

SUMMARY OF MAIN CHANGES – DEPARTMENT YELLOW: ILLUSTRATIVE STATEMENTS

Statement/ Note	Change	Reason
Staff Report, SOAS and notes, Assembly Accountability Disclosures, Financial Statements, Note to the Accounts	All sections have been updated to reflect implementation of Review of Financial Process (RoFP)	Explained in 'changes column'
Various	A number of changes have been made throughout these illustrative statements to reflect adoption of IFRS 16	Explained in 'changes column'
Assembly Accountability Disclosures	New note added - Reconciliation of contingent liabilities included in the supply estimate to the accounts	New note added due to new reporting requirement to reconcile contingent liabilities included in the supplementary estimate to those reported in the annual report and accounts. Please see FReM 6.7.1 (g) for further information.

DEPARTMENT YELLOW: ILLUSTRATIVE STATEMENTS

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

A) Accountability

- Remuneration and Staff Report
- Statement of Outturn against Assembly Supply
- Notes to the Statement of Outturn against Assembly Supply (SOAS)
- Assembly Accountability Disclosures

B) Financial Statements

- Consolidated Statement of Comprehensive Net Expenditure (CSoCNE)
- Consolidated Statement of Financial Position (CSoFP)
- Consolidated Statement of Cash Flows (CSoCF)
- Consolidated Statement of Changes in Taxpayers' Equity (CSoCTE)
- 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

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 [Consolidated]

- 1) 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
- 2) 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**					

*Permanently employed staff includes the cost of the department's Special Adviser who is paid in the pay band £xx,xxx - £xx,xxx (202W-2X: £xx,xxx - £xx,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 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. Additional wording may be required for other material pension schemes within the Departmental Group.

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 (CCM) 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. Following completion of the consultation process the 2016 Valuation has been completed and the final cost cap determined. Further information can be found on the Department of Finance website <https://www.finance-ni.gov.uk/articles/northern-ireland-civil-service-pension-scheme-valuations>.

A case for approval of a Legislative Consent Motion (LCM) was laid in the Assembly to extend the Public Service Pensions and Judicial Offices Bill (PSP&JO) to Northern Ireland. Under the LCM agreed by the NI Assembly on 1 November 2021 provisions are included in the Act for devolved schemes in NI. A second LCM was laid in the Assembly to implement the CCM changes in the Westminster Bill for devolved schemes. The second LCM, as agreed by the Assembly on 31 January 2022, ensured the reformed only scheme design and the economic check will now be applied to the 2020 scheme valuations for the devolved public sector pension schemes, including the NICS pension scheme. The PSP&JO Act received Royal Assent on 10 March 2022. The UK Act legislates how the government will remove the discrimination identified in the McCloud judgment. The Act 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:

Activity	Permanently employed staff	Others	Ministers	Special advisers	202X-2Y Number Total	202W-2X Number Total
<i>[List separately]</i>						
Staff engaged on capital projects	<i>Other columns can be added where appropriate</i>					
Total						
Of which:						
Core department						
Agencies						
Other designated bodies						
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

Exit package cost band	Core Dept. & Agencies			Departmental Group		Total number of exit packages by cost band
	Number of compulsory redundancies	Number of other departures agreed	Total number of exit packages by cost band	Number of compulsory redundancies	Number of other departures agreed	
<£10,000						
£10,000 - £25,000						
£25,000 - £50,000						
£50,000 - £100,000						

	Core Dept. & Agencies	Departmental Group
£100,000- £150,000		
£150,000- £200,000		
Total number of exit packages		
Total 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 202X-2Y and 202W-2X. £xxxx exit costs were paid in 202X-2Y, the year of departure (202W-2X £xxxx). 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.

[Departments 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 other designated bodies not listed in Schedule I to the Superannuation (Northern Ireland) Order 1972 and may apply different statutory compensation term]

c. 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 entity*] 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 capital purposes) 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 its Supply Estimate and corresponding Act of the Assembly, called control limits, its 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 SOAS contain a summary table, detailing performance against the control limits that the Assembly has voted on, cash spent (budgets are compiled on an accruals basis and so outturn won't exactly reconcile to cash spent) and administration.

The supporting notes detail the following: Outturn detailed by Estimate line, providing a more detailed breakdown (note 1); a reconciliation of outturn to net 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) and an analysis of income payable to the Consolidated Fund (note 4)).

