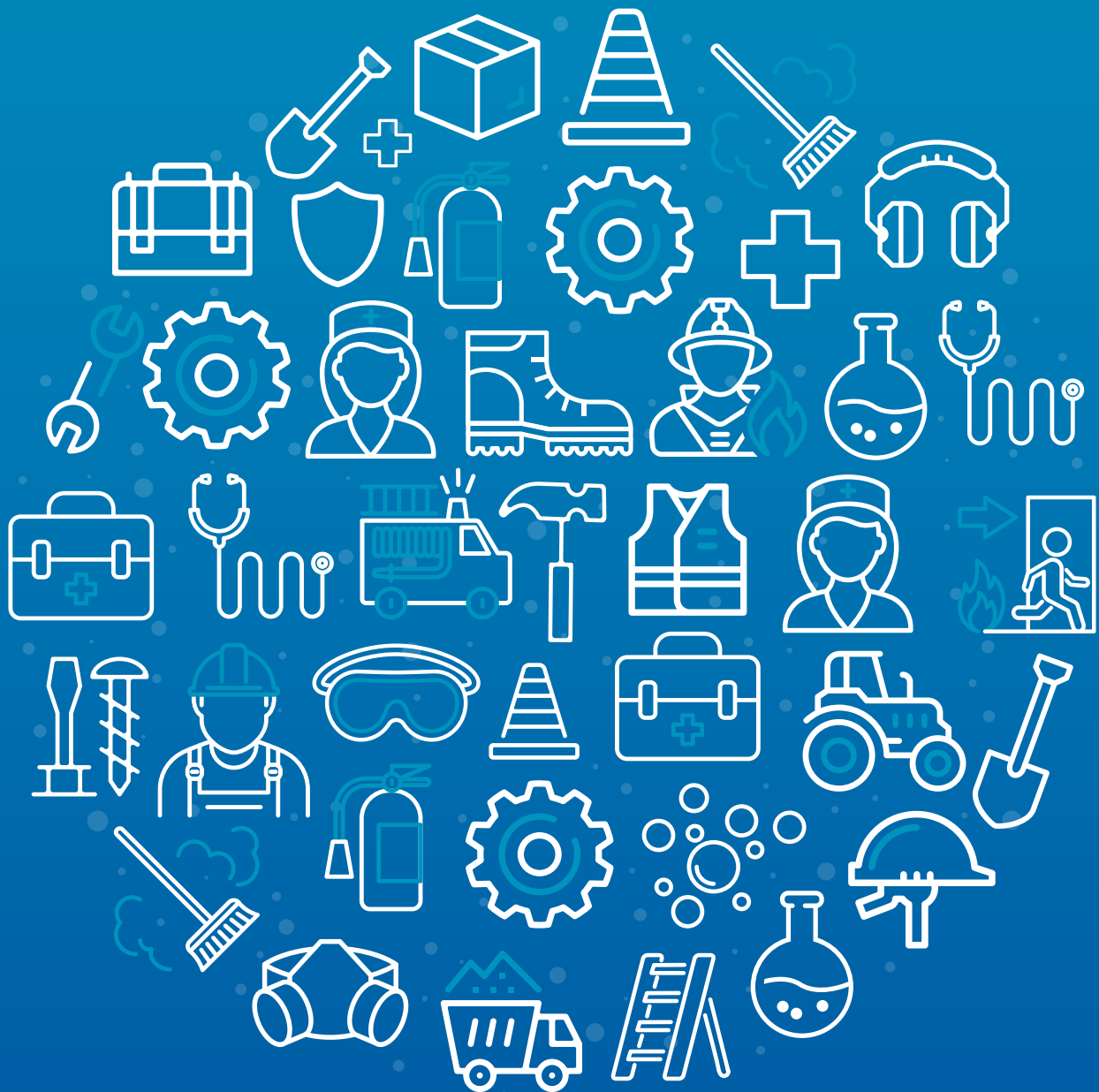


ANNUAL REPORT AND ACCOUNTS

1 April 2021 – 31 March 2022



Health and Safety
Executive for
Northern Ireland

hseni
CONTROLLING RISK TOGETHER



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Health and Safety Executive for Northern Ireland

Annual Report and Accounts

For the year ended 31 March 2022

Laid before the Northern Ireland Assembly under paragraph 19 (3) of Schedule 2
of the Health and Safety at Work (Northern Ireland) Order
1978 by the Department for the Economy

on

22 September 2022

Key Facts and Figures for 2021-22

Key statistics in work-related injuries are as follows:

- fatalities within areas under the responsibility of HSENI increased by seven from 11 last year to 18 (P)¹ during this reporting period;
- fatalities within areas under both HSENI's and Local Councils' responsibility increased by six from 13 in 2020-21 to 19 (P)¹ during this year;
- fatalities in the agriculture sector increased from five fatalities in this sector last year to six during 2021-22;
- fatalities in the construction sector increased from three during 2020-21 to four during this reporting period;
- major injuries increased by 51% on last year to 239; and
- all reportable injuries increased by 18% on last year to 1,797.

During the year, HSENI:

- continued its Farm Safety Partnership (FSP) work through the third Farm Safety Action Plan;
- ran an online Child Safety on Farms Poster competition and distributed 43,750 copies of the calendar produced from the winning entries to rural primary schools throughout Northern Ireland;
- completed nine successful prosecutions, which saw total fines of £355,100;
- achieved UKAS Accreditation for its Scientific Services Unit;
- delivered 2,902 inspections and served 123 formal enforcement notices;
- dealt with 945 complaints about alleged unsatisfactory working conditions and activities;
- made two sets of Northern Ireland Statutory Rules, prepared four sets of Northern Ireland EU Exit Regulations and had two Approved Codes of Practice approved by the Minister for use in Northern Ireland;
- submitted an Annual Equality Report to the Equality Commission;
- delivered 19 work-related stress webinars, including five tailored workshops for various organisations;
- conducted seminars in conjunction with The Northern Ireland Safety Group (NISG), The Probation Board for Northern Ireland (PBNI) and The Department of Justice (DoJ);
- partnered with organisations such as The Farm Safety Partnership, Workplace Health Leadership Group Northern Ireland (WHLGNI) and Rural Support to produce a website entitled 'Farm In Mind'.
- Launched campaigns in relation to Asbestos, Construction and Farm Safety;
- dealt with 4,198 calls for information via its Freephone Helpline; and
- enabled website visitors to download over 182,910 publication files, with the 'COVID-19 example risk assessment template' having over 95,000 downloads.

¹ (P)These figures do not include fatalities where the investigation has not yet established details to make a decision on their inclusion

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Foreword

We are pleased to present HSENI's twenty third Annual Report and Accounts. COVID-19 continued to have a significant effect on HSENI's front line work in 2021-22. Physical proactive inspections increased by 41% as staff returned to more normal working practices following the relaxation of COVID restrictions during the period and we are confident that as we leave the worst of the pandemic behind us we will return to our normal level of inspections. Staff continued to utilise a range of approaches to maintain our services to industry. In addition to the traditional inspection work we provided advice and guidance to both employers and employees via email, telephone and video calls. As in the previous year we worked alongside other bodies to address clusters and outbreaks associated with workplaces to ensure appropriate measures were being taken to reduce the risk of COVID-19 transmission.

Overall, the total number of all work-related fatalities in Northern Ireland in 2021-22, including those within areas that are the responsibility of both HSENI and local councils, was 19 compared to 13 in the previous year.² Any loss of life in the workplace is unacceptable. HSENI sets its priorities in full consultation with its Board in order to enable us to prioritise our resources to best tackle the high-risk areas. Over the 2021-22 period, these included the agriculture, construction and manufacturing sectors, where 63% of work-related fatalities within HSENI's areas of responsibility occurred. The two biggest causes of fatalities in the period were vehicle movements and falls from height. These work sectors and activities will remain priority work for HSENI going forward. During the year, HSENI carried out 2,902 inspections of workplaces and served 123 formal enforcement notices.

The number of fatalities in agriculture increased from five in 2020-21 to six during this reporting period. The Farm Safety Partnership remains an essential vehicle not just for HSENI but for the entire agricultural industry to maintain its focus on sensible and pragmatic health and safety.

² It is difficult to ascertain with certainty the origin of a COVID-19 infection. As a consequence, RIDDOR reports where COVID has been cited have been omitted from the statistics. This is consistent with previous reports and is in line with the approach in GB and Rol.

Across all sectors, major injuries increased in 2021-22 from 158 to 239, representing a 51% increase. This is often an unacknowledged statistic as there is a tendency to see the fatalities as the headline figure and overlook the significant number of very serious, often life-changing, injuries. There was an increase of 18% in reportable work-related injuries between 2020-21 and 2021-22. It should be noted that these increases in work-related fatalities and injuries follow a year during which the pandemic forced a large number of business premises to close for long periods resulting in a fall of 46% in major injuries and 16% in all reportable injuries during the 2020-21 period.

Major injuries often lead to life-changing outcomes and impact on the individual and their family as well as affecting their ability to work. There were two main causes of major injury in the year, slips / trips (32%) and falls from height (29%). HSENI will continue to highlight these across all its activities but we also call on industry to redouble its efforts in addressing these significant issues in the workplace. The fundamentals of good health and safety management, such as risk assessment, safe systems of work, training and employee empowerment must be front and centre of all industry sectors in order to drive down these tragic outcomes.

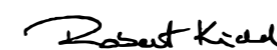
Throughout the year, staff dealt with approximately 945 complaints about unhealthy and unsafe workplaces. The number of complaints about COVID-19 fell from the height of the previous year. Complaints in the manufacturing and construction sectors continued to dominate, accounting for almost two thirds of all complaints.

In contrast to the previous year, a significant number of cases undertaken by the Major Investigation Team progressed through the court stage as COVID-19 restrictions eased. Nine successful prosecutions during the year led to fines of £355,100.

HSENI continued to work throughout the period to reduce occupational ill health, in partnership working with a number of organisations. During the period, HSENI's Mental Wellbeing at Work Advisory Service (MWAWAS) supported a range of organisations in implementing appropriate controls to manage stress within the workplace and delivered a total of 19 workshops across Northern Ireland, including five tailored workshops. Seminars were also conducted in conjunction with The Northern Ireland Safety Group (NISG), The Probation Board for Northern Ireland (PBNi) and The Department of Justice (DoJ).

2021-22 was another very challenging year for HSENI. We undertook a recruitment exercise for trainee inspectors in order to return the organisation to its normal operating complement and also to build some resilience for the future. We have welcomed a number of new staff to the organisation in the past year and we have also said goodbye to a number of colleagues who left HSENI. Bringing in new staff inevitably draws on the resources of the organisation as we guide them through their training and build their experience. We know this will cause some short and medium term pain but we are totally committed not only to delivering our work today but ensuring the organisation is properly equipped to meet the challenges of tomorrow. Indeed for all of our new staff, there is the start of a journey of training and development as they build their skills and experience.

As we see the current pressures facing our health service, the work of HSENI in maintaining and improving health, safety and wellbeing in the workplace remains relevant and essential. We will continue to focus on those work activities which are associated with the most serious, fatal and major injury outcomes. We will deploy all our resources across all formats such as social media, media, inspections etc. to educate, advise, inform and enforce. We remain grateful to all those who share our ambition to make Northern Ireland's workplaces as safe and healthy as possible and who have contributed to the achievement of the outcomes set out in this Annual Report.



Robert Kidd
Chief Executive



Derek Martin
Chairman

Performance Report

Performance Overview

The purpose of the overview section is to provide information on the Health and Safety Executive for Northern Ireland (HSENI), its purpose, the key risks to the achievement of its objectives and to show how the organisation has performed throughout the year.

HSENI, the regional health and safety authority for Northern Ireland, was established on 1 April 1999 as an Executive Non-Departmental Public Body (NDPB) with Crown status. This was brought about by an Order in Council amending the Health and Safety at Work (Northern Ireland) Order 1978 ("the Order"). An executive NDPB has a role in Central Government but is not a Department or part of one. During 2021-22, HSENI was funded by the Department for the Economy (DfE).

HSENI's organisational structure during 2021-22 is detailed on Appendix 1. The organisational structures which support the delivery of corporate governance in HSENI are outlined on the Governance Statement (page 66).

HSENI's business is to ensure that risks to people's health and safety arising from work activity are properly controlled, in ways that are proportionate to risk, allow for technological progress and pay due regard to costs as well as benefits; and in all that it does, seeks to promote better management of health and safety at work, through systematic approaches to identifying hazards and assessing and controlling risks.

HSENI has primary responsibility under the Order for the regulation of health and safety at work in Northern Ireland. This involves the proposing and setting of necessary standards and securing compliance with those standards and undertaking other forms of activity designed to stimulate or support necessary action on the part of people and organisations that actually create risk.

HSENI's Corporate Plan for the period 2018-2023 was endorsed by both HSENI's Board and DfE's Permanent Secretary and approved by the Minister for the Economy in January 2020.

As outlined in HSENI's Corporate Plan, the organisation's mission is

'to reduce serious work-related injury and ill health in Northern Ireland'.

This mission will focus on:

- preventing the most serious workplace health and safety issues;
- high risk industries and activities;
- sensible and proportionate risk management;
- effective regulation; and
- supporting businesses and the economy.

HSENI is committed to improving health and safety standards across all work sectors in Northern Ireland. We have identified three main overlapping themes on which we will focus our work during this corporate planning period:

1. Firstly, safety, an area in which we have seen tremendous advances since the formation of HSENI but where we know that a number of employers in different work sectors continue to fall short of required standards.
2. Secondly, workplace ill health which is estimated to be costing the Northern Ireland economy over £238 million per year brings significant individual suffering and the benefits to managing it properly are enormous.
3. Thirdly, we will focus on those work activities that pose the highest risk and as such are the causes of serious and fatal accidents.

