



**Northern Ireland Practice and Education Council  
Annual Report and Accounts For  
the year ended 31<sup>st</sup> March 2022**

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Annual Report and Accounts  
For the year ended 31<sup>st</sup> March 2022**

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under Paragraph 12(4) of the Schedule to the Health and Personal Social  
Services Act (Northern Ireland) 2002  
by the Comptroller & Auditor General  
on*

*26 July 2022*

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# The Performance Report

## Overview

### NIPEC – our purpose, vision and values

Welcome to the Annual Report and Accounts 2021-22 for NIPEC. This Performance Report provides information about NIPEC's purpose and vision, key changes that have occurred in the organisation over the last year and highlights the achievement of objectives over the five corporate areas of Practice, Education, Professional Development, Advice, Guidance and Information and Corporate Governance.

NIPEC was established in 2002 under the Health and Personal Social Services Act (2002) as a Non-Departmental Public Body (NDPB). NIPEC's statutory responsibilities are:

To promote:

- high standards of practice among nurses and midwives;
- high standards of education and learning for nurses and midwives;
- professional development of nurses and midwives;

and provide:

- guidance on best practice for nurses and midwives;
- advice and information on matters relating to nursing and midwifery;

During 2021-22, NIPEC continued to work and be guided by our purpose, vision and values, as set out in our Corporate Plan 2017-22 while at the same time responding to the challenges of Covid-19.

### **Purpose**

NIPEC aims to further promote the highest standards of practice, education and professional development of nurses and midwives to facilitate the delivery of safe, effective, compassionate, person-centred care and services.

### **Vision**

Our vision, co-produced with stakeholders and the public, is leading and inspiring nurses and midwives to achieve and uphold excellence in professional practice.

## Values

- **Be Impartial:** We act with integrity, transparency and objectivity. We promote a culture of equality and diversity;
- **Be Collaborative:** We are accessible to individuals and interested organisations. We are responsive to the needs of our stakeholders and work in partnership with them to produce outcomes;
- **Be Accountable:** We are accountable to the DoH, the public, stakeholders and staff for stewardship of public funds and the achievement of corporate outcomes;
- **Be Dynamic:** We are creative and innovative in our approach to co-design outcomes using Quality Improvement methodology;
- **Provide Leadership:** We provide professional leadership that positively impacts on nurses and midwives;
- **Maximise Value for Money:** We support and promote quality through continuous improvement, delivered in the most effective and efficient way within available resources.

## Covid-19

Since March 2020, NIPEC staff have delivered business operations by working remotely to ensure a safe and effective working environment and to be in line with NI Executive guidance. Throughout this period, business continuity has been co-ordinated through online Business Team meetings, initially via additional Situation Report (SITREP) meetings and since April 2021, reverting to business as usual arrangements with achievement of NIPEC's corporate objectives being managed by the monthly Business Team meeting.

## Chair's Foreword

Thank you for taking the time to read NIPEC's Annual Report 2021-22.

I am very proud to have commenced my term as NIPEC Chair in December 2021, just as the organisation enters its 20<sup>th</sup> year and I look forward to leading NIPEC over the next four years as we continue to support the development of nurses and midwives in the HSCNI system.

The organisation has experienced significant change in the last year, both in its leadership team and staff. My predecessor Professor Carol Curran, Chief Executive Angela McLernon and five Council members left the organisation in December 2021. In addition to this, three members of the corporate team and one member of the professional team left in May and December respectively. All were long-serving contributors to NIPEC and their significant efforts over the years have left a strong legacy as the organisation moves forward. On behalf of the Council I would like to acknowledge their invaluable contribution and thank them for their many years of loyalty, dedication and service to NIPEC for which we are deeply indebted.

Such significant organisational change naturally creates an amount of uncertainty for those left behind however the remaining staff have continued to demonstrate commitment and professionalism and the value of their input cannot be underestimated. On behalf of the Council and myself, I would like to offer sincere thanks to staff for their ongoing hard work and dedication.

In January 2022, the DoH Public Appointments Unit announced the appointment of five new non-executive members to NIPEC Council, and extensions to the terms of two members who served under the previous Council. We held our first Council meeting on 9<sup>th</sup> March 2022 when we were able to agree membership of NIPEC's two Committees; Audit & Risk and Remuneration. As a Council, we look forward to working with NIPEC teams and our stakeholders in the wider HSC system during what we expect to be a period of unprecedented transformation of Health and Social Services in Northern Ireland.



Despite all these changes, coupled with the impact of the Covid-19 Global Pandemic, NIPEC has continued to play an active role in supporting registrants and the DoH. The last twelve months has been a difficult time for everyone within HSCNI as Covid-19 continues to impact on our health and social care system. There is no doubt that 2022-23 will present further challenges. I am confident that NIPEC will continue to rise to the challenges and opportunities that present and will continue to support the nursing and midwifery professions to adapt and transform to meet the needs of patients and service users in Northern Ireland.

**Bronagh Scott**  
Chair

## Chief Executive's Report

Twenty years following the establishment of NIPEC, I am delighted to have taken up post as Chief Executive on the 14<sup>th</sup> March 2022. NIPEC has played a crucial role promoting high standards of practice, education and professional development of nurses and midwives over the past two decades, and I look forward to continue to build on that performance through supporting these professions, to facilitate the delivery of safe, effective, compassionate, person-centred care and services.

NIPEC's work agenda is directed by our Sponsor Branch, CNO Directorate in DoH, and by our stakeholders from the wider HSC and independent and voluntary sector in NI. The Nursing and Midwifery Task Group (NMTG) Report was launched by the Health Minister at the NIPEC Conference in March 2020. The recommendations put people and population health and wellbeing at the heart of nursing and midwifery practice. It sets out the critical issues facing nursing and midwifery and does so within the context of the health and social care needs facing the population over the next 10 to 15 years. NIPEC has continued to work to support the ambitions and vision of this report. Whilst preparatory work to take forward some of the Report's recommendations have been delayed, many aspects of the recommendations have progressed e.g. increasing student pre-registration training places, progressing Delivering Care approach and the restoration of the post registration education budget.

In 2021-22, as all efforts continued to be directed towards the Covid-19 response, NIPEC welcomed the opportunity to support DoH and the CNO to maintain effective communication through continued use of a digital platform for nurses and midwives. Reflecting the learning from the first wave of the pandemic response, NIPEC continued to update this platform on a regular basis over the past year to ensure key Covid-19 related information was made available in a timely and accessible manner.

NIPEC looks forward to continuing to collaborate with our new CNO, Ms Maria McIlgorm, and Sponsor Branch in 2022-23 to develop a new Regional Nursing and Midwifery Strategy which will incorporate the key strategic themes and priorities set out in the NMTG report and support collective leadership and co-production principles for registrants working across the HSC statutory, independent and voluntary sectors.

NIPEC were instrumental in leading the NI strand of the Future Nurse Future Midwife (FNFM) project and the implementation of the NMC (2018) standards for education and training with an emphasis on the implementation of the Future Midwife standards from September 2021. The final FNFM Project Board meeting was held on 9th November 2021 and going forward, the Northern Ireland Practice Learning Collaborative (NIPLC) will report to the Strategic Workforce and Education Central Nursing and Midwifery Advisory Committee subgroup (SWE CNMAC Subgroup) which will provide an assurance and advisory function to the NIPLC.

NIPEC's business objectives for 2022-23 have been developed to continue to promote the nursing and midwifery professions and to celebrate best practice with a focus on partnership working and supporting the adoption and implementation of NIPEC resources. It is anticipated



that 2022-23 will continue to be a challenging time for the nursing and midwifery professions as new and emerging challenges arise across the HSC. The changing needs of the HSC to respond to the needs of patients, carers and communities requires NIPEC to remain strategically focused and agile in its approach to agreeing new and emerging priorities.



Whilst the year ahead will bring new challenges, I am confident that NIPEC will be in a position to embrace the unique opportunities as they arise and continue to work flexibly and innovatively with key partners to support the broader transformation agenda within Northern Ireland.

A handwritten signature in cursive script that reads "Linda Kelly".

**Linda Kelly**  
Chief Executive

## Performance Analysis:

During 2021-22, NIPEC met its corporate responsibilities along with delivering against the strategic priorities and objectives presented in its Business Plan 2021-22 including:

### Practice:

#### Recording Care

This regional initiative supported through the 'Transforming Nursing and Midwifery Data' programme of work continued to transform practice, prepare and support the nursing and midwifery professions to lead and implement transformational change and champion an innovative approach to recording plans of nursing and midwifery care across practice and service settings. This work also aligned well with the impending digital transformation expected through the Encompass programme of work and includes:-

- Support for the evaluative study of the PACE care planning approach in HSC adult hospital based environments;
- Support for the finalisation of recommendations relating to standardised nursing terminologies in nursing and midwifery practice as part of collaboration across the four UK countries and Ireland.

#### Supervision

- Completed pilot testing across 24 teams in Northern Ireland with 240 participants in a small scale testing of the draft Reflective Supervision Framework across the five Health and Social Care Trusts.
- Finalised the Reflective Supervision Framework for Nursing and Midwifery.
- Co-produced recommendations for implementation, accountability and monitoring arrangements.

#### DoH standards for the Nursing/Midwifery Assistant roles

- Work is ongoing with the DoH to identify systems which need to be in place in order to support the effective implementation of Nursing and Midwifery Assistant roles.

## Education:

### **Future Nurse Future Midwife (FNFM)**

During 2021-22 NIPEC continued to lead the FNFM project and the implementation of the NMC (2018) standards for education and training with an emphasis on the implementation of the Future Midwife standards from September 2021. This resulted in the following successes for the project:

- Continued support for the Midwifery Expert Reference Group (MERG) and associated Future Midwife work streams;
- Review and refresh of the NIPEC FNFM webpage to host a range of FNFM Resources with a section specifically for Midwifery;
- Support for Queens University, Belfast, NMC approval visit for midwifery programmes;
- Adaption and implementation of an electronic Midwifery On-Going Record of Achievement (MORA) and development of a MORA Practice Learning Handbook. To Note: Northern Ireland is the first UK country to implement the MORA as an electronic resource;
- Application of the FNFM Practice Learning Environment Education Audit Tool for Practice Learning Experience across Midwifery settings;
- Development of a range of resources to support implementation of the NMC Education Standards in practice including Midwifery Practice Assessor preparation programmes (New to Role and Transitioning programmes) accessible via the HSC Leadership Centre;
- Transition of Future Midwife to the established Northern Ireland Practice Learning Collaborative;
- Widespread communication and engagement promoted through NIPEC's website and social media platforms to HSC Trusts, Voluntary and Independent Sector organisations across NI which included communiques, videos and Future Midwife countdown clock to mark the go-live date for Future Midwife;
- Publication of a closing and final FNFM Communique in November 2021 which sign posted registrants to relevant information and resources;
- Dissemination of a range of resources in partnership with the Independent Sector to support the Non HSC Organisations to implement the NMC FNFM Standards; and
- Arrangements to support Non HSC Organisation to access Practice Assessor Preparation Programmes at HSC Leadership Centre.

## Professional Development:

### Enabling Professionalism

- Continued to progress a programme of work linked to the *Enabling Professionalism Framework* to support the Chief Nursing Officers of the United Kingdom and Ireland to take forward a collaborative work stream to enhance the public's understanding of the depth and breadth of nursing and midwifery roles including their impact on population health outcomes;
- Maintained and updated a website to support the professions during periods of surge demand activity across HSC and independent and voluntary sector organisations.

### Career Pathways

The development of career pathways for specific areas of practice has become an expanding component of NIPEC's work. *The Guidance Framework to support the development of Nursing and Midwifery career pathways (2021)* was produced in partnership with the Public Health Agency, and approved for use in February 2022. The purpose of the Guidance Framework is to support and expedite the development of additional nursing and midwifery career pathways including:-

- Stroke
- Neurology
- Safeguarding
- Public Health Nursing
- Midwifery

NIPEC has also completed the development of regionally agreed job descriptions, including Advanced Practitioner District Nursing and Consultant District Nurse as part of the District Nursing career pathway.

### Preceptorship Framework

- Update of the NI Preceptorship Framework was commenced to reflect the *NMC Principles for Preceptorship (2020)* and the *NI Reflective Supervision Framework for Nurses and Midwives (2021)*.

### Advanced Nursing Practice Framework

The ongoing programme of work to analyse and make recommendations with regard to the Advanced Nursing Practice Framework and model of delivery of the Education Programme in Northern Ireland on behalf of the DoH.

### Link Nurse Framework

- The NI Link Nurse Framework was promoted as part of the *DoH Enhanced Clinical Care Framework project* to support and enhance the professional development of registrants in Link Nurse roles in Care Homes.

## Advice, Guidance and Information:

### Delegation Framework

- Tested the draft governance framework for multi-professional delegation across a range of teams in the five HSC Trusts;
- Defined recommendations to enable the final production of the governance framework for multi-professional delegation and accompanying resources for implementation.

### Maternity Support Workers

- Commenced a review of the Maternity Support Workers (MSW) education programme and development of resources for the MSW role which reflect those endorsed by the DoH Standards for Nursing Assistants and the Induction and Development Pathway.

### Professional Fora

- Continued to support Professional Development Fora for:
  - Registered Nurses: Learning Disabilities and Endoscopy Lead Nurses.

### Independent Sector

Engaged with Nurses working in the Independent and Voluntary Sector through the:

- CNO Covid-19 digital platform;
- Enabling Professionalism Surge Capacity website bespoke to Nursing Home settings;
- DoH Enhanced Clinical Care Framework Group.

### Communication and Engagement

- Submitted responses to consultations on a range of emerging strategies and policies;
- Continued with innovative approaches to engage with stakeholders to promote high standards of practice, education and professional development such as the CNO Digital Platform, Covid-19 Surge Capacity website, Twitter and Facebook posts and NIPEC information sessions for NI Nursing Students and Midwifery Students in Open University, Queen's University Belfast and Ulster University;
- Introduction of NIPEC annual award in each of the NI AElS to celebrate NIPEC's 20<sup>th</sup> anniversary and its role in promoting high standards of nursing and midwifery education in practice.

### Nursing and Midwifery Task Group (NMTG)

- Ongoing support to establish Communities of Practice (CoP) as part of the infrastructure to progress implementation of the NMTG recommendations and a Nursing and Midwifery Strategy.

## Corporate Governance and Finance:

NIPEC's 2021-22 Business Plan was delivered against corporate objectives and Key Performance Indicators (KPIs). Progress on actions, both corporate and professional, was monitored by the Business Team at their monthly meetings and via performance reports to quarterly Council meetings and Audit and Risk Committees.

A summary of NIPEC's Key Performance Indicators is shown in the table below:

Targets for 2021-22	Performance in 2021-22	Performance in 2020-21
Break even on revenue and operating costs <i>(Target: 0.25% or £20,000)</i>	<b>0.96%</b> or <b>£12,028</b>	<b>1.09%</b> or <b>£16,406</b>
Keep within the capital resources limit (CRL)	<b>Achieved CRL £2,597</b> <i>(2021-22 allocation £2,600)</i>	<b>Achieved CRL £3,865</b> <i>(2020-21 allocation £4,000)</i>
Sickness absence rates <i>(Target: 3.5%)</i>	<b>3.76%</b>	<b>1.84%</b>
Invoice prompt Payment percentage within 30 days <i>(Target: 95%)</i>	<b>100%</b>	<b>100%</b>
Invoice prompt Payment percentage within 10 days <i>(Target: 70%)</i>	<b>100%</b>	<b>98%</b>

### PROMPT PAYMENT POLICY

#### Public Sector Payment Policy - Measure of Compliance

The Department requires that NIPEC pay their non HSC trade creditors in accordance with applicable terms and appropriate Government Accounting guidance. NIPEC's payment policy is consistent with applicable terms and appropriate Government Accounting guidance and its measure of compliance is:

	2022 Number	2022 Value £	2021 Number	2021 Value £
Total bills paid	274	666,917	316	640,266
Total bills paid within 30 day target	274	666,917	315	639,860
<b>% of bills paid within 30 day target</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>	<b>100%</b>
Total bills paid within 10 day target	274	666,917	309	636,027
<b>% of bills paid within 10 day target</b>	<b>100%</b>	<b>100%</b>	<b>98%</b>	<b>99%</b>

The Business Services' Organisation (BSO) Director of Finance and her team support NIPEC in the delivery of its core financial functions including Financial Planning, Financial Governance, Financial Management and Financial Accounting services.

## SUSTAINABILITY

NIPEC is committed to protecting the environment and to sustainability and environmental issues. It aims to manage its operations in ways that are environmentally sustainable and economically feasible.

NIPEC's Waste Management Policy was reviewed and approved by NIPEC Council in April 2021 and it aims to bring to the attention of staff the organisation's position in regard to waste management along with its efforts to reduce NIPEC's impact on the environment.

NIPEC remains committed to make a contribution in those areas which it can influence and makes sustainable improvements wherever possible including the use of online systems for human resources, procurement and invoice processing; moving away from paper-based systems; production of electronic guidance/information leaflets for registrants as opposed to printing hard copies for distribution; emailing of Committee papers rather than printing and posting copies; centralised printing devices for the production of printed material; and video and teleconferencing facilities to reduce travelling.

NIPEC submitted its 'Property Asset Management Plan (PAMP) 2021-22 to 2025-26' in September 2021 within the timescales required. The PAMP was largely influenced by NIPEC's move to James House as part of the Reform of Property Management programme being led by Department of Finance (DoF). This initiative will result in a significantly modernised office estate which will ensure lower energy costs per full time equivalent employee and a reduced carbon footprint. Through centralisation and better information

management the approach to property management itself will be less wasteful reducing the frequency of unplanned maintenance.

## **EQUALITY AND DIVERSITY**

During 2021-22, NIPEC completed our Five Year Review of the Equality Scheme. We involved a range of people in the review within our organisation to make sure that we looked at Section 75 implementation across a range of our functions. We also drew on what members of Tapestry, the disability network for staff working in NIPEC and our 10 HSC partner organisations, had to say about barriers they still face. We have identified a number of actions for the next five years of Equality Scheme delivery.

Together with our partners we participated in two Disability Awareness Days during 2021-22: on Dementia (in December 2021) and on Attention Deficit Hyperactivity Disorder (in February 2022). The days included a live online session with an expert in the field (a health or social care professional or an individual with lived experience of the condition). A major achievement has been the rise in the number of participants on the days. The sessions are recorded and then made available on the Tapestry website. This has ensured that staff can access the session at a time convenient to them.

## **EU EXIT**

BREXIT has had no significant impact on NIPEC's strategic objectives and delivery of services during 2021-22. No expenditure was incurred by NIPEC during 2021-22 which directly related to BREXIT.

The Annual Report and Accounts have been produced in line with the HSC Manual of Accounts 2021-22. The Accounts, and supporting notes relating to the Council's activities for the year ended 31<sup>st</sup> March 2022, have been audited by the Northern Ireland Audit Office. See pages 60 – 63, 'Audit Certificate', for further details.

Signed:



**Mrs Linda Kelly**  
Accounting Officer

6<sup>th</sup> July 2022



## The Accountability Report

### The Directors' Report

NIPEC's Directors' Report is presented under its statutory areas of responsibility as summarised below:

- Promoting high standards of practice among nurses and midwives
- Promoting high standards of education among nurses and midwives
- Promoting the professional development of nurses and midwives
- Provide advice, guidance and information on best practice and matters relating to nursing and midwifery
- Governance and Performance

Further and more detailed information on the Professional work of NIPEC during 2021-22 can be accessed via our website at <https://nipec.hscni.net>

NIPEC's forthcoming *Annual Quality Report 2021-22* will provide a comprehensive review of NIPEC's Professional work throughout the year.

### Promoting high standards of practice among nurses and midwives

Nurses and midwives play a critical role in improving health outcomes, actively enabling co-production and decision making at all levels of care delivery, service and education provision, research and policy making. They have the knowledge and skills in clinical innovation in particular to help meet the challenges facing health and social care, therefore supporting improvements in practice to uphold the standards of the professions for the good of the public. It has been evident that nurses and midwives have been critical to the response to the Covid-19 pandemic, demonstrating compassion, resilience, flexibility, innovation and continuing evolution of services to meet the increasing health and social care needs of the population. The rapid expansion of digital health approaches to care and services has been especially evident during this time and much learning has been facilitated as a result.