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 I 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
		Voted	Non-Voted	Total	Voted	Non-Voted	Total	Voted	Total	
Departmental Expenditure Limit										
Resource	SOAS 1.1									
Capital	SOAS 1.2									
Total										
Annual Managed Expenditure										
Resource	SOAS 1.1									
Capital	SOAS 1.2									
Total										
Total Budget										
Resource	SOAS 1.1									
Capital	SOAS 1.2									

Type of spend	Note	Outturn			Estimate			Outturn vs Estimate, saving / (excess)		Prior Year Outturn Total, 202W-2X
		Voted	Non-Voted	Total	Voted	Non-Voted	Total	Voted	Total	
Total Budget Expenditure										
Non-Budget										
Resource	SOAS 1.1									
Capital	SOAS 1.2									
Total Non-Budget Expenditure										
Total Budget and Non Budget										

Text to include: Figures in the areas outlined in bold are voted totals subject to Assembly control.

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				

Text to include: Figures in the areas outlined in bold are voted totals subject to Assembly control.

Administration costs 202X – 2Y, all figures presented in £000

Type of spend	Note	Outturn	Estimate	Outturn vs Estimate, saving/(excess)	Prior Year Outturn Total, 202W – 2X
Administration costs	SOAS 1.1				

Administration costs are not a separate voted limit and a breach of the administration budget will not result in an excess vote.

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 202X-2Y, the following such PPAs have been made, which have been included within voted Supply in the Estimate.

PPA Description	Resource/Capital	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 1. Outturn detail, by Estimate Line

SOAS1.1 Analysis of resource outturn by Estimate line, all figures presented in £000

Type of spend (Resource)	Resource outturn							Estimate			Outturn vs Estimate (inc virements), saving/ (excess)	Prior Year Outturn Total, – 202W- 2X
	Administration			Programme			Total	Total	Virements*	Total inc. virements		
	Gross	Income	Net	Gross	Income	Net						
Spending in Departmental Expenditure Limits (DEL)												
Voted Expenditure												
1 – Estimate line 1												
2 – Estimate line 2												
3 – Estimate line 3												
Total Voted DEL												
Non-voted Expenditure												
4 – Estimate line 4												
Total non-voted DEL												
Total spending in DEL												
Spending in Annually Managed Expenditure (AME)												
Voted Expenditure												
5 – Estimate line 1												
6 – Estimate line 2												
7 – Estimate line 3												
Total voted AME												
Non-voted Expenditure												
8 – Estimate line 4												
Total non-voted AME												

Type of spend (Resource)	Resource outturn							Estimate			Outturn vs Estimate (inc virements), saving/ (excess)	Prior Year Outturn Total, – 202W- 2X
	Administration			Programme			Total	Total	Virements*	Total inc. virements		
	Gross	Income	Net	Gross	Income	Net						
Total spending in AME												
Total Non Budget												
Total resource												

*NDPB outturn is recorded net

SOAS1.2 Analysis of capital outturn by Estimate line, all figures presented in £000

Type of spend (Capital)	Outturn			Estimate			Outturn vs Estimate (inc virements), saving/ (excess)	Prior Year Outturn Total, – 202W-2X
	Gross	Income	Net total	Total	Virements*	Total inc. virements		
Spending in Departmental Expenditure Limits (DEL)								
Voted Expenditure								
1 – Estimate line 1								
2 – Estimate line 2								
3 – Estimate line 3								
Total Voted DEL								
Non-voted Expenditure								
4 – Estimate line 4								
Total non-voted DEL								
Total spending in DEL								
Spending in Annually Managed Expenditure (AME)								
Voted Expenditure								
5 – Estimate line 1								
6 – Estimate line 2								
7 – Estimate line 3								
Total voted AME								
Non-voted expenditure								
8 – Estimate line 4								
Total non-voted AME								
Total spending in AME								
Total Non Budget								
Total capital								

* NDPB outturn is recorded net

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.

SOAS2. Reconciliation of outturn to net expenditure

Item	Note	Outturn total 202X-2Y £000	Prior Year Outturn Total, 202W-2X £000
Total Resource Outturn	SOAS 1.1		
Add: Capital Grants			
Other (provide details e.g. PFI adjustment, etc)			
Total			
Less: Income paid/payable to the Consolidated Fund			
Other (provide details e.g. PFI adjustment, etc)			
Total			
Net Expenditure in Consolidated Statement of Comprehensive Net Expenditure	SOCNE		

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 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 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 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).

