

**Northern Ireland  
Blood Transfusion Service**



**ANNUAL ACCOUNTS  
For the Year Ended 31 March 2011**



**Northern Ireland Blood Transfusion Service Annual Accounts**  
**For the year ended 31 March 2011**

*Laid before the Northern Ireland assembly under Article 90(5) of the Health and Personal Social Services (NI) Order 1972 by the Department of Health, Social Services and Public Safety*

*on*

*5 September 2011*

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**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**FOREWORD**

These accounts for the year ended 31 March 2011 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, Social Services and Public Safety.

## **NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

### **ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

#### **STATEMENT OF ACCOUNTING OFFICER'S RESPONSIBILITIES**

Under the Health and Personal Social Services (Northern Ireland) Order 1972 (as amended by Article 6 of the Audit and Accountability (Northern Ireland) Order 2003), the Department of Health, Social Services and Public Safety has directed the Northern Ireland Blood Transfusion Service 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 the Northern Ireland Blood Transfusion Service, of its income and expenditure, changes in taxpayers equity and cash flows for the financial year.

In preparing the financial statements the Accounting Officer is required to comply with the requirements of Government Financial Reporting Manual (FREM) and in particular to :

- observe the accounts direction issued by the Department of Health, Social Services and Public Safety including 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 FREM have been followed, and disclose and explain any material departures in the financial statements;
- prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the Northern Ireland Blood Transfusion Service will continue in operation;
- keep proper accounting records which disclose with reasonable accuracy at any time the financial position of the Northern Ireland Blood Transfusion Service; and
- pursue and demonstrate value for money in the services the Northern Ireland Blood Transfusion Service provides and in its use of public assets and the resources it controls.

The Permanent Secretary of the Department of Health, Social Services and Public Safety as Accounting Officer for health and personal social services resources in Northern Ireland has designated Dr K Morris of Northern Ireland Blood Transfusion Service as the Accounting Officer for the Northern Ireland Blood Transfusion Service. 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 Northern Ireland Blood Transfusion Service's assets, are set out in the Accountable Officer Memorandum, issued by the Department of Health, Social Services and Public Safety.

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**CERTIFICATES OF CHAIRMAN AND CHIEF EXECUTIVE**

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 17 to 56) which I am required to prepare on behalf of the Northern Ireland Blood Transfusion Service have been compiled from and are in accordance with the accounts and financial records maintained by the Northern Ireland Blood Transfusion Service and with the accounting standards and policies for HSC bodies approved by the DHSSPS.

Dr K Morris                                      Chief Executive

21 June 2011

I certify that the annual accounts set out in the financial statements and notes to the accounts (pages 17 to 56) as prepared in accordance with the above requirements have been submitted to and duly approved by the Board.

Mr J Lennon                                      Chairman

24 June 2011

Dr K Morris                                      Chief Executive

21 June 2011

# **NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

## **ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

### **STATEMENT ON INTERNAL CONTROL**

#### **Scope of Responsibility**

The Board of Northern Ireland Blood Transfusion Service (Agency) is accountable for internal control. As Accounting Officer and Chief Executive of the Board, I have responsibility for maintaining a sound system of internal control that supports the achievement of the organisations policies, aims and objectives, whilst safeguarding the public funds and assets for which I am personally responsible in accordance with the responsibilities assigned to me by the Department of Health, Social Services and Public Safety.

In essence, the role of Accounting Officer is to see that the Agency carries out the following functions in a way that ensures proper stewardship of public money and assets:

- To meet statutory financial duties;
- To meet all relevant regulatory requirements;
- To enter into and fulfil service level agreements with commissioners and;
- To maintain and develop relationships with donors, commissioners and suppliers

The Agency is accountable to the Department of Health, Social Services and Public Safety (DHSSPS) for the performance of these functions and participates in two formal accountability review meetings per annum with DHSSPS.

The Agency works in partnership with the DHSSPS by agreeing and progressing annual objectives and the Health and Social Care Board (HSCB) through groups such as Regional Medical Services Group. The Agency also works closely with other groups such as the Communities Partnership.

#### **The purpose of the system of internal control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to:

- identify and prioritise the risks to the achievement of organisational policies, aims and objectives;
- evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically.

The system of internal control has been in place in the Northern Ireland Blood Transfusion Service for the year ended 31 March 2011, and up to the date of the approval of the annual report and accounts and accords with DHSSPS guidance.

The Board exercises strategic control over the operation of the organisation through a system of corporate governance which includes:-

- a schedule of matters reserved for Board decisions;
- a scheme of delegation, which delegates decision making authority within set parameters to the Chief Executive and other officers;
- standing orders and standing financial instructions, the establishment of an audit committee.

The system of internal financial control is based on a framework of regular financial information, administrative procedures including the segregation of duties and a system of delegation and accountability. In particular it includes:-

- comprehensive budgeting systems with an annual budget which is reviewed and agreed by the board;
- regular reviews by the board of periodic annual financial reports which indicate financial performance against the forecast;
- setting targets to measure financial and other performances;
- clearly defined capital investment control guidelines;
- as appropriate, formal budget management disciplines.

The Agency has an internal audit function which operates to defined standards and whose work is informed by an analysis of risk to which the body is exposed and annual audit plans are based on this analysis.

In 2010/11 Internal Audit reviewed the following systems:

- Local Accounts Payable System
- Bank and Cash
- Income
- Asset Management
- Budgetary Control
- Performance Management
- Risk Management
- Fleet and Transport
- Emergency Planning

All of the above reports received overall satisfactory level of assurance. In their annual report, the Internal Auditor, provided the overall opinion that there is a satisfactory system of internal control designed to meet the Agency's objectives. There were three Priority 1 findings in the Risk Management and Fleet and Transport audits. These are outlined below under Significant Internal Control Issues. The audit recommendations are now fully implemented. In addition, there were also a small number of Priority 2 findings. Recommendations to address these control weaknesses have been or are being implemented.

With regard to the wider control environment the Northern Ireland Blood Transfusion Service has in place a range of organisational controls, commensurate with the current assessment of risk, designed to ensure the efficient and effective discharge of its business in accordance with the law and Departmental direction.



Every effort is made to ensure that the objectives of the Northern Ireland Blood Transfusion Service are pursued in accordance with the recognised and accepted standards of public administration.

The Agency has in place a range of human resource policies and procedures governing activities across the service.

These include recruitment and selection policies that are based on the principle of equality of opportunity and controls are in place to ensure that all such decisions are taken in accordance with relevant legislation.

With regard to estate management, the Agency is compliant with Fire Code Audit standards, and for 2010/11 held a current Fire Certificate. The programme of health and safety audits and risk assessments is on target and there are no significant outstanding actions. Training in fire procedures and manual handling are carried out on a regular basis with relevant staff.

Legislation (Medicines Act 1968, Blood Safety and Quality Regulations 2005/50 and Human Tissue (Quality and Safety for Human Application) Regulations 2007) requires that the Agency possess appropriate licensing in order to perform its core functions. The Agency holds the relevant licences and undergoes inspection by the Medicines and Healthcare product Regulatory Agency (MHRA) on a regular basis to ensure compliance with the relevant standards. The last inspection was in June 2010. This inspection resulted in a satisfactory outcome and action plans to address recommendations are being implemented in accordance with timescales agreed with MHRA. The next inspection is scheduled for November 2011.

The Agency is also inspected by the Human Tissue Authority (HTA) and Clinical Pathology Accreditation (UK). The Agency holds the relevant licences and accreditation from these bodies.

### **Capacity to handle risk**

The Agency has developed a Risk Management Strategy, which has identified the organisations objectives and risks and sets out a control strategy for each of the significant risks. Procedures have been put in place for verifying that aspects of risk management and internal control are regularly reviewed and reported and that risk management has been incorporated fully into the corporate planning and decision making process of the organisation. This includes the development of corporate and departmental risk registers which are used to identify and evaluate risk. The registers also detail factors used to control and mitigate risk. This work was overseen by the Clinical Governance and Risk Management Committee, which was operating throughout the year and risk management reports are made to the Agency Board. The risk management strategy is also supported by policies and procedures and incorporates training and development plans appropriate to the level of responsibility. Internal Audit completed an audit of Risk Management within NIBTS and has provided a satisfactory level of assurance.