*The Code: Professional Standards of Practice and Behaviour for Nurses, Midwives and Nursing Associates* (2018), provides the professional standards to which nurses and midwives practice. It requires nurses and midwives to provide a high standard of practice and care at all times, in line with the best available evidence, communicating effectively, working co-operatively, keeping skills and knowledge up to date, working within the limits of competence, keeping clear and accurate records and raising concerns immediately.

The experience of the Covid-19 pandemic arrangements highlighted the critical nature of the roles of nurses and midwives. Never before has there been the level of understanding on the

part of the public and policy makers on the need to enhance the image of these professions, promote professional pride, support nurses and midwives to stay in their professions, and empower them to bring about better health and care outcomes. In addition, the pandemic arrangements provided an opportunity to accelerate innovative models of practice, including the application of technology in health and social care to support effective practice, experience of care and personalisation for the public of Northern Ireland.

## **NIPEC's Responsibilities**

In fulfilling NIPEC's responsibility to promote high standards of practice among nurses and midwives, NIPEC continued to provide strategic leadership during 2021-22, and implemented a proactive, flexible and responsive work programme. This included leading or facilitating regional projects and initiatives along with developing, monitoring and reviewing resources to enable improvements in professional practice.

NIPEC maximised the impact of its work on the nursing and midwifery workforce by ensuring the effective use of resources, working flexibly and in collaboration with stakeholders and continuing to delivering high quality products and outcomes which were informed by key strategic direction and policy within agreed timescales. In addition to this NIPEC contributed to support the mass vaccination programme roll out.

### **Example:**

During 2021, NIPEC completed the testing of the model of Reflective Supervision presented in the draft *Reflective Supervision Framework (2019)*. The model was piloted across the five HSC Trusts among 24 teams comprising 50 supervisors and 190 supervisees. NIPEC collaborated with the lead for supervision in the Clinical Education Centre to develop a programme on restorative supervision approaches for those involved in the pilot. The outcomes of the pilot were that the draft Reflective Supervision Framework was fit for purpose for Nurses, Midwives and it was subsequently submitted to the Chief Nursing Officer with recommendations for adoption and implementation of the Framework in practice.

## **Promoting high standards of education among nurses and midwives**

The NMC Code (2018) requires that nurses and midwives must "...maintain the knowledge and skills they need for safe and effective practice." The provision of effective education and learning for nurses and midwives enables them to deliver evidence-informed care that is safe, person-centred and enhances patients' experiences and outcomes. High-quality pre-registration nurse and midwife education therefore plays a crucial role in ensuring patients and their families receive quality person-centered care.

Once registered, nurses and midwives need to be supported in their role and continue to receive education and development throughout their careers in order to further develop their knowledge and skills, and to support innovation in nursing practice to enhance care delivery. The HSC relies on nursing and midwifery education to prepare and maintain competent and

caring practitioners who demonstrate professional behaviours and values. Education must also promote the advancement of nursing and midwifery practice and research throughout professional careers.

## **NIPEC's Responsibilities**

In fulfilling NIPEC's responsibility to promote high standards, during 2021-22 we continued to undertake a range of activities to assure education standards and influence educational developments, providing leadership to the learning and education activities of the registrant population.

### **Example:**

During 2021-22 NIPEC continued to lead work in partnership with NI Approved Education Institutions and practice partners to fully implement *the NMC Future Midwife: Standards of proficiency for registered midwives* by September 2021. This initiative provided a unique opportunity to co-design and co-produce translation of the NMC Education Standards whilst also the transformation and reform agenda was implemented in Northern Ireland. The details of this project are detailed in the Performance Summary, Page 12.

Robust communication with stakeholders across Northern Ireland continued throughout the project through regular meetings, communiques, podcasts and a range of resources for nurses and midwives which were promoted through NIPEC's website and social media platforms.

During 2021-22 NIPEC continued to work closely with the NMC to support the review of the post-registration education standards - including hosting two stakeholder events in relation to the NMC Consultation on Draft Standards for Specialist Practice Qualifications (SPQ) and Community and Public Health Nursing. The aim of these events was to raise awareness of the NMC's consultation and to support them to contribute to the consultation either individually, in groups or through their organisation.

## **Promoting the professional development of nurses and midwives**

The NMC Code (2018) requires Nurses and Midwives to keep their knowledge and skills up to date, take part in appropriate and regular learning and professional development activities that aim to maintain and develop competence and improve performance.

The NMC's resources *Caring with Confidence (2020)* were developed to guide registrants on how to use the NMC Code (2018) to support them in their practice and professional development. The *Enabling Professionalism Framework 2022* highlights the defining characteristics required of our nurses and midwives in the 21<sup>st</sup> Century to ensure the professions are "Here for Life".

The continued professional development of our Nurses and Midwives has been even more important during 2021-22 especially as a result of the Covid-19 Pandemic with new waves, new variants and surges. Registrants rose to the challenges and where necessary adopted new roles either through redeployment or within their place of work. The importance of a highly skilled and knowledgeable workforce is of vital importance to the effective implementation of the Nursing and Midwifery Task Group Report and recommendations. This will ensure that the registrant and non-registered workforce is supported to meet the needs of the population providing the right care at the right time and place to the right people.

## **NIPEC's Responsibilities**

In fulfilling NIPEC's responsibility to promote the professional development of nursing and midwifery, during 2021-22 NIPEC continued to engage with its stakeholders to lead and collaborate on the development of a range of resources, although reduced in number due to the pausing of specific work streams. Although staff worked remotely, Zoom and other platforms enabled us to progress the work which was not paused. NIPEC will continue to review and adapt its approaches to ensure effective engagement of stakeholders and the development of resources to support them in their practice, education and professional development.

### **Example:**

During 2021-22, NIPEC continued to support the NI Collaborative to host the RCN / NIPEC Registered Nurse Learning Disabilities Forum. The Forum met in November 2021 via Zoom and the topic of the event was "*Medicines Management: Anti-psychotic Monitoring and Health Promotion*" with presentations from two HSC Trusts. A total of 141 people from Learning Disabilities services across the system attended the event which received excellent feedback.

NIPEC commenced the update of the NI Preceptorship Framework with nursing and midwifery stakeholders from statutory, independent and voluntary sectors, including education providers, NMC, Staff Side Organisations and importantly new registrant representatives. Although the start date was paused in December 2021 to facilitate the Chair of the Group to lead their HSC Trust vaccination programme, the members of the group commenced with renewed vigour in February 2022. The draft Framework has been tested in members' organisations and feedback was provided for the Task & Finish Group to further refine the Framework to ensure it is fit for purpose in line with the NMC Principles for Preceptorship & NI Reflective Supervision Framework. This is another excellent example of NIPEC's collaborative working.

## **Providing Advice, Guidance and Information on best practice and matters relating to Nursing and Midwifery**

The NMC requires nurses and midwives to "*make sure that any information or advice given is evidence-based, including information relating to using any healthcare products or services*" (NMC, 2018).

The delivery of safe and effective care within a person-centred culture is the responsibility of all nurses and midwives and their employing organisations. This care must be delivered within an organisational environment that promotes evidence-based practice and utilises effective risk management processes.

## **NIPEC's Responsibilities**

In 2021-22, it was particularly crucial that NIPEC fulfil its unique role in Northern Ireland by providing guidance on best practice and matters relating to nursing and midwifery. NIPEC's websites and online facilities provided practitioners and organisations with information to support the delivery of safe and effective person-centred care. NIPEC worked collaboratively with its key stakeholders and continued with its commitment to the development, production and dissemination of evidence-based, quality and accessible information.

### **Examples included:**

#### *NIPEC Website and Social Media Platforms*

As a result of the Covid-19 pandemic, Northern Ireland was in lockdown for long periods and many HSC staff were redeployed. Social media sites such as Facebook and Twitter posts along with the NIPEC website were the main routes of communication that NIPEC employed to share information about its work, projects and resources with NMC registrants and other key stakeholders. NIPEC continued to update the Chief Nursing Officer's Covid-19 Communication Platform on a monthly basis and adhoc when necessary to share important information.

To support NMC registrants in practice and education, in addition to nursing and midwifery students, the Future Nurse Future Midwife (FNFM) webpage on NIPEC's main website was refreshed with additional information. Sub-pages were added to facilitate ease of access to the range of regionally agreed resources for the various stakeholders which included: standards for student supervision and assessment; preparing to support students; and project information and background.

## **Governance and Performance**

Throughout 2021-22, NIPEC's Corporate team continued to support the organisation on a wide range of corporate issues at a strategic and operational level. The following key achievements and developments occurred in the course of the year:

### **Accountability and Monitoring**

NIPEC was established with effect from 7 October 2002 under the powers of Section 2(1) of the Health and Personal Social Services Act (Northern Ireland) 2002 and is an executive non-departmental public body (NDPB) of the Department of Health. NIPEC primary aim is to improve the quality of health and care by supporting the practice, education and performance of nurses and midwives.

NIPEC is governed by a Council which is comprised of a Chair, a Chief Executive and up to a maximum of 16 members including the Department's Chief Nursing Officer who is an ex-officio member. The Council has corporate responsibility for ensuring that NIPEC fulfils the aims and objectives set by the Department and approved by the Minister, and for promoting the efficient, economic and effective use of staff and other resources by NIPEC. Details of NIPEC's current Council members can be found at Appendix 2 and on NIPEC's website <https://nipec.hscni.net/>

There are currently eight vacant non-executive positions on NIPEC Council. Recruitment of additional members is being actively pursued to achieve a full complement. See section 2 of the Governance Statement for further details.

The Chair is accountable to the Minister of Health and shall ensure that NIPEC's policies and actions support the wider strategic policies of the Minister; and that NIPEC's affairs are conducted with probity.

The Chief Executive of NIPEC is designated as the Accounting Officer by the Departmental Accounting Officer of the Department (Permanent Secretary). The Accounting Officer of NIPEC is personally responsible for safeguarding the public funds for which she has charge, ensuring propriety and regularity in the handling of those public funds, and for the operations and management of NIPEC. She is supported in the operational aspects of the role by a senior team of five Senior Professional Officers (currently two vacancies) and a Head of Corporate Services, and together they are responsible for ensuring that NIPEC's business areas meet corporate, governance and legislative requirements for public accountability and value for money.

During 2021-22, NIPEC Council and its committees have continued to hold meetings remotely due to the ongoing effects of Covid-19 pandemic and in line with NI Executive advice. The dates and times of these meetings are advertised annually in advance in the press and on NIPEC's website. NIPEC Council met four times in 2021-22 with the first meeting of the new Council taking place on 9<sup>th</sup> March 2022. In addition, Council held a remote workshop in November 2021 to develop a draft Business Plan for 2022-23 and a first draft of a Corporate Plan template for the next five years.

NIPEC's Audit & Risk Committee is a Committee of the Council and is responsible for providing assurance to the Council that NIPEC has an effective system of integrated governance, risk management and internal control, across the whole of the organisation's activities that supports the achievement of the organisation's objectives. The Terms of Reference of the Committee were reviewed and approved by the Council at the November 2021 meeting.

The Committee met four times in 2021-22, two of these were chaired by the previous Chair, Dr Vinod Tohani, whose membership ended in December 2021. At the March Council meeting, four new members were voted on to the Audit & Risk Committee including a new Chair, Catherine Rice. The inaugural meeting for the new members took place on 22<sup>nd</sup> March 2022. Details of NIPEC's current Audit & Risk Committee members can be found at Appendix 3 and on NIPEC's website <https://nipec.hscni.net/>



The primary role of the Remuneration Committee is to make recommendations to the Council on all aspects of remuneration and terms and service of employment for the Chief Executive subject to the direction of the Department of Health. The Terms of Reference of the Committee were reviewed and approved by the Council at the November 2021 meeting.

The Committee is chaired by NIPEC's Chair and did not meet during 2021-22 as the previous Chief Executive of NIPEC was seconded to the organisation from the Department and maintained her NI Civil Service terms and conditions throughout her time with NIPEC. It should be noted that all members of staff, with the exception of the Chief Executive who receives a Senior Executive Contract, are on regional Agenda for Change terms and conditions of service.

NIPEC's performance against corporate and business objectives is monitored by their Sponsor Branch, the Nursing Midwifery and Allied Health Professionals (NMAHP) Directorate. This monitoring continued throughout 2021-22 however the more formal arrangements such as Sponsorship and Accountability meetings with the Department, along with the Sponsorship checklist, were paused by DoH pending the return to normal activities in 2022-23.

### **Service Level Agreements**

NIPEC receives a number of core support services from the Business Services Organisation (BSO) under annual Service Level Agreements (SLAs). Services provided by BSO include Equality, Finance, Counter Fraud, Human Resources, Procurement & Logistics, Shared Services, Internal Audit, Legal Services, Data Protection Officer and Information Technology Services. NIPEC has processes in place to monitor performance against these SLAs including receipt of monthly performance reports from relevant BSO service areas which continued throughout 2021-22. NIPEC Chief Executive and Head of Corporate Services held the annual SLA meeting with BSO Directors of Finance and Customer Care and Performance and the Head of Corporate Services attended the regional Arm's Length Bodies (ALBs) Customer Forum meetings where updates on BSO services are provided by BSO representatives.

### **Financial**

NIPEC receives its financial allocation on a year to year basis from the Department of Health (DoH) and any long term expenditure pressures identified by NIPEC are managed through NIPEC Sponsor Branch and DoH Finance.

NIPEC received an opening resource budget allocation from the DoH in 2021-22 and were advised to plan to absorb total price inflation for the year although unlike previous years, DoH did not request that we absorb the first 1% of 2021-22 pay inflation costs which were allocated separately. Two further non-recurrent allocations were received in respect of the Future Nurse Future Midwife programme and the 2021-22 Safe Staffing – Delivering Care initiative. NIPEC has a statutory duty to breakeven within 0.25% or £20,000 of these resources.

In addition to the above, NIPEC received and spent a small capital allocation of £2,600 for replacement of staff laptops as part of the annual PC refresh round.

The financial statements presented in this Annual Report and Accounts report a small revenue surplus of £12,028, which is within the required breakeven threshold.

## **Audit**

NIPEC's Internal Audit function is provided by BSO Internal Audit Service and the main focus of their activity is to provide the Accounting Officer with an objective evaluation of and opinion on the overall adequacy and effectiveness of the organisation's framework of risk management, control and governance. In accordance with the 2021-22 Annual Internal Audit Plan, BSO Internal Audit carried out a Financial Review (non-pay expenditure including agency staff and consultancy, payments made to staff, budgetary control including financial reporting to Council and asset management), an audit of NIPEC's IT/Website arrangements and a Risk Management audit - further details on Internal Audit and assurances can be found in the Governance Statement, pages 31 – 44.

NIPEC'S External Audit function is provided by ASM, acting on behalf of the Northern Ireland Audit Office (NIAO), who audit the financial statements for year end on behalf of the Comptroller and Auditor General (C&AG).

## **Human Resources**

Prior to 2021-22, NIPEC has experienced a low turnover of staff with the last staff to retire being two of the senior team in 2019-20. In 2020-21 a number of corporate staff indicated that they planned to retire in 2021-22 and in light of this, it was agreed by the senior team that this would present a timely opportunity to complete an internal scoping exercise of the current establishment and their roles within the corporate team with a view to considering the future strategic needs of the organisation.

A Report of the Internal Scoping Exercise was prepared by a NIPEC Associate and the exercise included engagement with all of NIPEC staff, BSO HR and NIPEC's Joint Negotiating Consultative Committee. Following measured consideration of the information, it was concluded that the current organisational structure of the Corporate Services Team should be refined and developed. This would enable NIPEC to maximise the effectiveness and efficiency of the team while ensuring that the organisation continues to meet its business needs, statutory functions and the strategic agenda set by the Department of Health.

During 2021-22, three corporate staff retired with a further staff member planning to retire at the end of July 2022. The team comprises 7.6 members in total so four staff leaving has a significant impact on daily operations and this issue has been recorded as a risk on the Corporate Risk Register. To backfill the gaps in capacity, two fixed term posts have been appointed until permanent replacement posts have been filled.



In addition to the corporate vacancies, NIPEC has two vacancies on the senior professional team and plans will be taken forward to fill these vacancies in 2022-23.

In the 2021-22 annual Business Plan, NIPEC monitored two HR key performance indicators (KPIs), completion of Staff Annual Appraisals and Staff Absence. The former required completion of 90% of appraisals by 30 June and NIPEC achieved 91% compliance within the timescale. In the absence of a DoH target for absence, NIPEC retained the same target as 2020-21 i.e. 3.5% absence as a percentage of working days, with the cumulative absence for the year ending at 3.76%.

## **Property and Assets**

NIPEC currently occupies part of the second floor in Centre House, 79 Chichester Street, Belfast, with a lease which was extended to 31<sup>st</sup> August 2022. NIPEC is scheduled to move as part of the Department of Finance (DoF) Reform of Property Project to James House which is situated in the Gasworks site off the Ormeau Road in Belfast. The Reform of Property Project was established to provide an accommodation solution for ten public sector bodies that sit within private leases that are due to expire. NIPEC is a member of the James House Transition Management Working Group (TMWG) which was established to oversee the move and is led by the DoF appointed Project Team.

NIPEC was originally schedule to move to James House in June 2022 however in January 2022, NIPEC received formal communication from the James House Project Sponsor advising that one of the subcontractors has ceased trading. This has led to a delay in the move with current indications suggesting that the accommodation will be ready in early October 2022. NIPEC had anticipated this eventuality and added a risk to the 2021-22 Corporate Risk Register to mitigate any potential delay.

Since the onset of the pandemic in March 2020, NIPEC staff have worked at home with all staff able to carry out their duties fully using laptops and remote access. Meetings have been held using Zoom, PEXIP and Jabber which all staff can access. In view of that NIPEC senior team have agreed that the organisation will proceed to formally exit the lease in Centre House on 31<sup>st</sup> August 2022 as planned and extend home working until the James House accommodation is ready. Discussions are taking place with other HSC organisations to secure sufficient space for agile office working or face to face meetings to mitigate against a further delay in the readiness of James House.

## **Equality**

NIPEC is committed to promoting equality and diversity and providing the systems and culture to meet the duties set out within Section 75 of the Equality Act. NIPEC is supported in its Equality commitments by the BSO Equality Unit under an annual service level agreement who provided guidance and expertise on delivering on Equality Action Plans and supported statutory reporting to the Equality Commission throughout 2021-22.

In 2021-22, NIPEC completed our Five Year Review of the Equality Scheme which was ratified by our Council in June 2021 and submitted to the Equality Commission as required by 30<sup>th</sup> June 2021. We have identified a number of actions for the next five years of Equality Scheme delivery.

In addition NIPEC submitted its Equality Annual Progress Report 2020-21 to the Equality Commission NI by 31<sup>st</sup> August 2021.

Details of what the organisation has done to deliver its equality, diversity, disability, Human Rights and Good Relations actions are set out in the Annual Equality Progress Reports which can be found on our website at <https://nipec.hscni.net/publications/equality-human-rights/>

## Register of Interests

### Declaration of Interests by the NIPEC Council and Senior Staff:

#### NIPEC Council

Professional/Lay/Executive Members of NIPEC declared the following private or business interests, position of authority in a charity, voluntary body or any other agency in the fields of health and social care education, or any connection with anybody contracting for NIPEC services.