SOAS3. 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 £000	Estimate £000	Outturn vs Estimate, Saving / (excess) £000
Total Resource outturn	SOAS 1.1			
Total Capital outturn	SOAS 1.2			
<i>Adjustments for ALBs:</i>				
Remove voted resource and capital				
Add cash grant in aid				
<i>Adjustments to remove non-cash items:</i>				
Depreciation, impairments and revaluations				
New provisions and adjustments to previous provisions				
Supported capital expenditure				
Prior period adjustments				
Other non-cash items				
<i>Adjustments to reflect movements in working balances</i>				
Increase/(decrease) in inventories				
Increase/(decrease) in receivables				
(Increase)/decrease in payables				
Use of provisions				
Total				
<i>Removal of non-voted budget items</i>				
Consolidated Fund Standing Services				
Other Adjustments				
Total				
Net cash requirement				

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.

SOAS4. Amounts of Income to the Consolidated Fund

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

SOAS4.1 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	Outturn total 202X-2Y £000		Prior Year, 202W-2X £000	
		Accruals	Cash basis	Accruals	Cash basis
Income outside the ambit of the Estimate (resource)					
Income outside the ambit of the Estimate (capital)					
[Excess] cash surrenderable to the Consolidated Fund					
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.

SOAS4.2 Consolidated Fund Income

The statement below 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.

Otherwise, where the department collects income on behalf 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 SOAS4.1 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 these financial statements) were:

Item	Outturn Total 202X-2Y £000	Prior Year Outturn Total, 202W-2X £000
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		

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.

d. 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.

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		202W-2X	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Total number of losses				
Total value of losses (£000)				
	<i>Comparatives need to be given for category totals. The list of cases needs only be provided for the current year.</i>			
Details of losses over £250,000				
Cash losses				
[List cases]				
Claims abandoned				
[List cases]				
Administrative write-offs				
[List cases]				
Fruitless payments				
[List cases]				
Store Losses				
[List cases]				

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		202W-2X	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Total number of special payments				
Total value of special payments (£000)				

	202X-2Y		202W-2X	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group

Comparatives need be given for category totals. The list of cases need only be provided for the current year.

Details of special payments over £250,000

[List cases]

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.

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*

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]**

Reconciliation of contingent liabilities included in the supply estimate to the accounts

Refer to FReM 6.7.1(g) for further guidance on this note.

Quantifiable CLs:			
Description of CL	Supply Estimate (£000)	Amount disclosed in ARA (£000)	Variance (Estimate – Amounts disclosed in the ARA, £000)
Indemnity for X			
Unquantifiable CLs:			
Description of CL	Included in the Supply Estimate (Yes/No)	Disclosed in the ARA (Yes/No)	Explanation of difference
Indemnity for Y			

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 DoF.

	Note (if material)	202X-2Y		202W-2X	
		Core Dept. & Agencies	Group	Core Dept. & Agencies	Group
		£000	£000	£000	£000
Revenue from contracts with customers	4				
Other operating income	4				
Total operating income					
Staff costs	3				
Purchase of goods and services	3				
Depreciation and impairment charges	3/5/6/8				
Provision expense	3/16				
Other operating expenditure	3				
Total operating expenditure					
Net operating expenditure					
Finance income					
Finance expense					
Net expenditure for the year					
Notional Audit Costs	3				
Other Notional Costs					
Total Notional Costs					

	Note (if material)	202X-2Y		202W-2X	
		Core Dept. & Agencies	Group	Core Dept. & Agencies	Group
Net Expenditure for the year including notionals					
Other comprehensive net expenditure					
Items which will not be reclassified to net operating expenditure:					
• Net gain/loss on revaluation of property, plant and equipment	5				
• Net gain/loss on revaluation of intangible assets	6				
• Actuarial gain/loss on pension scheme liabilities					
Items which may be reclassified to net operating expenditure:					
• Net gain/loss on revaluation of investments	10				
Comprehensive net expenditure for the year					