### **The risk and control framework**

The Risk Management Strategy clearly outlines the risk management arrangements in place within the organisation. They include the following:

- Risk management is an intrinsic part of NIBTS's business planning, decision making process and policy development. No change of direction, outcome or objective occurs without first considering the risks involved.
- Risks are assessed and monitored through an NIBTS corporate risk register which records all significant identified risks, along with action plans to reduce the risk to the lowest practicable level or to a level acceptable to the NIBTS Senior Management Team (SMT). The corporate risk register is reviewed on a quarterly basis by the Clinical Governance and Risk Management Committee and presented to the Agency Board.
- The Clinical Governance and Risk Management Committee and through supporting structures take a holistic approach to risk that address all areas of the Agency. The Committee reviews the development and performance of the organisation's risk management processes.
- Risk Management is integrated into several procedures within NIBTS including Incident Management, Change Control and Validation.

The management of information within the Agency remains a high priority. Information governance resource is in place to ensure that the information governance agenda is effectively progressed. The Agency has in place a range of information governance and ICT security policies and procedures. Information governance risks are reported through the risk management process as applicable. Action plans have been developed and progressed following previous audits, Data Protection reviews and Controls Assurance reviews. These action plans are approved by and progress reported to the Board. There were no incidents of data loss during the year.

With regard to legal services, NIBTS uses the Directorate of Legal Services in the Business Services Organisation. Should NIBTS use independent legal advisors, then the Agency would comply with extant DHSSPS guidance, in particular, HSS (F) 67/2006 – Payments in Respect of Litigation and Legal Services.

During 2010/11 the Agency maintained its compliance with Controls Assurance Standards, in accordance with guidance issued by DHSSPS and achieved the following levels of compliance against the eighteen applicable standards.

<b>Standard</b>	<b>DHSS&amp;PS Expected Level of Compliance</b>	<b>Agency Level of Compliance</b>	<b>Reviewed by:</b>
Buildings, land, plant and non-medical equipment	70% - 99% Substantive	70% Substantive	Self Assessment
Emergency Planning	70% - 99% Substantive	80% Substantive	Self Assessment
Environment Management	70% - 99% Substantive	70% Substantive	Self Assessment
<b>Financial Management (Core Standard)</b>	70% - 99% Substantive	87% Substantive	Self Assessment
Fire safety	70% - 99% Substantive	87% Substantive	Self Assessment

Fire safety	70% - 99% Substantive	87% Substantive	Self Assessment
Fleet and Transport Management	70% - 99% Substantive	78% Substantive	Self Assessment
<b>Governance (Core Standard)</b>	70% - 99% Substantive	76% Substantive	Self Assessment
Health & Safety	70% - 99% Substantive	78% Substantive	Self Assessment
Human Resources	70% - 99% Substantive	86% Substantive	Self Assessment
Information Communication Technology	70% - 99% Substantive	79% Substantive	Self Assessment
Management of Purchasing and Supply	70% - 99% Substantive	71% Substantive	Self Assessment
Medical Devices and Equipment Management	70% - 99% Substantive	85% Substantive	Self Assessment
Medicines Management	70% - 99% Substantive	80% Substantive	Self Assessment
Records Management	70% - 99% Substantive	73% Substantive	Self Assessment
Research Governance	70% - 99% Substantive	75% Substantive	Self Assessment
<b>Risk Management (Core Standard)</b>	70% - 99% Substantive	82% Substantive	Self Assessment
Security Management	70% - 99% Substantive	70% Substantive	Self Assessment
Waste Management	70% - 99% Substantive	79% Substantive	Self Assessment

An independent review of the level of compliance with six standards was undertaken by Internal Audit. The self assessment scores of Corporate Governance, Financial Management, Risk Management, Fleet & Transport Management, Medicines Management and Emergency Planning standards were verified by Internal Audit and confirmed as having a substantive level of compliance.

The actions outlined below are planned in the coming year:

- Continued participation in the Governance Network which shares good practice and information regarding governance issues across HSC
- Independent review of compliance with Controls Assurance Standards as required by DHSSPS
- Liaison with other UK Transfusion Services in common areas of risk management and the identification of risks that may be common across the blood services
- Implementation of recommendations arising from the Internal Audit of risk management

## **Review of Effectiveness**

As Accounting Officer, I have responsibility for the review of effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the executive managers within the Agency who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports.

I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Board, Audit Committee and Clinical Governance and Risk Management Committee. A plan to address weaknesses and ensure continuous improvement to the system is in place.

The Board is responsible for ensuring high standards of corporate governance with effective systems of internal control. Regular reports on risk management are presented to the Board for review. The level of compliance with Controls Assurance Standards is subject to self assessment and the self assessment of six of the standards verified by internal audit. Reports are presented to the Board for review and approval of associated action plans.

A key role of the Audit Committee is to review the effectiveness of internal financial control systems. The Audit Committee reviews internal and external reports including the Statement of Assurance on Internal Control from Internal Audit. As noted below in significant control issues, the Audit Committee was not operational for the full year.

The Board also reviews reports arising from external inspections and assessments, endorses the relevant action plans and monitors progress against the action plans.

During 2011/12 the Agency expects to continue to enhance the effectiveness of the systems of internal control through review and update of NIBTS Assurance Framework.

## **Significant Internal Control Issues**

In 2009/10, limited assurance was provided by Internal Audit in respect of the Human Resources audit. There were two priority one findings relating to the use of employment agencies and relating to Knowledge and Skills Framework (KSF) Staff Development Reviews not being fully in place throughout the organisation. The recommendation relating to employment agencies has been fully implemented and the finding relating to KSF partially implemented with full implementation expected early in 2011/12.

The only new significant internal control issues arising in 2010/11 relate to the three Priority 1 audit findings noted above. The following findings were identified and reported as follows:

### Fleet & Transport

- NIBTS use contracted companies to provide transport maintenance services and taxi services. Invoices received were not checked to the contracted rates by NIBTS staff and contracts were not held centrally by the organisation.

## Risk Management

In relation to governance:

- The Corporate Risk Register is a standing item on the agenda of Board meetings. The last Board meeting was held on 25<sup>th</sup> January 2011. The Agency has recently appointed three new Board members during February and March 2011. The first meeting of the new Board was not scheduled to take place until the 21st June 2011.
- The Clinical Governance & Risk Management (CG&RM) Committee has not met since November 2010 and the Audit Committee since October 2010. A new Board member has not yet been appointed to either Committee.

The recommendations from these findings have now been implemented. With particular reference to governance, the Agency Board recommenced its meetings on 14 April 2011 and has appointed Board members to relevant committees which are now fully functioning.

Dr K Morris

Chief Executive

21 June 2011

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

I certify that I have audited the financial statements of the Northern Ireland Blood Transfusion Service for the year ended 31 March 2011 under the Health and Personal Social Services (Northern Ireland) Order 1972, as amended. These comprise the Statement of Comprehensive Net Expenditure, the Statement of Financial Position, the Statement of Cash Flows, the Statement of Changes in Taxpayers' Equity and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

### **Respective responsibilities of the Accounting Officer and auditor**

As explained more fully in the Statement of Accounting Officer's Responsibilities, the Accounting Officer is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit the financial statements in accordance with the Health and Personal Social Services (Northern Ireland) Order 1972, as amended. I conducted my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

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

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

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

### **Opinion on Regularity**

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

## **Opinion on financial statements**

In my opinion:

- the financial statements give a true and fair view, of the state of Northern Ireland Blood Transfusion Service's affairs as at 31 March 2011 and of its net expenditure, cash flows and changes in taxpayers' equity for the year then ended; and
- the financial statements have been properly prepared in accordance with the Health and Personal Social Services (Northern Ireland) Order 1972, as amended and Department of Health, Social Services & Public Safety directions issued thereunder.

## **Opinion on other matters**

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with the Health and Personal Social Services (Northern Ireland) Order 1972, as amended and Department of Health, Social Services & Public Safety directions issued thereunder; and
- the information given in the Chairman's Statement, the Chief Executive's Report, Directors' Report, Management Commentary and Finance section for the financial year for which the financial statements are prepared is consistent with the financial statements.

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

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

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

I have no observations to make on these financial statements.

