
Trade & other receivables	15		
Financial assets	10/15	<i>Investments</i>	<i>Investments</i>
Total non-current assets		Total non-current assets (A)	Total non-current assets (A)
Current assets:			
Assets classified as held for sale	12	<i>IFRS 5 disclosures should be provided as necessary</i>	<i>IFRS 5 disclosures should be provided as necessary</i>
Inventories	13		
Trade and other receivables	15		
Contract Assets	15		
Other current assets	15		
Financial assets	10/15	<i>Receivable within 12 months</i>	
Cash and cash equivalents	14		
Total current assets		Total current assets (B)	Total current assets (B)
Total assets		Total	Total
Current liabilities			
Trade and other payables	16	<1 year	<1 year
Contract Liabilities	16		
Provisions	17		
Other liabilities			
Total current liabilities		Total current liabilities (C)	Total current liabilities (C)
Total assets less current liabilities		Total (A+B-C)	Total (A+B-C)
Non-current liabilities			
Provisions	17	<i>Provisions</i>	<i>Provisions</i>
Other payables	16	>1 year	>1 year
Other liabilities	16		
Retirement benefit obligations	19		
Total non-current liabilities		Total non-current liabilities (D)	Total non-current liabilities (D)
Total assets less total liabilities		Total (A+B-C-D)	Total (A+B-C-D)

	202Y	202X
Taxpayers' equity & other reserves:		
General fund		
Revaluation reserve		
Total equity	<i>Total</i>	<i>Total</i>

(Signed) (Accounting Officer)
[date]

Consolidated Statement of Cash Flows

for the year ended 31 March 202Y

The Statement of Cash Flows shows the changes in cash and cash equivalents of [the department] during the reporting period. The statement shows how the department generates and uses cash and cash equivalents by classifying cash flows as operating, investing and financing activities. The amount of net cash flows arising from operating activities is a key indicator of service costs and the extent to which these operations are funded by way of income from the recipients of services provided by the department. Investing activities represent the extent to which cash inflows and outflows have been made for resources which are intended to contribute to the departments' future public service delivery.

In line with the implementation of the Simplifying and Streamlining Accounts project proposes cash flows arising from financing activities have been amalgamated to show only net flows. Additional lines not currently shown related to finance costs and revenues have also been included. Departments will retain the flexibility and freedom to add additional headings as necessary for their individual circumstances.

		202X-2Y	202W-2X
	Note (if material)	Core Department & Agencies £000	Core Department & Agencies £000
Cash flows from operating activities			
Net operating expenditure			
Adjustments for non-cash transactions (Increase)/Decrease in trade and other receivables ¹	3, 4	<i>From Statement of Financial Position: balance at 31 March 201Y less balance at 31 March 202X</i>	
(Increase)/Decrease in Inventories		<i>From Statement of Financial Position: balance at 31 March 201Y less balance at 31 March 202X</i>	
Increase/(Decrease) in trade and other payables ¹			
Use of provisions	17		
Net cash inflow/(outflow) from operating activities	SOAS3		
Cash flows from investing activities			
Purchase of non-financial assets ²	6,7	<i>Expenditure taken from note 6+7 adjusted for capital (inc PFI and other service concession arrangements) payables.</i>	
Proceeds from disposal of non-financial assets		<i>Cash proceeds – that is, receivables are excluded.</i>	
Purchase of financial assets ²			
Proceeds from disposal of financial assets		<i>Cash proceeds – that is, receivables are excluded.</i>	
Net cash inflow/(outflow) from investing activities	SOAS3		
Cash flows from financing activities³			
From the Consolidated Fund (Supply) – current year ⁴			
From the Consolidated Fund (Supply) – prior year ⁵			
From the Consolidated Fund (non-Supply) ⁶			
Net Financing from the National Insurance Fund			
Net Financing from the Contingencies Fund and National Loans Fund			
Capital element of payments in respect of finance leases and on-balance sheet (SoFP) PFI contracts ⁷			

Net financing

Net increase/(decrease) in cash and cash equivalents in the period before adjustment for payments to the Consolidated Fund

Payments of amounts due to the Consolidated Fund⁸

Net increase/(decrease) in cash and cash equivalents in the period after adjustment for receipts and payments to the Consolidated Fund
Cash and cash equivalents at the beginning of the period

14 *Opening cash and cash equivalents as per note ref*

Cash and cash equivalents at the end of the period

14 *Closing cash and cash equivalents as per note ref*

1. *Less movements in receivables/payables relating to items not passing through the Statement of Comprehensive Net Expenditure. Movements include: departmental balances with the Consolidated Fund; and receivables/payables linked to financing – NLF loans (principal and interest), capital receivables, finance leases and PFI and other service concession arrangements. Where material these lines should be included in the Statement.*
2. *Where the purchases for asset classes are material (e.g. PPE, intangibles or share purchases) these should be disclosed separately*
3. *A reconciliation of liabilities from financing activities will need to be included as per IAS 7 – See Note 14. Cross references to Note 14.1 should be included where relevant.*
4. *This is the amount received from the Consolidated Fund in respect of the current year.*
5. *This is the amount received from the Consolidated Fund that relates to the prior year.*
6. *This is the financing associated with Consolidated Fund Standing Services and should equal the figure shown as Standing Services in the General Fund note.*
7. *Capital expenditure in respect of finance leases and on-balance sheet (SoFP) PFI contracts and other service concession arrangements adjusted for relevant receivables and payables.*
8. *Cash paid over to the Consolidated Fund under any category.*