Over the lifetime of the Corporate Plan, HSENI, working with others, plans to achieve the three key outcomes listed below.

1. Reduce Serious and Fatal Accidents by 10% to no more than 50 per annum on average.
2. Reduce Major Accidents by 10% to no more than 350 per annum on average.
3. Reduce Over-Three Day Accidents by 5% to no more than 1,700 per annum on average.

In seeking to achieve these outcomes we will utilise the following outputs:

1. Undertake at least 25,000 inspections and advisory visits across all work sectors for which HSENI is responsible, aimed at improving levels of compliance with health and safety standards.
2. Raise workplace health as a priority issue during all inspections in sectors where known health risks exist.
3. Run or participate in up to six high priority local events per annum to highlight health and safety in high risk sectors.
4. Provide 800 advisory contacts / promotional events etc. over the lifetime of the Corporate Plan to increase awareness of workplace safety, health and mental wellbeing at work.
5. Develop a website-based information resource which gives essential workplace safety, workplace health and mental health at work information for businesses.
6. Maintain an up-to-date regulatory framework, including the outworking of the UK's exit from the EU, which affords appropriate protections and conditions to workers, while also supporting businesses in terms of streamlining the requirements placed on them.
7. Meet the targets set out in its Customer Care Charter, notwithstanding any reductions to its budget over the lifetime of this Plan.
8. Comply with relevant HM Treasury and Department of Finance (DoF) guidance on financial and risk management.
9. Ensure the highest possible level of Corporate Governance within the organisation.

HSENI supports where possible, the Northern Ireland Executive's outcomes contained in the draft Programme for Government (PfG). For example, HSENI's work helps support a 'safe community where people respect the law and each other' and through helping to ensure people 'enjoy long, healthy, active lives'. HSENI's work also contributes to the DfE led outcomes, for example contributing to 'helping society to prosper through a strong, competitive, regionally balanced economy'. HSENI's work also supports the guiding principles of the Department for the Economy's 10X Strategy, specifically to 'Deliver improved outcomes for all including better jobs with better wages for all our people, with a more flexible work environment and a better overall quality of life; and 'Position NI as an optimum place to work, invest, live and visit'.

Principal risks managed by HSENI during 2021-22 were as follows:

- Failure to manage HSENI's budget efficiently resulting in a significant under or overspend;
- Ineffective governance leading to poor value for money, fraud, loss of public funds or irregular expenditure;
- Damage to HSENI's reputation as regulator as a result of legal proceedings or adverse media coverage;
- Failure to manage, maintain and secure personal data and information leading to legal proceedings and fines from the Information Commissioner's Office (ICO) and failure to comply with General Data Protection Regulations (GDPR) and ICO guidance;
- Disruption to service delivery; and
- Failure to maintain an up-to-date regulatory framework as a result of the UK's exit from the EU.

There was one 'Emerging Risk' on HSENI's risk register at 31 March 2022:

- Business Disruption – Non-core issues leading to disruption to service delivery.

Further information on these risks and the controls taken by HSENI to mitigate them is provided in the Managing Risk section of the Governance Statement which forms part of the Accounts accompanying this Annual Report.

HSENI's Enforcement Guidelines enshrine the principles contained in the Regulators' Code produced by the Better Regulation Delivery Office of the Department for Business Innovation and Skills (now the Department for Business, Energy and Industrial Strategy) in April 2014.

HSENI believes in firm but fair enforcement of health and safety law. This should be informed by the principles of **proportionality** in applying the law and securing compliance; **targeting** of enforcement action; **consistency** of approach; **transparency** about how the regulator operates and what those regulated may expect; and **accountability** for the regulator's actions. These principles should apply both to enforcement in particular cases and to the health and safety enforcing authorities' management of enforcement activities as a whole.

This performance report includes information on HSENI's employees and social, community and human rights issues, as well as information about environmental matters.

The effects of the COVID-19 pandemic throughout the reporting period had a significant impact on the organisation's performance. The majority of operational teams focused on COVID-19 related work throughout much of the year and dealt with a sustained level of complaints and requests for advice and guidance from employers, employees and members of the public. Further to this, proactive inspections were significantly reduced during periods of high rates of infection and site visits were limited to those relating to serious fatal accidents. Inspectors returned to carrying out routine site visits following the development of guidance to ensure staff could carry out their duties safely and in line with Government guidelines. Given the high levels of queries and complaints being raised as a result of COVID-19 concerns, HSENI responded by implementing mechanisms to handle the volumes including increased call handling, offering advice and support remotely and gathering evidence by way of submitted photographic and video evidence and following up with complainants. This enabled a much more timely response than could otherwise have been achieved by conducting site visits in every case. (Some of these practices were introduced in the previous year).

Human Rights

HSENI is committed to respecting Human Rights with particular emphasis on rights and freedoms of individuals. We believe that the services we provide and the activities that we undertake have a positive impact on society. HSENI fully complies with Section 75 statutory equality obligations. The Human Rights Act 1998 came fully into force on 2 October 2000 and provides additional focus and emphasis on the rights and freedoms of individuals guaranteed under the European Convention on Human Rights.

Bribery and Corruption

It is important that HSENI maintains high ethical standards. HSENI does not tolerate fraud, bribery, any form of corruption or any illegal or unethical activity. The organisation has an Anti-Fraud Policy and Fraud Response Plan, as well as Raising Concerns (Whistleblowing) Guidance, which outlines the processes in place to deal with concerns raised both internally by staff and externally by members of the public. Guidance on how the public can raise concerns is also available on HSENI's website.

Equality, Diversity and Inclusion

In the Northern Ireland Civil Service (NICS), we are committed to building an inclusive workplace culture where diversity is truly valued at all levels, where you are valued for who you are and where you can bring your true self to work. We want to make use of all the talent that exists across the NICS to ensure we are a well-led, high performing, outcome-focused Service and a Service that is a great place to work.

The NICS People Strategy includes a range of actions that will help accelerate our ambition of a truly inclusive NICS, which reflects the society we serve.

As a key element of the People Strategy, our ambitious diversity and inclusion programme of work is delivered through the implementation of an annual NICS Diversity Action Plan, and overseen by the leadership of the NICS Board, the NICS Diversity Champions Network, Departmental Diversity Champions and Thematic Diversity Champions, NICS colleague networks and NICS HR, as well as through partnership working with stakeholder organisations.

The NICS Diversity Action Plan sets out our priorities for action by diversity and inclusion theme, cross-cutting priorities, departmental priorities and includes supporting plans on communications and outreach.

NICS HR is the NICS' centralised human resources function. It falls under the responsibility of the Department of Finance. Equality is a cornerstone consideration in the development and review of all HR policies which determine how staff are recruited and appointed, their terms and conditions, how they are managed and developed, assessed, recognised and rewarded. The NICS' commitment to equality of opportunity is outlined in its Equality, Diversity and Inclusion Policy (www.finance-ni.gov.uk/publications/policy-screening-equality-diversity-and-inclusion-policy).

As part of the NICS' efforts to ensure equality of opportunity, the NICS continually conducts comprehensive reviews into the composition of its workforce and recruitment activity, publishing a wide range of NICS human resource statistics (www.nisra.gov.uk/statistics/government/ni-civil-service-human-resource-statistics).

The annual "Equality Statistics for the Northern Ireland Civil Service" reports work force composition and trends over time and, where appropriate, makes comparisons with the wider labour market and the Civil Service in Great Britain.

The NICS continues to meet its statutory obligations under the Fair Employment and Treatment (NI) Order 1998, which includes submission of an annual Fair Employment Monitoring Return and a tri-annual Article 55 Review to the Equality Commission for NI (ECNI), both of which assess the composition of the NICS workforce and the composition of applicants and appointees. In addition, the NICS conducts a similar formal review of the gender profile of its workforce. The findings are published in the NICS Article 55 and Gender Reviews (www.finance-ni.gov.uk/publications/article-55-reviews).

The NICS uses the findings of all the equality monitoring and analysis to inform its programme of targeted outreach activity to address any areas of under-representation.

As a public authority, the NICS has due regard to the need to promote equality of opportunity and regard to the desirability of promoting good relations across a range of categories outlined in the Section 75 of the Northern Ireland Act 1998 in carrying out its functions. Further information can be obtained on HSENI's Equality Scheme (www.hseni.gov.uk/publications/hseni-equality-scheme).

HSENI has outlined how it will fulfil these obligations in its Equality Scheme and it submits Annual Progress reports to the Equality Commission in relation to this.

HSENI is currently working on revising its Equality Scheme to align with the new Corporate Plan.

During 2021-22 HSENI:

- continued its Farm Safety Partnership (FSP) work through the third Farm Safety Action Plan;
- partnered with organisations such as the FSP, WHLGNI and Rural Support to produce a website entitled 'Farm In Mind'.
- updated its website with new 'Be Aware Kids - Child Safety on Farms' resources
- ran an online Child Safety on Farms Poster competition and distributed 43,750 copies of the calendar produced from the winning entries to rural primary schools;
- delivered 19 work-related stress workshops and participated in several events to support a number of industries in promoting mental health in the workplace;
- provided several publications aimed specifically at providing information on HSENI's information services for migrant workers who do not have English as their first language. HSENI has provided these publications, in hard copy and on the web, in a number of ethnic minority languages; and
- continued to provide the pictorial Universal Safety Booklet, for high-risk work sectors, aimed at those who do not have English as their first language or have difficulty in reading; and
- worked throughout the year to amend documents on HSENI's website so that they adhere to web accessibility standards. This ensures the website can be used by as many people as possible including those with impaired vision, motor difficulties, impaired hearing or learning difficulties. An accessibility statement is available to view on our website.

Financial Performance

The financial results of HSENI are set out in the Annual Accounts. The net cost of operations (i.e. net expenditure) for the year was £7,297k.

With regards to financial performance, HSENI operated during 2021-22 within the budget allocated to it by its sponsor department, the Department for the Economy.

HSENI is committed to the prompt payment of bills for goods and services. Quarterly analysis has indicated that, during the year, HSENI paid 99.3% of its invoices within 10 working days (2020-21: 97.3%). HSENI paid 99.8% of its invoices within 30 days (2020-21: 99.5%). This policy on prompt payment is expected to continue in the 2022-23 financial year.

The Accounts have been prepared under a direction issued by the Department for the Economy under the Order, as amended by the Health and Safety at Work (Amendment) (Northern Ireland) Order 1998. The Statement of Accounts has been prepared on a going concern basis.

Statement of Financial Position

Taxpayer's equity was £154k on 31 March 2022, an increase of £24k from the previous year. This was due to a reduction in assets of £40k, offset by reduced liabilities of £64k.

The reduction in non-current assets was due to the combination of annual depreciation charges and RPI asset revaluation uplifts.

The reduction in liabilities was due to settlement before year end resulting in less accrued expenditure at the end of the financial year.

Budget Outturn

HSENI's resource budget baseline in April 2021 was £7,584k (2020-21: £6,456k) including ring-fenced NI Protocol funding of £1,128k (2020-21: NIL). Also, £20k capital funding was providing and subsequently returned as planned expenditure did not materialise. £751k of the NI Protocol funding was also returned to DfE due to delays in filling vacancies and confirmation that HSE GB would not charge for related work in 2021-22.

Additional funding was received from DfE to fund staff vacancies, but delays in recruitment meant that this was reallocated and utilised on media campaign work together with administration expenditure. Net additional funding amounted to £140k. In addition, £80k was received from DfE for COVID-19 related activities.

Excluding depreciation, amortisation and notional costs, Net Operating Expenditure for the year was £6,863 against a revised budget of £7,053k.

Long Term Expenditure Trends

HSENI is currently funded on a year-by-year basis. The organisation is operating under a 'planning envelope' as no budget has been agreed by the NI Assembly for 2022-23. The allocation approved by DfE's Board for 2022-23 has been increased by approximately 3% to £7.844m. During the 2021-22 financial year, net expenditure increased mainly due to COVID-19 pandemic and additional advertising expenditure. HSENI does not foresee any significant adjustments to budget levels in the short-term as a result of management decisions but is subject to the impact of overall adjustments to the Northern Ireland block funding and Departmental adjustments particularly in light of the COVID-19 pandemic and the UK's Exit from the EU.

Variance Analysis

Below is an analysis of resource expenditure in 2021-22 compared to 2020-21.

- **Advertising and Publicity** (+£216k or 58%): Additional expenditure on Asbestos, Farm Safety and Construction media campaigns in 2021-22;
- **Travel Expenses** (+£34k or 97%): Travel and Subsistence costs were £160k in 2019-20; costs are £69k in 2021-22 so are gradually increasing with easing of the Covid-19 Pandemic;
- **Staff Training** (+£23k or 21%): 2021-22 includes HSE UK legal training charges of £21k for 2019 trainees;
- **IT Costs** (+£14k or 14%): Additional £31k costs incurred in 2021-22 for monitors and other IT equipment together with £17k reduction in IT support costs compared to 2021-22;
- **Scientific Services** (+£14k or 78%): Costs incurred in 2021-22 are in line with 2019-20 costs which are more comparable as opposed to the pandemic influenced year of 2020-21;
- **Printing, Postage and Stationery** (+£14k or 156%): £6k related to updates of Health and Safety manuals for groups and trainees in 2021-22 as well as increased activity resulting from reduced COVID-19 impact;
- **Premises Costs** (-£7k or 54%): Costs reduced due to credit relating to abolition of Carbon Reduction Commitment (CRC) scheme which was replaced with an increase in the Climate Change Levy;

- **Heat and Light** (+£5k or 33%): Gas costs increased by £11k due to increased office use on easing of COVID-19 Pandemic combined with gas price increases of 33% in October 2021 and a further 20% in January 2022. However, this was offset by electricity credits of £6k relating to overcharging from February 2021 to October 2021 as costs were based on estimates;
- **Staff Development** (-£7k or 44%): Reduction due to reallocation of some subscriptions to other categories of expenditure;
- **Recruitment Costs** (+£5k or 56%): Additional Board and staff recruitment costs incurred in current year.