Consolidated Statement of Financial Position

as at 31 March 202Y

In line with the implementation of the Simplifying 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)	202X-2Y		202W-2X	
		Core Dept. and Agencies	Group	Core Dept. and Agencies	Group
		£000	£000	£000	£000
Non-current assets:					
Property, plant & equipment	5				
Investment properties	7				
Intangible assets	6				
Trade & other receivables	14				
Financial assets	9/14				
Total non-current assets			<i>Total non-current assets (A)</i>	<i>Total non-current assets (A)</i>	
Current assets					
Assets classified as held for sale	11				
Inventories	12				
Trade & other receivables	14				
Contract Assets	14				
Other current assets	14				
Financial assets	9/14				
Cash & cash equivalents	13				
Total current assets			<i>Total current assets (B)</i>	<i>Total current assets (B)</i>	
Total assets			<i>Total (A+B)</i>	<i>Total (A+B)</i>	
Current liabilities					
Trade and other payables	15	<1 year		<1 year	
Contract Liabilities	15				
Provisions	16				
Other liabilities	15				
Total current liabilities			<i>Total current liabilities (C)</i>	<i>Total current liabilities (C)</i>	
Total assets less current liabilities			<i>Total (A+B-C)</i>	<i>Total (A+B-C)</i>	
Non-current liabilities					
Provisions	16	>1 year		>1 year	
Other payables	15				

	Note (if material)	202X-2Y		202W-2X	
		Core Dept. and Agencies	Group	Core Dept. and Agencies	Group
		£000	£000	£000	£000
Other liabilities	15				
Retirement benefit obligations	18				
Total non-current liabilities		<i>Total non-current liabilities (D)</i>		<i>Total non-current liabilities (D)</i>	
Total assets less total liabilities		<i>Total (A+B-C-D)</i>		<i>Total (A+B-C-D)</i>	
Taxpayers' equity and other reserves:					
General Fund					
Revaluation Reserve					
Total equity		<i>Total</i>		<i>Total</i>	

Signed:

Date:

Accounting Officer

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.

	Note (if material)	Core Dept. & Agencies £000	202X-2Y	202W-2X
			Group £000	Core Dept. & Group £000
Cash flows from operating activities				
Net expenditure for the year including notionals				
Adjustments for non-cash transactions				
(Increase)/Decrease in trade and other receivables ¹				
(Increase)/Decrease in inventories				
Increase/(Decrease) in trade and other payables ¹				
Use of provisions				
Net cash inflow/(outflow) from operating activities				
Cash flows from investing activities				
Purchase of non-financial assets ²	6, 7			
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>

	Note (if material)	202X-2Y		202W-2X	
		Core Dept. & Agencies £000	Group £000	Core Dept. & £000	Group £000
Net cash inflow/(outflow) from investing activities					
Cash flows from financing activities ³					
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 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 Fund ⁸					
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					
Cash and cash equivalents at the end of the period					

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, 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 13. Cross references to Note 13.1 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 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	CSoCNE			
Auditors Remuneration	3			
Other reserves movements including transfers				
Balance at 31 March 202X				
Net Assembly Funding				
Comprehensive net expenditure for the year	CSoCNE			
Auditors Remuneration	3			
Other reserves movements including transfers				
Balance at 31 March 202Y				

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 based on 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. 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

See IAS 1 and IAS 8 for further guidance.

The following draft wording has been provided to assist departments with the preparation of Note 1. Please note that this list of accounting policies is not exhaustive and this wording should be amended as necessary to suit the department's circumstances. Additional disclosures will be required to fully meet the requirements of IFRS.

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*] Group for the purpose of giving a true and fair view has been selected. The particular policies adopted by the Group are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

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 core department, its departmental agencies, and other bodies listed in note xx, which fall within the departmental boundary as defined in the FReM and make up the 'Departmental Group'. Transactions between entities included in the consolidated accounts are eliminated. The consolidated bodies prepare accounts in accordance with either the FReM or [*insert as relevant: the Companies Act 2006 (for limited companies) or relevant SoRP*]. For those bodies that do not prepare accounts in accordance with the FReM, adjustments are made at consolidation if necessary where differences would have a significant effect on the accounts.

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.

1.aa 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 may expand the note to reflect the definition as it is reflected in their own circumstances.*

1.ab Pensions

The accounting for each of the Departmental Group's pension plans is dependent on its nature.

Unfunded defined benefit pension schemes

Departments should provide details of the unfunded defined benefit pension schemes and how these are accounted for.

Funded defined-benefit pension schemes

Departments should provide details of the funded defined benefit pension schemes and how these are accounted for.

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.

Defined contribution pension schemes

Departments should provide details of the defined contribution pension schemes and how these are accounted for.

More information about the Group's pension schemes can be found in the accounts of the consolidated entities, including in note x for the core department, and of the pension schemes themselves.