Name	Organisation
Ms Bronagh Scott (Chair)	<ul style="list-style-type: none"> <li>• Associate of BSO HSC Leadership Centre, Belfast.</li> <li>• Seconded to DoH to advise on Intensive Care Unit Surge Plans and Infection Prevention &amp; Control for management of Covid-19 outbreaks (terminating 31<sup>st</sup> March 2022).</li> <li>• Advisor to NMC and Chair of Assurance Advisory Group.</li> <li>• Trustee of United Response Charity (England &amp; Wales).</li> <li>• Non Executive Board Member (Interim) RQIA.</li> <li>• Membership of the RCN.</li> <li>• Membership of the Nursing &amp; Midwifery Council.</li> <li>• Expert advisor to a group established in NI to consider the impact of all Island of Ireland Health Issues.</li> </ul>
Mrs Linda Kelly (Chief Executive)	<ul style="list-style-type: none"> <li>• Membership of the RCN.</li> <li>• Membership of the Nursing &amp; Midwifery Council.</li> </ul>
Ms Catherine Rice	<ul style="list-style-type: none"> <li>• HCPC Service User Assessor.</li> <li>• HCPC Lay Panel member.</li> <li>• NMC Registrant Case Examiner.</li> <li>• Membership of the RCN.</li> <li>• Membership of the Nursing &amp; Midwifery Council.</li> </ul>
Ms Emma McIlveen	<ul style="list-style-type: none"> <li>• Independent Assessor - Diversity Mark.</li> <li>• Independent Assessor - Commissioner for Public Appointments.</li> <li>• Bar of Northern Ireland.</li> <li>• Bar of Ireland.</li> <li>• Member of NI Medico Legal Society.</li> <li>• Member of Employment Lawyers Group NI.</li> <li>• Member of Public Law Bar Association.</li> <li>• Member of Immigration Bar Association.</li> <li>• Middle Temple: Diversity &amp; Inclusion Committee.</li> <li>• Accredited Mediator- Resolution Centre, Belfast &amp; Mediation Forum Ireland.</li> <li>• Panel Member- Capacity Market Dispute Resolution Panel.</li> </ul>

Name	Organisation
Mr Kieran McCormick	<ul style="list-style-type: none"> <li>Managing Director / Owner of Balmoral Healthcare Agency Ltd.</li> <li>Director MK Awards Ltd.</li> <li>Chairperson St Oliver Plunkett's Pre-School.</li> <li>Membership of the RCN.</li> <li>Membership of Northern Ireland Men in Nursing.</li> </ul>
Ms Karen Diamond	<ul style="list-style-type: none"> <li>Professional Body membership with the British Association of Music Therapists.</li> <li>Relative of NIPEC Staff member.</li> </ul>
Mrs Brenda Kelly Murnion	<ul style="list-style-type: none"> <li>Committee member for BHSCT Charitable funds.</li> <li>Membership of the RCM.</li> </ul>
Ms Siobhán Caslin	None
Mrs Lisa Houlihan	<ul style="list-style-type: none"> <li>Employee of Southern Health and Social Care Trust.</li> <li>Professional Registration NMC.</li> </ul>

### Senior Staff

Senior Team members of NIPEC declared the following private or business interests, position of authority in a charity, voluntary body or any other agency in the fields of health and social care education, or any connection with anybody contracting for NIPEC services.

Name	Organisation
Mrs C McCusker	<ul style="list-style-type: none"> <li>Membership of the RCN.</li> </ul>
Ms F Bradley	<ul style="list-style-type: none"> <li>Membership of the RCM.</li> <li>Membership of the Nursing &amp; Midwifery Council.</li> </ul>
Dr Carole McKenna	<ul style="list-style-type: none"> <li>Membership of the RCN.</li> <li>Membership of the Nursing &amp; Midwifery Council.</li> </ul>
Ms J Jackson	None

### Information on Personal data related incidents

NIPEC had no reportable personal data or information related incidents during 2021-22.

#### i) Remote Contingent Liabilities

In addition to contingent liabilities reported within the meaning of IAS37, NIPEC 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.

NIPEC had no additional remote contingent liabilities.

## The Statement of Accounting Officers' Responsibilities

Under Schedule 1, paragraph 12 of the *Health and Personal Social Services Act (Northern Ireland) 2002 of the Department's (Northern Ireland) Order 1999*, the Department of Health has directed the Northern Ireland Practice and Education Council for Nursing and Midwifery (NIPEC) to prepare for each financial year a statement of accounts in the form, and on the basis, set out in the Accounts Direction. The financial statements are prepared on an accruals basis and must provide a true and fair view of the state of affairs of NIPEC and of its income and expenditure, Statement of Financial Position and cash flows for the financial year.

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

- observe the Accounts Direction issued by the Department of Health including the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards as set out in the Government Financial Reporting Manual, have been followed, and disclose and explain any material departures in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the Northern Ireland Practice and Education Council will continue in operation; and
- confirm that the Annual Report and Accounts as a whole is fair, balanced and understandable and take personal responsibility for the Annual Report and Accounts and the judgements required for determining that it is fair, balanced and understandable.

The Permanent Secretary of the Department of Health as Principal Accounting Officer for Health and Social Care Resources in Northern Ireland, has designated Mrs Linda Kelly, Chief Executive of NIPEC, as the Accounting Officer for NIPEC.

The responsibilities of an Accounting Officer, including responsibility for the propriety and regularity of the public finances for which the Accounting Officer is answerable, for keeping proper records and for safeguarding the NIPEC assets, are set out in the formal letter of appointment of the Accounting Officer issued by the Department of Health, Chapter 3 of *Managing Public Money Northern Ireland (MPMNI)* and the *HM Treasury Handbook: Regularity and Propriety*.

As the Accounting Officer, I have taken all the steps that I ought to have taken to make myself aware of any relevant audit information and to establish that NIPEC's auditors are aware of that information. So far as I am aware, there is no relevant audit information of which the organisation's auditors are unaware.

## The Governance Statement

### 1. Introduction/Scope of Responsibility

The Council of NIPEC is accountable for internal control. As Accounting Officer and Chief Executive of NIPEC, I have responsibility for maintaining a sound system of internal governance that supports the achievement of the organisation's policies, aims and objectives, whilst safeguarding the public funds and assets for which I am responsible, in accordance with the responsibilities assigned to me by the Department of Health (DoH).

NIPEC has a Management Statement and Financial Memorandum (MSFM) in place which sets out the strategic control framework within which the organisation is required to operate and the conditions under which any public funds are paid to NIPEC - a copy of this document can be accessed on the NIPEC website <https://nipec.hscni.net/> Plans to replace the MSFM with a Partnership Agreement were paused during 2020-21 and 2021-22 due to the ongoing efforts by HSC to manage the challenges of the Covid-19 pandemic however this work will recommence in 2022-23 with a DoF facilitated workshop to take place to start the process.

The Accounting Officer and the Chair of NIPEC report on the organisation's performance through twice yearly Accountability meetings with senior officials at the Department. It should be noted that due to the impact of Covid-19, the DoH further paused a range of Sponsorship and Governance activities in 2021-22 including ALB Ground Clearing and Accountability meetings however DoH have indicated that normal ALB Sponsorship and Governance arrangements will recommence with effect from the start of the 2022-23 Financial Year.

### 2. Compliance with Corporate Governance Best Practice

NIPEC applies the principles of good practice in Corporate Governance and continues to strengthen its governance arrangements. NIPEC does this by undertaking continuous assessment of its compliance with Corporate Governance best practice by assessing NIPEC Council's Governance arrangements against the Department of Health's Governance annual self-assessment Assessment tool.

NIPEC Council approved its self-assessment for year ending 31<sup>st</sup> March 2022 at its meeting on 9<sup>th</sup> March 2022 and agreed a new action plan which will be taken forward to ensure continual improvement in governance and best practice. The Board Governance self-assessment tool focuses on four key areas: Board Composition and Commitment, Board Evaluation Development and Learning, Board Insight and Foresight and Board Engagement and Involvement.

Council agreed that 17 indicators were assessed as Green (all good practices are in place) and 1 indicator was assessed as Amber. The area assessed as Amber related to Board positions and size: while five new Council members commenced in January 2022

with further extensions of a year agreed by DoH Public Appointments Unit for two members of the previous Council, there remain up to eight vacancies on the Council.

The matter will continue to be monitored by NIPEC Council and raised with the Public Appointments Unit via Sponsor Branch. Further detail is provided under section 11, Internal Control Divergences.

### 3. Governance Framework

The key organisational structures which support the delivery of good governance in NIPEC are:

- NIPEC Council;
- Audit and Risk Committee; and
- Remuneration Committee.

NIPEC's Council comprises a Chair, the Chief Executive and up to 16 members who are a combination of registrants and lay members including the DoH Chief Nursing Officer who is an ex-officio member.

The duties and functions of the Chair, Council Members and the Chief Executive are set out in the Management Statement and Financial Memorandum (tabled at the June 2021 Council meeting) and also in NIPEC's Standing Orders, Scheme of Delegation and Standing Financial Instructions which were reviewed by Council in September 2021.

Meetings of the Council were held via Zoom in open session four times during 2021-22 with an additional business planning workshop in November 2021. Attendance of members who were in office between April and December 2021 are detailed in Table 1 below. Attendance of members who were in office with effect from January 2022 is shown in Table 2.

**Table 1: Attendance of Members in office between April and December 2021**

<b>Name</b>	<b>30<sup>th</sup> June 2021</b>	<b>8<sup>th</sup> September 2021</b>	<b>24<sup>th</sup> November 2021</b>
Professor Carol Curran (Chair)	Yes	Yes	Yes
Angela McLernon (Chief Executive)	Yes	Yes	Yes
Alison Baxendale	Yes	Yes	Yes
Catherine Rice	Yes	Yes	Yes
Lisa Houlihan	Yes	Yes	Yes

Deirdre O'Donnell	Yes	Apology	Yes
Deborah Oktar-Campbell	Apology	Apology	Apology
Dr Vinod Tohani	Yes	Yes	Yes
Paul Davidson	Yes	Yes	Yes
Prof Charlotte McArdle (Chief Nursing Officer)	Apology	Apology	Left post in October 2021

**Table 2: Attendance of Members in office between January and March 2022**

Name	9 <sup>th</sup> March 2022
Bronagh Scott (Chair)	Yes
Cathy McCusker (Acting Chief Executive)	Yes
Catherine Rice	Yes
Lisa Houlihan	Apology
Kieran McCormick	Yes
Emma McIlveen	Yes
Brenda Kelly	Apology
Siobhán Caslin	Yes
Karen Diamond	Yes
Linda Kelly (Chief Nursing Officer)	Yes

The Audit and Risk Committee's purpose is to provide assurance to the Council that NIPEC has an effective system of integrated governance, risk management and internal control, across the whole of the organisation's activities that supports the achievement of the organisation's objectives. The Committee met four times in 2021-22 and membership is four Council members, two professional and two lay, with the Chief Executive, Head of Corporate Services and representatives from NIPEC's External and Internal Auditors in attendance.

Attendance of members who were in office between April and December 2021 are detailed in the Table 3 below. Attendance of members who were in office with effect from January 2022 is shown in Table 4.

**Table 3: Attendance of Members in office between April and December 2021**

Name	30 <sup>th</sup> June 2021	8 <sup>th</sup> September 2021	24 <sup>th</sup> November 2021
Dr Vinod Tohani (Chair)	Yes	Yes	Apology



Catherine Rice	Yes	Yes	Yes
Alison Baxendale	Yes	Yes	Yes
Deborah Oktar-Campbell	Yes	Apology	Apology

**Table 4: Attendance of Members in office between January and March 2022**

<b>Name</b>	<b>22<sup>nd</sup> March 2022</b>
Catherine Rice (Chair)	Yes
Kieran McCormick	Yes
Emma McIlveen	Yes
Siobhán Caslin	Apology

The Remuneration Committee comprises all the Council Members, with the exception of the four who serve on the Audit and Risk Committee. There was no requirement for a Remuneration Committee meeting to be held during this financial year as the Chief Executive post was being filled by a secondee from the DoH (see Page 45 Remuneration Policy).

For the operational management of the organisation and in support of the Chief Executive, NIPEC has a Senior Management Team (SMT), which is comprised of the Chief Executive, five Senior Professional Officers and the Head of Corporate Services. The SMT meets on a 4-6 weekly basis as part of the organisation's Business Team which also has the Corporate Services Manager in attendance. The Chief Executive also meets regularly with individual members of the SMT to review progress on their individual objectives.

#### **4. Business Planning and Risk Management**

##### **Business Planning**

Business planning and risk management are central to governance arrangements to ensure that statutory obligations and ministerial priorities are properly reflected in the management of business at all levels within the organisation.

Business planning is identified as an activity to be undertaken in the governance cycle. The NIPEC Corporate Plan 2017-21 which was aligned to the DoH Draft Programme for Government, set out the mission, core values and priorities of the organisation. DoH ALBs were advised to roll forward their existing Corporate Strategies into 2021-22 due to the ongoing pause in sponsorship and governance activities as a result of the pandemic. Development of new Corporate Plans will take place following the formation of a new Northern Ireland Executive and agreement on a new Programme for Government (PfG).

The Corporate Plan is supported by an Annual Business Plan and in November 2021, a remotely facilitated workshop was held for Council and Senior Team members to consider what priorities and objectives should be included in the business plan for 2022-23. This was in the context of DoH advice that ALBs should conduct a light touch review and roll forward current 2021-22 Business Plans. Furthermore there was no formal Departmental approval process with ALBs requested to share revised plans with Sponsor Branches by 31<sup>st</sup> March 2022 for information.

NIPEC'S Professional Workplan sets out the statutory responsibilities of NIPEC and includes key priorities and actions contained within the Annual Business Plan. A progress monitoring report is presented to NIPEC Council quarterly with progress on objectives rated using the 'RAG' identification method.

## **Risk Management**

Leadership on risk is provided through the Council with delegated authority to the Audit and Risk Committee for reviewing the arrangements and systems in place for risk management. The Chief Executive has overall responsibility for risk management and the Head of Corporate Services is the designated officer on behalf of the Chief Executive for co-ordinating risk management activities throughout NIPEC.

NIPEC's risk management process seeks to identify the principal risks which may prevent the achievement of corporate aims and objectives, and to evaluate the nature and extent of those risks and manage them efficiently and effectively. NIPEC have in place a Risk Management Strategy and Action Plan and the 2022-23 Strategy and associated action plan will be presented to the Audit & Risk Committee in May 2022. The Strategy details NIPECs' appetite for risk and confirms that NIPEC uses five classifications to identify its risk appetite – minimalistic, averse, cautious, open and hungry. Senior management are responsible for setting the organisation's approach to risk with the appetite described overall as 'open' but with a more 'cautious' approach adopted in areas of statutory compliance. A recent Internal Audit made some recommendations to further develop and embed the process across the organisation to assist decision makers in their approach to risk management. These recommendations will be taken forward in 2022-23 and progress reported to the Audit and Risk Committee.

NIPEC'S Corporate Risk Register identifies risks that pose a strategic risk to the organisation and includes risk impact, score and action plans to ensure the focused and effective management of these. Throughout 2021-22, the register was discussed and updated monthly by the Business Team, and reviewed quarterly by the Audit & Risk Committee and Council. It is published monthly on the NIPEC website.

All staff receive training in risk management and are required to complete an e-learning module on risk management awareness along with being provided with risk related policies and procedures. In December 2021, Internal Audit carried out an audit of Risk Management and Operation of the Assurance Framework. The scope of the audit was a review of processes in place to identify and manage risks within NIPEC both at

Department and Corporate level and satisfactory assurance was provided on the basis that key risks to NIPEC in meeting its Corporate Objectives are considered in the risk register. Further detail is provided under paragraph 9, page 39.

## **5. Information Risk**

NIPEC acknowledges that management of information risks is an essential component of good governance and has robust measures in place to manage and control information risks. The Head of Corporate Services is the Data Guardian and Senior Information Risk Officer for the Organisation and NIPEC's Data Protection Officer (DPO) function is provided via an SLA with BSO. The DPO SLA supports NIPEC's compliance with the UK General Data Protection Regulations (UK GDPR) and also provides an independent assessment and recording of actual and suspected data breaches. Senior Professional Officers and senior corporate staff are responsible as Information Asset Owners (IAOs) for managing and addressing risks associated with the information assets within their function and provide assurance to the SIRO on the management of those assets. The organisation processes some confidential and personal data in respect of staff and some registrant information which supports the running of the business. This information is held by BSO on behalf of NIPEC via a Data Controller and Data Processing Memorandum of Understanding.

The NIPEC Information Governance Group ensures that NIPEC adheres to all legislation, policies, procedures and guidance relating to the handling and management of information within the organisation. The Group is chaired by the SIRO and membership includes Professional and Corporate staff. The group met twice in 2021-22, in May and September, and an update from the Group is a standing agenda item on NIPEC's Business Team meetings which are chaired by the Chief Executive (Accounting Officer). The Head of Corporate Services (SIRO) also reports on information management to NIPEC Council and like all ALBs, NIPEC submits an Annual Information Management Assurance Report to DoH Information Management Branch. NIPEC is also a member of the regional Information Governance Advisory Group led by DoH Information Unit and NIPEC were represented at all of the quarterly meetings held remotely during the year.

NIPEC's Information Governance Strategy sets out how we look after our information and describes necessary safeguards for, and appropriate use of, all information including personal and sensitive information to ensure we process it carefully, confidentially and in line with current legislation. It was approved by Council in February 2021. Alongside this are a range of policies including a Data Protection Policy, Adverse Incident Policy (including information incidents), a Clear Desk Policy and a Data Protection Impact Assessment Policy and Guidance.

NIPEC has an Information Asset Register in place which was reviewed by the Data Protection Officer and Head of Corporate Services in March 2022. Information risks are assessed on the register and control measures are identified and reviewed as required. Where appropriate, information risks are included in the Corporate Risk Register.

The HSC information governance e-learning programme, incorporating Freedom of Information, Data Protection, Records Management and IT Security/cyber security continues to be available to all staff and in March 2022, NIPEC commissioned a bespoke Information Asset owner training session which was attended by all staff.

NIPEC is represented on the regional HSC Cyber Security Programme Board by the Head of BSO ITS, and works with BSO ITS, as our IT provider, to take necessary measures in relation to cyber security risks.

## **6. Public Stakeholder Involvement**

NIPEC's statutory responsibilities include the requirement to provide "guidance on best practice for nurses and midwives" and "advice and information on matters relating to nursing and midwifery." NIPEC's approach to stakeholder involvement is underpinned by its Engagement and Communication Strategy which sets out how the organisation involves, communicates and collaborates with its stakeholders to achieve corporate objectives.

During 2021-22 and as a result of the continued restrictions on gatherings of people, NIPEC paused its face-to-face approach to stakeholder involvement. However we continued to host virtual events via Zoom and video-conferencing to ensure the input of stakeholders in decision making.

## **7. Fraud**

NIPEC takes a zero tolerance approach to fraud in order to protect and support our key public services. We have put in place a Fraud Response Plan to outline our approach to tackling fraud, define staff responsibilities and the actions to be taken in the event of suspected, attempted or actual fraud. NIPEC has a nominated Fraud Liaison Officer (FLO) whose key responsibilities include to work with BSO Counter Fraud Services (CFS) to promote and develop an anti-fraud culture within NIPEC, provide advice and guidance where required to mitigate the risk of fraud and ensure that all staff are provided with mandatory fraud awareness training in support of the Fraud Response Plan.

## **8. Assurance**

The Audit & Risk Committee provides assurance to the Council on the adequacy and effectiveness of NIPEC'S system of internal control. In particular, the Committee provides an independent review of:

- all risk and control related disclosure statements;
- the underlying assurance processes that indicate the degree of the achievement of corporate objectives;

- policies for ensuring compliance with relevant regulatory, legal and code of conduct requirements; and
- policies and procedure for all work related to fraud and corruption as set out in the DoH Guidance.

In carrying out this work the Committee will primarily utilise the work of Internal and External Audit although it will not be limited to these audit functions and can seek other assurance/s, when appropriate, from staff or other independent experts.

The Chair of the Audit and Risk Committee reports to each NIPEC Council on the work of the Committee and the draft minutes are a standing item on the Council agenda. The Council also receives regular assurances through the financial and performance reports brought to it by senior officers.

NIPEC Council also receives assurance through review reports on the system of internal financial control such as those provided by Internal Audit. NIPEC outsources part of its financial management function through an SLA with BSO and monitoring of this is carried out by regular budget review meetings with BSO Finance staff and ongoing informal discussion.