Corporate Social Responsibility

The Chief Executive sits on the Business in the Community (BiTC) leadership group which consists of volunteers from public and private sector organisations. The group works to develop initiatives which can be shared with smaller businesses to assist them in a range of ways, typically through the provision of information resources. This has included delivering webinars or publications on mental wellbeing, menopause awareness and other issues to support staff directly and indirectly. The overall aim is to share the pooled resources and expertise with larger businesses to support other smaller community enterprises.

HSENI staff have also previously been involved with volunteering however due to the pandemic, unfortunately opportunities to volunteer were put on hold during 2021-22.

Energy Management

HSENI's headquarters at Ladas Drive was scored at '37' 'B' in 2020, which is currently the best scoring building in the NICS office estate that requires a Display Energy Certificate (DEC). The DEC is due for review by DoF's Estate Management Unit as the 2021 review was postponed due to the pandemic.

Recycling

HSENI is a party to the NICS contracts for recycling office and domestic waste. This covers the range of plastics, paper, cans and batteries. We have taken steps to reduce non-recycled waste and encourage recycling such as the removal of individual bins. In addition, with staff working from home during 2021-22, further positive environmental factors were achieved through significant reductions in staff travel and printing.

A detailed analysis of HSENI's 2021-22 performance in relation to all its activities is included under the 'Performance Analysis' section which follows this report. The analysis includes details of progress made in relation to HSENI's organisational common priorities as well as a detailed analysis of the achievement of objectives within each of HSENI's four divisions, Field Operations, Specialist Sectors, Services and Market Compliance and Operations.



Robert Kidd
Chief Executive
Date: 14 September 2022

2021-22 Performance Analysis

Common Priorities

Inspections

Action/Intervention	Target Output/s	Update on Progress
At least 2,000 inspections will be conducted across all work sectors aimed at improving levels of compliance with health and safety standards.	Measured using Case Management System (CMS) visits.	Target Achieved 2,902 inspections were carried out throughout the year. Visits and inspections were impacted due to the pandemic.
RIDDOR incidents will be selected for investigation using HSENI's Incident Selection Procedure.	Measured using CMS visits.	Target Achieved RIDDOR incidents were selected for investigation using HSENI's incident selection procedure.
All employers found to have an unsatisfactory level of compliance will be considered for enforcement action in accordance with HSENI's Enforcement Guidelines.	Measured using CMS visits.	Target Achieved All employers found to have an unsatisfactory level of compliance were considered for enforcement action in accordance with HSENI's Enforcement Guidelines. 90 improvement notices and 33 prohibition notices were issued during the period.
Raise workplace health as a priority issue during all inspections in sectors where known health risks exist.	Measured using CMS visits.	Target Achieved Workplace health was raised as a priority issue during all inspections carried out where known health risks exist.

Promotional Activities

Action/Intervention	Target Output/s	Update on Progress
Run or participate in up to 2 high priority local events per annum to highlight health and safety in high risk sectors.	Measured using Events and Exhibitions Calendar.	Target Achieved Farm safety event held at Fivemiletown Primary School 22.06.21. Extractive Industries All Island Webinar held 17.11.21. HSENI launched 'Farm In Mind' interactive website at The Stormont Hotel 22.02.22.
Provide 80 advisory contacts/promotional events etc. per annum (800 over lifetime of Corporate Plan) to increase awareness of workplace safety, health and mental wellbeing at work.	Measured using CMS.	Target Achieved 589 advisory contacts carried out. This includes business advisory interactions mainly online or by email and telephone, as well as social media messages throughout this period. The Public Sector group also provided briefings at the Inter-Departmental Health and Safety Forum (IDHSF), the Local Authority Safety Advisors Network (LASAN), the Health Trusts Safety Forum, (HTSF), the Education Authority Safety Forum, (EASF) and the Department of Justice Health and Safety Forum, (DoJ HSF).

Field Operations Division

Agriculture – Mental Wellbeing – Work-related stress

Action/Intervention	Target Output/s	Update on Progress
Aid in development of Mental Health online resource for agriculture community.	Help the agriculture community identify if they have mental health conditions through a questionnaire and provide signposts for Rural Support services.	Target Achieved Farm In Mind Website launched on 22 February 2022 at the Stormont Hotel. Attendees included key stakeholders in industry and Minister Poots.

Agriculture – Child Safety on Farms

Action/Intervention	Target Output/s	Update on Progress
Raise awareness and reiterate farm safety messages amongst primary school aged children.	Update farm safety presentations to include a voice-over, promote online and directly via primary schools.	*Target Not Achieved The team did not have the resource to complete this target.
Raise awareness and reiterate farm safety messages amongst primary school aged children.	Update HSENI website with new Be Aware Kids Child Safety on Farms resources.	Target Achieved All HSENI child safety resources are available on HSENI's website.
Raise awareness and reiterate farm safety messages amongst primary school aged children.	Organise and run an online farm safety poster colouring competition.	Target Achieved Ran between 1 and 30 June 2021. Promoted via social media. 12 winners chosen to generate calendar.
Raise awareness and reiterate farm safety messages amongst primary school aged children.	Design, print and distribute a 2022 Child Safety On Farms Calendar to pupils attending rural primary schools.	Target Achieved 43,750 Farm Safety Calendars printed and distributed in December 2021. HSENI Chief Executive Robert Kidd and Deirdre Goan attended launch at Irvinestown Primary School in Enniskillen in December 2021.

Agriculture – General

Action/Intervention	Target Output/s	Update on Progress
Work with HSENI Construction team to raise awareness around the dangers of working at height on farms.	Improve health and safety standards on farms particularly in relation to work at height.	Target Achieved During the period the Farm Safety Essentials Guidance document and promotional video were launched. The materials were promoted during visits, talks, online, via social media and via Farm Safety Partners and Affiliates.
Partake in Farm Safety Partnership (FSP) and sub-group meetings in order to continue to raise the profile of farm safety.	Raise awareness in the Agriculture sector of the major causes of death and major injury on the farm.	Target Achieved FSP meeting held 28 June 2021 and 8 December 2021. Additional subgroup set up at FSP request regarding all-terrain vehicles (ATV) safety 12 January 2022. Work ongoing with partners. FSP Affiliates meeting held 9 March 2022.

Food Processors

Action/Intervention	Target Output/s	Update on Progress
Investigation of selected incidents at Food Processing companies.	Incidents will be selected for investigation in line with the seriousness of the outcome and the available resources.	Target Achieved 26 incidents investigated across both Agriculture and Food sectors.

Agri-Food – Other

Action/Intervention	Target Output/s	Update on Progress
Farm Safety Promotion	Continued advertising campaigns and promotion to raise the profile of farm safety and awareness in industry.	Target Achieved Multiple press/TV and radio interviews and ad campaigns. 20 July 2021 Farm Safety Week Promotion, Ministerial involvement.
Production of guidance documents	Redevelopment and production of guidance documents for agriculture industry.	Target Achieved First four Farm Safe Essentials guidance documents launched and promoted through 2020, 2021, 2022. During Q4 2021-22, the fifth Farm Safety Essential guidance launched for Quad safety. 'Using Tractors Safely' guidance document reviewed and launched February 2022.
Student Internship	Improving links with training establishments linked to the Agri-food industry.	Target Achieved QUB student worked with Agri-food team for 16 weeks and produced a research paper on cattle behaviours.
Stakeholder engagement	Keeping in touch with industry regarding Government guidance/updates in relation to pandemic.	Target Achieved Weekly stakeholder meetings with Livestock Marts, Department of Agriculture, Environment and Rural Affairs (DAERA), the Poultry, Pork and Meat Industry. Involvement in Rural Support's "Life Beyond" project, Social Farms and liaison with the Air Ambulance NI in improving safety and health standards in industry.
Government Policy	Reviewing current Government policy in line with EU exit strategy.	Target Achieved Agri-food team involvement in DAERA's Cross Compliance Audit and Review.

Extractive Industries

Action/Intervention	Target Output/s	Update on Progress
Deliver an online workshop to provide information to line managers within the extractive industry to assist them in dealing with work-related stress in the workplace.	Raise awareness of work related stress in the workplace. All delegates will receive guidance documentation on the stress management standards.	Target Achieved Online workshop delivered in October 2021. Guidance documentation provided to workshop attendees.

Waste Industry

Action/Intervention	Target Output/s	Update on Progress
Deliver an online workshop to provide information to line managers within the waste industry to assist them in dealing with work-related stress in the workplace.	Raise awareness of work related stress in the workplace. All delegates will receive guidance documentation on the stress management standards.	Target Achieved Online workshop delivered in May 2021. Guidance documentation provided to workshop attendees.

Manufacturing

Action/Intervention	Target Output/s	Update on Progress
Health and safety mentoring to businesses.	50 visits to organisations to provide advice and guidance which will increase compliance and contribute to a reduction in the number of dangerous occurrences and incidents.	Target Not Achieved To date eight advisory visits have been carried out. The visit number is lower than the target due to the ongoing COVID-19 situation during the operating period. There have however been 103 advisory contacts via virtual meeting, email, telephone etc.

Utilities – Infrastructure, Plant and Fleet Safety (IPFS)

Action/Intervention	Target Output/s	Update on Progress
Ensure compliance with the Electricity Safety, Quality and Continuity Regulations (ESQCR).	Three engagement meetings with Northern Ireland Electricity (NIE) to review their health and safety management and their compliance with the ESQCR legislation.	Target Achieved Three meetings held with NIE to review their health and safety management and their compliance with the ESQCR.

Docks – Vehicle Pedestrian Segregation

Action/Intervention	Target Output/s	Update on Progress
Carry out inspection of premises to ensure measures are in place to manage vehicle/pedestrian safety.	Vehicle/Pedestrian Safety (VPS) will be a standing item on all inspections where relevant.	<p>Target Achieved</p> <p>Vehicle/Pedestrian Safety was a standing item during all inspections. Enforcement action was taken where the management of VPS fell below the standard required to ensure that vehicles and pedestrians could circulate in a safe manner.</p>

Trainee Inspector Training – Regulatory Training Programme (RTP)

Action/Intervention	Target Output/s	Update on Progress
Co-ordination and management of the trainee inspector training programme (RTP) in liaison with HSE (GB) and NEBOSH.	Co-ordinate and oversee the gathering of evidence to demonstrate the competencies set out in the PPCF and provide support and guidance to the trainee inspectors and their line managers in preparation for examinations, assessments and written assessments. Manage the relationship and be the liaison between HSENI and HSE GB/NEBOSH for the trainee inspector training programme.	<p>Target Achieved</p> <p>Cohort A <u>HSE GB PPCF</u></p> <p>Assessors' comments and supporting evidence for all trainee inspectors in this cohort has been uploaded to the TEDI system for the milestone date 31 January 2022 – awaiting verification by HSE GB Operations Division Manager (ODM)</p> <p>Target Achieved</p> <p><u>Unit 1 – Legal</u></p> <p>Unit 1 – Legal Exam and Assessment undertaken by all trainees in this cohort.</p> <p><u>Unit 2 – Safety Technology and Occupational Health</u></p> <p>All trainee inspectors in this cohort submitted their Unit 2 – Safety Technology and Occupational Health assignment 1 by the deadline date of 07/03/22.</p> <p>(Due to having to take time off for personal reasons one of the trainee inspectors from Cohort A has been deferred to continue with their training programme with another cohort C/D and will submit their assignment for the date set for cohort C/D).</p> <p>Cohort F <u>HSENI PPCF</u></p> <p>Observational & documentary evidence being gathered to demonstrate competencies in the new HSENI PPCF for assessment (at the 6 month milestone in June 2022).</p> <p>Target Achieved</p> <p><u>Unit 1 Legal</u></p> <p>All e-learning completed by the trainee inspectors in this cohort within the deadlines set as part of HSE GB RTP Legal Unit. (Details of e-learning completed below).</p>

		<p>Target Achieved</p> <p><u>Unit 1 Legal</u></p> <p>All e-learning completed by the trainee inspectors in this cohort within the deadlines set as part of HSE GB RTP Legal Unit. (Details of e-learning completed below).</p> <p>Target Achieved</p> <p>Completed all of e-learning for Unit 1 – Legal – Phase 1 by the dates set (6–17 September 2021).</p> <p>Completed all of e-learning for Unit 1 – Legal – Phase 2 by the dates set (25 October–12 November 2021).</p> <p>Completed all of e-learning for Unit 1 – Legal – Phase 3 by the dates set (17th–28th January 2022).</p> <p>Completed all of e-learning for Unit 1 – Legal – Phase 4 by the dates set (7–18 March 2022).</p> <p>All tutorials and workshops attended by the trainee inspectors in this cohort as part of the HSE GB RTP Legal Unit. (Details of tutorials and workshops attended below).</p> <p>Attended Unit 1 – Legal – Phase 1 tutorial (via Microsoft Teams) on 20 and 21 September 2021.</p> <p>Attended Unit 1 – Legal – Phase 1 workshop in Manchester from 12–14 October 2021.</p> <p>Attended Unit 1 – Legal – Phase 2 tutorial (via Microsoft Teams) on 15–16 November 2021.</p> <p>Attended Unit 1 – Legal – Phase 2 workshop in Liverpool from 6–10 December 2021.</p> <p>Attended Unit 1 – Legal – Phase 3 tutorial (via Microsoft Teams) on 31 January and 1 February 2022.</p> <p>Attended Unit 1 – Legal – Phase 3 workshop in Liverpool from 21–25 February 2022.</p> <p>Attended Unit 1 – Legal – Phase 4 workshop in Liverpool from 21–25 March 2022.</p>
Recruitment of Trainee Inspectors	Recruitment of Trainee Inspectors to undertake the Regulatory Training Programme (RTP) and obtain the necessary qualifications for regulatory health and safety inspectorate work whilst working within various operational groups.	<p>Target Achieved</p> <p>2022 Cohort</p> <p>11 trainee inspectors recruited. Commenced employment on 28 February 2022.</p> <p>2 year HSENI Regulatory Training Programme (RTP) in place and currently being undertaken by trainee inspectors.</p>

*The Senior Management Team and Board consider the reasons for not achieving targets (primarily COVID restrictions) to suffice given that it was an extraordinary year during which COVID heavily impacted on HSENI's functions and services.