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

15 August 2011

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**STATEMENT OF COMPREHENSIVE NET EXPENDITURE**

**FOR THE YEAR ENDED 31ST MARCH 2011**

	Note	2011 £'000	Restated 2010 £'000
<b>Expenditure</b>			
Staff costs	3.1	(6,094)	(6,086)
Depreciation	4.0	(403)	(445)
Other expenditures	4.0	<u>(17,674)</u>	<u>(19,284)</u>
		<u>(24,171)</u>	<u>(25,815)</u>
<b>Income</b>			
Income from activities	5.1	23,791	25,052
Other income	5.2	0	333
Transfers from reserves for donated property, plant, equipment & intangibles	5.3	0	0
Reimbursements receivable	5.4	<u>0</u>	<u>0</u>
		<u>23,791</u>	<u>25,385</u>
<b>Net Expenditure</b>		<u><u>(380)</u></u>	<u><u>(430)</u></u>
Revenue Resource Limit (RRL)	25.1	425	457
<b>Surplus Against RRL</b>		<u><u>45</u></u>	<u><u>27</u></u>
<b>OTHER COMPREHENSIVE EXPENDITURE</b>			
		<b>2011 £000s</b>	<b>Restated 2010 £000s</b>
Net (loss) on revaluation of Property, Plant and Equipment	6.1/6.2/10	(13)	(167)
Net gain on revaluation of Intangibles	7.1/7.2/10	0	0
Net gain on revaluation of available for sales financial assets		0	0
<b>TOTAL COMPREHENSIVE EXPENDITURE for the year ended 31 March 2011</b>		<u><u>(393)</u></u>	<u><u>(597)</u></u>

The notes on pages 17 to 56 form part of these accounts



**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**STATEMENT OF FINANCIAL POSITION AS AT 31 MARCH 2011**

	Note	2011		2010	
		£'000	£'000	£'000	£'000
<b>Non Current Assets</b>					
Property, Plant and Equipment	6.0	8,656		8,949	
Intangible Assets	7.0	11		14	
Financial Assets	8.0	0		0	
Trade and Other Receivables	12.0	0		0	
<b>Total Non Current Assets</b>			<u>8,667</u>		<u>8,963</u>
<b>Current Assets</b>					
Assets Classified as Held for Sale	9.0	0		0	
Inventories	11.0	2,101		1,904	
Trade and Other Receivables	12.0	525		768	
Other Current assets	12.0	0		0	
Financial Assets	8.1	0		0	
Cash and Cash Equivalents	13.0	38		47	
<b>Total Current Assets</b>			<u>2,664</u>		<u>2,719</u>
<b>Total Assets</b>			<u>11,331</u>		<u>11,682</u>
<b>Current Liabilities</b>					
Trade and Other Payables	14.0	(1,826)		(1,924)	
Other Liabilities	14.0	0		0	
<b>Total Current liabilities</b>			<u>(1,826)</u>		<u>(1,924)</u>
<b>Non Current Assets plus Net Current Assets</b>			<u>9,505</u>		<u>9,758</u>
<b>Non Current liabilities</b>					
Provisions	16.0	(24)		(25)	
Other Payables > 1 yr	14.0	0		0	
Financial Liabilities	8.0	0		0	
<b>Total Non Current Liabilities</b>			<u>(24)</u>		<u>(25)</u>
<b>ASSETS LESS LIABILITIES</b>			<u><u>9,481</u></u>		<u><u>9,733</u></u>
<b>TAXPAYERS' EQUITY</b>					
Donated Asset Reserve		4		4	
Revaluation Reserve		5,949		5,962	
General Reserve		3,528		3,767	
			<u><u>9,481</u></u>		<u><u>9,733</u></u>

The financial statements on pages 13 to 16 were approved by the Board on 21 June 2011 and were signed on its behalf by:

Signed: Mr Jim Lennon (Chairman)

Date: 24 June 2011

Signed: Dr Kieran Morris (Chief Executive)

Date: 21 June 2011

The notes on pages 17 to 56 form part of these accounts

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**STATEMENT OF CHANGES IN TAXPAYERS' EQUITY FOR THE YEAR ENDED 31 MARCH 2011**

	Note	General Reserve £'000	Revaluation Reserve £'000	Donation Reserve £'000	Total £'000
<b>Balance at 31 March 2009</b>		3,920	6,129	4	10,053
Changes in accounting policy		0	0	0	0
<b>Restated balance at 1 April 2009</b>		3,920	6,129	4	10,053
<b>Changes in taxpayers' equity 2009-10</b>					
Grant from DHSSPS		265	0	0	265
Transfers between reserves		0	0	0	0
Comprehensive expenditure for year		(430)	(167)	0	(597)
Donated asset receipts		0	0	0	0
Donated asset reserve - transfer to net expenditure for depreciation		0	0	0	0
Non cash charges - auditors remuneration	4	12	0	0	12
<b>Balance at 31 March 2010</b>		3,767	5,962	4	9,733
<b>Changes in taxpayers' equity 2010-11</b>					
Grant from DHSSPS		132	0	0	132
Transfers between reserves		0	0	0	0
Comprehensive expenditure for year		(380)	(13)	0	(393)
Donated asset receipts		0	0	0	0
Donated asset reserve - transfer to net expenditure for depreciation		0	0	0	0
Non cash charges - auditors remuneration	4	9	0	0	9
<b>Balance at 31 March 2011</b>		3,528	5,949	4	9,481

The notes on pages 17 to 56 form part of these accounts

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**STATEMENT OF CASHFLOWS FOR THE YEAR ENDED 31 MARCH 2011**

	Note	2011 £'000	Restated 2010 £'000
<b>Cashflows from operating activities</b>			
Net expenditure after interest		(380)	(430)
Adjustments for non cash costs		425	458
Decrease in trade & other receivables		243	218
<i>Less movements in receivables relating to items not passing through the net expenditure account:</i>			
Movements in receivables relating to the sale of property, plant and equipment		0	0
Movements in receivables relating to finance leases		0	0
Movements in receivables relating to PFI contracts		0	0
(Increase)/decrease in inventories		(197)	93
Decrease in trade payables		(98)	(342)
<i>Less movements in payables relating to items not passing through the net expenditure account:</i>			
Movements in payables relating to the purchase property, plant and equipment		(6)	35
Movements in payables relating to finance leases		0	0
Movements in payables relating to PFI contracts		0	0
Use of provisions	16	(3)	(3)
<b>Net cash (outflow) / inflow from operating activities</b>		<b>(16)</b>	<b>29</b>
<b>Cashflows from investing activities</b>			
Purchase of property, plant & equipment	6	(125)	(288)
Purchase of intangible assets	7	0	0
Proceeds of disposal of property, plant & equipment		0	2
Proceeds on disposal of intangibles		0	0
Proceeds on disposal of assets held for resale		0	0
<b>Net cash outflow from investing activities</b>		<b>(125)</b>	<b>(286)</b>
<b>Cash flows from financing activities</b>			
Grant in aid		132	265
Capital elements of payments - finance leases and on balance sheet (SoFP) PFI		0	0
<b>Net financing</b>		<b>132</b>	<b>265</b>
<b>Net (decrease)/increase in cash &amp; cash equivalents in the period</b>		<b>(9)</b>	<b>8</b>
<b>Cash &amp; cash equivalents at the beginning of the period</b>	13	47	39
<b>Cash &amp; cash equivalents at the end of the period</b>	13	38	47

The notes on pages 17 to 56 form part of these accounts

## NI BLOOD TRANSFUSION SERVICE

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011

#### **Note 1: Statement of Accounting Policies**

##### **1.0 Authority**

These accounts have been prepared in a form determined by the Department of Health, Social Services and Public Safety based on guidance from the Department of Finance and Personnel'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 HSC bodies. 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 Agency for the purpose of giving a true and fair view has been selected. The Agency's accounting policies have been applied consistently in dealing with items considered material in relation to the accounts.

##### **1.1 Accounting convention**

These accounts have been prepared under the historical cost convention modified to account for the revaluation of property, plant and equipment.

##### **1.2 Currency and Rounding**

These accounts are presented in UK Pounds sterling. The figures in the accounts are shown to the nearest £1,000.

##### **1.3 Property, Plant and Equipment**

Property, plant and equipment assets comprise Land, Buildings, Transport Equipment, Plant & Machinery and Information Technology.

##### **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 Agency;
- 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 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

Land and buildings are carried at the last professional valuation, in accordance with the Royal Institute of Chartered Surveyors (Statement of Asset Valuation Practice) Appraisal and Valuation Standards in so far as these are consistent with the specific needs of the HSC.

The last valuation was carried out on 31 January 2010 by Land and Property Services (LPS) which is an independent executive within the Department of Finance and Personnel. The valuers are qualified to meet the ‘Member of Royal Institution of Chartered Surveyors’ (MRICS) standard.

Professional revaluations of land and buildings are undertaken at least once in every five year period and are revalued annually, between professional valuations, using indices provided by LPS.

Land and buildings used for the Agency’s services or for administrative purposes are stated in the statement of financial position at their revalued amounts, being the fair value at the date of revaluation less any subsequent accumulated depreciation and impairment losses.

Fair values are determined as follows:

- Land and non-specialised buildings – open market value for existing use
- Specialised buildings – depreciated replacement cost
- 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

DFP 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)

The Agency has no assets under construction.

## Fixtures and Equipment

Until 31 March 2008, fixtures and equipment were carried at replacement cost, as assessed by indexation. From 1 April 2008 HSC entities had the option to elect to cease indexing all short life assets ( other than IT ). Short life IT assets are not indexed. Short life is defined as a useful life of up to and including 5 years. The carrying value of existing assets at that date were written off over their remaining useful lives and new fixtures and equipment are carried at depreciated historic cost as this is not considered to be materially different from fair value.