There are a number of measures in place to assure NIPEC Council on the organisation's efficient use of funding and resources which include:

- comprehensive budgeting systems, with an annual budget which is reviewed and agreed by the Council;
- setting targets to measure financial and other performances;
- monthly financial monitoring returns to DoH Financial Management Unit for both revenue and capital;
- regular reviews by the Council of financial reports, which indicate financial performance against the forecast;
- a set of the draft minutes of the last Audit and Risk Committee meeting;
- an Annual Report on the activity of the Audit and Risk Committee for the year is submitted to the Council;
- a copy of NIPEC's monitoring of its organisational KPIs.

As part of the approved Internal Audit programmes for 2020-21 year, NIPEC joined with other regional organisations in an advisory assignment, facilitated by Internal Audit, to develop replacement post controls assurance standards (CAS). The purpose of the advisory work was to assist in developing an assurance map for each area of risk previously covered by a CAS. The population of the assurance maps provides a method for NIPEC to review assurances that exist in respect of compliance with key requirements, identify any gaps in control and/or assurance that exist and take action to

address any gaps in control and/or assurance. The assurance map templates are not intended to be completed annually but should be reviewed regularly to ensure that the identified required assurances are received and reported to the Audit & Risk Committee. to demonstrate the embedding of appropriate, proportionate assurance arrangements in areas previously covered by CAS.

NIPEC completed each of the Assurance Maps in 2021-22 along with an associated action plan which contained actions for identification of new and improvement of existing internal assurance(s). Progress on the action plan was presented to the March 2022 Audit and Risk Committee.

The Council is satisfied with the quality of the information received during the year and is satisfied that the information was sufficient to enable the Council to fulfil its obligations.

## 9. Sources of Independent Assurance

NIPEC obtains Independent Assurance from the following sources:

- **INTERNAL AUDIT**

NIPEC has an outsourced internal audit function with the BSO, which operates to defined standards. Its work is informed by an analysis of risk to which the organisation is exposed and annual audit plans are based on this analysis.

The Internal Audit Plan for 2021-22 focused on the areas of Finance, Risk Management and management of NIPEC's Websites. All audit assignments for 2021-22 were completed and outcomes were as follows:

- **IT Audit: Website Management:** **Limited Assurance**  
*No priority 1 weaknesses were identified*
- **Financial Review:** **Satisfactory/Limited Assurance**  
*No priority 1 weaknesses were identified*
- **Risk/Operation of Assurance Framework:** **Satisfactory Assurance**  
*No priority 1 weaknesses were identified*

Limited assurance was provided for the IT Website Management audit on the basis that there were weaknesses in the governance and management of NIPEC's websites. There were eight Priority 2 recommendations and these related to data risk management, procurement, compliance with regulations and good practice, NIPEC's service level agreement with BSO and website management and content.

There were three Priority 2 recommendations in respect of the Financial Review audit. Satisfactory assurance was provided on the basis that NIPEC controls over sampled financial systems were generally operating effectively. Limited assurance was provided in relation to the management and use of agency staff .

Internal Audit provided Satisfactory assurance on NIPECs Risk Management and Operation of Assurance Frameworks. There were two Priority 2 recommendations relating to risk appetite and sources of assurance.

NIPEC has action plans in place to deliver on each of the internal audit recommendations.

▪ **Shared Service Audits**

A number of audits have been conducted in BSO Shared Services, as part of the BSO Internal Audit Plan. The recommendations in these Shared Service audit reports are the responsibility of BSO Management to take forward and the reports have been presented to BSO Governance & Audit Committee. As NIPEC is a customer of BSO Shared Services, a summary of the reports are provided below:

Shared Service Audit	Assurance
<b>Payroll Service Centre</b>	<ul style="list-style-type: none"> <li>• <b>Satisfactory:</b> Elementary Payroll Processes</li> <li>• <b>Limited:</b> End-to-End Manual Timesheet Processing, SAP/HMRC RTI Reconciliation, Overpayments and Holiday Pay</li> </ul>
<b>Accounts Receivable</b>	<ul style="list-style-type: none"> <li>• <b>Satisfactory</b></li> </ul>
<b>Accounts Payable</b>	<ul style="list-style-type: none"> <li>• <b>Satisfactory</b></li> </ul>
<b>Recruitment Shared Service</b>	<ul style="list-style-type: none"> <li>• <b>Satisfactory</b> - RSSC Processing Activities</li> <li>• <b>Limited</b> - HSC Recruitment processes <i>(this assurance is outside BSO's sole responsibility and is relevant to all HSC organisations)</i></li> </ul>

The Head of Internal Audit is required to provide an annual opinion on risk management, control and governance arrangements. The purpose of the annual opinion is to contribute to the assurances available to the Accounting Officer and the Council which underpin the Council's own assessment of the effectiveness of the system of internal governance.

The Head of Internal Audit's Annual Report 2021-22 for the year gave the following opinion for NIPEC:

*“Overall for the year ended 31<sup>st</sup> March 2022, I can provide **Satisfactory** assurance on the adequacy and effectiveness of the organisation's framework of governance, risk management and control.”*

- **EXTERNAL AUDIT**

The Financial Statements of NIPEC are audited by the Northern Ireland Audit Office who provide independent assurance to the Northern Ireland Assembly. Any control weaknesses identified in the course of conducting the audit are communicated to the Audit and Risk Committee in the Report to those Charged with Governance. A representative from the Northern Ireland Audit office attends the NIPEC Audit & Risk Committee meetings.

- **INVESTORS IN PEOPLE (IIP)**

NIPEC were successful in achieving re-accreditation to the Investors in People Standard, which was reassessed and awarded on 25<sup>th</sup> February 2021 for a period of 3 years.

- **NURSING AND MIDWIFERY COUNCIL (NMC) – Professional Registration**

The Chief Executive, the five Senior Professional Officers, NIPEC Professional Associates and Registrant members of Council have to hold, as a requirement of their employment/appointment, a current valid Nursing and/or Midwifery registration with the NMC. This registration has to be revalidated every three years with the requirement to renew registration on an annual basis for which an annual fee is paid to the NMC. NIPEC monitors this on an ongoing basis.

## **10. Review of Effectiveness of the System of Internal Governance**

As Accounting Officer, I have responsibility for the review of effectiveness of the system of internal governance. My review of the effectiveness of the system of internal governance is informed by the work of the Internal Auditors and the Senior Managers within NIPEC who have responsibility for the development and maintenance of the internal control framework, and by comments made by the External Auditors in their management letter and other reports. I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Council and Audit & Risk Committee, and a plan to address weaknesses and ensure continuous improvement of the system is in place.

## **11. Internal Governance Divergences**

*Identification of new issues in the current year and anticipated future issues*

### **NIPEC Bank Account:**

NIPEC's banking services along with a number of other HSC organisations are provided by the Bank of Ireland (BOI). Periodically BOI are required to review and update their customer due diligence to comply with legal requirements as part of their regulatory requirements.

In 2020 NIPEC received notification that we needed to complete an unincorporated organisation application form (mandate) and a list of the Council members on letter



headed paper, with the list/letter signed off in accordance with the mandate. This was completed and ratified by NIPEC Council in March 2021 and submitted to BOI. NIPEC were further contacted in autumn 2021 and signatories asked to provide proof of identification. Unfortunately not all were received by BOI and in December 2021 we received notification that our bank account had been closed despite this being a HSCNI bank account.

Since then NIPEC have been communicating with BOI to have a new account opened and have reported this incident to Sponsor Branch, NIPEC's Chair, Chief Executive and the Audit and Risk Committee. Progress will continue to be reported to Audit and Risk Committee until the matter is resolved.

NIPEC have also liaised with BSO Finance who are currently managing NIPEC payments through the Central General and Central Salaries Bank Accounts.

### **Council Vacancies:**

NIPEC's Council comprises a Chair, the Chief Executive and up to 16 members who are a combination of registrants and lay members including the DoH Chief Nursing Officer who is an ex-officio member. In January 2022, the DoH Public Appointments Unit announced the appointment of five new non-executive members to NIPEC Council, and extensions to the terms of two members who served under the previous Council, however eight vacancies remained. This is a long-standing issue for NIPEC and continued to be escalated throughout 2021-22 by NIPEC's previous Chair to the DoH Public Appointments Unit (PAU) via Sponsor Branch.

This escalation has been continued by the new Chair who sent a correspondence to Sponsor Branch on 23<sup>rd</sup> February 2022 highlighting that while NIPEC are quorate, the organisation remains vulnerable if one or two members become unavailable. Chair also pointed out that the diversity of representation on NIPEC's Council regarding male members and those from a BAME background could be improved to be more representative of the nursing and midwifery demographic. Chair requested that additional appointments to the Council be taken forward as a matter of urgency to both provide additional diversity and assurance that the Council can safely remain quorate should a member be absent for any reason. In response, Sponsor Branch advised that PAU had agreed to review the order of competitions for 2022-23 to ensure that NIPEC would be given high priority in the time line for appointments but that competitions would not commence until after the 2022 Assembly Election.

NIPEC's Chair will continue to work with Sponsor Branch colleagues and DoH Public Appointment Unit to appoint further Council Members.

### **Staff Vacancies:**

NIPEC's permanent staffing establishment is made up of a Chief Executive, five Senior Professional Officers, Head of Corporate Services and a team of 7.6 wte corporate staff.

During 2021-22, three corporate staff retired with a further staff member planning to retire at the end of July 2022. In addition, NIPEC's Chief Executive retired in December 2021 and one of the senior professional officers left to commence a new role. Pending the commencement in post of the newly appointed Chief Executive on 14<sup>th</sup> March 2022, and with the endorsement of the DoH Permanent Secretary, an interim Chief Executive was appointed from one of the Senior Professional Officers between 17<sup>th</sup> January and 13<sup>th</sup> March 2022. This resulted in three Chief Executives in four months.

The turnover of staff and number of vacancies has had a significant impact on the daily operations of the organisation and this issue has been recorded as a risk on the Corporate Risk Register. To backfill the gaps in capacity, NIPEC are using a combination of agency / bank staff and fixed term contracts until permanent replacement posts have been filled. Plans are in place to recruit these vacancies in 2022-23.

#### **HRPTS system availability:**

The Business Services Organisation (BSO) has a contractual relationship with a supplier to provide the managed service for the HR, Payroll, Travel and Subsistence System (HRPTS) for Health and Social Care NI. A sub-contractor of this supplier provides a service incorporating servers hosted at data centres owned by this sub-contractor.

In late March 2022, the sub-contractor went into administration and BSO were advised of the position in early April 2022. Assurance was provided to BSO from the primary supplier that the sub-contractor will continue to trade and operate their business as normal while Administrators explore options for the company's future. This process includes re-negotiating contractual terms with its existing customers.

BSO has invoked its business and technical contingency plans and set up Bronze Command. The Minister, Permanent Secretary, Trade Unions and all stakeholders have been informed of the situation and the contingency plans to address this issue. Weekly updates will continue to be provided until further notice.

### **12. Reporting of Complaints and Raising Concerns**

NIPEC received no written complaints about its services or had no concerns raised during 2021-22. NIPEC's Complaints Policy is in line with the DoH Guidance in Relation to the HSC Complaints Procedure (2019) and approved by Council. NIPEC also have a Policy On Your Right To Raise a Concern (Whistleblowing) which was reviewed by Council in August 2021.

### **13. Reporting of Adverse Incidents**

NIPEC has in place a Policy for the reporting of Adverse Incidents/Accidents/Near Misses & Dangerous Occurrences. To note that there were no incidents recorded for 2021-22.

### **14. Budget Position and Authority**

The Assembly passed the Budget Act (Northern Ireland) 2022 in March 2022 which authorised the cash and use of resources for all departments and their Arms' Length Bodies for the 2021-22 year, based on the Executive's final expenditure plans for the year. The Budget Act (Northern Ireland) 2022 also authorised a Vote on Account which authorised departments and their Arms' Length Bodies' access to cash and use of resources for the early months of the 2022-23 financial year. The cash and resource balance to complete for the remainder of 2022-23 will be authorised by the 2022-23 Main Estimates and the associated Budget Bill based on an agreed 2022-23 Budget. In the event that this is delayed, then the powers available to the Permanent Secretary of the Department of Finance under Section 59 of the Northern Ireland Act 1998 and Section 7 of the Government Resources and Accounts Act (Northern Ireland) 2001 will be used to authorise the cash, and the use of resources during the intervening period.

## **15. Conclusion**

NIPEC has a rigorous system of accountability on which I, as Accounting Officer, can rely on to help me form an opinion on the probity and use of public funds, as detailed in Managing Public Money NI. The system operates on a principle of the need to manage and deploy public resources responsibly in the public interest. This is taken forward by the application of good common sense and sound financial management, as carried out

- in the spirit of, as well as to the letter of, the law;
- in the public interest;
- to high ethical standards;
- by achieving value for money.

Further to considering the Accountability Framework within the Body, and in conjunction with assurances given to me by the senior management team and Head of Internal Audit, I am content that NIPEC has operated a sound system of internal governance during the financial year 2021-22.

## Remuneration and Staff Report

### Scope of the Report

The Remuneration Report summarises the remuneration policy of the Northern Ireland Practice and Education Council for Nursing and Midwifery (NIPEC) and particularly its application in connection with senior managers. The report, completed in line with circular FD (DFP) 04/10, dated 31<sup>st</sup> March 2010, also describes how NIPEC applies the principles of good corporate governance in relation to Senior Managers' remuneration in accordance with HSS (SM) 3/2001 issued by the Department of Health (DoH).

### Remuneration Committee

The Remuneration Committee of NIPEC is chaired by Bronagh Scott (Chair of NIPEC) and the membership consists of the Lay and Professional Members of Council. As per the DoH guidelines, 'Code of Conduct and Code of Accountability for Board Members of Health and Social Care Bodies', dated 18<sup>th</sup> July 2012, none of the Council members who serve on the Audit and Risk Committee is in membership of the NIPEC Remuneration Committee.

The Chief Executive, ex-officio member (Chief Nursing Officer) and officers of NIPEC do not attend this meeting.

There was no requirement for a Remuneration Committee meeting to be held during 2021-22 as the interim Chief Executive post was filled until 31<sup>st</sup> December 2021 by a secondee from the DoH who remained on their NI Civil Service terms and conditions. A Senior Professional Officer on AFC terms and conditions acted into the Chief Executive post between 17<sup>th</sup> January and 13<sup>th</sup> March 2022, and the new permanent Chief Executive only commenced 14<sup>th</sup> March 2022.

### Remuneration Policy

The Chair of NIPEC is entitled to receive a payment of £11,534 per annum. The remaining members of NIPEC's Council do not receive any remuneration but are entitled to claim any reasonable expenses incurred on Council business.

NIPEC applies the remuneration policy as directed by circular HSS (SM) 3/2001, issued by the DoH in respect of Senior Managers who hold senior manager contracts. These managers are subject to the NHS Individual Performance Review system. This policy did not apply in 2021-22 as the previous Chief Executive who retired on 31<sup>st</sup> December 2021 remained on NI Civil Service terms and conditions and the individual who acted into the Chief Executive post between January and March 2022 remained on AFC pay scales. It will apply to the newly appointed Chief Executive from 2022-23 onwards.

### Contracts

HSC appointments are made on the basis of the merit principle, in fair and open competition and in accordance with all relevant legislation and, as applicable, circular HSS (SM) 3/2001. Unless otherwise stated, the employees covered by this report are appointed on a permanent basis, subject to satisfactory performance.

Mrs Angela McLernon	was Chief Executive to 31 <sup>st</sup> December 2021;
Mrs Linda Kelly	was appointed Chief Executive on 14 <sup>th</sup> March 2022;
Ms Angela Reed	was Senior Professional Officer to 31 <sup>st</sup> December 2021;
Mrs Cathy McCusker	was appointed Senior Professional Officer on 1 <sup>st</sup> April 2006;
Ms Fiona Bradley	was appointed Senior Professional Officer on 1 <sup>st</sup> April 2019;
Dr Carol McKenna	was appointed Senior Professional Officer on 1 <sup>st</sup> January 2009;
Ms Jill Jackson	was appointed Head of Corporate Services on 1 <sup>st</sup> October 2019.

### **Notice Periods**

Three months' notice is to be provided by either party, except in the event of summary dismissal. There is nothing to prevent either party waiving the right to notice, or from accepting payment in lieu of notice.

### **Retirement Age**

Prior to 1<sup>st</sup> October 2006, employees were required to retire at age 65 years, with occupational pensions normally effective from age 60 years. With the introduction of the Equality (Age) Regulations (Northern Ireland) 2006, however, employees can now request to work beyond the age of 65 years.

### **Compensation for Premature Retirement**

In accordance with Circular HSS (S) 11/83 and subsequent supplements, there is provision within the HSC Superannuation Scheme for premature retirement with immediate payment of superannuation benefits and compensation for eligible employees on the grounds of:

- efficiency of the service;
- redundancy;
- organisational change.

Employers who retire staff early on any of the above grounds must pay the following:

- the basic pension, plus increases up to normal retirement age;
- the enhancement element of the pension, plus increases for as long as this remains in payment;

- the enhancement element of the lump sum;
- the actuarial charge for payment of the basic lump sum before normal retirement age.

There is also provision within the Scheme for early retirement with benefits on health grounds, subject to confirmation of permanent incapacity by HSC Medical Advisers.

There were no early retirements or payments of compensation for other departures paid during 2021-22.

## Staff Report

The Hutton Fair Pay Review recommended that, from 2011-12, all public service organisations publish their top to median pay multiples each year. The Department of Health issued Circular HSC (F) 23/2012 and subsequently issued Circular HSC (F) 23/2013, setting out a requirement to disclose the relationship between the remuneration of the most highly paid director in the organisation and the median remuneration of the organisation's workforce. Following application of the guidance contained in circular HSC (F) 23/2013, the following can be reported:

<i>(Subject to audit)</i>	2022 (£)	2021 (£)
Band of Highest Paid Director's Total Remuneration - £000s	85-90	80-85
25 <sup>th</sup> Percentile Total Remuneration	21,776	24,157
Median Total Remuneration	31,533	44,503
75 <sup>th</sup> Percentile Total Remuneration	54,763	53,168
Ratio (25 <sup>th</sup> / Median / 75 <sup>th</sup> )	4.02/2.78/1.6	3.33/1.81/1.51
Range of Staff remuneration	£21-88k	£21-80k

The banded remuneration of the highest-paid director in NIPEC in the financial year 2021-22 was £85-£90k (2021; £80-£85k). This was 4.02 times (2021; 3.33) the 25<sup>th</sup> percentile remuneration of the workforce, which was £21,776 (2021; £24,157). This was 2.78 times (2021; 1.81) the median remuneration of the workforce, which was £31,533 (2021; £44,503). This was 1.6 times (2021; 1.51) the 75<sup>th</sup> percentile remuneration of the workforce, which was £54,763 (2021; £53,168). In 2021-22, 0 (2020-21; 0) employees received remuneration in excess of the highest-paid director. Remuneration ranged from £20,329 to £87,545 (2021: £21,142 to £80,412). Total remuneration includes salary, non-consolidated performance-related pay, and benefits-in kind. Agency remuneration is included in the figures above.

The percentage change in remuneration in respect of NIPEC are shown in the following table:

Percentage change for:	2021-22 vs 2020-21
Average employee salary and allowances:	2.22%
Highest paid director's salary and allowances:	8.87%

No performance pay or bonuses were payable to NIPEC employees in these years. The average salary and highest paid Director have increased from 2020-21 in line with 2021-22 pay awards.

#### Public Sector appointees and Staff Resources not on Payroll

Under DoH circular reference: HSC (F) 21-2014 Departmental ALBs are required to disclose in the Annual Reports the details of 'off-payroll' engagements at a total cost of over £58,200 per annum that were in place during 2021-22. This does not apply to staff or public sector appointees within respective organisations, contracted through employment agencies and self-employed, including through personal service companies.