Specialist Sectors Division

Major Investigation Team

Action/Intervention	Target Output/s	Update on Progress
Investigate serious and fatal injuries recommending prosecution where there has been a serious breach of the law.	Investigation files completed in accordance with the Memorandum of Understanding (MoU) with the Public Prosecution Service Northern Ireland (PPSNI) leading to successful prosecutions.	<p>Target Achieved</p> <p>11 new investigations commenced during 2021-22.</p> <p>14 investigation files submitted to PPSNI during 2021-22.</p> <p>9 successful prosecutions during 2021-22, resulting in fines totalling £355,100.</p>

Public Sector – Slips, Trips and Falls (STF) and Manual Handling (MH)

Action/Intervention	Target Output/s	Update on Progress
Raise awareness of the workplace conditions associated with Slip Trips and Falls, Manual Handling.	Raise and respond to STF/MH issues as appropriate during visits/interactions. Conduct follow up within available resources.	<p>Target Achieved</p> <p>The Group raised awareness of Slips, Trips and Falls and Manual Handling as appropriate during Inspections and Investigations.</p>

Public Sector – Inspection Activity

Action/Intervention	Target Output/s	Update on Progress
Inspection work	Undertake inspections and conduct follow up across the public sector in line with available resources.	<p>Target Achieved</p> <p>The Group undertook 238 inspections, 67 incident investigations and 424 complaint investigations during 2021-22 across the Public Sector.*</p> <p>The Group also recorded 100 advisory contacts during 2021-22 as well as providing briefings at the Interdepartmental Health and Safety Forum (IDHSF), the Local Authority Safety Advisors Network (LASAN), the Health Trusts Safety Forum, (HTSF), the Education Authority Safety Forum (EASF) and the Department of Justice Health and Safety Forum (DoJ HSF).</p>

*Inspections across the Sectors have continued to be limited due to both HSENI's and dutyholders' COVID secure procedures during this period, in particular in the Education and Health and Social Care sectors.

Occupational Health and Hygiene – Management Standards

Action/Intervention	Target Output/s	Update on Progress
Coaching and mentoring.	Provide telephone/email advice to employers.	<p>Target Achieved</p> <p>Throughout the reporting year the team have continued to offer a support service via email and telephone. The main source of contact was via the dedicated stress email address.</p>
Coaching and mentoring.	As appropriate attend a meeting of employers' steering group committee in an advisory capacity.	<p>Target Achieved</p> <p>Attendance at several events throughout the year including one on the 11 March 2022 hosted by the Northern Ireland Chest Heart and Stroke and a steering group meeting hosted by the NI Safety Group looking at Mental Health within the construction sector which took place on 15 December 2021.</p>
Deliver work-related stress workshops.	Deliver three workshops on Managing Work-related Stress – The Management Standards Approach.	<p>Target Achieved</p> <p>Mental Wellbeing at Work Advisory Service (MWAWAS) supported a range of organisations in the management of work-related stress and a total of three workshops entitled 'Managing Work-related Stress – The Management Standards Approach' were delivered across Northern Ireland, including tailored workshops for separate organisations and industry bodies.</p>
Deliver work-related stress workshops.	Deliver three workshops on Managing Work-related Stress – A Line Manager's Role.	<p>Target Achieved</p> <p>MWAWAS supported a range of organisations in the management of work-related stress and a total of five workshops entitled 'Managing Work-related Stress – A Line Managers Role' were delivered across Northern Ireland, including tailored workshops for separate organisations and industry bodies.</p>

Deliver work-related stress workshops.	Deliver three workshops on Burnout and Fatigue.	Target Achieved MVAWAS supported a range of organisations in the management of work-related stress and a total of six workshops entitled 'Fatigue and Burnout' were delivered across Northern Ireland, including tailored workshops for separate organisations and industry bodies.
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Occupational Health and Hygiene – Promotion and Partnership

Action/Intervention	Target Output/s	Update on Progress
Workplace Health Leadership Group Northern Ireland (WHLGNI)	Participate in the WHLGNI and work alongside other stakeholders across industry and government to ensure that effective occupational health management is given the priority in workplaces that it warrants.	Target Achieved HSENI participated in six meetings that have taken place throughout the year offering advice and assistance to various stakeholders across local government and industry.
Workplace Health Leadership Group Northern Ireland (WHLGNI)	Launch the Occupational Health Risk Navigator as an extension to WHLGNI website and continue to prepare further content.	Target Achieved The launch of the Occupational Health Risk Navigator took place 7 October 2021 via Zoom with approximately 70 influencers in attendance. The event was hosted by WHLGNI with presentations from HSENI.
Workplace Health Leadership Group Northern Ireland (WHLGNI)	Develop a Workplace Health Assessment Tool (WHAT) as an extension of the Navigator Tool.	Target Achieved Development of the Workplace Health Assessment Tool was completed during the reporting period. The tool is undergoing testing by running it through various scenarios.
Manual handling	Develop workshop content for employers to enable them to conduct meaningful assessments of manual handling hazards within the workplace. This workshop can also be used for inspector training purposes.	Target Achieved Development of workshop material looking at the assessment of manual handling hazards was completed during the reporting period. It is expected to be introduced to HSENI staff during 2022-23.

Handling with Care publication	Promote the Handling with Care publication to healthcare sector in partnership with Health and Social Care Trusts.	Target Achieved Promotion took place during Back Care Awareness Week (4-8 October 2021). A press release was issued 6 October 2021 along with social media posts on Twitter and Facebook and hardback copies of the document issued to several departments within the NI Health Trusts.
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Laboratory – Scientific Services

Action/Intervention	Target Output/s	Update on Progress
UKAS – quality management system.	Maintain UKAS accreditation for all relevant Scientific Services functions.	Target Achieved UKAS Accreditation audits took place 1-3 December and 9-10 December 2021. Scientific Services successfully retained their UKAS accreditation.

EU Exit and Legislation Division

Product Safety Team

Action/Intervention	Target Output/s	Update on Progress
Commence product safety and market surveillance team operations in line with agreed operating policy.	Testing of operating procedure through cases and site visits to allow for the establishment of baselines (subject to staff availability).	Target Not Achieved Operating procedure developed. Field testing has been limited due to recruitment not taking place until fourth quarter of financial year. Training and reactive work continues which is providing valuable field experience and knowledge to new staff members.

Chemicals Team

Action/Intervention	Target Output/s	Update on Progress
Commence Chemical Team operations in line with agreed operating policy.	Testing of operating procedure through operational work – no visit targets set in 2021 to allow for the establishment of baselines.	Target Not Achieved Operating procedure developed. Field testing will not be possible this financial year due to recruitment and training. Work (e.g. reactive) continues which is providing valuable field knowledge. Chemicals Team recruited by end of January 2022. Following induction and mandatory training team has completed specialist training with HSE GB assistance and was actively handling reactive advisory cases in the period.
Establish operating procedures for Prior Informed Consent (PIC).	PIC monitored on an agreed frequency and all notifications actioned.	Target Achieved An interim system is in place but this will move to admin staff member when recruited.

Legislation Unit

Action/Intervention	Target Output/s	Update on Progress
EU Exit Conclude outstanding work relating to EU exit and alignment with the Northern Ireland Protocol.	Operable health and safety regulatory framework regardless of EU exit outcome (partly dependent on progress made by GB counterparts)	Target Achieved A number of Westminster EU Exit Statutory Instruments (SI) and a NI Statutory Regulation (SR) completed to ensure an operable health and safety regulatory framework.

Action/Intervention	Target Output/s	Update on Progress
EU Exit Conclude outstanding work relating to EU exit and alignment with the Northern Ireland Protocol (NIP).	Conclusion of operability amendments to domestic retained EU legislation.	Target Not Achieved NI Statutory Rules (SRs) under development (see comment below).
EU Exit Conclude outstanding work relating to EU exit and alignment with the Northern Ireland Protocol.	Legislative alignment obligations from any withdrawal agreement met.	Target Not Achieved Two sets of NIP regulations completed by HSENI but not passed into legislation. No progress expected until formation of next Executive. A third set of NIP regulations are not completed and subject to ongoing discussion with Department for Transport and Departmental Solicitors Office. A fourth set of NIP regulations subject to a jurisdiction issue. Ongoing liaison with GB colleagues in relation to NIP. Progress tracked on a bi-weekly basis with DfE and the Joint Committee Working Group.
EU Exit Conclude outstanding work relating to EU exit and alignment with the Northern Ireland Protocol.	Identification of new departmental and operational requirements that have emerged from EU exit work, and the operation of common UK frameworks (to include helping operational and sponsor department colleagues understand these requirements).	No longer applicable Legislation Unit no longer involved and any resultant work is being taken forward by DfE.
EU Exit Conclude outstanding work relating to EU exit and alignment with the Northern Ireland Protocol.	(Contribution to) development of updated Agency Agreements and MoUs.	Target Achieved Completed by EU Exit Team/DfE and DAERA.
Consultative and discussion documents Publish Consultative Document in relation to the Target Output	The Dangerous Goods in Harbour Areas Regulations (Northern Ireland) 2019 and approval for use in Northern Ireland of GB Approved Code of Practice.	Target Not Achieved Consultation document drafted but progress delayed due to EU Exit priorities.
Consultative and discussion documents Publish Consultative Document in relation the Target Output	Proposals for amendments to the Gas Safety (Installation and Use) Regulations (Northern Ireland) 2004.	Target Not Achieved Progress delayed due to EU Exit priorities. The team dealing with this has also been diverted to an urgent work (amending the Personal Protective Equipment Regulations) following a High Court judgement.

Action/Intervention	Target Output/s	Update on Progress
Health and safety regulations NI SRs	The Dangerous Goods in Harbour Areas Regulations (Northern Ireland) 2021.	Target Not Achieved Consultation document drafted but progress delayed due to EU Exit priorities.
Health and safety regulations NI SRs	The Freight Containers (Safety Convention) Regulations (Northern Ireland) 2021.	Target Not Achieved Progress delayed due to EU Exit priorities. (See above with regards to amendment of the PPE Regulations).
Approved codes of Practice (AcoPs)	Dangerous Goods in Harbour Areas Regulations 2016.	Target Not Achieved Consultation drafted but progress delayed due to EU Exit priorities.
Approved codes of Practice (AcoPs)	Amendment of the EH40/2005 Workplace Exposure Limits Document.	Target Achieved Awaiting Developments in GB. The UK is no longer legally obliged to implement EU Directives and new EU workplace exposure limits and HSE GB is considering a replacement regime/process for reviewing priority substances that cause the greatest concern where the greatest reduction in occupational ill health can be achieved. On 18 March 2022 HSE GB advised that they are developing a GB model for setting exposure limits and controlling exposure to hazardous substances now that they are no longer part of the EU limit setting regime. They were due to present their proposals to the HSE Board on 29 March 2022 and will send HSENI a further update pending the outcome of this meeting. HSENI has indicated to HSE GB its intention to continue alignment with GB changes in this area.

Services Division

Construction

Action/Intervention	Target Output/s	Update on Progress
Respond to all incidents of reported unsafe asbestos removal using a risk-based approach and within the confines of available resource.	All unsafe asbestos incidents in the construction sector will be stopped until compliance has been secured using the most appropriate action.	Target Achieved Completed as part of the inspection and complaints handling process throughout the year. two improvement notices and six prohibition notices served.
Make Respirable Crystalline Silica (RCS) a standing item on all inspections where relevant.	Appropriate enforcement and/or educational activity will be taken where potential silica exposure exists.	Target Achieved All incidents of Silica risks discussed as part of the inspection process, where appropriate, throughout the year.
Respond to incidents of unsafe Work at Height, including internal fall protection, using a risk based approach and within the confines of available resource.	All unsafe work at height incidents in the construction sector will be stopped until compliance has been secured using the most appropriate action (measured using a free text code on CMS).	Target Achieved 26 Prohibition Notices for unsafe work at height served.
Discuss duties under CDM with clients, principal contractors and sub-contractors during site visits and as follow-ups as appropriate.	Measured using a free text code on CMS.	Target Achieved Three Prohibition Notices served under CDM regulations for unsafe demolition and excavations.

Major Hazards, Gas and Transport

Action/Intervention	Target Output/s	Update on Progress
Control of Major Accidents and Hazards (COMAH).	Conduct the COMAH inspection programme, as agreed with Northern Ireland Environment Agency (NIEA) at the relevant establishments in Northern Ireland.	Target Achieved Completed inspections at nine Upper Tier and five Lower Tier sites with NIEA for this period.
Control of Major Accidents and Hazards (COMAH).	Ensure the continuity of preparation, provision, maintenance and testing of external emergency plans for COMAH sites, and major accident hazard pipeline operators.	Target Achieved 11 external emergency plans were reviewed and updated based on improvements identified following the completion of external emergency plan exercises.