1.ac 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.

1.ad 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.

1.ae Notional Charges

Notional charges are non-cash transactions. Notional charges, in respect of services received from other Government departments and agencies and audit costs, are included in the Consolidated Statement of Comprehensive Net Expenditure to reflect the full economic cost of services. *Include a note on revised treatment of notionals – to include total notional costs and split between Admin and Programme within the expenditure note*

1.af Review of Financial Process

Review of Financial Process (RoFP) was initiated to simplify financial reporting to better align Budgets, Estimates and Accounts. The legislation necessary for RoFP (The Financial Reporting (Departments and Public Bodies) Act (Northern Ireland) 2022) received Royal Assent in March 2022.

The [*Department*] is applying this accounting policy change for the first time for the financial year ended 31 March 2023 and, in accordance with IAS 1 as adapted by the FReM, has restated prior year comparatives to ensure comparability and consistency of financial information against the current reporting period.

The most significant changes to the Annual Report and Accounts as a result of RoFP are as follows:

- The Departmental boundary (incorporating both Estimates and Accounts boundaries) has been extended to incorporate Executive NDPBs. These bodies were not previously consolidated within these Accounts and were financed via grant-in-aid. Therefore, the Departmental Group now includes the Core Department, supply financed Agencies and Executive NDPBs;
- The primary statements (including the SoAS) and the Notes to the Accounts (including Net Outturn, Reconciliation of outturn to net operating expenditure, Reconciliation of Net Cash Requirement and

Income payable to the Consolidated Fund) have been revised to incorporate the alignment requirements; and

- The Assembly control totals have been revised to reflect the alignment of the Estimates and Budgeting boundaries.

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]	[Reportable Segment 2]	[Reportable Segment 3]	Total	[Reportable Segment 1]	[Reportable Segment 2]	[Reportable Segment 3]	Total
	£000	£000	£000	£000	£000	£000	£000	£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 resource 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 the Consolidated Statement of Comprehensive Net Expenditure		
Notional costs		
Total net expenditure including notionals per the 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		

202X-2Y

202W-2X

£000

£000

If liabilities are reported:

Total liabilities reported for operating segments

Reconciling items:

[List separately]

Total liabilities per Consolidated Statement of Financial Position

Total net assets per Consolidated Statement of Financial Position

3. 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 in the Accountability Report.

3a. Other Administration Expenditure

		202X-2Y £000		202W-2X £000
Note	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group

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 Costs¹:

- Wages and Salaries
- Social Security Costs
- Other Pension Costs

Grants

Goods and services

Auditors' remuneration and expenses (hard charge audit fees and non-audit services)

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

		202X-2Y £000		202W-2X £000
	Note	Departmental Group	Core Department & Agencies	Departmental Group
Interest charges				
PFI and other service concession arrangements service charges				
Research and Development expenditure				
Non-cash items:				
Depreciation				
Amortisation				
Loss on disposal of property, plant and equipment				
Increase/Decrease in provisions (Provision provided for in year less any release)				
Borrowing costs (Unwinding of discount) on provisions				
<i>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'.</i>				
Total				

Where required, disclose the following: 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].

3b. Programme Expenditure

		202X-2Y £000		202W-2X £000
	Note	Departmental Group	Core Department & Agencies	Departmental Group
Staff Costs ² :				
Wages and Salaries				
Social Security Costs				
Other Pension Costs				
Grants				
Goods and services				
Auditors' remuneration and expenses (hard				

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.

² Further analysis of staff costs is located in the Staff Report [on page XX] or [in the Accountability Report]

		202X-2Y £000		202W-2X £000
	Note	Departmental Group	Core Department & Agencies	Departmental Group
charged audit fees and non-audit services)				
Interest charges				
PFI and other service concession arrangements				
service charges				
Research and Development expenditure				
Non-cash items:				
Depreciation				
Amortisation				
Loss on disposal of property, plant and equipment				
Increase/Decrease in provisions (Provision provided for in year less any release)				
Borrowing costs (Unwinding of discount) on provisions				
<i>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'.</i>				
Total				

3.c Notional Audit Costs

The non-cash auditors' remuneration for the year includes costs incurred by the Department for the departmental group audit, and by agencies and NDPBs for the audit of their individual accounts as shown in the breakdown below. Further details for agencies and NDPBs can be found in their individual accounts.