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.

### **1.4 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 intangible non-current assets, less any residual value, over their estimated useful lives, in a manner that reflects the consumption of economic benefits or service potential of the assets. Assets held under finance leases are also depreciated over their estimated useful lives. The estimated useful life of an asset is the period over which the Agency 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.

<u>Asset Type</u>	<u>Asset Life</u>
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

## **1.5 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. 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 General 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 to expenditure to the extent of the decrease previously charged there and thereafter to the revaluation reserve.

## **1.6 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 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 Agency'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.

## **1.7 Intangible assets**

Intangible assets comprise software and licences. 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 asset. Expenditure on research is not capitalised: it is recognised as an operating expense in the period in which it is incurred.

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 Agency'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, the Agency; 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 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.

### **1.8 Donated assets**

Donated non-current assets are capitalised at their fair value on receipt, with a matching credit to the donated asset reserve. They are valued, depreciated and impaired as described above for purchased assets. Gains and losses on revaluations and impairments are taken to the donated asset reserve and, each year, an amount equal to the depreciation charge on the asset is released from the donated asset reserve to offset the expenditure. On sale of donated assets, the net book value is transferred from the donated asset reserve to the General Fund.

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

The Agency has no non-current assets held for sale.

### **1.10 Inventories**

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

### **1.11 Income**

Operating Income relates directly to the operating activities of the Agency and is recognised when, and to the extent that, performance occurs, and is measured at the fair value of the consideration receivable.

## 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 reserves.



## **1.12 Investments**

The Agency does not have any investments.

## **1.13 Other expenses**

Other operating expenses for goods or services are recognised when, and to the extent that, they have been received. They are measured at the fair value of the consideration payable.

## **1.14 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.

## **1.15 Leases**

The Agency had no leases during the year.

## **1.16 Private Finance Initiative (PFI) transactions.**

The Agency has had no PFI transactions during the year.

## **1.17 Financial instruments**

### Financial assets

Financial assets are recognised on the Statement of Financial Position when the Agency 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.

### Financial liabilities

Financial liabilities are recognised on the Statement of Financial Position when the Agency 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 period 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 within HSC bodies in creating risk than would apply to a non public sector body of a similar size, therefore HSC bodies are not exposed to the degree of financial risk faced by business entities. HSC bodies have 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 the HSC bodies in undertaking activities. Therefore the HSC is exposed to little credit, liquidity or market risk.

#### Currency risk

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

#### Interest rate risk

The Agency has limited powers to borrow or invest and therefore has low exposure to interest rate fluctuations.

#### Credit risk

Because the majority of the Agency's income comes from contracts with other public sector bodies, the Agency has low exposure to credit risk.

#### Liquidity risk

Since the Agency 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.

### **1.18 Provisions**

In accordance with IAS 37, Provisions are recognised when the Agency has a present legal or constructive obligation as a result of a past event, it is probable that the Agency 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 period, 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 DFP's discount rate of 2.2% in real terms.

The Agency has also disclosed the carrying amount at the beginning and end of the period, additional provisions made, amounts used during the period, unused amounts reversed during the period and increases in the discounted amount arising from the passage of time and the affect of any change in the discount rate.

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.

Present obligations arising under onerous contracts are recognised and measured as a provision. An onerous contract is considered to exist where the Agency has a contract under which the unavoidable costs of meeting the obligations under the contract exceed the economic benefits expected to be received under it.

The Agency has no restructuring provisions.

## **1.19 Contingencies**

The Agency had no contingent liabilities at either 31 March 2011 or 31 March 2010.

## **1.20 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 the cost of any untaken leave that has been earned at the year end. This cost has been estimated using average staff numbers and costs applied to the average untaken leave balance determined from the results of a survey to ascertain leave balances as at 31 March 2010. It is not anticipated that the level of untaken leave will vary significantly from year to year.

### Retirement benefit costs

The Agency participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the Agency and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to the DHSSPS. The Agency is unable to identify its share of the underlying assets and liabilities in the scheme on a consistent and reliable basis. Further information regarding the HSC Superannuation Scheme can be found in the HSC Superannuation Scheme Resource Account of the Department of Health, Social Services and Public Safety.

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

As per the requirements of IAS 19, full actuarial valuations by a professionally qualified actuary are required at intervals not exceeding four years. The actuary reviews the most recent actuarial valuation at the Statement of Financial Position date and updates it to reflect current conditions. The 31 March 2008 valuation will be used in the 2010/11 accounts.

## **1.21 Value Added Tax**

Where output VAT is charged or input VAT is recoverable, the amounts are stated net of VAT. Irrecoverable VAT is charged to the relevant expenditure category or included in the capitalised purchase cost of fixed assets.

## **1.22 Third party assets**

The Agency does not hold any third party assets.

## **1.23 Government Grants**

The Agency does not receive any government grants.

## **1.24 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.

## **1.25 Accounting Standards that have been Issued but have not yet been Adopted**

Under IAS 8 there is a requirement to disclose those standards issued but not yet adopted.

Management has reviewed the new accounting policies that have been issued but are not yet effective, nor adopted early for these accounts. Management consider that these are unlikely to have a significant impact on the accounts in the period of the initial application.

## **1.26 Change in Accounting policy / Prior Year Restatement**

There were two changes in Accounting policy during the year. The prior year figures have been changed in the accounts (where material) to reflect the change in accounting policy. The changes were;

### **(i) Capital charges**

One of the impacts of the HM Treasury alignment project to closer align budgets , estimates and accounts has resulted in the removal of cost of capital. Therefore from 2010-11 onwards the Agency is no longer required to reflect a notional cost of capital within its accounts. Expenditure, reserves and non cash RRL have been restated in the comparative year to reflect this.

(ii) Impairment

Previously all impairments were charged to the Revaluation Reserve if one existed before the remaining amount was charged to the Statement of Comprehensive Net Expenditure.

Treasury/DFP guidance for 2010-11 and future periods is that economic impairments should be charged in full to the Statement of Comprehensive Net Expenditure with a corresponding transfer being made from the Revaluation Reserve to the General Reserve. This is considered to be more transparent than the IFRS approach to impairments. There is no change in policy in respect of price impairments. This change did not have any significant impact on the accounts and a prior year restatement was not required.

The table below shows the effect of all prior year adjustments

2009/10	Cost of Capital
Income	0
Expenditure	(346)
Payables	0
Reserves	0
RRL	(346)

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 2: Analysis of Net Expenditure by Segment**

The core business and strategic objective of NI Blood Transfusion Service is the supply of blood products and related services to hospitals in N Ireland and the provision of patient testing services.

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

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 3: Staff Numbers and Related Costs**

**3.1 Staff Costs**

Staff costs comprise

	<b>Total £'000</b>	<b>2011 Permanently employed staff £'000</b>	<b>Others £'000</b>	<b>2010 Total £'000</b>
Wages & Salaries	5,196	5,192	4	5,110
Social security costs	347	347	0	356
Other pension costs	551	551	0	620
Sub-Total	6,094	6,090	4	6,086
Capitalised staff costs	0	0	0	0
<b>Total staff costs reported in Statement of Comprehensive Net Expenditure</b>	6,094	6,090	4	6,086
Less recoveries in respect of outward secondments	0			0
<b>Total net costs</b>	<u>6,094</u>			<u>6,086</u>

Of the total £nil has been charged to capital in the year (2010 £nil)

The Agency participates in the HSC Superannuation Scheme. Under this multi-employer defined benefit scheme both the Agency and employees pay specified percentages of pay into the scheme and the liability to pay benefit falls to DHSSPS. The Agency 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 at intervals not exceeding four years. The actuary reviews the most recent actuarial valuation at the Statement of Financial Position date and updates it to reflect current conditions. A full valuation as at 31 March 2008 was completed in 2010/11.