#### NIPEC – Off-Payroll Staff Resources

	2021-22	2020-21
Off-Payroll staff as at 1 <sup>st</sup> April 2021	-	-
New engagements during the year	-	-
Number of engagements transferred to departments payroll	-	-
Number of engagements that have come to an end during the year	-	-
Off-Payroll staff as at 31 <sup>st</sup> March 2022	-	-

## Staff Costs (Subject to audit)

Staff costs comprise:	2022			2021
	Permanently employed staff	Others	Total	Total
	£	£	£	£
Wages and salaries	588,112	61,622	649,734	843,460
Social security costs	54,126	-	54,126	54,744
Other pension costs	99,503	-	99,503	103,420
<b>Sub-Total</b>	<b>741,741</b>	<b>61,622</b>	<b>803,363</b>	<b>1,001,624</b>
Capitalised staff costs	-	-	-	-
<b>Total staff costs reported in Statement of Comprehensive Expenditure</b>	<b>741,741</b>	<b>61,622</b>	<b>803,363</b>	<b>1,001,624</b>
Less recoveries in respect of outward secondments			-	-
<b>Total net costs</b>			<b>803,363</b>	<b>1,001,624</b>

NIPEC participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both NIPEC and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DoH. NIPEC is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis.

As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required with sufficient regularity that the amounts recognised in the financial statements do not differ materially from those determined at the reporting period date. FReM provides an interpretation of the IAS 19 standard and this standard requires the present value of defined benefit obligations to be determined with sufficient regularity that the amounts recognised in the financial statements do not differ materially from those determined at the reporting period date. The 2021-22 accounts are based on membership data as at 31<sup>st</sup> March 2016 since it was not practicable to utilise data as 31<sup>st</sup> March 2020 within the time parameters available. The value of the liabilities as at 31<sup>st</sup> March 2022 has been calculated by rolling forward the liability calculated as at 31<sup>st</sup> March 2016 to 31<sup>st</sup> March 2022. The 2016 valuation assumptions are retained for demographics whilst financial assumptions are updated to reflect current financial conditions and a change in financial assumption methodology. The 2016 valuation is the most recently completed valuation, since the 2020 valuation is ongoing which is why the demographic assumptions are not updated.

The decrease in staff costs between 2021-22 and 2020-21 can be attributed to four staff retiring, one leaving and the cessation of the FNFM project and associated three temporary staff in December 2021.



**Average number of persons employed (Subject to audit)**

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

	2022			2021
	Permanently employed staff No.	Others No.	Total No.	Total No.
Administrative and Clerical	7	1	8	9
Nursing and Midwifery	4	4	8	7
<b>Total average number of persons employed</b>	<b>11</b>	<b>5</b>	<b>16</b>	<b>16</b>
Less average staff number relating to capitalised staff costs			-	-
Less average staff number in respect of outward secondments			-	-
<b>Total net average number of persons employed</b>			<b>16</b>	<b>16</b>

The staff numbers disclosed as 'Others' in 2021-22 relate to temporary members of staff.

The gender breakdown for 2022 is:

<i>(Subject to audit)</i>	2022		2021	
	Female	Male	Female	Male
<b>Administrative and Clerical</b>	6	2	8	1
<b>Nursing and Midwifery (inc. Chief Executive)</b>	8	-	7	-
<b>Total</b>	<b>14</b>	<b>2</b>	<b>15</b>	<b>1</b>

Staff composition: NIPEC does not employ any Directors.

(Subject to audit)

### Reporting of early retirement and other compensation scheme - exit packages

Exit package cost band	*Number of compulsory redundancies		*Number of other departures agreed		Total number of exit packages by cost band	
	2022	2021	2022	2021	2022	2021
<£10,000	-	-	-	-	-	-
£10,001 - £25,000	-	-	-	-	-	-
£25,001 - £50,000	-	-	-	-	-	-
£50,001 - £100,000	-	-	-	-	-	-
£100,001- £150,000	-	-	-	-	-	-
£150,001- £200,000	-	-	-	-	-	-
> £200,000	-	-	-	-	-	-
<b>Total number of exit packages by type</b>	-	-	-	-	-	-
	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>	<b>£000s</b>
<b>Total resource cost</b>	-	-	-	-	-	-

Redundancy and other departure costs have been paid in accordance with the provisions of the HSC Pension Scheme Regulations and the Compensation for Premature Retirement Regulations, statutory provisions made under the Superannuation Act 1972.

The table above shows the total exit cost of exit packages agreed and accounted for in 2021-22 and 2020-21. £Nil exit costs were paid in 2021-22, the year of departure (2020-21 £Nil). Where the NIPEC has agreed early retirements, the additional costs are met by NIPEC and not by the HSC pension scheme. Ill health retirement costs are met by the pension scheme and are not included in the table. During 2021-

22 there were no early retirements from NIPEC agreed on the grounds of ill-health.

The salary, pension entitlements, and the value of any taxable benefits in kind to the senior business team of NIPEC were as follows:  
(Subject to audit)

Members	2021-22					2020-21				
	Salary £000s	Bonus / Performance Pay £000s	Benefits in kind (rounded to nearest £100)	Pension Benefits (rounded to nearest £1,000)	Total £'000	Salary £000s	Bonus / Performance Pay £000s	Benefits in kind (rounded to nearest £100)	Pension Benefits (rounded to nearest £1,000)	Total £'000
<b>Chair</b>										
Carol Curran*	5-10 (FYE 10-15)	-	-	-	<b>5-10</b>	10-15	-	-	-	<b>10-15</b>
Bronagh Scott*	0-5 (FYE 10-15)	-	-	-	<b>0-5</b>	-	-	-	-	-
<b>Executive Members</b>										
Angela McLernon**	90-95	-	-	-	<b>90-95</b>	80-85	-	-	-	<b>80-85</b>
Linda Kelly***	5-10 (FYE 85-90)	-	-	-	<b>5-10</b>	-	-	-	-	-
Cathy McCusker	60-65	-	-	34	<b>90-95</b>	60-65	-	100	15	<b>75-80</b>
Angela Reed****	45-50 (FYE 60-65)	-	-	19	<b>65-70 (FYE 80-85)</b>	60-65	-	100	14	<b>70-75</b>
Fiona Bradley	50-55	-	-	24	<b>70-75</b>	50-55	-	100	6	<b>55-60</b>
Carole McKenna*****	45-50 (FYE 60-65)	-	-	14	<b>55-60 (FYE 70-75)</b>	-	-	-	-	-
Jill Jackson	50-55	-	-	22	<b>70-75</b>	50-55	-	-	13	<b>65-70</b>

\* Carol Curran and Bronagh Scott do not receive pension remuneration as a non-executive members. Carol Curran's term ended and Bronagh Scott's commenced in December 2021.

\*\*Angela McLernon was seconded from DoH and did not participate in the HSC pension scheme. She retired on 31<sup>st</sup> December 2021. **Note that the figure shown for 2021-22 is the total recharge figure for Angela's salary between April and December 2021 inclusive of Employers' contributions.**

\*\*\* Linda Kelly took up the Chief Executive post on 14<sup>th</sup> March 2022.

\*\*\*\* Angela Reed left NIPEC on 31<sup>st</sup> December 2021.

\*\*\*\*\* Carole McKenna returned from a Career Break on 5<sup>th</sup> July 2021.

Pensions of the Senior Business Team\*  
(Subject to audit)

Name	Accrued pension at pension age as at 31/3/22 and related lump sum £'000	Real increase in pension and related lump sum at pension age £'000	CETV at 31 March 2022 £'000s	CETV at 31 March 2021 £'000s	Real increase in CETV £'000s
Linda Kelly**	N/A	N/A	N/A	N/A	N/A
Cathy McCusker	30-35 Plus lump sum of 75-80	0-2.5 Plus lump sum of 0-2.5	683	629	35
Angela Reed	20-25 Plus lump sum of 50-55	0-2.5 Plus lump sum of 0-2.5	488	455	20
Fiona Bradley	20-25 Plus lump sum 70-75	0-2.5 Plus lump sum 2.5-5	580	532	33
Jill Jackson	10-15 Plus lump sum 25-30	0-2.5 Plus lump sum of 0-2.5	55	39	15
Carole McKenna	5-10 Plus lump sum of 0-2.5	0-2.5 Plus lump sum of 0-2.5	135	119	13

\*Excludes Angela McLernon who was seconded from the Department of Health and was not a member of the HSC Pension Scheme.

\*\*Linda Kelly commenced employment with NIPEC on 14<sup>th</sup> March 2022 and therefore there are no figures to report this year.

As Non-Executive members do not receive pensionable remuneration, there will be no entries in respect of pensions for Non-Executive members.

### Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capital value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme, or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which the disclosure applies. The CETV figures and the other pension details, include the value of any pension benefits in another scheme or arrangement which the individual has transferred to the HPSS pension scheme. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost.

CETVs are calculated within the guidelines prescribed by the Institute and Faculty of Actuaries.

Real Increase in CETV - This reflects the increase in CETV effectively funded by the employer. It takes account of the increase in accrued pension due to inflation, contributions paid by the employee.

## **Other**

There are no elements of the remuneration package which are not cash.

There is no compensation payable to former senior managers.

There are no amounts included above which are payable to third parties for services of a senior manager.

There have been no awards made to past senior managers.

## **Equality**

NIPEC is committed to promoting equality of opportunity for all. It is the policy of NIPEC to provide employment for all, irrespective of, for example, religious belief, political opinion, gender and marital status, sexual orientation, disability, race or ethnic origin, domestic responsibility, trade union membership and age.

## **Staff Turnover**

NIPEC is a small regional Non-Departmental Public Body (NDPB) with an establishment of 15 permanent staff. Due to the small size of the organisation and the diverse nature of the expertise required, NIPEC retains a list of Bank staff to increase capacity for specific time bound programmes of work.

During 2021-22, three corporate staff retired with a further staff member planning their retirement in early 2022. The team comprises 7.6 members in total so four staff leaving has a significant impact on daily operations and this issue has been recorded as a risk on the Corporate Risk Register. To backfill the gaps in capacity, two fixed term posts have been appointed until permanent replacement posts have been filled.

In addition to the corporate vacancies, NIPEC has two vacancies on the senior professional team and plans will be taken forward to fill these vacancies in 2021-22.

## **Staff Engagement**

NIPEC's Health and Social Wellbeing Committee seeks to nurture and improve staff relationships and support staff to improve their health and wellbeing. The committee's membership includes both corporate and professional staff and in addition to promoting a positive working environment, staff engage in a number of social events including fortnightly

'Huddles' which continued to be held remotely throughout the year along with less formal social gatherings such as remote coffee breaks and a number of retirement functions.

The Committee organised a calendar of events throughout the year which included a Step and Photo Challenge in May/June 2021, Easter and Halloween lunches and a Christmas coffee morning and quiz. In addition the Committee issued two editions of NIPEC Pulse which included staff updates, recipes and recommendations for social activities including bird watching and reading.

The first NIPEC awards took place in September 2021. NIPEC Council felt it would be worthy to recognise the achievement, quality and excellence in continuous improvement and leadership involving NIPEC staff especially in the light of the Covid Pandemic. NIPEC staff was able to submit nominations for individual or team awards and the three categories of awards were:

- NIPEC Award for Innovation and/or Leadership
- NIPEC Award for Promotion of Health & Social Wellbeing
- NIPEC Award for Outstanding Contribution

The winners in each of the three categories received a trophy which will be kept in NIPEC, however each winner received an individual award of a Quaich to take home as a keepsake. Letters were sent by Professor Carol Curran, Chair, congratulating the winners on their achievements and also to those who received a nomination for an award as Council members felt they should be made aware of this.

## **Staff Absence**

The cumulative sickness and absenteeism rate for the organisation as at the end of March 2022 was 3.76% which was slightly above NIPEC's target of 3.5%.

## **Health and Safety**

NIPEC has a Health and Fire Safety Committee which is comprised of membership from both the corporate and professional teams. The Committee is chaired by the Corporate Services Manager and reports from the membership are a standing item on the Business Team agenda.

The work of the Committee is supported by a number of related policies which were reviewed during 2021 along with the Health and Fire Safety Assurance Maps (replacing Controls Assurance process). The maps was completed for 2021-22 and an over-arching action plan was developed and presented to NIPEC's Audit and Risk Committee in June 2021. One of the actions highlighted was the need to review the Terms of Reference of the Committee to more fully reflect Fire Safety. These were drafted and approved by the Health and Fire Safety Committee in November 2021 and ratified by Business Team.

## Accountability and Audit Report

### Assembly Accountability Disclosure Notes

*(Subject to audit)*

#### (i) Losses and Special Payments:

Losses statement	2021-22		2020-21
	Number of Cases	£000	£000
Total number of losses	-	-	-
Total value of losses	-	-	-

Individual losses over £250,000	2021-22		2020-21
	Number of Cases	£	£
Cash losses	-	-	-
Claims abandoned	-	-	-
Administrative write-offs	-	-	-
Fruitless payments	-	-	-
Stores losses	-	-	-

Special payments	2021-22		2020-21
	Number of Cases	£000	£000
Total number of special payments	-	-	-
Total value of special payments	-	-	-

Special Payments over £250,000	2021-22		2020-21
	Number of Cases	£	£
Compensation payments			
- Clinical Negligence	-	-	-
- Public Liability	-	-	-
- Employers Liability	-	-	-
- Other	-	-	-
Ex-gratia payments	-	-	-
Extra contractual	-	-	-
Special severance payments	-	-	-
<b>Total special payments</b>	-	-	-

#### Other Payments

There were no other special payments or gifts made during the year.

## **Accountability Report**

### **Regularity (*Subject to audit*)**

NIPEC is resourced through an annual Revenue Resource Limit and is responsible and accountable for all of its activities. In 2021-22, mechanisms were maintained in order to assure the DoH and the public of the efficient and effective performance of NIPEC in delivering its functions, including reference and adherence to the Management Statement Financial Memorandum (MSFM) which sets out the strategic control framework within which the organisation is required to operate. This ensured compliance with Statutory and Regulatory requirements and the proper and effective use of public funds.

The Internal Auditor's annual report for the year assured the Audit and Risk Committee that adequate and effective systems of internal financial control had been established by management within the Council.

NIPEC did not make any charitable donations during the financial year and there were no personal data related incidents requiring disclosure during the year.

### **Special Payments**

There were no other special payments or gifts made during the year.

### **Consultancy Payments**

NIPEC did not incur any expenditure on consultancy in 2021-22 (2020-21: £Nil).

### **Other Payment**

There were no other payments made during the year.

### **Long Term Expenditure Plans**

Looking forward into 2022-23, on 11<sup>th</sup> March 2022, the smaller DoH ALBs received a correspondence from DoH Director of Finance, setting out her understanding of the implications of a budget not being agreed for 2022-23. NIPEC's opening allocation was received on 6<sup>th</sup> May 2022 and confirmed that the NI Executive had still not agreed a budget for 2022-23.

This situation presents NIPEC's efforts to rebuild and expand our teams with significant challenges given that DoH have indicated an extremely challenging financial outlook. The organisation has been advised that any non-recurrent allocations received in year must be managed so that there is no spending in these areas in 2023-24 without identification of a funding source through reprioritisation of our existing baseline or prior approval from the Department. In 2022-23, NIPEC will need to engage with DoH to secure additional recurrent funds in order to appoint new permanent staff.



## **Fees and Charges**

There were no other fees and charges during the year.

## **Remote Contingent Liabilities**

In addition to contingent liabilities reported within the meaning of IAS37, NIPEC 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. NIPEC had no remote contingent liabilities.

## **Going Concern**

The accounts have been prepared on an ongoing concern basis. Management are not aware of any conditions or events, currently or in the future, that would bring this assumption into question.

In addition, due to the manner in which the NIPEC is funded, the Statement of Financial Position will show a negative position. In line with the FReM, sponsored entities such as the NIPEC which show total net liabilities, should prepare financial statements on a going concern basis. The cash required to discharge these net liabilities will be requested from the Department when they fall due, and is shown in the Statement of Changes in Taxpayers' Equity.

Signed:



Mrs Linda Kelly  
Accounting Officer

Date: 6<sup>th</sup> July 2022

## Certificates of Chairman and Chief Executive

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 64 – 105), which I am required to prepare on behalf of the Northern Ireland Practice and Education Council for Nursing and Midwifery, have been compiled from, and are in accordance with, the accounts and financial records maintained by the Northern Ireland Practice and Education Council for Nursing and Midwifery and with the accounting standards and policies for HSC bodies approved by the DoH.

Signed: 

Chief Executive

Date: 6<sup>th</sup> July 2022

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 64 – 105), as prepared in accordance with the above requirements, have been submitted to, and duly approved by, the Council.

Signed: 

Chair

Date: 6<sup>th</sup> July 2022

Signed: 

Chief Executive

Date: 6<sup>th</sup> July 2022

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

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

#### **Opinion on account**

I certify that I have audited the financial statements of the Northern Ireland Practice and Education Council for the year ended 31 March 2022 under the Health and Personal Social Services Act (Northern Ireland) 2002. The financial statements comprise: the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity; and the related notes including significant accounting policies.

The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by the Government Financial Reporting Manual.

I have also audited the information in the Accountability Report that is described in that report as having been audited.

In my opinion the financial statements:

- give a true and fair view of the state of the Northern Ireland Practice and Education Council's affairs as at 31 March 2022 and of the Northern Ireland Practice and Education Council's net expenditure for the year then ended; and
- have been properly prepared in accordance with the Health and Personal Social Services Act (Northern Ireland) 2002 and Department of Health directions issued thereunder.

#### **Opinion on regularity**

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

#### **Basis for opinions**

I conducted my audit in accordance with International Standards on Auditing (ISAs) (UK), applicable law and Practice Note 10 'Audit of Financial Statements and Regularity of Public Sector Bodies in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate. My staff and I are independent of Northern Ireland Practice and Education Council in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and have fulfilled our other ethical responsibilities in accordance with these requirements. I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

#### **Conclusions relating to going concern**

In auditing the financial statements, I have concluded that Northern Ireland Practice and Education Council's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the Northern Ireland Practice and Education Council's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

The going concern basis of accounting for Northern Ireland Practice and Education Council is adopted in consideration of the requirements set out in the Government Reporting Manual, which require entities to adopt the going concern basis of accounting in the preparation of the financial statements where it anticipated that the services which they provide will continue into the future.

My responsibilities and the responsibilities of the Northern Ireland Practice and Education Council and the Accounting Officer with respect to going concern are described in the relevant sections of this report.

### **Other Information**

The other information comprises the information included in the annual report other than the financial statements, the parts of the Accountability Report described in that report as having been audited, and my audit certificate and report. The Northern Ireland Practice and Education Council and the Accounting Officer are responsible for the other information included in the annual report. My opinion on the financial statements does not cover the other information and except to the extent otherwise explicitly stated in my report, I do not express any form of assurance conclusion thereon.

My responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or my knowledge obtained in the audit, or otherwise appears to be materially misstated. If I identify such material inconsistencies or apparent material misstatements, I am required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

I have nothing to report in this regard.

### **Opinion on other matters**

In my opinion, based on the work undertaken in the course of the audit:

- the parts of the Accountability Report to be audited have been properly prepared in accordance with Department of Health directions made under the Health and Personal Social Services Act (Northern Ireland) 2002; and
- the information given in the Performance Report and Accountability Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

### **Matters on which I report by exception**

In the light of the knowledge and understanding of the Northern Ireland Practice and Education Council and its environment obtained in the course of the audit, I have not identified material misstatements in the Performance Report and Accountability Report. I have nothing to report in respect of the following matters which I report to you if, in my opinion:

- adequate accounting records have not been kept; or
- the financial statements and the parts of the Accountability Report to be audited are not in agreement with the accounting records; or

- certain disclosures of remuneration specified by the Government Financial Reporting Manual are not made; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with the Department of Finance's guidance.

### **Responsibilities of the Council and Accounting Officer for the financial statements**

As explained more fully in the Statement of Accounting Officer Responsibilities, the Council and the Accounting Officer are responsible for

- the preparation of the financial statements in accordance with the applicable financial reporting framework and for being satisfied that they give a true and fair view;
- such internal controls as the Accounting Officer determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error;
- assessing the Northern Ireland Practice and Education Council's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Accounting Officer anticipates that the services provided by Northern Ireland Practice and Education Council will not continue to be provided in the future.