Gas Safety	Respond to all complaints and a proportion of incidents reported through RIDDOR notifications using a risk based approach, considering severity and within the confines of available resources.	Target Achieved Inspectors dealt with some cases remotely due to the restrictions associated with the pandemic, with the more severe cases requiring site inspections. Some of these cases related to Carbon Monoxide from other fuels besides natural gas. The group continued working with Gas Safe Register Inspectors to respond to complaints and investigate unsafe gas work.
Gas Safety	Manage the ongoing operation of the Gas Installer Registration Scheme contract to ensure continuity and the registration of gas engineers.	Target Achieved Successful launch of a new Gas Safe Database (part of the Gas Safe Register), completion of the Customer Self-Isolation and Restoration project and promotion of Gas Safety Week via social media platforms. Continued liaison with other regulators (remotely) during the pandemic and organised technical assistance for councils. Updates to website completed to provide up-to-date advice and guidance to Gas Engineers, Landlords and Tenants in relation to concerns regarding Gas Safety Checks and the changing requirements during the pandemic.
Transport Sector	Respond to all complaints and incidents reported through RIDDOR notifications (including Carriage of Dangerous Goods) using a risk-based approach.	Target Achieved Inspections performed when required in response to complaints and RIDDORs including those associated with Carriage of Dangerous Goods. Some incidents investigated remotely due to COVID-19 related constraints.
Transport Sector	Respond to reports of slips, trips and falls, unsafe workplace transport and vehicle loading/unloading using a risk-based approach, considering severity and within the confines of available resources.	Target Achieved All relevant cases investigated as required and in accordance with the operating model adopted due to COVID-19 constraints.

Communications

Action/Intervention	Target Output/s	Update on Progress
Maintain HSENI's website as a main channel of health and safety information and advice.	Ensure links to necessary health and safety information on HSE website maintained.	Target Achieved HSENI website is updated on a daily basis. Close contact has been maintained with HSE GB to ensure that web material on HSENI's page is consistent with GB advice when permissible.
Maintain HSENI's website as a main channel of health and safety information and advice.	Continue maintenance of a web-based information service to give essential workplace safety, workplace health and mental health at work information.	Target Achieved Maintenance of the HSENI website takes place on a daily basis with input from Inspectors and other groups to ensure that the correct information is displayed and is accessible to our customers.
Maintain HSENI's website as a main channel of health and safety information and advice.	Deliver multimedia Farm Safety campaign in line with the FSP Action Plan 2017-21.	Target Achieved Farm Safety Campaign delivered throughout the year.
Maintain HSENI's website as a main channel of health and safety information and advice.	Delivery of Workplace Health Campaign including Asbestos Campaign focussed on Tradespeople and duty holders responsible for premises.	Target Achieved The Asbestos Campaign 'Always Ask For The Asbestos Register' was successfully launched on 14 June 2021 and finished on 31 March 2022.
Continue to develop and build on "Farm Safe Essentials" messages.	Raise awareness in the agriculture sector of the key causes of fatality and major injury on farms.	Target Achieved All artwork and promotional work was completed by 31 March 2022.

Complaints

Action/Intervention	Target Output/s	Update on Progress
Implement HSENI's Complaints Handling Policy	Complaints policy implemented and quality assured.	Target Achieved Quality assured through the Deputy Principal (DP) and Executive Officer 1 (EO1).
Implement HSENI's Complaints Handling Policy	All complaints triaged in accordance with policy.	Target Achieved All complaints were triaged in accordance with HSENI's policy and overseen by the DP and EO1.
Implement HSENI's Complaints Handling Policy	Investigate low/medium risk complaints and conduct site visits where necessary.	Target Achieved All low/medium risk complaints were investigated and site visits conducted when necessary.

Implement HSENI's Complaints Handling Policy	All complaints responded to in accordance with policy.	Target Achieved All complaints have been responded to in accordance with HSENI's policy and verified by Principal Inspector (PI) and the DP.
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Notifications

Action / Intervention and potential partners	Target Output/s	Update on Progress
Process all notifications within guidelines and timescales (subject to resource availability)	90% of RIDDOR notifications processed within five days of receipt	Target Achieved This was overseen by the EO1 of the team and verified through CMS.
Process all NI10 notifications within guidelines and timescales (subject to resource availability)	90% of NI10 notifications processed within five days of receipt	Target Achieved This was overseen by the EO1 of the team and verified through CMS.
Process all L9 notifications within guidelines and timescales (subject to resource availability)	90% of L9 notifications processed within five days of receipt	Target Achieved This was overseen by the EO1 of the team and verified through CMS.
Process all IR17 notifications within guidelines and timescales (subject to resource availability)	90% of IR17 notifications processed within five days of receipt	Target Achieved This was overseen by the EO1 of the team and verified through CMS.
Process all R32 notifications within guidelines and timescales (subject to resource availability)	90% of R32 notifications processed within five days of receipt	Target Achieved This was overseen by the EO1 of the team and verified through CMS.
Process all planning notifications within guidelines and timescales (subject to resource availability)	90% of planning notifications processed within 21 days of receipt	Target Achieved This was overseen by the DP of the team and verified through CMS.
Process all asbestos notifications within guidelines and timescales (subject to resource availability)	90% of asbestos notifications processed within five days of receipt	Target Achieved This was overseen by the EO1 of the team and verified through CMS.

Corporate Support

Action / Intervention	Target Output/s	Update on Progress
Access to information – Board meeting minutes	Publish minutes of all Board meetings on SharePoint and HSENI's website.	Target Achieved The minutes of all concluded Board meetings to date are available on SharePoint and HSENI's website.
Access to information – SMT meeting minutes	Publish minutes of all SMT meetings on SharePoint and HSENI's website.	Target Achieved The minutes of all concluded SMT meetings to date are available on SharePoint and HSENI's website.
Access to information - HSENI Annual Report	Prepare (and lay before NI Assembly before the summer recess 2021) HSENI's Annual Report and Accounts (ARA).	Target Achieved ARA approved by Board and signed by the Chief Executive and Chair on 18 January 2022, certified by the Comptroller and Auditor General (C and AG) on 19 January 2022 and laid before the Assembly by DfE on 1 February 2022. Original deadline of Summer Recess not achieved however guidance issued by DoF (FD-DOF-06/21) stated the deadline for NDPB's to lay the ARA should be within two weeks of the certification.
Customer Care Monitoring exercise	Carry out a Customer Care monitoring exercise by December 2021.	Target Achieved The Customer Care Monitoring Exercise took place w/c 6 December 2021. Results compiled and output document created.
Equality Annual Equality Report	Complete and submit annual report for the Equality Commission by 31 August 2021.	Target Achieved Annual Equality Report completed by 31 August 2021.

Finance

Action / Intervention	Target Output/s	Update on Progress
<p>Budget Management</p> <p>Prepare HSENI's Statement of Accounts and Remuneration Report for 2020-21 and liaise with representatives of Northern Ireland Audit Office (NIAO) to ensure these are audited and finalised before the summer recess 2021.</p>	<p>Annual HSENI accounts completed, audited and published</p>	<p>Target Achieved</p> <p>Annual HSENI accounts were certified by the C and AG on 19 January 2022 and laid before the Assembly by DfE on 1 February 2022.</p> <p>Work was due to be completed by June 2021, however due to staff resourcing issues, work was delayed until October 2021. Work continued through to December 2021.</p> <p>Original deadline of Summer Recess not achieved however guidance issued by DoF (FD-DOF-06/21) stated the deadline for NDPB's to lay the ARA should be within two weeks of the certification.</p>
<p>Prompt Payment Policy</p> <p>Administer Programme payments within the prompt payment targets set by Treasury (30 days) and where possible within Better Payment Practice (10 days).</p>	<p>Prompt payment target achieved</p>	<p>Target Achieved</p> <p>99.8% of programme payments have been within the Prompt Payment Policy. Of 415 payments made in 2021-22, 414 were paid within 30 days and 412 were paid within 10 days. One payment was paid in 34 days due to an oversight error.</p>

Non-Executive Directors' Report

Whilst 2021-22 was another challenging year for HSENI in the delivery of its services I am encouraged that we started to see a start of a return to normal. The Board was able to move away from meeting virtually and recommence face-to-face meetings. This has really helped the functioning of the Board especially as six of the members joined us during the pandemic. I am encouraged by the keen interest, sensible challenge and sound support the Board continues to give to the organisation. The strong open relationship between the Board and the Chief Executive and Senior Management Team, has been vital in ensuring an appropriate level of oversight and strategic direction is given to HSENI in these challenging times.

HSENI is in the final year of the current Corporate Plan (2018-2023). Undoubtedly the pandemic has impacted on a significant part of the Corporate Plan. 2020-21 was the most difficult year for all sectors in Northern Ireland given the speed with which the pandemic took hold. While HSENI had to adjust how it delivered its services, they were maintained. I am encouraged that our inspection numbers increased in 2021-22 by 41% and are on course to return to more normal levels in the last year of the Corporate Plan. The organisational experience gained through the pandemic will be invaluable as we navigate the many difficult times ahead.

The Board has taken a strong interest in the field of health across different work sectors. The launch of the Occupational Health Risk Navigator Tool this year across various industry sectors is another example of the work being done in this field. HSENI worked in partnership with the Department for Communities (DfC) and the Construction Industry Training Board (CITB) Northern Ireland to launch a new pilot for all work sectors with particular focus placed on the construction sector. This initiative will help employees benefit from the help of health care professionals when suffering from a range of mental and physical health conditions. Mental wellbeing continues to be a challenge for society in general and I am delighted that HSENI plays a key role in tackling the problems in the workplace.

During the year, the Board's Audit and Risk Management Committee met on four occasions to provide support and assurance on the work of the organisation. The committee reviewed the Corporate Risk Register at each meeting and received reports from the Internal Auditors on the robustness of HSENI's internal controls, policies, and procedures. The committee was once again able to report that an overall satisfactory assurance was achieved.

For many years HSENI has worked closely at all levels with the Health and Safety Executive (HSE GB) and the Health and Safety Authority in the Republic of Ireland. I believe the sharing of knowledge and avoidance of unnecessary duplication must continue for the benefit of all three organisations. This cooperation served all well during the pandemic and will be necessary as all the organisations face the challenges of the future such as new and emerging technologies.

This year we welcomed six new Board members. They are Pat Hart, Andrew Cooke, Catherine Irwin, Gerry Strong, Simon McDowell and Siobhán Rooney. The new Board members bring a breadth of knowledge and experience which will serve the organisation well. In the past year they have settled in well and will provide good continuity as more new Board members are appointed in the year ahead.

As in previous years, the organisation went into this year carrying a significant number of vacancies both in the inspectorate and administration sides of the business. I am pleased to say that the Department supported the Board and the Executive in bringing in new staff. It is important that while we are delivering in the present that we plan and make preparations for the future. HSENI has a large number of staff in specialist posts and it takes time and resources to recruit and train them. We make significant investments in our staff and the Board recognises the importance of this. Planning for the future and maintaining resources through timely recruitment and professional training is essential for HSENI.

In conclusion I would like to thank our Chief Executive, Robert Kidd, the Senior Management Team and all the staff for their ongoing enthusiasm and commitment during the last year and for their dedication in ensuring that HSENI continues to fulfil its role of keeping workplaces safe in Northern Ireland despite all the current challenges.



Derek Martin

Management Commentary

Communications

Communications continued to play a vital role during this year. In addition to our range of subjects we continued to platform advice on how to manage COVID-19 in the workplace. The team made it a priority to engage with duty holders with new or updated guidance in a timely manner. We exploited the use of our social media channels to ensure our reach was extensive.

We know the power of working with partners and this continued again this year in construction (BuildHealth), waste and recycling (WISHNI), farming (the Farm Safety Partnership), and mental wellbeing (Workplace Health Leadership Group NI). These partnerships give us a means of both targeting specific audiences and also reaching more duty holders.

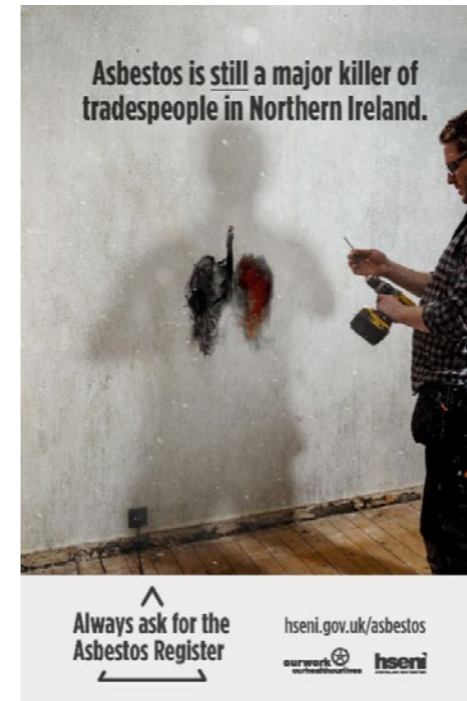
Our telephone helpline which allows customers to speak to an HSENI representative who can give advice on health and safety in the workplace, on a confidential basis responded to 4,198 requests. This service is accessed through HSENI's Freephone Helpline on 0800 0320 121.

Website

HSENI's website is a main channel of health and safety information and advice. All information published on the website meets the international Web Content Accessibility Guidelines (WCAG) 2.1 AA standards. Our website continues to provide advice and guidance on work-related issues including COVID-19, with more than 400,000 views across this section within the reporting period. This enabled website visitors to download some 182,910 publication files, with the 'COVID-19 example risk assessment template' having over 95,000 downloads.