Consolidated Statement of Changes in Taxpayers' Equity

for the year ended 31 March 202Y

This statement shows the movement in the year on the different reserves held by [the Department], analysed into 'general fund reserves' (i.e. those reserves that reflect a contribution from the Consolidated Fund). The Revaluation Reserve reflects the change in asset values that have not been recognised as income or expenditure. The General Fund represents the total assets less liabilities of a department, to the extent that the total is not represented by other reserves and financing items.

In line with the implementation of the Simplifying and Streamlining Accounts project proposes a change to this statement which removes unnecessary complexity and a significant amount of extraneous detail that does not assist the user, while retaining those elements that are essential to reflect the supply funded nature of departments – e.g. departments funded from Supply (or grant-in-aid) will need to adapt the format to disclose transactions with the General Fund. Departments will retain the flexibility and freedom to add additional headings as necessary to capture all transactions passing through reserves; for example CFERs payable to the consolidated fund. This information should be provided for the core department and its agencies and for the departmental group on a consolidated basis.

	Note (if material)	General Fund	Revaluation Reserve	Taxpayers' Equity
		£000	£000	£000
Balance at 31 March 202W				
Net Assembly Funding				
Comprehensive Net Expenditure for the Year				
Auditors Remuneration	3,4			
Other reserves movements including transfers				
Balance at 31 March 202X				
Net Assembly Funding				
Comprehensive Net Expenditure for the Year				
Auditors Remuneration	3,4			
Other reserves movements including transfers				
Balance at 31 March 202Y				

Department Yellow – Annual Report and Accounts 202X-2Y

Notes to the Departmental Resource Accounts

The notes to the financial statements provide additional detail to users on the accounting policies of the entity and the numbers included in the core financial statements. In line with the implementation of the Simplifying and Streamlining Accounts project notes should only be included where additional information is material - i.e. where its omission or misstatement could influence the economic decisions of users taken on the basis of the financial statements. In the public sector context materiality can be by nature and context as well as in value, and the decisions of users can be of a non-economic nature. **DoF does not require departments to produce notes where the information is immaterial to the user and the Financial Reporting Manual clearly notes that disclosures should be limited to those necessary for an understanding of the entity's circumstances or are necessary to meet Assembly Accountability requirements.**

Significant accounting policies should be disclosed particularly in the event of a change in policy or in relation to a material item. The accounting policy for a particular item within the financial statements may be disclosed within the note for that item.

1 Statement of accounting policies

These financial statements have been prepared in accordance with the 202X-2Y Government Financial Reporting Manual (FReM) issued by [insert name of issuing authority]. The accounting policies contained in the FReM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FReM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the [insert name of department] for the purpose of giving a true and fair view has been selected. The particular policies adopted by the department are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

In addition to the primary statements prepared under IFRS, the FReM also requires the department to prepare one additional primary statement. The Statement of Outturn against Assembly Supply and supporting notes show outturn against Estimate in terms of the net resource requirement and the net cash requirement.

See IAS 1 and IAS 8 for further guidance.

1.1 Accounting convention

These accounts have been prepared under the historical cost convention, modified to account for the revaluation of investment property, property, plant and equipment, intangible assets, and certain financial assets and liabilities.

1.2 Basis of consolidation

These accounts comprise a consolidation of the non-agency parts of the department (the core department) [including its non-executive NDPBs accounted for as supply-financed agencies (*include only where applicable*)] and those entities which fall within the departmental boundary as defined in the FReM, interpreted for Northern Ireland. Transactions between entities included in the consolidation are eliminated. [*this note is required only where the department prepares consolidated accounts.*]

A list of all those entities within the departmental boundary is given at note X.

A description of the accounting policies for all material items should then follow. Headings might include:

- *property, plant and equipment, with other headings for donated, heritage and infrastructure assets as appropriate*
- *depreciation*
- *intangible assets*
- *investments*
- *inventories*
- *research and development expenditure*
- *operating income*
- *foreign exchange*
- *leases*
- *service concessions (PPP/PFI)*
- *financial instruments*
- *grants payable*

- provisions (including the discount rate used where the time value of money is significant and the estimated risk-adjusted cash flows are discounted)
- estimation techniques used and changes in accounting estimates (see in particular IAS 8.32 to 40 and IAS 1)
- value added tax
- third party assets

Departments must include the following notes, where material, and should tailor them to the department's circumstances.