**3.2 Average number of persons employed**

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

	<b>Total No.</b>	<b>2011 Permanently employed staff No.</b>	<b>Others No.</b>	<b>2010 Total No.</b>
Medical and dental	4.5	4.5	0.0	4.5
Nursing and Midwifery	52.8	52.8	0.0	54.7
Professions Allied to medicine	0.0	0.0	0.0	0.0
Ancillaries	10.4	10.4	0.0	12.1
Administrative and clerical	56.9	56.7	0.2	55.3
Ambulance staff	0.0	0.0	0.0	0.0
Works	0.0	0.0	0.0	0.0
Other Professional and technical	59.7	59.7	0.0	58.0
Social Services	0.0	0.0	0.0	0.0
<b>Total average number of persons employed</b>	184.3	184.1	0.2	184.6
Less average staff number relating to capitalised staff costs	0.0	0	0	0
Less average staff number in respect of outward secondments	0.0	0	0	0
<b>Total net average number of persons employed</b>	<u>184.3</u>	<u>184.1</u>	<u>0.2</u>	<u>184.6</u>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 3: Staff Numbers and Related Costs**

**3.3 Senior Employees' Remuneration**

The salary, pension entitlements and the value of any taxable benefits in kind of the most senior members of the Agency were as follows:

Name	2010-11 (Audited)			2009-10 (Audited)			Real increase in pension and related lump sum at age 60 £000	Total accrued pension at age 60 and related lump sum £000	CETV at 31/03/10 £000	CETV at 31/03/11 £000	Real increase in CETV £000
	Salary £000	Bonus / Performance Pay £000	Benefits in Kind (Rounded to nearest £100)	Salary £000	Bonus / Performance Pay £000	Benefits in Kind (Rounded to nearest £100)					
<b>Non-Executive Members</b>											
Mr J Lennon	6 - 8	-	-	6 - 8	-	-	-	-	-	-	-
Dr M Lyons *	0 - 2	-	-	0 - 2	-	-	-	-	-	-	-
Mr B Titterington *	0 - 2	-	-	0 - 2	-	-	-	-	-	-	-
Mrs L Lindsay **	0 - 2	-	-	-	-	-	-	-	-	-	-
Mrs S Rooney **	0 - 2	-	-	-	-	-	-	-	-	-	-
Mr I Henderson **	0 - 2	-	-	-	-	-	-	-	-	-	-
<b>Executive Members</b>											
Dr W M McClelland ***	-	-	-	60 - 65 (full year equivalent 175-180) (full year equivalent 175 - 180)	-	-	-	-	-	-	-
Dr K Morris ****	140 - 145	-	-	75 - 80 (full year equivalent 140 - 145)	-	-	-	-	573	583	10
Pension	-	-	-	-	-	-	2.5 - 5	35 - 40	-	-	-
Lump sum	-	-	-	-	-	-	10 - 12.5	110 - 115	-	-	-

\* Dr M Lyons and Mr B Titterington left the Board on 31 January 2011.

\*\* Mrs L Lindsay, Mrs S Rooney (wef 7 February 2011) and Mr I Henderson (wef 21 February 2011) were appointed to the Board during the year.

\*\*\* Dr W M McClelland, Chief Executive/ Medical Director retired on 14 August 2009

\*\*\*\* Dr K Morris was Acting Chief Executive with effect from 22 September 2009 and was appointed Chief Executive with effect from 1 March 2011.

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

The actuarial factors used in the calculation of Cash Equivalents Transfer Values (CETVs) were changed during 2010, due to changes in demographic assumptions and the move from the Retail Prices Index (RPI) to the Consumer Prices Index (CPI) as the measure used to up rate Civil Service pensions. The new factors mean that the CETV value shown in the report for 31/3/10 will not be the same as the corresponding figures shown in last years report.

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 (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period.

**3.4 Reporting of early retirement and other compensation scheme - exit packages**

There were no redundancy or early departure costs.

**3.5 Staff Benefits**

There were no staff benefits paid in 2010/11.

**3.6 Retirements due to ill-health**

There were no retirements due to ill health in 2010/11.



**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 4: Operating Expenses**

**4.0 Operating Expenses are as follows:-**

	<b>2011 £'000</b>	<b>Restated 2010 £'000</b>
Purchase of care from non-HPSS bodies	0	0
Revenue grants to voluntary organisations	0	0
Capital grants to voluntary organisations	0	0
Personal social services	0	0
Recharges from other HSC organisations	45	40
Supplies and services - clinical	15,849	17,469
Supplies and services - general	47	39
Establishment	476	500
Transport	287	287
Premises	679	584
Bad debts	0	0
Rentals under operating leases	0	0
Rentals under finance leases	0	0
Finance cost of finance leases	0	0
Interest charges	0	0
PFI service charges	0	0
Research & development expenditure	0	0
BSO services	50	50
Training	20	24
Professional fees	0	0
Patients travelling expenses	0	0
Cost of exit packages not provided for	0	0
Elective care	0	0
Miscellaneous expenditure	199	278
<b>Non cash items</b>		
Depreciation	403	445
Amortisation	3	0
Impairments	0	0
(Profit) on disposal of assets (excluding profit on land)	0	(2)
Loss on disposal of assets (including land)	8	0
Cost of Capital	0	0
Provisions provided for in year	0	1
Unwinding of discount on provisions	2	2
Auditors remuneration	9	12
Total	<u>18,077</u>	<u>19,729</u>

During the year NIBTS paid NIAO £1,456 for participation in the National Fraud Initiative.  
No other non audit services were purchased from its external auditor (NIAO)

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 5: Income**

**5.1 Income from Activities**

	<b>2011</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>
GB/Republic of Ireland Health Authorities	12	5
HSC Trusts and Board	23,772	25,040
Non-HSS:- Private patients	7	7
Non-HSS:- Other	0	0
Clients contributions	0	0
<b>Total</b>	<b>23,791</b>	<b>25,052</b>

**5.2 Other Operating Income**

	<b>2011</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>
Other income from non-patient services	0	333
Seconded staff	0	0
Charitable and other contributions to expenditure	0	0
Profit on disposal of land	0	0
Interest receivable	0	0
<b>Total</b>	<b>0</b>	<b>333</b>

**5.3 Transfers from reserves for donated property, plant, equipment & intangibles**

Donated asset reserve transfer for Impairment	0	0
Donated asset reserve transfer for depreciation and amortisation	0	0
<b>Total</b>	<b>0</b>	<b>0</b>

**5.4 Reimbursements receivable in respect of provisions**

	<b>2011</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>
Movements in reimbursable income from Clinical Negligence Central Fund	0	0
<b>Total</b>	<b>0</b>	<b>0</b>
<b>TOTAL INCOME</b>	<b>23,791</b>	<b>25,385</b>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 6: Property, Plant & Equipment**

**Summary**

	<b>Purchased</b>	<b>Donated</b>	<b>2011</b>
	<b>£000</b>	<b>£000</b>	<b>Total</b>
			<b>£000</b>
Net book value:			
Land	1,488	0	1,488
Buildings (excluding dwellings)	6,309	0	6,309
Dwellings	0	0	0
Assets under construction	0	0	0
Plant and machinery (Equipment)	545	4	549
Transport Equipment	81	0	81
Information Technology (IT)	229	0	229
Furniture & Fittings	0	0	0
<b>Total Property, Plant &amp; Equipment - 31 March 2011</b>	<b>8,652</b>	<b>4</b>	<b>8,656</b>

	<b>Purchased</b>	<b>Donated</b>	<b>2010</b>
	<b>£000</b>	<b>£000</b>	<b>Total</b>
			<b>£000</b>
Net book value:			
Land	1,750	0	1,750
Buildings (excluding dwellings)	6,254	0	6,254
Dwellings	0	0	0
Assets under construction	0	0	0
Plant and machinery (Equipment)	569	4	573
Transport Equipment	100	0	100
Information Technology (IT)	272	0	272
Furniture & Fittings	0	0	0
<b>Total Property, Plant &amp; Equipment - 31 March 2010</b>	<b>8,945</b>	<b>4</b>	<b>8,949</b>

Professional revaluations of land and buildings are undertaken by Land and Property Services (LPS) at least once in every five year period and are revalued annually, between professional valuations, using indices provided by LPS.

See accounting policy note 1.3, for more details on the valuation and indexation of Plant, Property and Equipment.