	202X-2Y £000	202W-2X £000
Core Department		
Agencies		
Total Core Department and Agencies		
ALB 1		
ALB 2		
ALB 3		
Departmental Group Notional Audit Costs		

Please note that other NDPBs are hard charged for their audit costs, and their costs are included in the departmental group figure for audit costs at Note 3a.

4. Income

4.1 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 Guidance³. 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 that 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.*

4.2 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 does to earn the income.

	202X-2Y £000		202W-2X £000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Income source 1				
Income Source 2, etc				
Total				

³ <https://www.gov.uk/government/publications/government-financial-reporting-manual-application-guidance>

5. Property, plant and equipment

Consolidated

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								
Other designated bodies								
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.

Consolidated								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								
Other designated bodies								
Carrying amount at 31 March 202X								

6. Intangible assets

Consolidated	Information Technology	Software Licences	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	202X-2Y 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									

2022-23

Illustrative Statements: Department Yellow

Consolidated	Information Technology	Software Licences	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	202X-2Y Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Of the total:									
Department									
Agencies									
Other designated bodies									
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

Consolidated	Information Technology	Software Licences	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	202W-2X 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									
At 31 March 202X									
Amortisation									
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 Contracts									
Carrying amount at 31 March 202X									

2022-23

Illustrative Statements: Department Yellow

Consolidated

	Information Technology	Software Licences	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	202W-2X Total
	£000	£000	£000	£000	£000	£000	£000	£000	£000
Of the total:									
Department									
Agencies									
Other designated bodies									
Carrying amount at 31 March 202X									

7. Investment Properties

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

8. 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) and showing any movement between the revaluation reserve and the general reserve.

9. 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 in the financial risk profile of the department. In such cases department should explain the significance of such instruments as required by IFRS 7 and disclose the carrying values following the requirements of the FReM and IAS 32 and IFRS 9 and within the IFRS 7 headings 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 usually exposed to little credit, liquidity or market risk.

10. 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					

	Ordinary shares	Loans	Public Dividend Capital	Other investments	Total
	£000	£000	£000	£000	£000
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, those held by agencies and those held by NDPBs.

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 £000	Liabilities £000	Revenue £000	Net profit or loss £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.

11. 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.

12. Inventories

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

	202X-2Y £000		202W-2X £000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
[List separately]				

13. 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	Departmental Group	Core Department & Agencies	Departmental Group
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				

13.1 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							

14. Trade receivables, financial and other assets

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Amounts falling due within one year:				
Trade receivables				
Deposits and advances				
Other receivables*				
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				
Total				
Amounts falling due after more than one year:				
Trade receivables				
Deposits and advances				
Other receivables				
Prepayments				
Total				

* Where material, other receivables should be analysed and any significant items disclosed separately

15 Trade payables, financial and other liabilities

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Amounts falling due within one year				
VAT				
Other taxation and social security				
Trade payables				
Other payables*				
Accruals				
Deferred income				
Contract Liabilities				
Current part of lease liabilities				

	202X-2Y		202W-2X
	£000		£000
	Core Departmental & Agencies Group	Core Departmental & Agencies Group	Core Departmental & Agencies Group
Current part of capital and interest elements 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			
Consolidated Fund extra receipts due to be paid to the Consolidated Fund received			
receivable			
<hr/>			
Amounts falling due after more than one year:			
Other payables, accruals and deferred income			
Leases			
Capital and interest elements of PFI contracts and other service concession arrangements			
NLF loans			
Total			
<hr/>			

* Where material, other payables should be analysed and any significant items disclosed separately

16. Provisions for liabilities and charges

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
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				

16.1 Analysis of expected timing of discounted flows

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Not later than one year				
Later than one year and not later than five years				
Later than five years				
Balance at 31 March				

Department should breakdown material categories of provisions for example legal, early departure etc.

	Provision A	Provision B	Provision C	Other	Total
Not later than one year					
Later than one year and not later than five years					
Later than five years					
Balance at 31 March					

Departments should include brief details of material provisions per IAS 37 disclosure requirements and an indication of the contents of the 'Other' column where used. For additional disclosure requirements, entities should refer to the requirements of IAS 37 which includes details of significant judgements, indications of uncertainties and sensitivity analysis.

17. 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 or other designated body, that fact should be noted.]*

	1 April 202X	Increase in year	Liabilities crystallised in year	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)						

Guarantees, indemnities and letters of comfort should normally be issued by departments rather than agencies or other designated bodies. Where, exceptionally, an agency or other designated body 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.