Administration and programme expenditure

The Statement of Comprehensive Net Expenditure is analysed between administration and programme income and expenditure. The classification of expenditure and income as administration or as programme follows the definition of administration costs set out in [insert reference to guidance] by [insert name of authority]. Departments might expand the note to reflect the definition as it is reflected in their own circumstances.

Pensions

If a department has an unfunded defined benefit scheme:

Past and present employees are covered by the provisions of the [name of the scheme]. The defined benefit schemes are unfunded. The department recognises the expected cost of these elements on a systematic and rational basis over the period during which it benefits from employees' services by payment to the [name of the scheme] of amounts calculated on an accruing basis. Liability for payment of future benefits is a charge on the [name of the scheme]. In respect of the defined contribution schemes, the department recognises the contributions payable for the year.

If a department has a funded defined benefit scheme:

[The departmental group] also operates [name of the scheme(s)] funded defined benefit schemes. A summary of the performance of the schemes is provided in these financial statements, with further information available [link to ALB financial statements]. In accordance with IAS 19, the Scheme Managers/trustees are required to undertake a sensitivity analysis for each significant actuarial assumption as of the end of the reporting period, showing how the defined benefit obligation would have been affected by changes in the relevant actuarial assumption that were reasonably possible at that date.

Entities should disclose details of the methods and assumptions used in preparing the sensitivity analyses, the limitations of these methods, and the reasons for any changes in methods and assumptions used in preparing the sensitivity analyses. To provide an indication of the effect of the defined benefit plan on the entity's future cash flows, entities should disclose a description of any funding arrangements and funding policy that affect future contributions, the expected contributions to the plan for the next annual reporting period, and information about the maturity profile of the defined benefit obligation. Where relevant, an entity should disclose a description of any asset-liability matching strategies used by the entity, including the use of annuities and other techniques.

Contingent liabilities

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

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

Impending application of newly issued accounting standards not yet effective

Where material, the department must disclose that it has not yet applied a new accounting standard, and known or reasonably estimable information relevant to assessing the possible impact that initial application of the new standard will have on the department's financial statements.

As part of their statement of accounting policies, departments should disclose the fact that IFRS 16 has been issued but will not be effective in the public sector until 1 April 2022. Departments should also disclose known or reasonably estimable information relevant to assessing the impact IFRS 16 will have on their financial statements, bearing in mind the needs of their users.

2 Statement of Operating Expenditure by Operating Segment

Narrative to disclose:

- factors used to identify the reportable segments;
- the types of activities for which each reportable segment attracts funding;
- how reportable segments are reported to the Chief Operating Decision Maker;
- a description of each segment and how it fits into the department's activities;
- any differences between information in the statement of operating expenditure by operating segment and primary financial statements;
- the basis of accounting for any transactions between reportable segments;
- changes from prior year segment identification methods; and
- reliance on major customers.

	202X-2Y				202W-2X			
	Reportable Segment 1 £000	Reportable Segment 2 £000	Reportable Segment 3 £000	Total £000	Reportable Segment 1 £000	Reportable Segment 2 £000	Reportable Segment 3 £000	Total £000
Gross Expenditure								
Income								
Net Expenditure								
Total assets*								
Total Liabilities*								
Net assets*								
Other information*								

Describe for each segment what it is, and how it fits into the activities.

*In accordance with IFRS 8, if total liabilities, net assets or additional information is reported separately to the Chief Operating Decision Maker, disclosure should be made in the accounts as to the nature of this information.

Departments should also provide reconciliations of:

- The total of the reportable segments' net expenditure to total net expenditure per the CSoCNE if different;
- The total of the reportable segments' assets to the department's assets per the CSoFP if different;
- The total of the reportable segments' liabilities to the department's liabilities per the CSoFP if they are reported separately to the Chief Operating Decision Maker and are different.

Note 2.1 Reconciliation between Operating Segments and CSoCNE

	202X-2Y £000	202W-2X £000
Total net expenditure reported for operating segments		
Reconciling items:		
<i>[List separately]</i>		
Total net expenditure per Consolidated Statement of Comprehensive Net Expenditure		

Note 2.2 Reconciliation between Operating Segments and CSoFP

	202X-2Y £000	202W-2X £000
Total assets reported for operating segments		
Reconciling items:		
<i>[List separately]</i>		
Total assets per Consolidated Statement of Financial Position		
<i>If liabilities are reported:</i>		
Total liabilities reported for operating segments		
Reconciling items:		
<i>[List separately]</i>		
Total liabilities per Consolidated Statement of Financial Position		
Total net assets per Consolidated Statement of Financial Position		

3 Other Administration Expenditure

Entities should provide an analysis of operating expenditure as recorded in the Statement of Comprehensive Net Expenditure in separate notes to the financial statements. This should include service charges under PFI contracts, the individual components of non-cash items, and an analysis of other significant expenditure items. A brief summary of staff costs should also be included with a reference to more detailed disclosures (per 6.5.31 b) in the Accountability Report.