Social Media Engagement

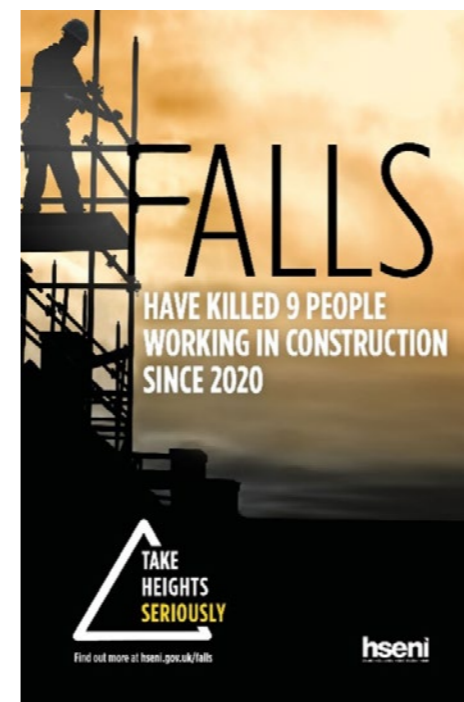
HSENI maintained a proactive social media profile in 2021-22. We produced and promoted a number of short videos on various health and safety topics to engage with our followers and to ensure they are kept up to date with our industry advice, news and prosecutions. During 2021-22 HSENI's YouTube channel reached more than 55,000 views. We used our social media platforms to promote key health and safety messages and to provide an insight into good and bad practices witnessed by our Inspectors during inspections. These messages gained 19,403 impressions across our social media platforms in the year.



Asbestos Campaign

HSENI launched its new Asbestos Campaign on 14 June 2021 to encourage tradespeople to 'Always Ask for the Asbestos Register', particularly when working on buildings constructed before the year 2000. It also aimed to inform duty holders of their legal duty to carry out a survey and hold an Asbestos Register available for tradespeople working in their building.

The multimedia campaign, which included a TV advert, ran during June and July 2021. A second phase of the campaign ran from 15 November 2021 to 31 March 2022. The campaign was exposed almost 30 million times with a low cost per thousand. 97% of adults in Northern Ireland saw or heard the campaign at least once. The average adult either saw or heard the campaign 20.4 times.



Construction Campaign

HSENI designed and launched a targeted multimedia campaign for four weeks during February and March 2022 reminding the construction industry about the importance of using suitable access equipment, working platforms and edge protection when working at height. The campaign was exposed almost 5 million times with a low cost per thousand. 92% of the NI construction audience saw or heard the campaign at least once.

Farm Safety Campaign

The farm safety multimedia campaign continued to run with the existing creative assets during the year with focus on the development and launch of the interactive website and development of four new Farm Safe Essentials messages providing safety guidance on quads, calving, stacking bales and separating stock and slurry. The campaign was exposed over 31 million times with a low cost per thousand. 91% of adults in Northern Ireland saw or heard the campaign at least once.

On 22 February 2022, as part of the farm safety campaign, HSENI launched an interactive website specifically to help the local farming community identify and deal with the stress and pressure of farming life.



L-R Veronica Morris, Chief Executive Rural Support, Edwin Poots, DAERA Minister, Bryan Monson, Deputy Chief Executive HSENI and Robert Kidd, Chief Executive HSENI

The new website www.farminmind.co.uk is entirely confidential and was developed with the help of key agricultural partners including Rural Support, The Farm Safety Partnership, and the Workplace Health and Leadership Group Northern Ireland.

Employment Medical Advisory Service

The functions of The Employment Medical Advisory Service (EMAS) are delivered through the provision of occupational health advice on work-related health matters. Many organisations and individuals benefit from this advice including employers, employees, trade unions, regulators, healthcare professionals.

HSENI also investigates complaints and concerns that have been made in regards to ill health and reports of diseases that have been received from employers under the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (Northern Ireland) 1997 (RIDDOR) and facilitates the appointment and approval of doctors under statutory requirement.

Appointed Doctors

HSE GB, on behalf of HSENI, carries out the appointment, renewal and review process of Appointed Doctors. HSENI appoints doctors under four sets of regulations to carry out statutory medical examinations. It also sets standards for their qualifications and for the conduct of the specific assessments and examinations. All doctors are the subject of periodic review.

On 31 March 2022, there were a total of six NI based appointed doctors, two of which held dual regulation appointments (and four further based in GB carrying out medical surveillance under HSENI Regulations). In this reporting period, appointed doctors based in Northern Ireland carried out approximately 146 statutory medical examinations.

HSENI Approved Medical Examiners of Divers (AMEDs)

Approved Medical Examiners of Divers are also appointed by HSENI (via HSE GB) under the Diving at Work Regulations (Northern Ireland) 2005. HSENI has adopted the Guidance on Fitness to Dive developed by the HSE GB as its standard. In 2021-22, HSENI's five Approved Medical Examiners of Divers conducted 61 'fitness to dive' assessments.

Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (NI) 1997 (RIDDOR) – Reported Diseases 2021-22

Under the RIDDOR Regulations, HSENI received 18 reports of diseases, all of which were reportable. There were six cases of carpal tunnel syndrome cases, seven cases of hand-arm vibration syndrome, one case of Tuberculosis (TB) and four cases of infections attributable to specific work. These notifications came from 12 different employers.

Under the RIDDOR Regulations, HSENI received 2,149 reports of diseases, all of which were reportable under the Infection Attributable to Specified Work (Schedule 3 NO. 27) and relate to COVID-19.

Agriculture and Food

The Agriculture and Food team in HSENI has enforcement responsibility for the entirety of both sectors which includes food production, farming, agricultural marts, feed manufacturers, open farms and raw material producers. The two sectors are a cornerstone of the Northern Ireland economy.

The sectors are some of the most important industries in Northern Ireland. This is not only due to the fact these industries meet the demand of all Northern Ireland citizens for their food consumption but also because the Agriculture industry turns over more than £4.5 billion every year³ coupled with the food and drink processing sector having total sales of £5.4 billion in 2019⁴. These industries are the cornerstones of the Northern Ireland economy with an estimated 25,896 farms⁵ and a workforce of 51,301⁶ and with 24,945 full-time employees in the food and drink processing sector.

HSENI's Agriculture and Food team continue to work with both sectors, providing help and advice and where necessary taking appropriate and proportionate enforcement action. The team proactively engages with industry stakeholders and the media in order to keep health and safety high on the agenda.

This year in addition to our normal work, we launched the Farm in Mind website which is an online mental health resource for the agricultural community. Agriculture continues to be a hazardous environment and we remain committed to using our resources to work alongside the industry in raising health and safety standards and reducing fatal and serious accidents.

³ www.ufni.org/farming

⁴ www.gov.uk/government/statistics/northern-ireland-food-and-drinks-processing-report-2019

⁵ www.daera-ni.gov.uk/publications/statistical-review-ni-agriculture-2007-onward table 4.4

⁶ www.daera-ni.gov.uk/publications/statistical-review-ni-agriculture-2007-onward table 2.14

Construction

The construction group has enforcement responsibility for all construction based activities across Northern Ireland and manages HSENI's statutory function as an asbestos licensing authority. There are around 35,000 people employed in the construction sector in Northern Ireland and 24 companies licensed for asbestos removal. This year the group's work, in addition to addressing the normal breadth of construction activities, had a particular focus on falls from height and risk of striking buried services.

Northern Ireland construction industry faced another year of disruption as a result of the global pandemic COVID-19. The construction team continued to work closely with construction partners to provide advice for the industry as construction activities were not a restricted activity.

HSENI construction Inspectors dealt with 380 complaints and performed over 780 site inspections but perhaps the most telling figure is the 4,250 total interactions, which included emails and telephone calls, with businesses to discuss or secure health and safety improvements. There were 50 notices issued, of which 60% were for unsafe work at height activity, and seven asbestos license reviews undertaken during the year. We also used inspections and other opportunities to profile health issues in construction. Our key health topics were COVID-19, asbestos exposure and Respirable Crystalline Silica (RCS).

Extractive Industries and Waste

Extractive Industries

The extractive industries group has enforcement responsibility for quarries and the concrete products industry both of which are major contributors to the Northern Ireland economy. There are around 170 quarries which produce approximately 24 million tonnes of aggregates annually. These are mainly for the construction industry.

The quarry industry exports high quality aggregates used in road surfacing to Great Britain and Europe and produces high quality limestone and chalk that is used in many downstream products such as fertiliser and animal feedstuffs. The concrete products industry in Northern Ireland also produces a wide range of products such as kerbstones, concrete floor slabs, paving slabs and concrete pipes. Many of these products are exported to the GB market.

Both industries have significant hazards and our focus during inspections was to ensure that companies had robust management systems in place to eliminate or minimise hazards. HSENI supported by the Mineral Products Association Northern Ireland (MPANI) and the Institute of Quarrying delivered an online workshop in October to provide practical advice and guidance to Quarry Line Managers in managing work-related stress. This workshop demonstrated the use of HSE's Management Standards as a tool to control the risks associated with work-related stress in their individual businesses.

HSENI in partnership with the Health and Safety Authority (HSA), Mineral Products Association Northern Ireland (MPANI) and the Irish Concrete Federation (ICF) delivered an Extractive Industries All Island Webinar in November to illustrate best practice and give practical information to help the industry manage risk. Presentations covered a range of topics including mental health, the use of explosives and workplace transport.

Waste Industry

The waste and recycling sector in Northern Ireland has approximately 5,700 employees involved in the recycling of paper, cardboard, plastic, glass, metals, green waste etc. in order to greatly reduce the demand for landfill. It is a rapidly growing industry made up of approximately 500 waste premises such as waste management sites, permitted sites, authorised treatment facilities and licence exempt sites.

HSENI have continued to support the Waste Industry Safety and Health Forum for Northern Ireland (WISHNI) providing health and safety advice and resources for industry, as well as raising awareness through the sharing of best practice. The WISHNI forum meets every three months and consists of a partnership of private industry, regulators and local councils.

HSENI supported by WISHNI delivered an online workshop in May to provide practical advice and guidance to Managers employed in the waste industry in managing work-related stress. This workshop demonstrated the use of HSE's Management Standards as a tool to control the risks associated with work-related stress in their individual businesses.

Major Hazards, Gas and Transport

The Major Hazards, Gas and Transport (MHGT) Group is involved in ensuring public and employee health and safety across a diverse range of industries. These include sites that contain large quantities of dangerous substances (chemicals and fuel), transmission and use of natural gas, road haulage, bus operators, railways (mainline and heritage) and airports. These work sectors are estimated to employ over 32,000 persons.

Through the ongoing pandemic situation, the group continued to advise and respond to the impact of COVID-19 on public transport, airports, essential gas repairs and maintenance. The group adapted working practices to accomplish statutory responsibilities and continue its investigation and enforcement roles.

Major Hazards – Control of Major Accident Hazards (COMAH)

COMAH aims to prevent major accidents involving dangerous substances and limit the consequences to people and the environment if accidents occur. HSENI continued to work collaboratively as the joint Competent Authority (CA) with the Northern Ireland Environment Agency (NIEA) in order to enforce the COMAH Regulations. Operational and emergency arrangements that are in place were jointly reviewed and joint inspections of establishments within scope of the COMAH Regulations were conducted. The group provided advice to Planning Authorities as a statutory consultee on proposed developments near major hazard installations with 111 consultations being completed during this period.

Gas Safety

In partnership with the Gas Safe Register, visits and inspections were conducted in the downstream private, industrial and commercial sectors with enforcement action being pursued as necessary to ensure the safety of members of the public and employees and prevent harm from unsafe gas work. There was also a focus in terms of the 'Green Economy' with the inclusion of unconventional gas produced by emerging energy technologies.

Transport

The group has enforcement responsibility for all aspects of transport and logistics in Northern Ireland. Inspections and investigations focused on slips, trips and falls from vehicles during loading and unloading operations which continue to be key topics in this sector. The work also included load safety, particularly security of loads which can cause significant risks during transit and at delivery sites.

Manufacturing, Utilities and Docks

The Northern Ireland Manufacturing, Utilities and Docks (MUD) sector employs in the region of 64,000 employees excluding those involved in food and drinks manufacture⁷. The sector is a key industry in the Northern Ireland economy⁸. The sector is extremely diverse and supplies local, UK and worldwide markets. The diversity brings challenges in respect of enforcement.

Although the COVID-19 situation remained volatile throughout the year a reduction in COVID related complaints allowed the return of proactive inspections, investigation of complaints and incidents across the Manufacturing, Utility and Docks sectors. Workplace transport, machinery guarding and lifting operations continued to be recurring causes of injuries within the sectors and these continued to be our focus.

In addition to proactive inspections, work continued on developing a welding initiative which is planned to begin in May 2022. This is to address evidence from the International Agency for Research on Cancer which indicated that exposure to all welding fume, including mild steel welding fume, can cause cancer. A survey of over 600 businesses involved in metal fabrication was undertaken during the 2021-22 operational year to gather information on the current level of understanding of the risks associated with exposure to welding fume within the industry and to determine what control measures employers had in place to control exposure. Returns from the survey indicated that just over half the businesses who replied had adequate controls in place for the control of welding fume.

To support businesses ahead of the initiative, members of the MUD team worked with industry professionals throughout the year, to produce a series of six video presentations outlining the risks involved with welding and the controls that should be in place to protect workers. HSENI Inspectors will be focusing on the controls that are in place to ensure health risks associated with welding activities are adequately controlled, in line with current legislation.

As well as a return to proactive inspections, advisory visits to business premises were also completed providing free face-to-face health and safety advice to small businesses. Advisory contacts also continued via telephone and through email communications. Contact was also made with businesses where HSENI received notification of insurance defects. Duty holders were contacted via telephone and email to obtain confirmation that any defects were rectified before equipment was returned to use in the workplace.

⁷ www.nisra.gov.uk/system/files/statistics/publication-document-december-2021.pdf

⁸ [Key Facts on Northern Ireland's Food and Drink Industry \(nifda.co.uk\)](http://Key Facts on Northern Ireland's Food and Drink Industry (nifda.co.uk))

⁹ www.investni.com/invest-in-northern-ireland/advanced-manufacturing-and-engineering

Major Investigation Team

During 2021-22, the Major Investigation Team (MIT) commenced investigations into 11 new incidents, 10 of which were work-related fatalities. A further 14 investigations, at various stages, were carried forward from the previous operational year.