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 6.1 Property, plant & equipment - Purchased assets - year ended 31 March 2011**

	<b>Land £'000</b>	<b>Buildings (excluding dwellings) £'000</b>	<b>Plant and Machinery / Equipment £'000</b>	<b>Transport Equipment £'000</b>	<b>Information Technology (IT) £'000</b>	<b>Furniture and Fittings £'000</b>	<b>Total £'000</b>
<b>Cost or Valuation</b>							
At 1 April 2010	1,750	8,425	1,760	287	999	0	13,221
Indexation	0	237	31	0	1	0	269
Additions	0	0	90	9	32	0	131
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	(262)	0	0	0	0	0	(262)
Disposals	0	0	(90)	0	(253)	0	(343)
<b>At 31 March 2011</b>	<b>1,488</b>	<b>8,662</b>	<b>1,791</b>	<b>296</b>	<b>779</b>	<b>0</b>	<b>13,016</b>
<b>Depreciation</b>							
At 1 April 2010	0	2,171	1,191	187	727	0	4,276
Indexation	0	0	19	0	1	0	20
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	0	0	0	0	0	0	0
Disposals	0	0	(82)	0	(253)	0	(335)
Provided during the year	0	182	118	28	75	0	403
<b>At 31 March 2011</b>	<b>0</b>	<b>2,353</b>	<b>1,246</b>	<b>215</b>	<b>550</b>	<b>0</b>	<b>4,364</b>
<b>Net Book Value</b>							
<b>At 31 March 2011</b>	<b>1,488</b>	<b>6,309</b>	<b>545</b>	<b>81</b>	<b>229</b>	<b>0</b>	<b>8,652</b>
<b>At 31 March 2010</b>	<b>1,750</b>	<b>6,254</b>	<b>569</b>	<b>100</b>	<b>272</b>	<b>0</b>	<b>8,945</b>
<b>Asset financing</b>							
Owned	1,488	6,309	545	81	229	0	8,652
Finance Leased	0	0	0	0	0	0	0
On balance sheet PFI contracts	0	0	0	0	0	0	0
<b>Net Book Value At 31 March 2011</b>	<b>1,488</b>	<b>6,309</b>	<b>545</b>	<b>81</b>	<b>229</b>	<b>0</b>	<b>8,652</b>

The total amount of depreciation charged in the Statement of Comprehensive Net Expenditure in respect of assets held under finance leases and hire purchase contracts is £nil (2010 £nil)

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 6.2 Property, plant & equipment - Purchased assets - year ended 31 March 2010**

	<b>Land £'000</b>	<b>Buildings (excluding dwellings) £'000</b>	<b>Plant and Machinery / Equipment £'000</b>	<b>Transport Equipment £'000</b>	<b>Information Technology (IT) £'000</b>	<b>Furniture and Fittings £'000</b>	<b>Total £'000</b>
<b>Cost or Valuation</b>							
At 1 April 2009	2,095	8,276	1,838	277	811	0	13,297
Indexation	0	0	39	24	1	0	64
Additions	0	0	13	10	217	0	240
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	149	0	0	0	0	149
Impairments	(345)	0	0	0	0	0	(345)
Disposals	0	0	(130)	(24)	(30)	0	(184)
At 31 March 2010	1,750	8,425	1,760	287	999	0	13,221
<b>Depreciation</b>							
At 1 April 2009	0	1,934	1,167	164	715	0	3,980
Indexation	0	0	20	14	1	0	35
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	0	0	0	0	0	0	0
Disposals	0	0	(130)	(24)	(30)	0	(184)
Provided during the year	0	237	134	33	41	0	445
At 31 March 2010	0	2,171	1,191	187	727	0	4,276
<b>Net Book Value</b>							
At 31 March 2010	1,750	6,254	569	100	272	0	8,945
At 31 March 2009	2,095	6,342	671	113	96	0	9,317
<b>Asset financing</b>							
Owned	1,750	6,254	569	100	272	0	8,945
Finance Leased	0	0	0	0	0	0	0
On balance sheet PFI contracts	0	0	0	0	0	0	0
<b>Net Book Value</b> At 31 March 2010	1,750	6,254	569	100	272	0	8,945

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 6.3 Property, plant & equipment - Donated assets - Year ended 31 March 2011**

	Land £'000	Buildings (excluding dwellings) £'000	Plant and Machinery / Equipment £'000	Transport Equipment £'000	Information Technology (IT) £'000	Furniture and Fittings £'000	Total £'000
<b>Cost or Valuation</b>							
At 1 April 2010	0	0	28	0	0	0	28
Indexation	0	0	1	0	0	0	1
Additions	0	0	0	0	0	0	0
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	0	0	0	0	0	0	0
Disposals	0	0	0	0	0	0	0
At 31 March 2011	0	0	29	0	0	0	29
<b>Depreciation</b>							
At 1 April 2010	0	0	24	0	0	0	24
Indexation	0	0	1	0	0	0	1
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	0	0	0	0	0	0	0
Disposals	0	0	0	0	0	0	0
Provided during the year	0	0	0	0	0	0	0
At 31 March 2011	0	0	25	0	0	0	25
<b>Net Book Value</b>							
At 31 March 2011	0	0	4	0	0	0	4
At 31 March 2010	0	0	4	0	0	0	4
<b>Asset financing</b>							
Owned	0	0	4	0	0	0	4
Finance Leased	0	0	0	0	0	0	0
On balance sheet PFI contracts	0	0	0	0	0	0	0
<b>Net Book Value</b> At 31 March 2011	0	0	4	0	0	0	4

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 6.4 Property, plant & equipment - Donated assets - Year ended 31 March 2010**

	<b>Land £'000</b>	<b>Buildings (excluding dwellings) £'000</b>	<b>Plant and Machinery / Equipment £'000</b>	<b>Transport Equipment £'000</b>	<b>Informatio n Technolog y (IT) £'000</b>	<b>Furnitur e and Fittings £'000</b>	<b>Total £'000</b>
<b>Cost or Valuation</b>							
At 1 April 2009	0	0	27	0	0	0	27
Indexation	0	0	1	0	0	0	1
Additions	0	0	0	0	0	0	0
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	0	0	0	0	0	0	0
Disposals	0	0	0	0	0	0	0
At 31 March 2010	0	0	28	0	0	0	28
<b>Depreciation</b>							
At 1 April 2009	0	0	23	0	0	0	23
Indexation	0	0	1	0	0	0	1
Reclassifications	0	0	0	0	0	0	0
Transfers	0	0	0	0	0	0	0
Revaluation	0	0	0	0	0	0	0
Impairments	0	0	0	0	0	0	0
Disposals	0	0	0	0	0	0	0
Provided during the year	0	0	0	0	0	0	0
At 31 March 2010	0	0	24	0	0	0	24
<b>Net Book Value</b>							
At 31 March 2010	0	0	4	0	0	0	4
At 31 March 2009	0	0	4	0	0	0	4
<b>Asset financing</b>							
Owned	0	0	4	0	0	0	4
Finance Leased	0	0	0	0	0	0	0
On balance sheet PFI contracts	0	0	0	0	0	0	0
<b>Net Book Value</b> At 31 March 2010	0	0	4	0	0	0	4

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 7: Intangible Assets**

**Summary**

	<b>Purchased</b>	<b>Donated</b>	<b>2011</b>
	<b>£'000</b>	<b>£'000</b>	<b>Total</b>
			<b>£'000</b>
Net book value:			
Software	11	0	11
Software licenses	0	0	0
			<hr/>
<b>Total Intangible assets - 31 March 2011</b>	<b>11</b>	<b>0</b>	<b>11</b>

	<b>Purchased</b>	<b>Donated</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>	<b>Total</b>
			<b>£'000</b>
Net book value:			
Software	14	0	14
Software licenses	0	0	0
			<hr/>
<b>Total Intangible assets - 31 March 2010</b>	<b>14</b>	<b>0</b>	<b>14</b>



NORTHERN IRELAND BLOOD TRANSFUSION SERVICE

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011

Note 7.1: Intangible Assets (Purchased) - Year ended 31 March 2011

	Software licenses £'000	Software £'000	Total £'000
<b>Cost or Valuation</b>			
At 1 April 2010	0	14	14
Indexation	0	0	0
Additions	0	0	0
Reclassifications	0	0	0
Transfers	0	0	0
Revaluation	0	0	0
Impairments	0	0	0
Disposals	0	0	0
At 31 March 2011	<u>0</u>	<u>14</u>	<u>14</u>
<b>Amortisation</b>			
At 1 April 2010	0	0	0
Indexation	0	0	0
Reclassifications	0	0	0
Transfers	0	0	0
Revaluation	0	0	0
Impairments	0	0	0
Disposals	0	0	0
Provided during the year	0	3	3
At 31 March 2011	<u>0</u>	<u>3</u>	<u>3</u>
<b>Net Book Value</b>			
At 31 March 2011	<u>0</u>	<u>11</u>	<u>11</u>
At 31 March 2010	<u>0</u>	<u>14</u>	<u>14</u>
<b>Asset financing</b>			
Owned	0	11	11
Finance leased	0	0	0
On Balance Sheet PFI contracts	0	0	0
<b>Net Book Value</b>			
At 31 March 2011	<u>0</u>	<u>11</u>	<u>11</u>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 7.2: Intangible Assets (Purchased) - Year ended 31 March 2010**