Note	202X-2Y £000 Core Department & Agencies	202W-2X £000 Core Department & Agencies
Staff Costs ¹ :		
Wages and Salaries		
Social Security Costs		
Other Pension Costs		
Rentals under operating leases		
Interest charges		
PFI and other service concession arrangements service charges		
Research and Development expenditure		
Non-cash items:		
Depreciation		
Amortisation		
Profit on disposal of property, plant and equipment ²		
Loss on disposal of property, plant and equipment		
Auditors' remuneration and expenses		
Increase / Decrease in provisions (Provision provided for in year less any release)	17	
Borrowing Costs (unwinding of discount) on provisions	17	
Total		

In addition, other expenditure should be analysed and any significant items listed individually as part of this table. You should NOT insert a shoulder heading of 'other' and then provide a separate note analysing 'other'.

During the year the department purchased the following non-audit services from its auditor, [name Auditor, e.g. the Northern Ireland Audit Office] [list services received with details of cost]

¹ Further analysis of staff costs is located in the Staff Report [on page XX] or [in the Accountability Report]

² Where netted off expenditure within the Statement of Comprehensive Net Expenditure

4 Programme Expenditure

Entities should provide an analysis of operating expenditure as recorded in the Statement of Comprehensive Net Expenditure in separate notes to the financial statements. This should include service charges under PFI contracts, the individual components of non-cash items, and an analysis of other significant expenditure items. A brief summary of staff costs should also be included with a reference to more detailed disclosures (per 6.5.31 b) in the Accountability Report.

Note	202X-2Y £000 Core Department & Agencies	202W-2X £000 Core Department & Agencies
The following expenditure items (if material) must be listed individually within this note, although not necessarily in this order. Best practice suggests that the items are presented in descending order of magnitude.		
Staff Costs ³ :		
Wages and Salaries		
Social Security Costs		
Other Pension Costs		
Grants		
Goods and Services		
Rentals under operating leases		
Interest charges		
PFI and other service concession arrangements service charges		
Research and Development expenditure		
Non-cash items:		
Depreciation		
Amortisation		
Profit on disposal of property, plant and equipment*		
Loss on disposal of property, plant and equipment		
Auditors' remuneration and expenses		
Increase / Decrease in provisions (Provision provided for in year less any release)	17	
Borrowing Costs (unwinding of discount) on provisions	17	
In addition, other expenditure should be analysed and any significant items listed individually as part of this table. You should NOT insert a shoulder heading of 'other' and then provide a separate note analysing 'other'.		
Total		

*Where netted off expenditure within the Statement of Comprehensive Net Expenditure

³ Further analysis of staff costs is located in the Staff Report [on page XX] or [in the Accountability Report]

5 Income

5.1 Revenue from Contracts with Customers

IFRS 15 introduces significantly more disclosure requirements than was required under previous accounting standards. Illustrative disclosures are included in the IFRS 15 Application Guidance⁴. Departments should apply materiality judgements to each disclosure requirement.

All reporting entities should provide:

- *A disaggregation of revenue that depicts the nature, timing and amount of the revenue, which is linked to the Operating Segments Note.*
- *Information about performance obligations including: when an entity typically satisfies these obligations; significant payment terms; where an entity is acting as an agent; and obligations for returns, refunds and warranties.*
- *The aggregate amount of the transaction price allocated to the remaining performance obligations.*
- *Assets recognised from costs to obtain or fulfil a contract with a customer.*
- *Significant judgements in applying IFRS 15, in particular, determining the satisfaction of performance obligations, and determining and allocating the transaction price to performance obligations.*

5.2 Other Operating Income

All reporting entities should provide an analysis of other operating income, together with commentary where appropriate, that enables users of the financial statements to understand the nature of the entity's operating income.

Income should be analysed by type (eg grants, dividends) with any significant items listed individually (examples might be sales of publications, passport fees). Non-cash income should be disclosed separately where material.

Care should be taken in describing the income so that a reader of the accounts can understand what it is that the department (or agency) does to earn the income.

This note analyses the income recorded in the Statement of Comprehensive Net Expenditure, net of any transfers between Requests for Resources (see note SOAS5).

					20X-2Y Core Department & Agencies £000	202W-2X Core Departments & Agencies £000
	RfR1	RfR2	RfR3	RfR4	Total	Total
Income source 1						
Income source 2, etc						
Total						

⁴ <https://www.gov.uk/government/publications/government-financial-reporting-manual-application-guidance>

6 Property, plant and equipment

202X-2Y

	Land	Buildings	Dwellings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Cost or valuation								
At 1 April 202X								
Additions								
Donations								
Disposals								
Impairments								
Reclassifications and transfers								
Revaluations								
At 31 March 202Y								
Depreciation								
At 1 April 202X								
Charged in year								
Disposals								
Impairments								
Reclassifications and transfers								
Revaluations								
At 31 March 202Y								
Carrying amount at 31 March 202X								
Carrying amount at 31 March 202Y								
Asset financing:								
Owned								
Finance Leased								
PFI and other service concession arrangements								
Contracts								
Carrying amount at 31 March 202Y								
Of the total:								
Department								
Agencies								
Carrying amount at 31 March 202Y								

The headings used to analyse assets and sources of financing should reflect the department's material items. If relevant, departments should disclose the value and category of any donated assets during the year. Where the assets were donated by a related party, the name should be given.