Fatal incidents involving vehicles and mobile plant continued to account for a significant number of the ongoing investigations. The majority of these cases involved a collision between a vehicle/mobile plant and pedestrian worker.

A total of 14 investigation files recommending prosecution were completed and submitted to the Public Prosecution Service Northern Ireland (PPSNI) during 2021-22.

In contrast to the previous year, a significant number of cases progressed through the court stage and resulted in fines amounting to £355,100. Of the nine cases that concluded with a successful prosecution, three related to falls from height in a construction setting.

Although the majority of investigations are safety-related, two further prosecutions followed employers failing to prevent or reduce the spread of asbestos. In both cases, the absence of effective control measures placed workers at unnecessary risk from exposure to asbestos fibres.

Further details relating to prosecution cases during 2021-22 can be found within Appendix 2 to this report.

Following each successful prosecution, a press release was issued highlighting failings that led to the incident occurring. This practice has enabled effective messaging to other employers across industry, in efforts to prevent similar incidents in the future. In addition to a written press release, MIT Inspectors have also participated in developing short media clips for further circulation on HSENI's social media platforms.

An important element of the team's work involves investigative work with other agencies. At various stages throughout the operational year, Inspectors engaged in joint exercises with external partners, designed to develop working relationships and streamline joint working protocols.

Public Sector

The Public Sector Group's (PSG) responsibility includes the following sectors, Health and Social Care, Education, Disciplined Services, Local and Central Government with associated activities and Agencies. Group responsibility also includes Fairgrounds and Genetically Modified Organisms (GMOs) in Contained Use.

Employment figures published in March 2022 by the Northern Ireland Statistics and Research Agency (NISRA), indicate that during the reporting period the Public Sector employed just under one third (28%) of the working population in Northern Ireland (217,790 out of a total of 782,450 employees).

During 2021-22, just under a quarter (1,140 out of 5,269) of all reports to HSENI as required by the Reporting of Injuries, Diseases and Dangerous Occurrences Regulations (RIDDOR) involved public sector activities.

COVID-19 Pandemic

A significant part of the inspectors' work activity during this period has continued to involve responding to issues around the COVID-19 pandemic. Inspectors continued to review Public Health Agency (PHA) Cluster Reports, mostly relating to the Community Care Sector and Local and Central Government. As with the previous year, enquiries established that while most organisations had COVID-19 secure procedures in place, it was found that there was often poor communication, a failure to monitor adherence with and a poor understanding of these procedures.

General Activities

The Group undertook 238 inspections, 67 incident investigations and 424 complaint investigations during 2021-22 across the Public Sector. Given the diversity in the work the group provided general and specific advice and guidance across all sectors including, amongst other topics, advice on the management of legionella in Care Homes, continued discussions with several Local Authorities on the activities involved in waste collection and workplace transport. The team assisted other Groups within HSENI in subjects such as Genetically Modified Organisms (GMO) and the Control of Substances Hazardous to Health (COSHH) notifications.

During the period of this report the Public Sector Group issued safety alerts in respect of the following: The safe use of Occupied Wheelchairs in Vehicular Transport; Barrel/ Egg Train, often used as a fun ride at outdoor attractions; and Swimming Pool Supervision. Several members of the Group were involved in a detailed investigation with the PSNI and fairground experts following an incident with a fairground ride.

The Group have recorded 100 advisory contacts across all sectors during this period as well as providing briefing and advice to the Interdepartmental Health and Safety Forum, the Local Authority Safety Advisors Network, the Health Trusts Safety Forum, the Education Authority Safety Forum, and the Department of Justice Health and Safety Forum. In particular, colleagues in the Group have provided advice to the Interdepartmental Health and Safety Forum during consultation on their 'New ways of working policy'.

Occupational Health and Hygiene Group

The latest statistics for occupational ill health in Northern Ireland (NISRA, January 2020) suggest an approximate cost of £265 million to the local economy and an estimated 354 people die each year due to work-related disease or ill health.

In October 2021 WHLGNI, in partnership with HSENI, launched the Occupational Health Risk Navigator Tool to 100 influencers from across various industry sectors. The Navigator Tool covers work-related stress and occupational lung disorders as well as a glossary.

In partnership with the Department for Communities (DfC) and the Construction Industry Training Board (CITB) Northern Ireland, facilitated the development and launch of a pilot for all sectors. The pilot programme allows employees to benefit from the help of health care professionals when suffering from a range of mental and physical health conditions and is designed to help employees stay in work/expedite a return to work following sick leave or explore future employment options.

The group has also worked in partnership with the Northern Ireland Back Exchange and launched HSENI's 'Handling with Care' booklet which offers a practical guide to the prevention and management of musculoskeletal disorders within the healthcare sector.

The occupational health Inspectors have helped raise awareness amongst Northern Ireland employers and have supported colleagues in their various inspection roles within HSENI. Health hazards considered during inspections included COVID-19, welding and solder fume, silica dust, and chemical handling (including Isocyanates). The availability of an Occupational Health Professional and Occupational Health and Hygiene Inspectors within the group continues to serve as a valuable resource to the inspectorate in providing expert advice.

Mental Wellbeing at Work Advisory Service

The Mental Wellbeing at Work Advisory Service (MWAWAS) consists of a team of three advisors. The team continued to provide guidance and support on how to control the risks associated with work-related stress. During 2021-22, advisors launched their latest webinar entitled 'Fatigue and Burnout'; adding to their suite of webinars available. Due to significant demand their three main presentations were video recorded and placed on HSENI's YouTube channel to accommodate duty holders wishing to avail of their services.

MWAWAS supported a range of organisations in implementing appropriate controls to manage stress within the workplace and delivered a total of 19 workshops across Northern Ireland, including five tailored workshops for various organisations. Seminars were also conducted in conjunction with The Northern Ireland Safety Group (NISG), The Probation Board for Northern Ireland (PBNi) and The Department of Justice (DoJ).

The MWAWAS also partnered with organisations such as The Farm Safety Partnership, WHLGNI and Rural Support to produce a website entitled 'FarmInMind'. The primary focus of the website was to help local farmers look after their mental wellbeing and was designed under the leadership of HSENI's Agriculture team. The primary purpose was to help identify the sources and levels of stress encountered by farmers on a daily basis and direct users towards the help and support needed.

Work with other industry bodies, including the Northern Ireland Chest Heart and Stroke (NICHHS), Developing Healthy Communities NI (DHCNI), the Federation of Small Businesses (FSB) and the Local Government Staff Commission (LGSC) enabled for various tailored workshops to be delivered to multiple employers across various sectors. One such webinar was attended by 569 delegates.

The building and maintenance of effective working relationships with local mental health organisations and public bodies has been a significant part of the day-to-day work of advisors during the year.

Scientific Services

The team is a resource in occupational hygiene and asbestos and provides both investigative support and technical advice to the inspectorate. The unit also provides an Asbestos Advisory Service, primarily to the public, on asbestos-related matters.

As part of the Occupational Health and Hygiene Group, Scientific Services increasingly focused on occupational hygiene related investigations in support of field staff. These included work on respirable crystalline silica (RCS), dust, isocyanates, welding fume and Local Exhaust Ventilation (LEV) systems and these have helped embed HSENI's workplace health priority areas within the day-to-day work of the unit.

Following two separate audits by UKAS in December 2021, Scientific Services successfully maintained its ISO17025 accreditation, the international standard which enables laboratories to demonstrate that they operate competently and generate valid results.

During 2021-22 the Asbestos Advisory Service provided asbestos-related advice on 44 occasions to members of the public and various stakeholders. Scientific Services also provides field staff with the provision of aerial photography using an unmanned aerial vehicle (UAV). During the reporting period the UAV took flight a total of 15 times. This additional service has provided a vital resource in connection with safety related hazards connected to the extractive industries sector.

Ionising Radiation

A review of the UK's regulatory infrastructure for nuclear, radiation, radioactive waste and transport safety took place in October 2019. This review was conducted by the Integrated Regulatory Review Service (IRRS) on behalf of the International Atomic Energy Agency (IAEA). It focused on all relevant regulators across the UK, including HSENI. HSENI continues to work alongside HSE GB, NIEA and other government departments to review and implement relevant recommendations. The process has also served to strengthen working relationships with other regulators both locally and in Great Britain. HSENI continues to progress items raised in the IAEA's Integrated Regulatory Review Service (IRRS). During the last operational year much effort has focused on developing staff competencies in relation to ionising radiation inspection duties. Visits have also focused on the safe use of nuclear density gauges and the assistance given to other government departments with regards to working from home and the implications of Radon within the workplace.

Health and Safety at Work Legislation

During 2021-22 HSENI continued to be involved in a significant amount of domestic work to ensure the operability of the health and safety at work regulatory framework. HSENI also prepared the relevant draft legislation following the UK's exit from the EU.

Activity during the year

Two Northern Ireland Statutory Rules were made. These are the Employer's Liability (Compulsory Insurance) (Amendment) Regulations (Northern Ireland) 2022 and the Mines (Amendment) Regulations (Northern Ireland) 2022. The principal Employers Liability Regulations specify employers who are exempted from the requirements of Part III of the Employers Liability (Defective Equipment and Compulsory Insurance) (Northern Ireland) Order 1972 to insure and maintain insurance against liability for personal injury suffered by their employees and arising out of and in the course of their employment. The 2022 Regulations add the Commissioner for Survivors of Institutional Childhood Abuse, the Construction Industry Training Board and the Victims' Payments Board to the exemptions in Schedule 2 to the 1999 Regulations. The Mines (Amendment) Regulations ensure the protection of workers from the risks related to exposure to carcinogens or mutagens at work in relation to coal mines in Northern Ireland.

Statutory Rules under Preparation

A further three draft Northern Ireland Statutory Rules have been prepared and are awaiting the necessary approvals. The draft Biocidal Products (Fees and Charges) (Amendment) (EU Exit) Regulations (Northern Ireland) 2022 will amend the Biocidal Products (Fees and Charges) Regulations (Northern Ireland) 2015 to update the list of fees chargeable by HSENI to recover costs from applicants for services that it provides with respect to procedures under the Biocidal Products Regulation (EU No. 528/2012). A fourth statutory rule, The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment (Amendment) (EU Exit) Regulations (Northern Ireland) 2022, is still being developed in association with the Departmental Solicitor's Office and the Department for Transport.

Details of work completed during 2021-22 include:

Northern Ireland Statutory Rules made

- The Employer's Liability (Compulsory Insurance) (Amendment) Regulations (Northern Ireland) 2022.
- The Mines (Amendment) Regulations (Northern Ireland) 2022.

Northern Ireland Public Consultations under preparation

- Proposals to amend the Personal Protective Equipment at Work Regulations (Northern Ireland) 1993.
- Proposals to amend the Gas Safety (Management) Regulations (Northern Ireland) 1997.
- Proposals to approve for use in NI the following GB Approved Codes of Practice.
- REPPIR 2019 Approved Code of Practice.

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- Dangerous Goods in Harbour Areas Approved Code of Practice (in association with relevant draft Regulations).
 - Proposal to develop and consult upon a Northern Ireland Approved Code of Practice on the Management of Health and Safety.

Northern Ireland EU Exit Regulations under preparation

- The Biocidal Products (Fees and Charges) (Amendment) (EU Exit) Regulations (Northern Ireland) 2022.
- The Equipment and Protective Systems Intended for Use in Potentially Explosive Atmospheres (Amendment) (EU Exit) Regulations (Northern Ireland) 2022.
- The Chemicals (Health and Safety) and Genetically Modified Organisms (Contained Use) (Amendment) (EU Exit) Regulations (Northern Ireland) 2022.
- The Carriage of Dangerous Goods and Use of Transportable Pressure Equipment (Amendment) (EU Exit) Regulations (Northern Ireland) 2022.

Approved Codes of Practice

Two Codes of Practice were approved by the Minister for use in Northern Ireland:

- Safe work in confined spaces (L101) (Third edition); and
- Safe use of lifting equipment (L113) (Second edition).

Market Compliance

HSENI has two operational sectors, chemicals and product safety, which promote compliance with relevant market standards. During the year, staff for both teams were recruited and a significant period of training took place between January and March 2022.

Chemicals

Chemicals are classified as highly regulated goods and are subject to certain safeguards which are contained in a number of regulations which facilitate, limit and where necessary prohibit the placing of chemicals on the market in Northern Ireland. The chemical regimes include: (1) Registration, Evaluation, Authorisation and restriction of Chemicals (REACH), Biocides, (2) Classification, Labelling and Packaging (CLP) and (3) Prior Informed Consent (PIC). The REACH regulations provide a high level of protection of human health and the environment from the use of chemicals. They also reduce animal testing by promoting the use of alternative methods of assessing chemicals. This year, HSENI has assisted a number of NI based companies and others supplying the NI market in complying with REACH whilst at the same time ensuring they continued to operate and trade safely. Our fieldwork has mostly been reactive, responding to enquiries and complaints, providing advice and direction where necessary to ensure compliance. We have also maintained an information service on our website for the assistance of duty holders ensuring the most up-to-date information on chemicals is available. We have worked closely with the Department for the Economy and the Department of Agriculture, Environment and Rural Affairs who hold the policy leads under REACH to finalise Agency Agreements for the establishment of a NI REACH Helpdesk. We secured the ongoing support of HSE GB Chemicals Regulation Division (CRD) to support our new chemicals enforcement team. Raising awareness of and compliance with REACH will be a continuing feature of our work.

HSENI is the Northern Ireland competent authority for biocides. This year we negotiated and signed a new Agency Agreement with HSE GB for the technical back up under this regime. Our enforcement work has been dominated by hand sanitisers arising out of the COVID-19 pandemic. We have worked alongside our local authority colleagues in assisting duty holders in this area.