### **Auditor's responsibilities for the audit of the financial statements**

My responsibility is to audit, certify and report on the financial statements in accordance with the Health and Personal Social Services Act (Northern Ireland) 2002.

My objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error and to issue a certificate that includes my opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

I design procedures in line with my responsibilities, outlined above, to detect material misstatements in respect of non-compliance with laws and regulation, including fraud.

My procedures included:

- obtaining an understanding of the legal and regulatory framework applicable to the Northern Ireland Practice and Education Council through discussion with management and application of extensive public sector accountability knowledge. The key laws and regulations I considered included Health and Personal Social Services Act (Northern Ireland) 2002 and Department of Health directions issued thereunder;
- making enquires of management and those charged with governance on Northern Ireland Practice and Education Council 's compliance with laws and regulations;
- making enquiries of internal audit, management and those charged with governance as to susceptibility to irregularity and fraud, their assessment of the risk of material misstatement due to fraud and irregularity, and their knowledge of actual, suspected and alleged fraud and irregularity;

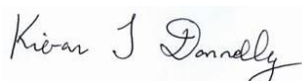
- completing risk assessment procedures to assess the susceptibility of Northern Ireland Practice and Education Council 's financial statements to material misstatement, including how fraud might occur. This included, but was not limited to, an engagement director led engagement team discussion on fraud to identify particular areas, transaction streams and business practices that may be susceptible to material misstatement due to fraud. As part of this discussion, I identified potential for fraud in the following areas: revenue recognition, expenditure recognition and posting of unusual journals;
- engagement director oversight to ensure the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with the applicable legal and regulatory framework throughout the audit;
- designing audit procedures to address specific laws and regulations which the engagement team considered to have a direct material effect on the financial statements in terms of misstatement and irregularity, including fraud. These audit procedures included, but were not limited to, reading board and committee minutes, and agreeing financial statement disclosures to underlying supporting documentation and approvals as appropriate;
- addressing the risk of fraud as a result of management override of controls by:
  - performing analytical procedures to identify unusual or unexpected relationships or movements;
  - testing journal entries to identify potential anomalies, and inappropriate or unauthorised adjustments;
  - assessing whether judgements and other assumptions made in determining accounting estimates were indicative of potential bias; and
  - investigating significant or unusual transactions made outside of the normal course of business.

A further description of my responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of my certificate.

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

## Report

I have no observations to make on these financial statements.



*KJ Donnelly*  
*Comptroller and Auditor General*  
*Northern Ireland Audit Office*  
*1 Bradford Court, Galwally*  
*BELFAST*  
*BT8 6RB*  
*20 July 2022*

# Financial Statements

## for the Year Ended 31<sup>st</sup> March 2022

*These accounts for the year ended 31<sup>st</sup> March 2022 have been prepared in accordance with Article 90(2) (a) of the Health and Personal Social Services (Northern Ireland) Order 1972, as amended by Article 6 of the Audit and Accountability (Northern Ireland) Order 2003, in a form directed by the Department of Health.*

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### STATEMENT of COMPREHENSIVE NET EXPENDITURE for year ended 31<sup>st</sup> March 2022

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

	NOTE	2022 £	2021 £
<b>Income</b>			
Revenue from contracts with customers	4.1	-	-
Other operating income	4.2	1,691	-
Deferred income	4.3	-	-
<b>Total operating income</b>		<b>1,691</b>	<b>-</b>
<b>Expenditure</b>			
Staff costs	3	(803,363)	(1,001,624)
Purchase of goods and services	3	(2,903)	(5,934)
Depreciation, amortisation and impairment charges	3	(16,432)	(14,424)
Provision expense	3	(29,742)	(44,245)
Other expenditure	3	(393,350)	(425,183)
<b>Total operating expenditure</b>		<b>(1,245,790)</b>	<b>(1,491,410)</b>
<b>Net Operating Expenditure</b>		<b>(1,244,099)</b>	<b>(1,491,410)</b>
Finance income	4.2	-	-
Finance expense	3	-	-
<b>Net Operating expenditure for the year</b>		<b>(1,244,099)</b>	<b>(1,491,410)</b>
Revenue Resource Limit (RRL) received from DOH	22.1	1,256,127	1,507,816
<b>Surplus/(Deficit) against RRL</b>		<b>12,028</b>	<b>16,406</b>

### OTHER COMPREHENSIVE EXPENDITURE

	NOTE	2022 £	2021 £
<b>Items that will not be reclassified to net operating costs:</b>			
Net gain/(loss) on revaluation of property, plant & equipment	5.1/9/5.2/9	-	-
Net gain/(loss) on revaluation of intangibles	6.1/9/6.2/9	-	-
Net gain/(loss) on revaluation of financial instruments	7/9	-	-
<b>Items that may be reclassified to net operating costs:</b>			
Net result on revaluation of investments		-	-
<b>TOTAL COMPREHENSIVE EXPENDITURE for the year ended 31<sup>st</sup> March 2022</b>		<b>(1,244,099)</b>	<b>(1,491,410)</b>

The notes on pages 69 to 105 form part of these accounts.



**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**  
**STATEMENT of FINANCIAL POSITION as at 31<sup>st</sup> March 2022**

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

	NOTES	2022		2021	
		£	£	£	£
<b>Non Current Assets</b>					
Property, plant and equipment	5.1/5.2	12,500		18,493	
Intangible assets	6.1/6.2	15,682		23,524	
Financial assets	7	-		-	
Trade and other receivables	13	-		-	
Other current assets	13	-		-	
<b>Total Non Current Assets</b>			28,182		42,017
<b>Current Assets</b>					
Assets classified as held for sale	10	-		-	
Inventories	11	-		-	
Trade and other receivables	13	31,718		4,134	
Other current assets	13	18,676		16,935	
Intangible current assets	13	-		-	
Financial assets	7	-		-	
Cash and cash equivalents	12	500		23,139	
<b>Total Current Assets</b>			50,894		44,208
<b>Total Assets</b>			<b>79,076</b>		<b>86,225</b>
<b>Current Liabilities</b>					
Trade and other payables	14	(139,101)		(235,027)	
Other liabilities	14	-		-	
Intangible current liabilities	14	-		-	
Financial liabilities	7	-		-	
Provisions	15	(30,847)		(30,691)	
<b>Total Current Liabilities</b>			(169,948)		(265,718)
<b>Total assets less current liabilities</b>			<b>(90,872)</b>		<b>(179,493)</b>
<b>Non Current Liabilities</b>					
Provisions	15	(653,980)		(655,241)	
Other payables > 1 yr	14	-		-	
Financial liabilities	7	-		-	
<b>Total Non Current Liabilities</b>			(653,980)		(655,241)
<b>Total assets less total liabilities</b>			<b>(744,852)</b>		<b>(834,734)</b>
<b>Taxpayers' Equity and other reserves</b>					
Revaluation reserve		53		53	
SoCNE Reserve		(744,905)		(834,787)	
<b>Total equity</b>			<b>(744,852)</b>		<b>(834,734)</b>

The financial statements on pages 64 to 105 were approved by the Board on 6<sup>th</sup> July 2022 and were signed on its behalf by:

Signed  (Chair)

Date 6<sup>th</sup> July 2022

Signed  (Chief Executive)

Date 6<sup>th</sup> July 2022

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### STATEMENT of CASHFLOWS for the year ended 31<sup>st</sup> March 2022

The Statement of Cash Flows shows the changes in cash and cash equivalents of NIPEC during the reporting year. The statement shows how NIPEC 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 NIPEC. Investing activities represent the extent to which cash inflows and outflows have been made for resources which are intended to contribute to NIPEC's future public service delivery.

	NOTE	2022 (£)	2021 (£)
<b>Cashflows from operating activities</b>			
Net deficit after interest/Net operating cost		(1,244,099)	(1,491,410)
Adjustments for non cash costs	3	66,174	75,169
Decrease/(Increase) in trade and other receivables		(29,325)	16,012
<i>Less movements in receivables relating to items not passing through the NEA</i>			
Movements in receivables relating to the sale of property, plant & equipment		-	-
Movements in receivables relating to the sale of intangibles		-	-
Movements in receivables relating to finance leases		-	-
Movements in receivables relating to PFI and other service concession arrangement contracts		-	-
(Increase)/decrease in inventories		-	-
Decrease/(Increase) in trade payables		(95,926)	(154,088)
<i>Less movements in payables relating to items not passing through the NEA</i>			
Movements in payables relating to the purchase of property, plant & equipment		-	-
Movements in payables relating to the purchase of intangibles		-	-
Movements in payables relating to finance leases		-	-
Movements on payables relating to PFI and other service concession arrangement contracts		-	-
Use of provisions	15	(30,847)	(30,691)
<b>Net cash outflow from operating activities</b>		<b>(1,334,023)</b>	<b>(1,585,008)</b>
<b>Cashflows from investing activities</b>			
(Purchase of property, plant & equipment)	5	(2,597)	(3,865)
(Purchase of intangible assets)	6	-	-
Proceeds of disposal of property, plant & equipment		-	-
Proceeds on disposal of intangibles		-	-
Proceeds on disposal of assets held for resale		-	-
<b>Net cash outflow from investing activities</b>		<b>(2,597)</b>	<b>(3,865)</b>
<b>Cash flows from financing activities</b>			
Grant in aid		1,313,981	1,588,212
Cap element of payments - finance leases and on balance sheet (SoFP) PFI and other service concession arrangements		-	-
<b>Net financing</b>		<b>1,313,981</b>	<b>1,588,212</b>
<b>Net (decrease) increase in cash &amp; cash equivalents in the financial year</b>		<b>(22,639)</b>	<b>(661)</b>
<b>Cash &amp; cash equivalents at the beginning of the financial year</b>	12	<b>23,139</b>	<b>23,800</b>
<b>Cash &amp; cash equivalents at the end of the financial year</b>	12	<b>500</b>	<b>23,139</b>

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### STATEMENT of CHANGES in TAXPAYERS EQUITY for the year ended 31<sup>st</sup> March 2022

This statement shows the movement in the year on the different reserves held by NIPEC, analysed into 'Statement of Comprehensive Net Expenditure Reserve' (i.e. those reserves that reflect a contribution from the Department of Health). The Revaluation Reserve reflects the change in asset values that have not been recognised as income or expenditure. The Statement of Comprehensive Net Expenditure Reserve (SoCNE Reserve) represents the total assets less liabilities of NIPEC, to the extent that the total is not represented by other reserves and financing items.

	NOTE	SoCNE Reserve £	Revaluation Reserve £	Taxpayers Equity £
<b>Balance at 31<sup>st</sup> March 2020</b>		<b>(953,720)</b>	<b>53</b>	<b>(953,667)</b>
<b>Changes in Taxpayers Equity 2020-21</b>				
Grant from DoH		1,588,212	-	1,588,212
Transfers between reserves		-	-	-
Comprehensive expenditure for the year		(1,491,410)	-	(1,491,410)
Transfer of asset ownership		5,631	-	5,631
Non cash charges - auditors remuneration	3	16,500	-	16,500
<b>Balance at 31<sup>st</sup> March 2021</b>		<b>(834,787)</b>	<b>53</b>	<b>(834,734)</b>
<b>Changes in Taxpayers Equity 2021-22</b>				
Grant from DoH		1,313,981	-	1,313,981
Transfers between reserves		-	-	-
Comprehensive expenditure for the year		(1,244,099)	-	(1,244,099)
Transfer of asset ownership		-	-	-
Non cash charges - auditors remuneration	3	20,000	-	20,000
<b>Balance at 31<sup>st</sup> March 2022</b>		<b>(744,905)</b>	<b>53</b>	<b>(744,852)</b>

# **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

## **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

### **STATEMENT OF ACCOUNTING POLICIES**

#### **1. Authority**

These accounts have been prepared in a form determined by the Department of Health, based on guidance from the Department of Finance's Financial Reporting Manual (FReM) and in accordance with the requirements of Article 90(2) (a) of the Health and Personal Social Services (Northern Ireland) Order 1972 No 1265 (NI 14) as amended by Article 6 of the Audit and Accountability (Northern Ireland) Order 2003.

The accounting policies follow IFRS to the extent that it is meaningful and appropriate to the Northern Ireland Practice and Education Council (the "NIPEC"). Where a choice of accounting policy is permitted, the accounting policy which has been judged to be most appropriate to the particular circumstances of the NIPEC for the purpose of giving a true and fair view has been selected. The NIPEC's accounting policies have been applied consistently in dealing with items considered material in relation to the accounts, unless otherwise stated.

In addition, due to the manner in which the NIPEC is funded, the Statement of Financial Position will show a negative position. In line with the FReM, sponsored entities such as the NIPEC which show total net liabilities, should prepare financial statements on a going concern basis. The cash required to discharge these net liabilities will be requested from the Department when they fall due, and is shown in the Statement of Changes in Taxpayers' Equity.

#### **1.1 Accounting convention**

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

#### **1.2 Property, Plant and Equipment**

Property, plant and equipment assets comprise Land, Buildings, Dwellings, Transport Equipment, Plant & Machinery, Information Technology, Furniture & Fittings, and Assets under construction. This includes donated assets.

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

#### **Recognition**

Property, plant and equipment must be capitalised if:

- it is held for use in delivering services or for administrative purposes;
- it is probable that future economic benefits will flow to, or service potential will be supplied to, the entity;
- it is expected to be used for more than one financial year;
- the cost of the item can be measured reliably; and
- the item has cost of at least £5,000; or
- Collectively, a number of items have a cost of at least £5,000 and individually have a cost of more than £1,000, where the assets are functionally interdependent, they had broadly simultaneous purchase dates, are anticipated to have simultaneous disposal dates and are under single managerial control; or
- Items form part of the initial equipping and setting-up cost of a new building, ward or unit, irrespective of their individual or collective cost.

On initial recognition property, plant and equipment are measured at cost including any expenditure such as installation, directly attributable to bringing them into working condition. Items classified as “under construction” are recognised in the Statement of Financial Position to the extent that money has been paid or a liability has been incurred.

#### **Valuation of Land and Buildings**

NIPEC did not own any Land and Building in the current 2021-22 financial year, or in the 2020-21 financial year.

Fair values are determined as follows:

- Land and non-specialised buildings – open market value for existing use;
- Specialised buildings – depreciated replacement cost; and
- Properties surplus to requirements – the lower of open market value less any material directly attributable selling costs, or book value at date of moving to non-current assets.

#### **Modern Equivalent Asset**

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

DoF has adopted a standard approach to depreciated replacement cost valuations based on modern equivalent assets and, where it would meet the location requirements of the service being provided, an alternative site can be valued. Land and Property Services (LPS) have included this requirement within the latest valuation.

#### **Assets Under Construction (AUC)**

Assets classified as “under construction” are recognised in the Statement of Financial Position to the extent that money has been paid or a liability has been incurred. They are carried at cost, less any impairment loss. Assets under construction are revalued and depreciation commences when they are brought into use.

#### **Short Life Assets**

Short life assets are not indexed. Short life is defined as a useful life of up to and including 5 years. Short life assets are carried at depreciated historic cost as this is not considered to be materially different from fair value and are depreciated over their useful life.

Where estimated life of fixtures and equipment exceed 5 years, suitable indices will be applied each year and depreciation will be based on indexed amount.

#### **Revaluation Reserve**

An increase arising on revaluation is taken to the revaluation reserve except when it reverses an impairment for the same asset previously recognised in expenditure, in which case it is credited to expenditure to the extent of the decrease previously charged there. A revaluation decrease is recognised as an impairment charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure.

### **1.3 Depreciation**

No depreciation is provided on freehold land since land has unlimited or a very long established useful life. Items under construction are not depreciated until they are commissioned. Properties that are surplus to requirements and which meet the definition of “non-current assets held for sale” are also not depreciated.

Otherwise, depreciation is charged to write off the costs or valuation of property, plant and equipment and similarly, amortisation is applied to intangible non-current assets, less any residual value, over their estimated useful lives, in a manner that

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

reflects the consumption of economic benefits or service potential of the assets. Assets held under finance leases are also depreciated over the lower of their estimated useful lives and the terms of the lease. The estimated useful life of an asset is the period over which the ALB expects to obtain economic benefits or service potential from the asset. Estimated useful lives and residual values are reviewed each year end, with the effect of any changes recognised on a prospective basis. The following asset lives have been used.

<b>Asset Type</b>	<b>Asset Life</b>
Freehold Buildings	25 – 60 years
Leasehold property	Remaining period of lease
IT Assets	3 – 10 years
Intangible assets	3 – 10 years
Other Equipment	3 – 15 years

#### **Impairment loss**

If there has been an impairment loss due to a general change in prices, the asset is written down to its recoverable amount, with the loss charged to the revaluation reserve to the extent that there is a balance on the reserve for the asset and, thereafter, to expenditure within the Statement of Comprehensive Net Expenditure. If the impairment is due to the consumption of economic benefits the full amount of the impairment is charged to the Statement of Comprehensive Net Expenditure and an amount up to the value of the impairment in the revaluation reserve is transferred to the Statement of Comprehensive Net Expenditure Reserve. Where an impairment loss subsequently reverses, the carrying amount of the asset is increased to the revised estimate of the recoverable amount but capped at the amount that would have been determined had there been no initial impairment loss. The reversal of the impairment loss is credited firstly to the Statement of Comprehensive Net Expenditure to the extent of the decrease previously charged there and thereafter to the revaluation reserve.

#### **1.4 Subsequent expenditure**

Where subsequent expenditure enhances an asset beyond its original specification, the directly attributable cost is capitalised. Where subsequent expenditure which meets the definition of capital restores the asset to its original specification, the

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

expenditure is capitalised and any existing carrying value of the item replaced is written-out and charged to operating expenses.

The overall useful life of the NIPEC's buildings takes account of the fact that different components of those buildings have different useful lives. This ensures that depreciation is charged on those assets at the same rate as if separate components had been identified and depreciated at different rates.

#### **1.5 Intangible assets**

Intangible assets includes any of the following held - software, licences, trademarks, websites, development expenditure, Patents, Goodwill and intangible assets under construction. Software that is integral to the operating of hardware, for example an operating system is capitalised as part of the relevant item of property, plant and equipment. Software that is not integral to the operation of hardware, for example application software, is capitalised as an intangible non-current asset. Internally-generated assets are recognised if, and only if, all of the following have been demonstrated:

- the technical feasibility of completing the intangible asset so that it will be available for use;
- the intention to complete the intangible asset and use it;
- the ability to sell or use the intangible asset;
- how the intangible asset will generate probable future economic benefits or service potential;
- the availability of adequate technical, financial and other resources to complete the intangible asset and sell or use it; and
- the ability to measure reliably the expenditure attributable to the intangible asset during its development.

#### **Recognition**

Intangible assets are non-monetary assets without physical substance, which are capable of sale separately from the rest of the NIPEC's business or which arise from contractual or other legal rights. Intangible assets are considered to have a finite life. They are recognised only when it is probable that future economic benefits will flow to, or service potential be provided to, NIPEC; where the cost of the asset can be measured reliably. All single items over £5,000 in value must be capitalised while intangible assets which fall within the grouped asset definition must be capitalised if



## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

their individual value is at least £1,000 each and the group is at least £5,000 in value. The amount recognised for internally-generated intangible assets is the sum of the expenditure incurred from the date of commencement of the intangible asset, until it is complete and ready for use.

Intangible assets acquired separately are initially recognised at fair value.

Following initial recognition, intangible assets are carried at fair value by reference to an active market, and as no active market currently exists depreciated replacement cost has been used as fair value.

#### **1.6 Non-current assets held for sale**

Non-current assets are classified as held for sale if their carrying amount will be recovered principally through a sale transaction rather than through continuing use. In order to meet this definition IFRS 5 requires that the asset must be immediately available for sale in its current condition and that the sale is highly probable. A sale is regarded as highly probable where an active plan is in place to find a buyer for the asset and the sale is considered likely to be concluded within one year. Non-current assets held for sale are measured at the lower of their previous carrying amount and fair value, less any material directly attributable selling costs. Fair value is open market value, where one is available, including alternative uses.

Assets classified as held for sale are not depreciated.