Departments should disclose the names and qualifications of the valuers of any assets, what assets they valued, and the date on which assets were valued during the year. If relevant, the note should also state that property, plant and equipment are valued using indices.

See FReM Chapter 10 and IAS 16 for specific details for disclosure requirements.

202W-2X

	Land	Buildings	Dwellings	Information Technology	Plant & Machinery	Furniture & Fittings	Payments on Account & Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000
Cost or valuation								
At 1 April 202W								
Additions								
Donations								
Disposals								
Impairments								
Reclassifications and Transfers								
Revaluations								
At 31 March 202X								
Depreciation								
At 1 April 202W								
Charged in year								
Disposals								
Impairments								
Reclassifications and Transfers								
Revaluations								
At 31 March 202X								
Carrying amount at 31 March 202W								
Carrying amount at 31 March 202X								
Asset financing:								
Owned								
Finance Leased								
PFI and other service concession arrangements								
Contracts								
Carrying amount at 31 March 202X								
Of the total:								
Department								
Agencies								
Carrying amount at 31 March 202X								

7 Intangible assets

202X-2Y

	Information Technology	Software Licences	Web- sites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Cost or valuation									
At 1 April 202X									
Additions									
Donations									
Disposals									
Impairments									
Reclassifications and Transfers									
Revaluations									
At 31 March 202Y									
Amortisation									
At 1 April 202X									
Charged in year									
Disposals									
Impairments									
Reclassifications and Transfers									
Revaluations									
At 31 March 202Y									
Carrying amount at 31 March 202X									
Carrying amount at 31 March 202Y									
Asset financing:									
Owned									
Finance Leased									
Contracts									
Carrying amount at 31 March 202Y									
Of the total:									
Department									
Agencies									
Carrying amount at 31 March 202Y									

The headings and rows used to analyse assets and sources of financing should reflect the department's material items.

If relevant, departments should disclose the value and category of any donated assets during the year. Where the assets were donated by a related party, the name should be given.

See IAS 38 for further disclosure requirements

202W-2X

	Information Technology	Software Licences	Web- sites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Cost or valuation									
At 1 April 202W									
Additions									
Donations									
Disposals									
Impairments									
Reclassifications and Transfers									
Revaluations									
<hr/>									
At 31 March 202X									
<hr/>									
Amortisation									
At 1 April 202W									
Charged in year									
Disposals									
Impairments									
Reclassifications and Transfers									
Revaluations									
<hr/>									
At 31 March 202X									
<hr/>									
Carrying amount at 31 March 202W									
<hr/>									
Carrying amount at 31 March 202X									
<hr/>									
Asset financing:									
Owned									
Finance Leased									
Contracts									
<hr/>									
Carrying amount at 31 March 202X									
<hr/>									
Of the total:									
Department									
Agencies									
<hr/>									
Carrying amount at 31 March 202X									
<hr/>									

8 Investment Properties

Where material, departments should disclose investment properties in line with IAS 40 as interpreted for the public-sector context in FReM.

9 Impairments

Where material, departments should insert a note that reports the total impairment charge for the year (for all current and non-current asset classes), showing any movement between the revaluation reserve and the general reserve.

10 Financial Instruments

ONLY where the department is exposed to material financial instrument risk should the appropriate IFRS 7 disclosures be made. **Material financial risk includes significant credit risk from receivables.** Disclosures should be given only where they are necessary because the department holds financial instruments that are complex or play a significant role in the financial risk profile of the department. The headings in IFRS 7 should be used to the extent that they are relevant. Where the department does not face significant financial risks, then it is sufficient to make a statement to that effect – similar to that below. (Given that all departments have financial instruments within the scope of IAS 32, silence is not an option.)

As the cash requirements of the department are met through the Estimates process, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body of a similar size. The majority of financial instruments relate to contracts for non-financial items in line with the department's expected purchase and usage requirements and the department is therefore exposed to little credit, liquidity or market risk.

11 Investments and loans in other public sector bodies

	Ordinary Shares	Loans	Public Dividend Capital	Other investments	Total
	£000	£000	£000	£000	£000
Balance at 1 April 202W					
Additions					
Disposals					
Repayments and redemptions					
Interest capitalised					
Revaluations					
Impairments					
Balance at 31 March 202X					
Additions					
Disposals					
Repayments and redemptions					
Interest capitalised					
Revaluations					
Impairments					
Balance at 31 March 202Y					

Where applicable, the accounts should show here an analysis of investments and loans between those held by the core department and those held by agencies.