18. 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.

19 Leases

IFRS 16 includes an overarching disclosure objective for lessees that requires lessees to disclose information that, together with the amounts in the financial statements, enables a user to understand the effect that leases have on the financial position, financial performance and cash flows of the lessee.

While there are some required quantitative disclosures, entities will need to use judgement in determining how to meet the disclosure objective, rather than approaching disclosures as simply meeting a checklist of requirements. Inherent in the disclosure objective for IFRS 16 is the needs of the end user of financial statements; entities should bear these needs in mind when determining which disclosures to make around leases.

On transition to IFRS 16, entities should note they are subject to the requirements in paragraph 28 of IAS 8. This includes an overview of the change in accounting and the transitional provisions. Note also that paragraph 28(f) of IAS 8 is not required and is substituted by a requirement to disclose the weighted average lessee incremental borrowing rate applied on transition; an explanation of any difference between operating commitments disclosed under IAS 17 (discounted using the rate disclosed) and lease liabilities recognised under IFRS 16; and the use of practical expedients on transition.

Entities should note that they should provide disclosures around leases only where material.

The illustrations below are for the quantitative disclosures in IFRS 16 for lessees.

19.1 Quantitative disclosures around right-of-use assets

Consolidated 202X-2Y

	Land	Buildings	Information Technology	Plant & Machinery	Furniture & Fittings	Total
	£000	£000	£000	£000	£000	£000

Right-of-use assets

As at 1 April 202X

Depreciation Expense

As 31 March 202Y

Departments should also disclose total additions to right-to-use assets.

19.2 Quantitative disclosures around lease liabilities

Maturity analysis

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group

Buildings

Not later than one year

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Later than one year and not later than five years				
Later than five years				
Less interest element				
Present Value of obligations				
Other*				
Not later than one year				
Later than one year and not later than five years				
Later than five years				
Less interest element				
Present Value of obligations				
Total Present value of obligations				
Current portion				
Non-current portion				

* Where other is material, Departments should split out significant categories.

19.3 Quantitative disclosures around elements in the Statement of Comprehensive Net Expenditure

	202X-2Y		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental & Group	Core Department & Agencies	Departmental Group
Variable lease payments not included in lease liabilities				
Sub-leasing income				
Expense related to short-term leases				
Expense related to low-value asset leases (excluding short-term leases)				

19.4 Quantitative disclosures around cash outflow for leases

	202X-2Y		202W-2X	
	£000		£000	
	Core Department Agencies	& Departmental Group	Core Department & Agencies	Departmental Group
Total cash outflow for lease				

20. Commitments under PFI and other service concession arrangements

20.1 Off-balance sheet (SoFP)

For each material PFI or 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;
- 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 £s,000 (202W–2X: £s,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		202W-2X	
	£000		£000	
	Core Department & Agencies	Departmental Group	Core Department & Agencies	Departmental Group
Not later than one year				
Later than one year and not later than five years				
Later than five years				
Total				

20.2 On-balance sheet (SoFP)

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

- Payments under the capital and interest elements of the contract; 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 IFRS 16, 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 £s,000 (202W–2X: £s,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		202W-2X
	£000		£000
	Core Departmental & Agencies	Core Department & Agencies	Departmental Group
Capital 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			
Less interest element			
Present value			
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.

21. Capital and Other Commitments

21.1 Capital Commitments

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

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

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

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

22. Related-party transactions

The Department is the parent of its agencies and other designated bodies [*named if appropriate or insert a cross reference to note 24*] and sponsor of its public corporations [*named if appropriate or insert a cross reference to note 24*]. These bodies are regarded as related parties with which the Department has had [*insert description, for example a small number of transactions or various material transactions*] during the year:

In addition, the Departmental group has had [*insert description, for example a small number of transactions 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 Departmental group during the year.

If there have been material transactions with other related parties, these 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.*

23. 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.

	202X-2Y		202W-2X
	£000		£000
	Core Departmental & Agencies	Departmental Group	Core Departmental & Agencies
			Departmental Group
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]*.

24. Entities within the departmental boundary

The entities within the boundary during 202X-2Y comprise supply financed agencies and those entities listed in the Designation and Amendment Orders presented to the Assembly. They are:

Insert list of entities analysed between:

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

This 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, a weblink or other reference.

25. Events after the reporting period date

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.