The profit or loss arising on disposal of an asset is the difference between the sale proceeds and the carrying amount. The profit from sale of land which is a non-depreciating asset is recognised within income. The profit from sale of a depreciating asset is shown as a reduced expense. The loss from sale of land or from any depreciating assets is shown within operating expenses. On disposal, the balance for the asset on the revaluation reserve is transferred to the Statement of Comprehensive net Expenditure reserve.

Property, plant or equipment that is to be scrapped or demolished does not qualify for recognition as held for sale. Instead, it is retained as an operational asset and its economic life is adjusted. The asset is de-recognised when it is scrapped or demolished.

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

#### **1.7 Inventories**

Inventories are valued at the lower of cost and net realisable value and are included exclusive of VAT. This is considered to be a reasonable approximation to fair value due to the high turnover of stocks.

#### **1.8 Income**

Income is classified between Revenue from Contracts and Other Operating Income as assessed necessary in line with organisational activity, under the requirements of IFRS 15 and as applicable to the public sector. Judgement is exercised in order to determine whether the 5 essential criteria within the scope of IFRS 15 are met in order to define income as a contract.

Income relates directly to the activities of NIPEC and is recognised on an accruals basis when, and to the extent that a performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Where the criteria to determine whether a contract is in existence is not met, income is classified as Other Operating Income within the Statement of Comprehensive Net Expenditure and is recognised when the right to receive payment is established.

Income is stated net of VAT.

#### **1.9 Grant in aid**

Funding received from other entities, including the Department and the Health and Social Care Board are accounted for as grant in aid and are reflected through the Statement of Comprehensive Net Expenditure Reserve.

#### **1.10 Investments**

NIPEC does not have any investments.

#### **1.11 Research and Development expenditure and the impact of implementation of ESA 2010**

Research and development expenditure is expensed in the year it is incurred in accordance with IAS 38.

Following the introduction of the 2010 European System of Accounts (ESA10), and the change in budgeting treatment (from the revenue budget to the capital budget) of

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

research and development (R&D) expenditure, additional disclosures are included in the notes to the accounts. This treatment was implemented from 2016-17.

#### 1.12 Cash and cash equivalents

Cash is cash in hand and deposits with any financial institution repayable without penalty on notice of not more than 24 hours. Cash equivalents are investments that mature in 3 months or less from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

#### 1.13 Leases

Leases are classified as finance leases when substantially all the risks and rewards of ownership are transferred to the lessee. All other leases are classified as operating leases.

##### **NIPEC as lessee**

Property, plant and equipment held under finance leases are initially recognised, at the inception of the lease, at fair value or, if lower, at the present value of the minimum lease payments, with a matching liability for the lease obligation to the lessor. Lease payments are apportioned between finance charges and reduction of the lease obligation so as to achieve a constant rate on interest on the remaining balance of the liability. Finance charges are recognised in calculating NIPEC's surplus/deficit.

Operating lease payments are recognised as an expense on a straight-line basis over the lease term. Lease incentives are recognised initially as a liability and subsequently as a reduction of rentals on a straight-line basis over the lease term.

Contingent rentals are recognised as an expense in the period in which they are incurred.

Where a lease is for land and buildings, the land and building components are separated. Leased land may be either an operating lease or a finance lease depending on the conditions in the lease agreement and following the general guidance set out in IAS17. Leased buildings are assessed as to whether they are operating or finance leases.

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### **NIPEC as lessor**

Amounts due from lessees under finance leases are recorded as receivables at the amount of the ALB's net investment in the leases. Finance lease income is allocated to accounting financial years so as to reflect a constant periodic rate of return on the ALB's net investment outstanding in respect of the leases.

Rental income from operating leases is recognised on a straight-line basis over the term of the lease. Initial direct costs incurred in negotiating and arranging an operating lease are added to the carrying amount of the leased asset and recognised on a straight-line basis over the lease term.

#### **1.14 Private Finance Initiative (PFI) transactions**

NIPEC has had no PFI transactions during the year.

#### **1.15 Financial instruments**

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

NIPEC has financial instruments in the form of trade receivables and payables and cash and cash equivalents.

- **Financial assets**

Financial assets are recognised on the balance sheet when NIPEC becomes party to the financial instrument contract or, in the case of trade receivables, when the goods or services have been delivered. Financial assets are derecognised when the contractual rights have expired or the asset has been transferred.

Financial assets are initially recognised at fair value. IFRS 9 requires consideration of the expected credit loss model on financial assets. The measurement of the loss allowance depends upon NIPEC's assessment at the end of each reporting financial year as to whether the financial instrument's credit risk has increased significantly since initial recognition, based on reasonable and supportable information that is available, without undue cost or effort to obtain.

The amount of expected credit loss recognised is measured on the basis of the probability weighted present value of anticipated cash shortfalls over the life of the instrument, where judged necessary.

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

Financial assets are classified into the following categories:

- financial assets at fair value through Statement of Comprehensive Net Expenditure;
- held to maturity investments;
- available for sale financial assets; and
- loans and receivables.

The classification depends on the nature and purpose of the financial assets and is determined at the time of initial recognition.

- **Financial liabilities**

Financial liabilities are recognised on the balance sheet when NIPEC becomes party to the contractual provisions of the financial instrument or, in the case of trade payables, when the goods or services have been received. Financial liabilities are de-recognised when the liability has been discharged, that is, the liability has been paid or has expired.

Financial liabilities are initially recognised at fair value.

- **Financial risk management**

IFRS 7 requires disclosure of the role that financial instruments have had during the financial year in creating or changing the risks a body faces in undertaking its activities. Because of the relationships with HSC Commissioners, and the manner in which they are funded, financial instruments play a more limited role in creating risk than would apply to a non-public sector body of a similar size, therefore NIPEC is not exposed to the degree of financial risk faced by business entities.

There are limited powers to borrow or invest surplus funds and financial assets and liabilities are generated by day to day operational activities rather than being held to change the risks facing its activities. Therefore the NIPEC is exposed to limited credit, liquidity or market risk.

- **Currency risk**

NIPEC is principally a domestic organisation with the great majority of transactions, assets and liabilities being in the UK and Sterling based. NIPEC has no overseas operations. NIPEC therefore has low exposure to currency rate fluctuations.

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

- **Interest rate risk**  
NIPEC has limited powers to borrow or invest and therefore has low exposure to interest rate fluctuations.
- **Credit risk**  
Because the majority of NIPEC's income comes from contracts with other public sector bodies, NIPEC has low exposure to credit risk.
- **Liquidity risk**  
Since NIPEC receives the majority of its funding through its principal Commissioner which is voted through the Assembly, it is therefore not exposed to significant liquidity risks.

#### 1.16 Provisions

In accordance with IAS 37, provisions are recognised when NIPEC has a present legal or constructive obligation as a result of a past event, it is probable that NIPEC will be required to settle the obligation, and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the expenditure required to settle the obligation at the end of the reporting financial year, taking into account the risks and uncertainties.

Where a provision is measured using the cash flows estimated to settle the obligation its carrying amount is the present value of those cash flows using the relevant discount rates provided by HM Treasury.

When some or all of the economic benefits required to settle a provision are expected to be recovered from a third party, the receivable is recognised as an asset if it is virtually certain that reimbursements will be received and the amount of the receivable can be measured reliably.

#### 1.17 Contingent liabilities/assets

NIPEC had no contingent assets or liabilities at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### 1.18 Employee benefits

##### **Short-term employee benefits**

Under the requirements of IAS 19: Employee Benefits, staff costs must be recorded as an expense as soon as the organisation is obligated to pay them. This includes

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

the cost of any untaken leave that has been earned at the year end. This cost has been determined using individual's salary costs applied to their unused leave balances determined from a report of the unused annual leave balance as at 31<sup>st</sup> March 2022. It is not anticipated that the level of unused leave will vary significantly from year to year. (Untaken flexi leave is estimated to be immaterial to NIPEC and has not been included).

#### **Retirement benefit costs**

Past and present employees are covered by the provisions of the HSC Superannuation Scheme.

NIPEC participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both NIPEC and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DoH. NIPEC is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis.

The costs of early retirements are met by NIPEC and charged to the Statement of Comprehensive Net Expenditure at the time NIPEC commits itself to the retirement.

As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required with sufficient regularity that the amounts recognised in the financial statements do not differ materially from those determined at the reporting period date. FReM provides an interpretation of the IAS 19 standard and this standard requires the present value of defined benefit obligations to be determined with sufficient regularity that the amounts recognised in the financial statements do not differ materially from those determined at the reporting period date. The 2021-22 accounts are based on membership data as at 31<sup>st</sup> March 2016 since it was not practicable to utilise data as 31<sup>st</sup> March 2020 within the time parameters available. The value of the liabilities as at 31<sup>st</sup> March 2022 has been calculated by rolling forward the liability calculated as at 31<sup>st</sup> March 2016 to 31<sup>st</sup> March 2022. The 2016 valuation assumptions are retained for demographics whilst financial assumptions are updated to reflect current financial conditions and a change in financial assumption methodology. The 2016 valuation is the most recently completed valuation, since the 2020 valuation is ongoing, which is why the demographics assumptions are not updated.

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

#### **1.19 Value Added Tax**

NIPEC are not VAT registered and therefore input and output VAT is charged to the relevant expenditure category or included in the capitalised purchase cost of fixed assets.

#### **1.20 Third party assets**

Assets belonging to third parties (such as money held on behalf of patients) are not recognised in the accounts since NIPEC has no beneficial interest in them. Details of third party assets are given in Note 21 to the accounts.

#### **1.21 Government Grants**

The note to the financial statements distinguishes between grants from UK government entities and grants from European Union.

#### **1.22 Losses and Special Payments**

Losses and special payments are items that the Assembly would not have contemplated when it agreed funds for the health service or passed legislation. By their nature they are items that ideally should not arise. They are therefore subject to special control procedures compared with the generality of payments.

They are divided into different categories, which govern the way that individual cases are handled.

Losses and special payments are charged to the relevant functional headings in expenditure on an accruals basis, including losses which would have been made good through insurance cover had HSC bodies not been bearing their own risks (with insurance premiums then being included as normal revenue expenditure). However, the note on losses and special payments is compiled directly from the losses and compensations register which reports amounts on an accruals basis with the exception of provisions for future losses.

#### **1.23 Charitable Trust Account Consolidation**

NIPEC held no charitable trust accounts at 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.



## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### 1.24 Accounting Standards that have been issued but have not yet been adopted

The International Accounting Standards Board have issued the following new standards but which are either not yet effective or adopted. Under IAS 8 there is a requirement to disclose those standards together with an assessment of their initial impact on application.

IFRS10 Consolidated Financial Statements, IFRS 11 Joint Arrangements, IFRS 12 Disclosure of interests in Other Entities:

The IASB have issued new and amended standards (IFRS 10, IFRS 11 & IFRS 12) that affect the consolidation and reporting of subsidiaries, associates and joint ventures. These standards were effective with EU adoption from 1<sup>st</sup> January 2014.

Accounting boundary IFRS' are currently adapted in the FReM so that the Westminster departmental accounting boundary is based on Office of National Statistics (ONS) control criteria, as designated by Treasury.

A similar review in NI, which will bring NI departments under the same adaptation, has been carried out and the resulting recommendations were agreed by the Executive in December 2016. With effect from 2022-23, the accounting boundary for departments will change and there will also be an impact on departments around the disclosure requirements under IFRS 12. NIPEC apply IFRS in full and their consolidation boundary may change as a result of the new Standards.

**IFRS 16** (Excluding PFI) IFRS 16 is effective from 1 April 2022 and has the effect of largely eliminating the current 'off-balance sheet' treatment of operating leases under IAS 17. A lessee is now required to recognise a "right-of-use" asset (the right to use the leased item) and a financial liability for any operating leases where the term is greater than 12 months, excluding those where the associated right-of-use asset is of low value.

NIPEC has set the low value financial threshold at £5k and from the lease agreement can determine the non-cancellable periods for which the Trust has the right to use the underlying asset. One key consideration is calculating the implicit interest rate within the lease agreement.

Based on NIPEC's review to date of operating leases associated with buildings, equipment and other assets there is likely to be minimal financial impact on the 22/23 financial statements.

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

**IFRS 17** Insurance Contracts will replace IFRS 4 Insurance Contracts and is effective for accounting financial year beginning on or after 1<sup>st</sup> January 2023. In line with the requirements of the FReM, IFRS 17 will be implemented, as interpreted and adapted for the public sector, with effect from 1<sup>st</sup> April 2025.

Management consider that any other new accounting policies issued but not yet adopted are unlikely to have a significant impact on the accounts in the financial year of the initial application.

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

#### **NOTE 2 - ANALYSIS OF NET EXPENDITURE BY SEGMENT**

The core business and strategic direction of the NI Practice & Education Council is to improve the standards of practice, education and professional development of nurses and midwives to facilitate their delivery of safe, effective and person-centered care.

NIPEC Board acts as the Chief Operating Decision Maker and receives financial information on NIPEC as a whole and makes decisions on this basis. Hence, it is appropriate that NIPEC reports on a single operational segment basis.

# NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

### NOTE 3 - EXPENDITURE

	2022 £	2021 £
Staff costs: <sup>1</sup>		
Wages and salaries	649,734	843,460
Social security costs	54,126	54,744
Other pension costs	99,503	103,420
Supplies and services – general	2,903	5,934
Recharges from other HSC organisations	100,021	109,888
Establishment	28,150	51,068
Transport	-	-
Premises	107,463	92,790
Rentals under operating leases	124,308	124,308
Interest charges	-	-
Miscellaneous	13,408	30,629
<b>Total Operating Expenses</b>	<b>1,179,616</b>	<b>1,416,241</b>
<b>Non cash items</b>		
Depreciation	8,525	6,260
Amortisation	7,842	8,164
Impairments	-	-
Result on disposal of property, plant & equipment (including land)	-	-
Result on disposal of intangibles	-	-
Loss on disposal of property, plant & equipment (including land)	65	-
Result on disposal of intangibles	-	-
Increase in provisions (provision provided for in year less any release)	29,742	44,245
Cost of borrowing provisions (unwinding of discount on provisions)	-	-
Auditors remuneration	20,000	16,500
<b>Total non cash items</b>	<b>66,174</b>	<b>75,169</b>
<b>Total</b>	<b>1,245,790</b>	<b>1,491,410</b>

<sup>1</sup> Further detailed analysis of staff costs is located in the Staff Report on pages 45 to 55.

During the year NIPEC purchased no non audit services from its external auditors (NIAO) (2020-21: £Nil).

# NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

### NOTE 4 - INCOME

#### 4.1 Revenue from Contracts with Customers

NIPEC had no revenue from contracts with customers in 2021-22 and 2020-21.

#### 4.2 Other Operating Income

	2022 £	2021 £
Other income from non-patient services	1,691	-
Seconded staff	-	-
Charitable and other contributions to expenditure	-	-
Donations / Government grant / Lottery funding for non current assets	-	-
Profit on disposal of land	-	-
FTC interest receivable	-	-
Interest receivable	-	-
<b>Total Income</b>	<b>1,691</b>	<b>-</b>

#### 4.3 Deferred income

NIPEC had no deferred income in 2021-22 and 2020-21.

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 5 – PROPERTY, PLANT AND EQUIPMENT**

**NOTE 5.1 - Property, plant & equipment - year ended 31<sup>st</sup> March 2022**

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total (£)
<b>Cost or Valuation</b>									
At 1 <sup>st</sup> April 2021	-	-	-	-	726	-	61,433	-	62,159
Indexation	-	-	-	-	-	-	-	-	-
Additions	-	-	-	-	-	-	2,597	-	2,597
Donations / Government grant / Lottery Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
*Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	(1,838)	-	(1,838)
<b>At 31<sup>st</sup> March 2022</b>	-	-	-	-	726	-	62,192	-	62,918

**Depreciation**

At 1 <sup>st</sup> April 2021	-	-	-	-	726	-	42,940	-	43,666
Indexation	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
*Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	(1,773)	-	(1,773)
Provided during the year	-	-	-	-	-	-	8,525	-	8,525
<b>At 31<sup>st</sup> March 2022</b>	-	-	-	-	726	-	49,692	-	50,418

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### NOTE 5.1 - (continued) Property, plant & equipment- year ended 31<sup>st</sup> March 2022

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total (£)
<b>Carrying Amount</b> At 31 <sup>st</sup> March 2022	-	-	-	-	-	-	12,500	-	12,500
At 31 <sup>st</sup> March 2021	-	-	-	-	-	-	18,493	-	18,493
<b>Asset financing</b>									
Owned	-	-	-	-	-	-	12,500	-	12,500
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b> At 31 <sup>st</sup> March 2022	-	-	-	-	-	-	12,500	-	12,500

Any fall in value through negative indexation or revaluation is shown as impairment.

The total amount of depreciation charged in the Statement of Comprehensive Net Expenditure Account in respect of assets held under finance leases and hire purchase contracts is £Nil (2021: £Nil)

The fair value of assets funded from the following sources during the year was:

	2022 £	2021 £
Donations	-	-
Government Grant	-	-
Lottery funding	-	-

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 5.2 - Property, plant & equipment - year ended 31<sup>st</sup> March 2021**

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total (£)
<b>Cost or Valuation</b>									
At 1 <sup>st</sup> April 2020	-	-	-	-	726	-	55,464	-	56,190
Indexation	-	-	-	-	-	-	-	-	-
Additions	-	-	-	-	-	-	3,865	-	3,865
Donations / Government grant / Lottery Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	7,512	-	7,512
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	(5,408)	-	(5,408)
<b>At 31<sup>st</sup> March 2021</b>	-	-	-	-	<b>726</b>	-	<b>61,433</b>	-	<b>62,159</b>

*Accumulated*

**Depreciation**

At 1 <sup>st</sup> April 2020	-	-	-	-	726	-	40,207	-	40,933
Indexation	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	1,881	-	1,881
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Reversal of impairments (indexn)	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	(5,408)	-	(5,408)
Provided during the year	-	-	-	-	-	-	6,260	-	6,260
<b>At 31 March 2021</b>	-	-	-	-	<b>726</b>	-	<b>42,940</b>	-	<b>43,666</b>



**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 5.2 - (continued) Property, plant & equipment- year ended 31<sup>st</sup> March 2021**

	Land	Buildings (excluding dwellings)	Dwellings	Assets under Construction	Plant and Machinery (Equipment)	Transport Equipment	Information Technology (IT)	Furniture and Fittings	Total (£)
<b>Carrying Amount</b> At 31 <sup>st</sup> March 2021	-	-	-	-	-	-	18,493	-	18,493
At 31 <sup>st</sup> March 2020	-	-	-	-	-	-	15,257	-	15,257

**Asset financing**

Owned	-	-	-	-	-	-	18,493	-	18,493
Finance leased	-	-	-	-	-	-	-	-	-
On SOFP PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b> At 31 <sup>st</sup> March 2021	-	-	-	-	-	-	18,493	-	18,493

**Asset financing**

Owned	-	-	-	-	-	-	15,257	-	15,257
Finance leased	-	-	-	-	-	-	-	-	-
On SOFP PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b> At 1 <sup>st</sup> April 2020	-	-	-	-	-	-	15,257	-	15,257

# NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022

### NOTE 6 – INTANGIBLE ASSETS

#### NOTE 6.1 - Intangible assets - year ended 31<sup>ST</sup> March 2022

	Software Licenses	Information Technology	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total (£)
<b>Cost or Valuation</b>									
At 1 <sup>st</sup> April 2021	-	40,817	-	-	-	-	-	-	40,817
Indexation	-	(23)	-	-	-	-	-	-	(23)
Additions	-	-	-	-	-	-	-	-	-
Donations / Government grant / Lottery Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to revaluation reserve	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
At 31 <sup>st</sup> March 2022	-	40,794	-	-	-	-	-	-	40,794

#### Amortisation

At 1 <sup>st</sup> April 2021	-	17,293	-	-	-	-	-	-	17,293
Indexation	-	(23)	-	-	-	-	-	-	(23)
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
Provided during the year	-	7,842	-	-	-	-	-	-	7,842
At 31 <sup>st</sup> March 2022	-	25,112	-	-	-	-	-	-	25,112

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 6.1 - (continued) Intangible assets - year ended 31<sup>st</sup> March 2022**

	Software Licenses	Information Technology	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total (£)
<b>Carrying Amount</b> At 31 <sup>st</sup> March 2022	-	15,682	-	-	-	-	-	-	15,682
At 31 <sup>st</sup> March 2021	-	23,524	-	-	-	-	-	-	23,524

**Asset financing**

Owned	-	15,682	-	-	-	-	-	-	15,682
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b> At 31 <sup>st</sup> March 2022	-	15,682	-	-	-	-	-	-	15,682

Any fall in value through negative indexation or revaluation is shown as impairment.