The department's share of public sector bodies accounted for as associates' assets, liabilities, revenue and net profit or loss is shown below:

	Share of holding	Assets	Liabilities	Revenue	Net profit or loss
	%	£000	£000	£000	£000
Associate 1					
Associate 2					
Balance at 31 March 202Y					

Where a department holds investments in non-public sector bodies or other financial instrument the significance of such instruments should be explained following the requirements of IFRS 7 and carrying values disclosed following the requirements of the FReM and IAS 32 and IFRS 9 and within the IFRS 7 headings to the extent they are relevant.

12 Assets Held for Sale

Where material, departments should provide a note analysing movements in assets held for sale. See IFRS 5 for specific disclosure requirements.

13 Inventories

Where material, departments should provide a note analysing inventories by significant categories. See IAS 2 for specific disclosure requirements.

	202X-2Y	202W-2X
	£000	£000
	Core Department & Agencies	Core Department & Agencies
Inventories [List separately]		
<i>Inventories should be listed by appropriate classification (e.g. publications, medical supplies).</i>		

14 Cash and Cash Equivalents

Entities shall disclose the opening position, the net change in balances and the closing position separately for cash and cash equivalents. Where applicable, the closing position should be further analysed between balances held with the Northern Ireland Banking Pool and balances held in commercial banks. See the FReM and IAS 7 for detailed disclosure requirements for cash.

	202X-2Y	202W-2X
	£000	£000
	Core Department & Agencies	Core Department & Agencies
Balance at 1 April		
Net change in cash and cash equivalent balances		
Balance at 31 March		
The following balances at 31 March were held at:		
Northern Ireland Banking Pool		
Commercial banks and cash in hand		
Short term investments		
Balance at 31 March		

14.1 Reconciliation of liabilities arising from financing activities

Amendments to IAS 7 introduced a requirement for an entity to provide disclosures that enabled users of the financial statements to evaluate changes in liabilities arising from financing activities, including both cash and non-cash changes. The liabilities disclosure should be tailored to each entity's financing activities. IAS 7 does not mandate a template but below is a suggestion of how this requirement could be met. Comparative information is not required in the first year of application of the amendment.

	202X	Cash flows	Non-Cash Changes				202Y
			Acquisition	Forex Movements	Fair value changes	Other changes	
Supply							
Long term borrowings (e.g. National Loans Fund)							
Lease Liabilities							
PFI Liabilities							
Assets held to hedge long term borrowings							
Total liabilities from financing activities							

	202W	Cash flows	Non-Cash Changes				202X
			Acquisition	Forex Movements	Fair value changes	Other changes	
Supply							
Long term borrowings							
Lease Liabilities							
PFI Liabilities							
Assets held to hedge long term borrowings							
Total liabilities from financing activities							

15 Trade receivables, financial and other assets

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Amounts falling due within one year:		
Trade receivables		
Deposits and advances		
Other receivables <i>(Where material, other receivables should be analysed and any significant items disclosed separately)</i>		
Prepayments		
Accrued income		
Contract Assets		
Current part of PFI and other service concession arrangements prepayment		
Current part of NLF loan		
Amounts due from the Consolidated Fund in respect of supply <i>(See Consolidated Fund example 2 and 4)</i>		
Total		
Amounts falling due after more than one year:		
Trade receivables		
Deposits and advances		
Other receivables		
Prepayments		
Total		

16 Trade payables, financial and other liabilities

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Amounts falling due within one year		
VAT		
Other taxation and social security		
Trade payables		
Other payables <i>(Where material, other payables should be analysed and any significant items disclosed separately)</i>		
Accruals		
Deferred income		
Contract Liabilities		
Current part of finance leases		
Current part of imputed finance lease element of PFI contracts and other service concession arrangements		
Current part of NLF loans		
Amounts issued from the Consolidated Fund for supply but not spent at year end <i>(See Consolidated Fund example 1)</i>		

	202X-2Y £000	202W-2X £000
Consolidated Fund extra receipts due to be paid to the Consolidated Fund (See Consolidated Fund examples 5, 6, 7, 8, 9 and 10)		
received		
receivable		
Amounts falling due after more than one year:		
Other payables, accruals and deferred income		
Finance leases		
Imputed finance lease element of PFI contracts and other service concession arrangements		
NLF loans		
Total		

17 Provisions for liabilities and charges

	202X-2Y Core Department and Agencies			202W-2X Core Department and Agencies		
	Early departure costs	Other*	Total	Early departure costs	Other	Total
	£000	£000	£000	£000	£000	£000
Balance at 1 April						
Provided in the year						
Provisions not required written back						
Provisions utilised in the year						
Changes in discount rate						
Borrowing Costs (unwinding of discounts)						
Balance at 31 March						

*Key provisions should be analysed. Headings might include 'legal', and early departure etc.