	Software licenses £'000	Software £'000	Total £'000
<b>Cost or Valuation</b>			
At 1 April 2009	0	0	0
Indexation	0	0	0
Additions	0	14	14
Reclassifications	0	0	0
Transfers	0	0	0
Revaluation	0	0	0
Impairments	0	0	0
Disposals	0	0	0
At 31 March 2010	<u>0</u>	<u>14</u>	<u>14</u>
<b>Amortisation</b>			
At 1 April 2009	0	0	0
Indexation	0	0	0
Reclassifications	0	0	0
Transfers	0	0	0
Revaluation	0	0	0
Impairments	0	0	0
Disposals	0	0	0
Provided during the year	0	0	0
At 31 March 2010	<u>0</u>	<u>0</u>	<u>0</u>
<b>Net Book Value</b>			
At 31 March 2009	<u>0</u>	<u>0</u>	<u>0</u>
At 31 March 2010	<u>0</u>	<u>14</u>	<u>14</u>
<b>Asset financing</b>			
Owned	0	14	14
Finance leased	0	0	0
On Balance Sheet PFI contracts	0	0	0
<b>Net Book Value</b>			
At 31 March 2010	<u>0</u>	<u>14</u>	<u>14</u>
Owned	0	0	0
Finance leased	0	0	0
On Balance Sheet PFI contracts	0	0	0
<b>Net Book Value</b>			
At 31 March 2009	<u>0</u>	<u>0</u>	<u>0</u>

## **NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

### **NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

#### **Note 7.3: Intangible Assets (Donated) - Year ended 31 March 2011**

NIBTS did not have any donated intangible assets at the 31 March 2011

#### **Note 7.4: Intangible Assets (Donated) - Year ended 31 March 2010**

NIBTS did not have any donated intangible assets at the 31 March 2010

#### **Note 8: Financial Instruments**

##### **8.1 Financial instruments**

As the cash requirements of NI Blood Transfusion Service are met through income provided by the Department of Health, Social Services and Public Safety, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of the Agency's financial instruments relate to contracts to buy non-financial items in line with the Agency's expected purchase and usage requirements and the Agency is therefore exposed to little credit, liquidity or market risk.

#### **Note 9: Assets Classified as Held for Sale**

The Agency did not hold any assets classified as held for sale in 2009/10 or 2010/11.

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 10: Impairments**

	<b>2011</b>				
	<b>Property, Plant &amp; Equipment</b>		<b>Intangibles</b>		<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
	Purchased	Donated	Purchased	Donated	
Total value of impairments for the period	262	0	0	0	262
Impairments which Revaluation Reserve covers (shown in Other Comprehensive Expenditure Statement)	262	0	0	0	262
<b>Impairments charged to Statement of Comprehensive Expenditure (line 1 minus line 2)</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>
	<b>2010</b>				
	<b>Property, plant &amp; Equipment</b>		<b>Intangibles</b>		<b>Total</b>
	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>	<b>£'000</b>
	Purchased	Donated	Purchased	Donated	
Total value of impairments for the period	345	0	0	0	345
Impairments which Revaluation Reserve covers (shown in Other Comprehensive Expenditure Statement)	345	0	0	0	345
<b>Impairments charged to Statement of Comprehensive Expenditure (line 1 minus line 2)</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>	<hr/> <hr/> <b>0</b>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 11: Inventories**

<b>Inventories</b>	<b>2011 £'000</b>	<b>2010 £'000</b>
Clinical Supplies	2,034	1,834
General Supplies	6	3
Establishment	46	41
Premises	5	13
Miscellaneous	10	13
<b>Total</b>	<b>2,101</b>	<b>1,904</b>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 12: Trade Receivables and Other Current Assets**

	<b>2011</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>
<b>Amounts falling due within one year</b>		
Trade receivables	183	415
Deposits and advances	0	0
Other receivables	342	353
<b>Trade and other receivables</b>	<u>525</u>	<u>768</u>
Prepayments and accrued income	0	0
Current part of PFI prepayment	0	0
<b>Other current assets</b>	<u>0</u>	<u>0</u>
<b>Amounts falling due after more than one year</b>		
Trade receivables	0	0
Deposits and advances	0	0
Other receivables	0	0
<b>Trade and other receivables</b>	<u>0</u>	<u>0</u>
Prepayments and accrued income		
<b>Other current assets falling due after more than 1 yr</b>	<u>0</u>	<u>0</u>
<b>TOTAL TRADE AND OTHER RECEIVABLES</b>	<u>525</u>	<u>768</u>
<b>TOTAL OTHER CURRENT ASSETS</b>	<u>0</u>	<u>0</u>
<b>TOTAL RECEIVABLES AND OTHER CURRENT ASSETS</b>	<u>525</u>	<u>768</u>

The balances are net of a provision for bad debts of £nil (2010 £nil)

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note12: Trade Receivables and Other Current Assets**

**12.1 Trade receivables and other current assets: Intra-Government balances**

	<b>Amounts falling due within 1 year 2010/11 £'000</b>	<b>Amounts falling due within 1 year 2009/10 £'000</b>	<b>Amounts falling due after more than 1 year 2010/11 £'000</b>	<b>Amounts falling due after more than 1 year 2009/10 £'000</b>
Balances with other central government bodies	342	351	0	0
Balances with local authorities	0	0	0	0
Balances with NHS /HSC Trusts	121	365	0	0
Balances with public corporations and trading funds	0	0	0	0
Intra-Government Balances	463	716	0	0
Balances with bodies external to government	62	52	0	0
Total receivables & other current assets at 31 March	525	768	0	0

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 13: Cash and Cash Equivalents**

	<b>2011</b>	<b>2010</b>
	<b>£000</b>	<b>£000</b>
Balance at 1st April	47	39
Net change in cash and cash equivalents	(9)	8
<b>Balance at 31st March</b>	<b>38</b>	<b>47</b>

**The following balances at 31 March were held at**

	<b>2011</b>	<b>2010</b>
	<b>£000</b>	<b>£000</b>
Commercial banks and cash in hand	38	47
<b>Balance at 31 March</b>	<b>38</b>	<b>47</b>



**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 14: Trade Payables and Other Current Liabilities**

	<b>2011</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>
<b>Amounts falling due within one year</b>		
Other taxation and social security	131	118
Bank overdraft	0	0
Trade capital payables	84	78
Trade revenue payables	1,338	1,440
Payroll payables	205	186
RPA payables	0	0
Other payables	0	0
Accruals and deferred income	68	102
<b>Trade and other payables</b>	<b>1,826</b>	<b>1,924</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 contracts		
<b>Other current liabilities</b>	<b>0</b>	<b>0</b>
<b>Total payables falling due within one year</b>	<b>1,826</b>	<b>1,924</b>
<b>Amounts falling due after more than one year</b>		
Other payables, accruals and deferred income	0	0
Trade and other payables	0	0
Finance leases	0	0
Imputed finance lease element of on balance sheet (SoFP) PFI contracts	0	0
Long term loans	0	0
<b>Total non current other payables</b>	<b>0</b>	<b>0</b>
<b>TOTAL TRADE PAYABLES AND OTHER CURRENT LIABILITIES</b>	<b>1,826</b>	<b>1,924</b>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 14: Trade Payables and Other Current Liabilities**

**14.1 Trade payables and other current liabilities - Intra-government balances**

	<b>Amounts falling due within 1 year 2010/11 £'000</b>	<b>Amounts falling due within 1 year 2009/10 £'000</b>	<b>Amounts falling due after more than 1 year 2010/11 £'000</b>	<b>Amounts falling due after more than 1 year 2009/10 £'000</b>
Balances with other central government bodies	490	471	0	0
Balances with local authorities	1	0	0	0
Balances with NHS/HSC Trusts	52	221	0	0
Balances with public corporations and trading funds	0	0	0	0
Intra-Government Balances	543	692	0	0
Balances with bodies external to government	1,283	1,232	0	0
Total Payables and other liabilities at 31 March	<u>1,826</u>	<u>1,924</u>	0	0

**14.2 Loans**

NI Blood Transfusion Service did not have any loans payable at either 31 March 2011 or 31 March 2010.