The fair value of assets funded from the following sources during the year was:

	2022 £	2021 £
Donations	-	-
Government Grant	-	-
Lottery funding	-	-

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 6.2 - Intangible assets - year ended 31<sup>st</sup> March 2021**

	Software Licenses	Information Technology	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total (£)
<b>Cost or Valuation</b>									
At 1 <sup>st</sup> April 2020	-	40,820	-	-	-	-	-	-	40,820
Indexation	-	(3)	-	-	-	-	-	-	(3)
Additions	-	-	-	-	-	-	-	-	-
Donations / Government grant / Lottery Funding	-	-	-	-	-	-	-	-	-
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to revaluation reserve	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
At 31 <sup>st</sup> March 2021	-	40,817	-	-	-	-	-	-	40,817

*Accumulated*

**Amortisation**

At 1 <sup>st</sup> April 2020	-	9,132	-	-	-	-	-	-	9,132
Indexation	-	(3)	-	-	-	-	-	-	(3)
Reclassifications	-	-	-	-	-	-	-	-	-
Transfers	-	-	-	-	-	-	-	-	-
Revaluation	-	-	-	-	-	-	-	-	-
Impairment charged to the SoCNE	-	-	-	-	-	-	-	-	-
Impairment charged to the revaluation reserve	-	-	-	-	-	-	-	-	-
Disposals	-	-	-	-	-	-	-	-	-
Provided during the year	-	8,164	-	-	-	-	-	-	8,164
At 31 <sup>st</sup> March 2021	-	17,293	-	-	-	-	-	-	17,293

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 6.2 - (continued) Intangible assets - year ended 31<sup>st</sup> March 2021**

	Software Licenses	Information Technology	Websites	Development Expenditure	Licences, Trademarks & Artistic Originals	Patents	Goodwill	Payments on Account & Assets under Construction	Total (£)
<b>Carrying Amount</b>									
At 31 <sup>st</sup> March 2021	-	23,524	-	-	-	-	-	-	23,524
At 31 <sup>st</sup> March 2020	-	31,688	-	-	-	-	-	-	31,688

**Asset financing**

Owned	-	23,524	-	-	-	-	-	-	23,524
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b>									
At 31 <sup>st</sup> March 2021	-	23,524	-	-	-	-	-	-	23,524

**Asset financing**

Owned	-	31,688	-	-	-	-	-	-	31,688
Finance leased	-	-	-	-	-	-	-	-	-
On B/S (SoFP) PFI and other service concession arrangements contracts	-	-	-	-	-	-	-	-	-
<b>Carrying Amount</b>									
At 31 <sup>st</sup> March 2020	-	31,688	-	-	-	-	-	-	31,688

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### NOTE 7 - FINANCIAL INSTRUMENTS

As the cash requirements of NDPBs are met through Grant-in-Aid provided by the Department of Health financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body.

The majority of financial instruments relate to contracts to buy non-financial items in line with NIPEC's expected purchase and usage requirements and the NIPEC is therefore exposed to little credit, liquidity or market risk.

#### NOTE 8 - INVESTMENTS AND LOANS

NIPEC had no investments or loans at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### NOTE 9 - IMPAIRMENTS

	2022			
	Property, plant & equipment £	Intangibles £	Financial assets £	Total £
Total value of impairments for the financial year	-	-	-	-
Impairments which revaluation reserve covers (shown in Other Comprehensive Expenditure Statement)	-	-	-	-
<b>Impairments charged / (credited) to Statement of Comprehensive Net Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
	2021			
	Property, plant & equipment £	Intangibles £	Financial assets £	Total £
Total value of impairments for the financial year	-	-	-	-
Impairments which revaluation reserve covers (shown in Other Comprehensive Expenditure Statement)	-	-	-	-
<b>Impairments charged / (credited) to Statement of Comprehensive Net Expenditure</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### NOTE 10 - ASSETS CLASSIFIED AS HELD FOR SALE

NIPEC did not hold any assets classified as held for sale at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### NOTE 11 - INVENTORIES

NIPEC did not hold any goods for resale at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### NOTE 12 - CASH AND CASH EQUIVALENTS

	2022	2021
	£	£
Balance at 1 <sup>st</sup> April	23,139	23,800
Net change in cash and cash equivalents	(22,639)	(661)
<b>Balance at 31<sup>st</sup> March</b>	<b>500</b>	<b>23,139</b>

#### The following balances at 31<sup>st</sup> March were held at

	2022	2021
	£	£
Commercial Banks and cash in hand	500	23,139
<b>Balance as at 31<sup>st</sup> March</b>	<b>500</b>	<b>23,139</b>

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 13 - TRADE RECEIVABLES, FINANCIAL AND OTHER ASSETS**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year</b>		
Trade receivables	31,718	4,134
Deposits and advances	-	-
VAT receivable	-	-
Other receivables – not relating to fixed assets	-	-
Other receivables – relating to property, plant and equipment	-	-
Other receivables – relating to intangibles	-	-
<b>Trade and other receivables</b>	<b>31,718</b>	<b>4,134</b>
Prepayments	18,676	16,935
Accrued income	-	-
Current part of PFI and other service concession arrangements prepayment	-	-
<b>Other current assets</b>	<b>18,676</b>	<b>16,935</b>
Carbon reduction commitment	-	-
<b>Intangible current assets</b>	<b>-</b>	<b>-</b>
<b>Amounts falling due after more than one year</b>		
Trade receivables	-	-
Deposits and advances	-	-
Other receivables	-	-
<b>Trade and other receivables</b>	<b>-</b>	<b>-</b>
Prepayments and accrued income	-	-
<b>Other current assets falling due after more than one year</b>	<b>-</b>	<b>-</b>
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>	<b>31,718</b>	<b>4,134</b>
<b>TOTAL OTHER CURRENT ASSETS</b>	<b>18,676</b>	<b>16,935</b>
<b>TOTAL INTANGIBLE CURRENT ASSETS</b>	<b>-</b>	<b>-</b>
<b>TOTAL RECEIVABLES AND OTHER CURRENT ASSETS</b>	<b>50,394</b>	<b>21,069</b>

The balances are net of a provision for bad debts of £Nil (2020-21: £Nil).



**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 14 - TRADE PAYABLES AND OTHER CURRENT LIABILITIES**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year</b>		
Other taxation and social security	25,685	22,905
Bank overdraft	-	-
VAT payable	-	-
Trade capital payables – property, plant and equipment	-	-
Trade capital payables – intangibles	-	-
Trade revenue payables	-	4,443
Payroll payables	32	1,072
BSO payables	25	454
Other payables	1	-
Accruals and deferred income	113,358	206,153
Accruals and deferred income – relating to property, plant and equipment	-	-
Accruals and deferred income – relating to intangibles	-	-
Deferred income	-	-
<b>Trade and other payables</b>	<b>139,101</b>	<b>235,027</b>
Current part of finance leases	-	-
Current part of long term loans	-	-
Current part of imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements contracts	-	-
<b>Other current liabilities</b>	<b>-</b>	<b>-</b>
Carbon reduction commitment	-	-
<b>Intangible current liabilities</b>	<b>-</b>	<b>-</b>
<b>Total payables falling due within one year</b>	<b>139,101</b>	<b>235,027</b>
<b>Amounts falling due after more than one year</b>		
Other payables, accruals and deferred income	-	-
Trade and other payables	-	-
Clinical Negligence payables	-	-
Finance leases	-	-
Imputed finance lease element of on balance sheet (SoFP) PFI and other service concession arrangements contracts	-	-
Long term loans	-	-
<b>Total non current other payables</b>	<b>-</b>	<b>-</b>
<b>TOTAL TRADE PAYABLES AND OTHER CURRENT LIABILITIES</b>	<b>139,101</b>	<b>235,027</b>

NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

NOTE 15 - PROVISIONS

Name	Pensions relating to former directors £	Pensions relating to other staff £	Clinical Negligence £	CSR Restructuring £	Other £	2022 £
<b>Balance at 1<sup>st</sup> April 2021</b>	-	-	-	-	<b>685,932</b>	<b>685,932</b>
Provided in year	-	-	-	-	29,742	29,742
(Provisions not required written back)	-	-	-	-	-	-
(Provisions utilised in the year)	-	-	-	-	(30,847)	(30,847)
Cost of borrowing (unwinding of discount)	-	-	-	-	-	-
<b>At 31<sup>st</sup> March 2022</b>	-	-	-	-	<b>684,827</b>	<b>684,827</b>

Comprehensive Net Expenditure Account Charges	2022 £	2021 £
Arising during the year	29,742	44,245
Reversed unused	-	-
Cost of borrowing (unwinding of discount)	-	-
<b>Total charge within Operating costs</b>	<b>29,742</b>	<b>44,245</b>

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 15 (continued) - PROVISIONS**

**Analysis of expected timing of discounted flows as at 31<sup>st</sup> March 2022**

	<b>Pensions relating to former directors</b>	<b>Pensions relating to other staff</b>	<b>Clinical Negligence</b>	<b>CSR Restructuring</b>	<b>Other</b>	<b>2022</b>
	£	£	£	£	£	£
Not later than one year	-	-	-	-	30,847	30,847
Later than one year and not later than five years	-	-	-	-	123,388	123,388
Later than five years	-	-	-	-	530,592	530,592
<b>At 31<sup>st</sup> March</b>	-	-	-	-	<b>684,827</b>	<b>684,827</b>

These amounts relate to pension obligations in respect of former employees of the National Board for Nursing, Midwifery and Health Visiting for Northern Ireland, the predecessor organisation of NIPEC.

Future pension obligations are dependent on the life expectancy of the former employees.

**NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

**NOTE 15 (continued) - PROVISIONS**

Name	£	£	£	£	£	£
Balance at 1 <sup>st</sup> April 2020	-	-	-	-	<b>672,378</b>	<b>672,378</b>
Provided in year	-	-	-	-	44,245	44,245
(Provisions not required written back)	-	-	-	-	-	-
(Provisions utilised in the year)	-	-	-	-	(30,691)	(30,691)
Cost of borrowing (unwinding of discount)	-	-	-	-	-	-
<b>At 31<sup>st</sup> March 2021</b>	-	-	-	-	<b>685,932</b>	<b>685,932</b>

**Analysis of expected timing of discounted flows as at 31<sup>st</sup> March 2021**

	Pensions relating to former directors £	Pensions relating to other staff £	Clinical Negligence £	CSR Restructuring £	Other £	2021 £
Not later than one year	-	-	-	-	30,691	30,691
Later than one year and not later than five years	-	-	-	-	122,764	122,764
Later than five years	-	-	-	-	532,477	532,477
<b>At 31<sup>st</sup> March 2021</b>	-	-	-	-	<b>685,932</b>	<b>685,932</b>

These amounts relate to pension obligations in respect of former employees of the National Board for Nursing, Midwifery and Health Visiting for Northern Ireland, the predecessor organisation of NIPEC.

Future pension obligations are dependent on the life expectancy of the former employees.

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### NOTE 16 - CAPITAL COMMITMENTS

NIPEC had no capital commitments at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### NOTE 17 - COMMITMENTS UNDER LEASES

##### 17.1 Operating Leases

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

	2022 £	2021 £
<b>Obligations under operating leases comprise</b>		
<b>Land</b>		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	<hr/>	<hr/>
	-	-
	<hr/>	<hr/>
<b>Buildings</b>		
Not later than one year	51,795	124,308
Later than one year but not later than five years	-	51,795
Later than five years	-	-
	<hr/>	<hr/>
	<b>51,795</b>	<b>176,103</b>
	<hr/>	<hr/>
<b>Other</b>		
Not later than 1 year	-	-
Later than 1 year and not later than 5 years	-	-
Later than 5 years	-	-
	<hr/>	<hr/>
	-	-
	<hr/>	<hr/>

##### 17.2 Finance Leases

NIPEC had no finance leases at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

##### 17.3 Operating Leases

NIPEC did not issue any operating leases at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

## **NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022**

#### **NOTE 18 - COMMITMENTS UNDER PFI AND OTHER SERVICE CONCESSION ARRANGEMENT CONTRACTS**

##### **18.1 Off balance sheet PFI and other service concession arrangement schemes.**

NIPEC had no commitments under PFI and other concession arrangement contracts at 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

##### **18.2 On balance sheet (SoFP) PFI Schemes**

NIPEC had no on balance sheet (SoFP) PFI and other service concession arrangements schemes at 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### **NOTE 19 - CONTINGENT LIABILITIES**

NIPEC did not have any quantifiable contingent liabilities at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021. NIPEC have accrued an amount for dilapidations in relation to the termination of the lease in Centre House based on a surveyor's report. The negotiations on dilapidations will take place in July and August 2022 therefore we are unable to qualify the figure at the moment.

#### **NOTE 19.1 - FINANCIAL GUARANTEES, INDEMNITIES AND LETTERS OF COMFORT**

NIPEC did not have any financial guarantees, indemnities and letters of comfort at 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021.

#### **NOTE 20 - RELATED PARTY TRANSACTIONS**

NIPEC is an arm's length body of the Department of Health, and as such the Department is a related party with which NIPEC has various material transactions during the year. In addition there were material transactions throughout the year with the Business Services Organisation who are a related party by virtue of being an arm's length body with the Department of Health.

During the year, none of the Council members, members of the key management staff or other related parties has undertaken any material transactions with NIPEC.

#### **NOTE 21 - THIRD PARTY ASSETS**

NIPEC held no assets at either 31<sup>st</sup> March 2022 or 31<sup>st</sup> March 2021 belonging to third parties.

# NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

## NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

### NOTE 22 - Financial Performance Targets

#### 22.1 Revenue Resource Limit

**NIPEC is given a Revenue Resource Limit which it is not permitted to overspend**

The Revenue Resource Limit for NIPEC is calculated as follows:

	<b>2022</b>	<b>2021</b>
	<b>Total</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
DoH (excludes non cash)	1,189,953	1,432,647
Other Government Department	-	-
Non cash RRL (from DoH)	66,174	75,169
<b>Total agreed RRL</b>	<b>1,256,127</b>	<b>1,507,816</b>
Adjustment for income received re Donations / Government grant / Lottery funding for non current assets	-	-
<b>Total Revenue Resource Limit to Statement of Comprehensive Net Expenditure</b>	<b>1,256,127</b>	<b>1,507,816</b>

#### 22.2 Capital Resource Limit

**NIPEC is given a Capital Resource Limit (CRL) which it is not permitted to overspend.**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Gross capital expenditure by NIPEC	2,597	3,865
(Receipts from sales of fixed assets)	-	-
Net capital expenditure	2,597	3,865
Capital Resource Limit	2,600	4,000
Underspend against CRL	<b>(3)</b>	<b>(135)</b>

## NORTHERN IRELAND PRACTICE AND EDUCATION COUNCIL

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31<sup>st</sup> MARCH 2022

#### 22.3 Financial Performance Targets

NIPEC is required to ensure that it breaks even on an annual basis by containing its surplus to within 0.25% of RRL or £20,000, whichever is greater.

	2021-22 £	2020-21 £
Net Expenditure	(1,244,099)	(1,491,410)
RRL	1,256,127	1,507,816
Surplus against RRL	12,028	16,406
Break Even cumulative position (opening)	145,768	129,362
Break Even Cumulative position (closing)	<u>157,796</u>	<u>145,768</u>

#### Materiality Test:

	2021-22 %	2020-21 %
Break Even in year position as % of RRL	<u>0.96%</u>	<u>1.09%</u>
Break Even cumulative position as % of RRL	<u>12.56%</u>	<u>9.67%</u>

#### NOTE 23 - POST BALANCE SHEET EVENTS

There are no post balance sheet events having material effect on the accounts.

#### DATE OF AUTHORISED ISSUE

The Accounting Officer authorised these financial statements for issue on 20<sup>th</sup> July 2022.



# APPENDICES

# Appendix 1

## Glossary

### Abbreviations

### Full Wording

<b>ALB</b>	Arm's Length Body
<b>BSO</b>	Business Services Organisation
<b>CETV</b>	Cash Equivalent Transfer Value
<b>CFPS</b>	Counter Fraud and Probity Services
<b>CNAC</b>	Central Nursing Advisory Committee
<b>CNMAC</b>	Central Nursing and Midwifery Advisory Committee
<b>CNO</b>	Chief Nursing Officer
<b>CRL</b>	Capital Resource Limit
<b>DoF</b>	Department of Finance
<b>DoH</b>	Department of Health
<b>ECNI</b>	Equality Commission for Northern Ireland
<b>FReM</b>	Financial Reporting Manual
<b>HR</b>	Human Resources
<b>HSC</b>	Health and Social Care
<b>HSCB</b>	Health and Social Care Board
<b>HSCT</b>	Health and Social Care Trusts
<b>ICT</b>	Information & Communication Technology
<b>IGAG</b>	Information Governance Advisory Group
<b>IiP</b>	Investors in People
<b>ITS</b>	Information Technology Services
<b>KPIs</b>	Key Performance Indicators
<b>NDPB</b>	Non-Departmental Public Body
<b>NI</b>	Northern Ireland
<b>NIAO</b>	Northern Ireland Audit Office
<b>NIPEC</b>	Northern Ireland Practice and Education Council for Nursing and Midwifery
<b>NMC</b>	Nursing and Midwifery Council
<b>PaLS</b>	Purchasing and Logistic Service

<b>PAMP</b>	Property Asset Management Plan
<b>PHA</b>	Public Health Agency
<b>QA</b>	Quality Assurance
<b>RCN</b>	Royal College of Nursing
<b>RRL</b>	Revenue Resource Limit
<b>SLA</b>	Service Level Agreement
<b>SMT</b>	Senior Management Team
<b>SR</b>	Statutory Rule
<b>UK</b>	United Kingdom
<b>UK GDPR</b>	UK General Data Protection Regulations
<b>USB</b>	Universal Serial Bus
<b>VES</b>	Voluntary Exit Scheme
<b>VFM</b>	Value for Money

## Appendix 2

### Membership of NIPEC Council

The membership of NIPEC consists of NIPEC's Chair, Chief Executive and up to 16 members including the Chief Nursing Officer, DoH (ex officio member).

#### The current Professional Members are:



Ms Bronagh Scott  
(Chair of NIPEC)



Mrs Brenda Kelly  
Murnion



Mrs Lisa Houlihan



Ms Catherine Rice  
(Chair of Audit & Risk  
Committee)



Mr Kieran McCormick



Mrs Linda Kelly  
Chief Executive



Maria McIlgorm  
Chief Nursing  
Officer

**The current Lay Members are:**



Ms Siobhán Caslin



Ms Emma McIlveen



Mrs Karen Diamond

## Appendix 3

### Membership of Audit and Risk Committee

The membership of the Audit and Risk Committee consists of:



**Ms Catherine Rice**  
*(Professional Member of Council)*  
**(Chair of Audit & Risk Committee )**



**Mr Kieran McCormick**  
*(Professional Member of Council)*



**Ms Siobhán Caslin**  
*(Lay Member of Council)*



**Ms Emma McIlveen**  
*(Lay Member of Council)*

## **Thank you for reading our Annual and Accounts Report**

Further copies of the Annual Report and Accounts for 2021-22 can be downloaded from our website: <https://nipec.hscni.net/>

Hard copies can be requested by writing to address shown below:

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Centre House  
79 Chichester Street  
Belfast  
BT1 4JE

E-mail: [enquiries@nipec.hscni.net](mailto:enquiries@nipec.hscni.net)



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