Analysis of expected timing of discounted flows

	202X-2Y Core Department and Agencies			202W-2X Core Department and Agencies		
	Early departure costs	Other	Total	Early departure costs	Other	Total
	£000	£000	£000	£000	£000	£000
Not later than one year						
Later than one year and not later than five years						
Later than five years						
Balance at 31 March						

17.1 Early departure costs

The department [and its agencies *where appropriate*] meet[s] the additional costs of benefits beyond the normal [*name of scheme*] benefits in respect of employees who retire early by paying the required amounts annually to

the [name of scheme] over the period between early departure and normal retirement date. The department [and its agencies where appropriate] provide[s] for this in full when the early retirement programme becomes binding by establishing a provision for the estimated payments discounted by the Treasury discount rate of [insert rate] per cent in real terms.

17.2 Other

Departments should give brief details of each of the other provisions: what they are, how the provision is calculated, the period over which expenditure is likely to be incurred; and the discount rate where the time value of money is significant.

For additional disclosure requirements, entities should refer to the requirements of IAS37 which includes details of significant judgements, indications of uncertainties and sensitivity analysis.

18 Contingent liabilities

The department has the following quantifiable contingent liabilities: [insert list with explanatory narrative].

The department has entered into the following unquantifiable contingent liabilities [insert list of unquantifiable contingent liabilities]. Departments should give an explanation as to why the liabilities are unquantifiable and, should any of them relate to an agency, that fact should be noted].

Guarantees, indemnities and letters of comfort should normally be issued by departments rather than agencies. Where, exceptionally, an agency has given a guarantee, indemnity or letter of comfort and it is significant in relation to the department, details should be noted here.

Where the department has material quantifiable guarantees, indemnities and letters of comfort, these should be disclosed, including an explanation of movements where necessary.

	1 April 202X	Increase year	in Liabilities crystallised year	in Obligation expired in year	31 March 202Y	Amount reported to Assembly by Departmental Minute
	£000	£000	£000	£000	£000	£000
Guarantees (listed)						
Indemnities (listed)						
Letters of Comfort (listed)						

19 Retirement Benefit Obligations

Departments should provide a note analysing movements in net pension liabilities. See IAS 19 Employee Benefits for specific disclosure requirements. IAS 19 has been adapted and interpreted for the public-sector context in the FReM.

20 Commitments under leases (IAS 17 disclosures)

Where material, departments should disclose commitments under leases.

20.1 Finance leases

Entities should refer to the requirements of IAS 17 for further details on disclosure requirements.

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

	202X-2Y £000 Core Department & Agencies	202W-2X £000 Core Department & Agencies
Obligations under finance leases for the following periods comprise:		
Buildings:		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
<i>Less interest element</i>		
Present Value of obligations		
Other: (Where other is material, Departments should split out significant categories)		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
<i>Less interest element</i>		
Present Value of obligations		
Total Present Value of obligations		

20.2 Operating leases

Entities should refer to the requirements of IAS 17 for further details on disclosure requirements.

£XX (£XX 202X) was included as an expense on operating leases in the Statement of Comprehensive Net Expenditure.

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

	202X-2Y £000 Core Department & Agencies	202W-2X £000 Core Department & Agencies
Obligations under operating leases for the following periods comprise:		
Land:		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Buildings:		
Not later than one year		
Later than one year and not later than five years		
Later than five years		
Other: (Where other is a material category, entities should provide further breakdowns; e.g. vehicles, IT, plant & machinery, etc.)		
Not later than one year		
Later than one year and not later than five years		
Later than five years		

21 Commitments under PFI and other service concession arrangements

21.1 Off-balance sheet (SoFP)

For each material PFI and other service concession contract, this note should:

- state what the contract is for and note that the property is not an asset of the department [or name of agency, where appropriate];
- give the estimated capital value;
- give details of any prepayments, reversionary interests, etc and how they are accounted for; and
- disclose the total payments to which they are committed for each of the following periods.

The total amount charged in the Statement of Comprehensive Net Expenditure in respect of off-balance sheet (SoFP) PFI or other service concession transactions was £000 (202W–2X: £000). Total future minimum payments under off-balance sheet PFI and other service concession arrangements are given in the table below for each of the following periods.

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Not later than one year		
Later than one year and not later than five years		
Later than five years		

21.2 On-balance sheet (SoFP)

Departments [and its agencies where appropriate] should ensure they disclose total commitments which consist of:

- Imputed finance lease charges; and
- Ongoing service elements committed – these are considered to be charges made to the statement of comprehensive net expenditure (excluding interest).

Where there are other charges in the contracts, these should be attributed to capital, interest or service elements, unless considered material to be reported separately. Departments are reminded to refer to the disclosure requirements provided in IAS 17, IFRIC 12 and SIC 29 when producing PFI and other service concession arrangement disclosures.