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 15: Prompt Payment Policy**

**15.1 Public Sector Payment Policy - Measure of Compliance**

The Department requires that HSC bodies pay their non HSC trade creditors in accordance with Better Payments Practice Code and Government Accounting Rules. The Agency's payment policy is consistent with the Better Payments Practice Code and Government Accounting rules and its measure of compliance is:

	<b>2011 Number</b>	<b>2011 Value £000</b>	<b>2010 Number</b>	<b>2010 Value £000</b>
Total bills paid	3,086	18,904	3,607	20,798
Total bills paid within 30 day target or under agreed payment terms	2,984	18,455	3,479	20,243
% of bills paid within 30 day target or under agreed payment terms	<u>96.7%</u>	<u>97.6%</u>	<u>96.5%</u>	<u>97.3%</u>

**15.2 The Late Payment of Commercial Debts Regulations 2002**

The amount included within Interest Payable arising from claims made by all businesses under this legislation is as follows:

	£
Total	<u><u>0</u></u>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 16: Provision for Liabilities and Charges - 2011**

	<b>Pensions relating to former directors £'000</b>	<b>Pensions relating to other staff £'000</b>	<b>Clinical negligence £'000</b>	<b>Other £'000</b>	<b>2011 £'000</b>
Balance at 1 April 2010	0	25	0	0	25
Provided in year	0	0	0	0	0
Provisions not required written back	0	0	0	0	0
Provisions utilised in the year	0	(3)	0	0	(3)
Unwinding of discount	0	2	0	0	2
<b>At 31 March 2011</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>24</b>

<b>Charges to Statement of Comprehensive Net Expenditure</b>	<b>2011 £000</b>	<b>2010 £000</b>
Arising during the year	0	1
Reversed unused	0	0
Unwinding of discount	2	2
<b>Total charge within operating costs</b>	<b>2</b>	<b>3</b>

**Analysis of expected timing of discounted flows**

	<b>Pensions relating to former directors £'000</b>	<b>Pensions relating to other staff £'000</b>	<b>Clinical Negligence £'000</b>	<b>Other £'000</b>	<b>2011 £'000</b>
Within 5 years	0	0	0	0	0
6 -10 years	0	24	0	0	24
Thereafter	0	0	0	0	0
<b>As at 31 March 2011</b>	<b>0</b>	<b>24</b>	<b>0</b>	<b>0</b>	<b>24</b>

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 16: Provision for Liabilities and Charges - 2010**

	<b>Pensions relating to former directors £'000</b>	<b>Pensions relating to other staff £'000</b>	<b>Clinical negligence £'000</b>	<b>Other £'000</b>	<b>2010 £'000</b>
Balance at 1 April 2009	0	25	0	0	25
Provided in year	0	1	0	0	1
Provisions not required written back	0	0	0	0	0
Provisions utilised in the year	0	(3)	0	0	(3)
Unwinding of discount	0	2	0	0	2
<b>At 31 March 2010</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>25</b>

**Analysis of expected timing of discounted flows**

	<b>Pensions relating to former directors £'000</b>	<b>Pensions relating to other staff £'000</b>	<b>Clinical Negligence £'000</b>	<b>Other £'000</b>	<b>2010 £'000</b>
Within 5 years	0	0	0	0	0
6 -10 years	0	25	0	0	25
Thereafter	0	0	0	0	0
<b>At 31 March 2010</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>0</b>	<b>25</b>

Provisions have been made for one type of potential liability: early retirement and this relates to the future liabilities for the Agency based on information provided by HSC Superannuation Branch.

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 17: Capital Commitments**

	<b>2011</b>	<b>2010</b>
	<b>£'000</b>	<b>£'000</b>
Contracted capital commitments at 31 March not otherwise included in these financial statements		
Property, Plant & Equipment	5	8
Intangible assets	0	0
	<hr/>	<hr/>
	5	8
	<hr/> <hr/>	<hr/> <hr/>

**Note 18: Commitments Under Leases**

**18.1 Operating Leases**

The Agency had no commitments under operating leases at either 31 March 2011 or 31 March 2010.

**18.2 Finance Leases**

The Agency had no commitments under finance leases at either 31 March 2011 or 31 March 2010.

## NORTHERN IRELAND BLOOD TRANSFUSION SERVICE

### NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011

#### **Note 19: Commitments Under PFI Contracts**

NIBTS has no PFI contracts.

#### **Note 20: Other Financial Commitments**

The Agency has not entered into any non - cancellable contracts and had no other financial commitments at either 31 March 2011 or 31 March 2010.

#### **Note 21: Financial Guarantees**

Because of the relationship with HSC Commissioners, and the manner in which they are funded, financial instruments play a more limited role within HSC bodies in creating risk than would apply to a non public sector body of similar size, therefore HSC bodies are not exposed to the degree of financial risk faced by business entities. The Agency has 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 the Agency in undertaking activities. Therefore, the HSC is exposed to little credit, liquidity or market risk.

The Agency did not have any financial instruments at either 31 March 2011 or 31 March 2010.

#### **Note 22: Contingent Liabilities**

The Agency had no contingent liabilities at either 31 March 2011 or 31 March 2010.

#### **Note 23: Related Party Transactions**

NI Blood Transfusion Service (Special Agency) is an arms length body of the Department of Health Social Services and Public Safety.

During the year NIBTS has had various material transactions with that Department and with other entities for which the Department of Health, Social Services and Public Safety is regarded as the parent Department.

These are :

Belfast HSC Trust, South Eastern HSC Trust, Southern HSC Trust, Northern HSC Trust, Western HSC Trust, Regional Health and Social Care Board.

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

#### **Note 24: Third party assets**

The Agency does not hold any third party assets.

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 25: Financial Performance Targets**

**25.1 Revenue Resource Limit**

The Agency is given a Revenue Resource Limit (RRL) which it is not permitted to overspend. The Revenue Resource Limit for NI Blood Transfusion Service is calculated as follows:

	<b>2011 Total £'000</b>	<b>Restated 2010 Total £'000</b>
HSC Board	0	0
PHA	0	0
SUMDE & NIMDTA	0	0
DHSSPS (excl non cash)	0	0
Other Government Departments	0	0
Non Cash RRL (from DHSSPS)	425	457
Adjustment for Grant in Aid	0	0
	<hr/>	<hr/>
<b>Total Revenue Resource Limit to Statement of Comprehensive Net Expenditure</b>	<b>425</b>	<b>457</b>

**25.2 Capital Resource Limit**

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

	<b>2011 Total £'000</b>	<b>2010 Total £'000</b>
Gross Capital Expenditure	131	254
Receipts from sales of fixed assets	0	(2)
Net capital expenditure	<hr/> 131	<hr/> 252
Capital Resource Limit (CRL)	<hr/> 132	<hr/> 255
Underspend against CRL	<hr/> <hr/> (1)	<hr/> <hr/> (3)



**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 25: Financial Performance Targets**

**25.3 Financial Performance Target**

The Agency is required to ensure that it breaks even on an annual basis by containing any surplus or deficit on net expenditure within 0.25% of RRL plus income from activities.

	<b>2011 Total £'000</b>	<b>2010 Total £'000</b>
Net expenditure	(380)	(430)
RRL	425	457
Surplus against RRL	45	27
Break Even cumulative position (opening)	676	649
Other Adjustments	0	0
Break Even cumulative position (closing)	721	676

**RRL and Income**

RRL	425	457
Income per note 5.1	23,791	25,052
Total for inclusion in materiality test	24,216	25,509

	<b>2011 %</b>	<b>2010 %</b>
<b>Materiality Test:</b>		
Break even in year position as % of RRL and income from activities	0.19%	0.11%
Break even cumulative position as % of RRL and income activities	2.98%	2.65%

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 26: Losses and Special Payments**

	TYPE OF LOSS	NO. OF CASES	VALUE £
1	Cash Losses - Theft, fraud etc	0	0
2	Cash Losses - Overpayments of salaries, wages and allowances	0	0
3	Cash Losses - Other causes (including unvouched and incompletely vouched payments)	0	0
4	Nugatory and fruitless payments	0	0
	i. Abandoned capital schemes		
	ii. Late payment of Commercial Debt		
	iii. Other		
5	Bad debts and claims abandoned	0	0
6	Stores and Inventory Losses - Theft, fraud, arson (whether proved or suspected) etc	0	0
	i. Bedding and linen	0	0
	ii. Other equipment and property	0	0
7	Stores and Inventory Losses - Incidents of the service (result of fire, flood, etc)	0	0
8	Stores and Inventory Losses - Deterioration in store	0	0
9	Stores and Inventory Losses - Stocktaking discrepancies	0	0
10	Stores and Inventory Losses - Other causes	1	374
	i. Bedding and linen	0	0
	ii. Other equipment and property	0	0
11	Compensation payments (legal obligation)	0	0
	i. Clinical Negligence	0	0
	ii. Public Liability	0	0
	iii. Employers Liability	0	0
12	Ex-gratia payments - Compensation payments (including payments to patients and staff)	1	80
13	Ex-gratia payments - Other payments	0	0
14	Extra statutory payments	0	0
15	a. Losses sustained as a result of damage to buildings and fixtures arising from bomb explosions or civil commotion.	0	0
	b. Damage to vehicles	0	0
	<b>TOTAL</b>	2	454

**NORTHERN IRELAND BLOOD TRANSFUSION SERVICE**

**NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2011**

**Note 27: Post Balance Sheet Events**

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

**Note 28: Date Authorised for Issue**

The Accounting Officer authorised these financial statements for issue on 15 August 2011.

ISBN Number

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