The total amount charged in the Statement of Comprehensive Net Expenditure in respect of the service element of on-balance sheet PFI or other service concession transactions was £000 (202W–2X: £000). Total future obligations under on-balance sheet PFI and other service concession arrangements are given in the table below for each of the following periods:

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Minimum lease payments:		
Due within one year		
Due later than one year and not later than five years		
Due later than five years		
Total		
Less interest element		
Present value		

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Service elements due in future periods:		
Due within one year		
Due later than one year and not later than five years		
Due later than five years		
Total service elements due in future periods		
Total Commitments		

Entities should include other categories of costs associated with their PFIs as appropriate.

22 Capital and Other Commitments

22.1 Capital Commitments

Where material, departments should disclose contracted capital commitments broken down by asset category.

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Contracted capital commitments at 31 March not otherwise included in these financial statements		
<i>[List separately e.g. PPE, intangibles, inventory etc.]</i>		
Total		

22.2 Other financial commitments

Where a department has other material financial commitments these should be disclosed along with a brief description of the nature of these commitments.

The department [and its agencies *where appropriate*] has [have] entered into non-cancellable contracts (which are not leases or PFI contracts or other service concession arrangements), for *[state what service is being provided to the department [and agencies, where appropriate]]*. The payments to which the department [and its agencies *where appropriate*] is [are] committed are as follows.

	202X-2Y £000	202W-2X £000
	Core Department & Agencies	Core Department & Agencies
Not later than one year		
Later than one year and not later than five year		
Later than five years		
Total		

23 Related-party transactions

The department is the parent of its agencies (*named if appropriate or a cross reference made to note 25*) and sponsor of its non-departmental public bodies, trading funds and other public corporations. These bodies are regarded as related parties with which the department has had *[insert description, for example a small number of or various material transactions]* during the year.

In addition, the department has had *[insert description, for example a small number of or various material transactions]* with other government departments and other central government bodies.

No Minister, board member, key manager or other related parties has undertaken any material transactions with the department during the year.

If there have been material transactions with other related parties, they should be disclosed.

If not disclosed elsewhere in the annual report and accounts, entities shall disclose the name of each of its subsidiaries, or provide a web link to where this information is available. If the entity has significant holdings in undertakings other than subsidiary undertakings, then the following must be disclosed:

- *The name of the undertaking;*
- *If the undertaking is incorporated outside the UK, the country in which it is incorporated, or, if it is unincorporated, the address of its principal place of business;*
- *The identify of each class of shares in the undertaking held by the company and the proportion of the nominal value of the shares of that class represented by those shares; and*
- *If the entity holds more than 50% of the nominal value of the shares in the undertaking, the aggregate amount of the capital and reserves of the undertaking as at the end of its financial year and its profit or loss for that year, if material.*

24 Third-party assets

These are assets for which an entity acts as custodian or trustee but in which neither the entity nor government more generally has a direct beneficial interest.

Third party assets are not public assets, and should not be recorded in the primary financial statements.

Material third party assets should be disclosed.

Where significant the note should differentiate between:

- a) *Third party monies and listed securities: the minimum level of numerical disclosure required is a statement of closing balances at financial year-end. For listed securities, this will be the total market value. Optionally, when considered significant by the entity and at its discretion, further disclosures may be made, including gross inflows and outflows in the year and the number and types of securities held;*
- b) *Third party physical assets and unlisted securities: disclosure may be by way of narrative note. For physical assets, the note should provide information on the asset categories involved. Such disclosure should be sufficient to give users of the financial statements an understanding of the extent to which third-party physical assets and unlisted securities are held by the entity; and*
- c) *In the event that third party monies are found to have been in a public bank account at the end of an accounting year, commentary should be included in the note on cash at bank and in hand and in the disclosures above on the amount of third party monies held in the bank account.*

The assets held at the reporting period date to which it was practical to ascribe monetary values comprised *[insert as relevant, for example: monetary assets, such as bank balances and monies on deposit, and listed securities]*. They are set out in the table below.

	31 March 202Y £000	31 March 202X £000
	Core Department & Agencies	Core Department & Agencies
Monetary assets such as bank balances and monies on deposit		
Listed securities		
Total		

Other significant assets held at the reporting period date to which it was not practical to ascribe monetary values comprised *[insert details of any investments in unlisted non monetary financial assets and of physical assets]*.

25 Entities within the departmental boundary

The entities within the boundary during 202X–2Y were as follows:

List of entities analysed between:

- *Supply financed agencies*
- *Non-departmental public bodies (executive (rarely) and non-executive being listed under subheadings)*
- *Others*

[The note should also refer to where the annual reports and accounts (where appropriate) of the above bodies might be found - this could be a statement that the annual reports and accounts are published separately, or a link to the entity's website].

26 Events after the Reporting Period

Departments should insert here, if relevant, a note that reports the non-adjusting events after the reporting period date that are of such importance that non-disclosure would affect the ability of users to make proper evaluations and decisions per IAS 10.

Date of authorisation for issue

The Accounting Officer authorised the issue of these financial statements on XX Month 202Y.