Carrying out market compliance checking of chemicals on this scale is new to HSENI. The subject matter is sizeable, complex and challenging but the relationship building, recruitment, and training undertaken this year has moved us to being ready to assist NI businesses operating in this area. Our work this year and in the future is primarily about protecting workers by ensuring that the most hazardous chemicals are not placed on the market and those that are required are properly controlled and used safely.

Product Safety

Market compliance in HSENI deals with the importation of unsafe and non-compliant products into the Northern Ireland market. Historically our work in this area has focused mainly on machinery safety. In the past year there has also been a significant piece of work ensuring that personal protective equipment (PPE) entering Northern Ireland's Health and Social Care has been fit for purpose. The massive increase in PPE coming into the market as a result of the COVID-19 pandemic brought pressures on the supply of PPE. We have continued to work closely with the Health and Social Care Board (HSCNI) and their Business Support Organisation (BSO) to ensure that all PPE entering the HSCNI supply chain from outside of the Cabinet Office's Four Nation Supply Chain has met full conformity assessment.

HSENI has continued to work with various sectors within industry to ensure companies and manufacturers are in compliance of the various new conformity markings accepted in Northern Ireland and Great Britain, and the change of conformity assessment process, relating to Conformity Assessment Bodies (CABs) / Notified Bodies (NBs) along with the conformity markings of UKCA, UKCA+CE, UKNI+CE, CE etc. We have helped Northern Ireland manufacturers involved in designing equipment and machinery in compliance with relevant standards.

HSENI also has responsibilities in respect of a diverse range of products including pressure vessels, electrical equipment, machines, lifts, right through to equipment for use in explosive atmospheres all within the workplace. We have worked very closely with many partners this year such as HSE GB's Safety Unit, the Office of Product Safety and Standards (OPSS) within the Department of Business, Energy and Industrial Strategy (BEIS) et. Al. to map out the implications and outworking's of the Regulation on Market Surveillance and Compliance of Products (MSC), which compliments the existing product safety regulations.

Given the size of the task and the breadth of issues this area of work will continue to be a major challenge for HSENI. The Product Safety Team will work in partnership with stakeholders, co-regulators and other parts of Government to ensure the work adds value, creates safer workplaces, and removes unsafe and non-compliant products from the Northern Ireland market.

Statistics

The following information has been compiled for the work sectors that HSENI is responsible for under the Health and Safety (Enforcing Authority) Regulations (Northern Ireland) 1999. It must be borne in mind that all figures for 2021-22 are provisional.

Figure 1: Reported Fatal Injuries Analysis by work sector 2017-18 - 2021-22

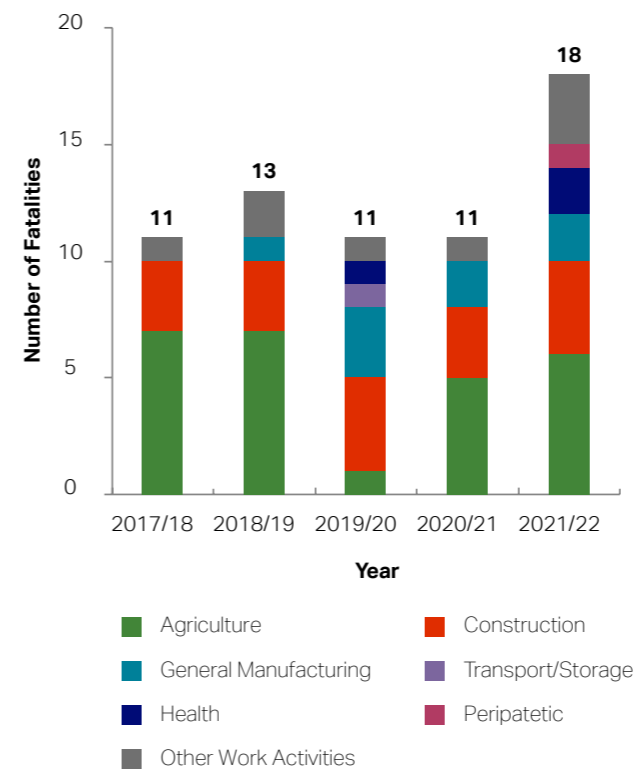
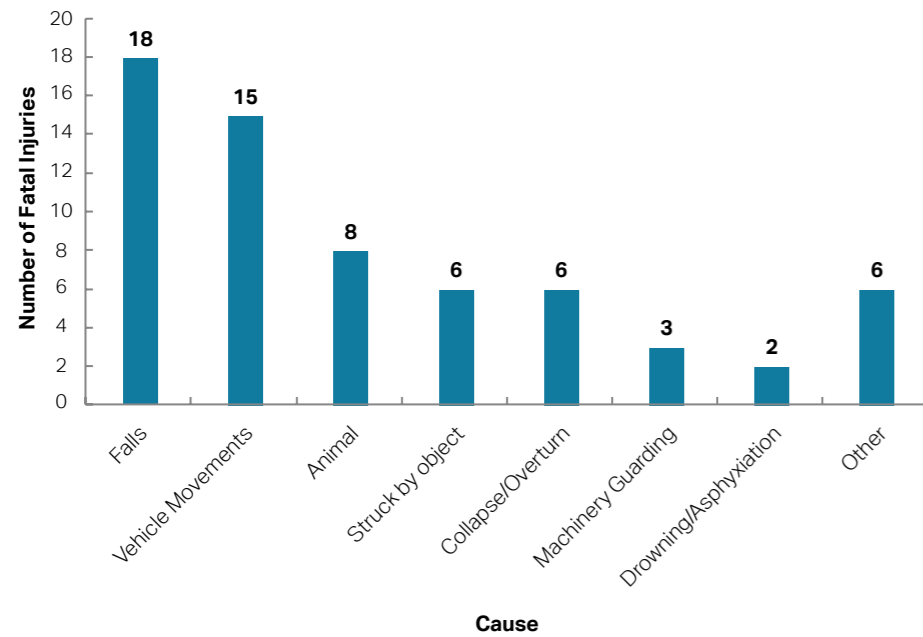


Figure 1 shows that there were 18 (P)¹⁰ fatal injuries during the reporting period, which indicates an increase of seven on the previous year. Of the 18 fatal injuries during 2021-22, six occurred in agriculture, four in construction, two in general manufacturing, two in health, one was a peripatetic worker and three occurred in other work activities.

¹⁰ (P) These figures do not include fatalities where the investigation has not yet established sufficient details to make a decision on their inclusion

Figure 2: Reported Fatal Injuries Analysis by cause 2017-18 - 2021-22



Because of the small statistical base, HSENI publishes analyses of fatal injury causations on the basis of five-year records. The most recent analysis is shown in Figure 2. The most frequent causations over the last five years were falls, vehicle movements, animals, being struck by an object, collapse/overturn, machinery guarding, and drowning/asphyxiation.

While HSENI has confidence in the number of fatal injuries recorded, it is generally recognised that there is a significant degree of under-reporting of incidents in other categories. Nevertheless trends relating to these categories can provide a useful indicator as to general health and safety performance in Northern Ireland. During the year there was 51% more non-fatal major injuries reported to HSENI than the number in the previous year as illustrated in Figure 3. This increase may be attributed to the recommencement of work activities in a number of sectors during the period after a significant downturn throughout 2019-20 as a result of the COVID-19 pandemic.

Figure 3: Reported Major Injuries 2017-18 - 2021-22

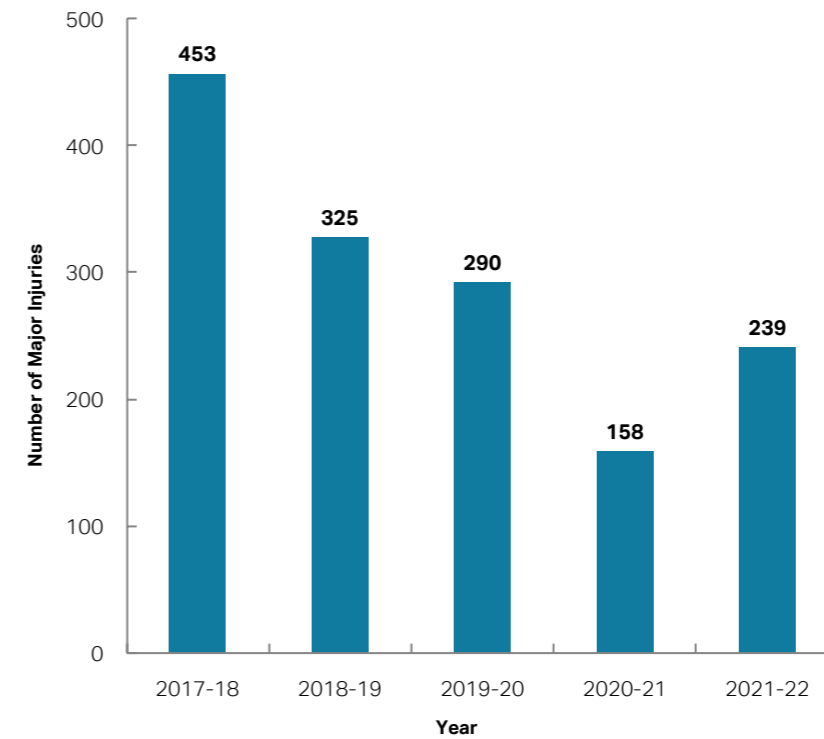
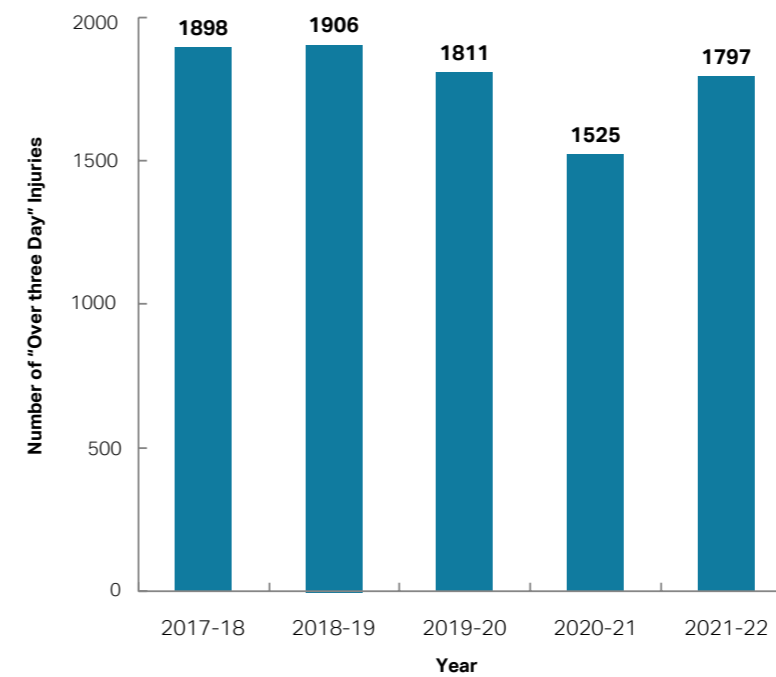


Figure 4: Reported 'Over three Day' Injuries 2017-18 - 2021-22



There were 1,797 reported 'over three day' injuries during the year, which was an increase of 272 (18%) when compared to the number in the previous year as illustrated in Figure 4. As with major injuries, this increase may be attributed to the recommencement of work activities in a number of sectors following the easing of COVID-19 restrictions.

Figure 5: All Reported Injuries 2021-22 - Analysis by work sector

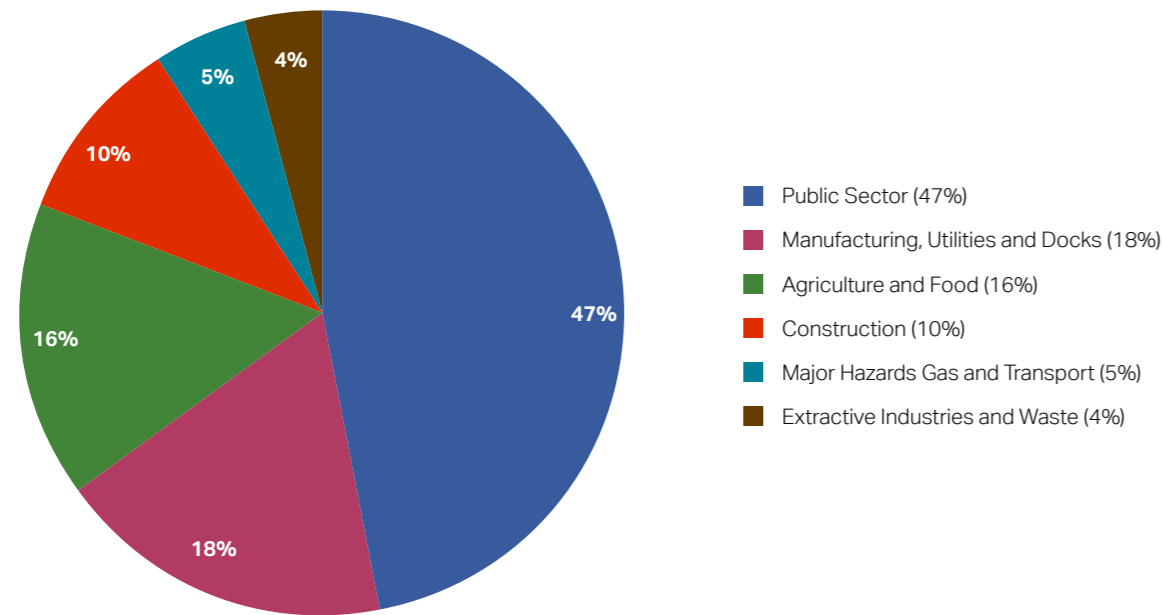


Figure 5 represents the analysis of all injuries by work sector. However due to variances in levels of under-reporting between sectors, caution should be applied when attempting to draw any firm inferences from these figures.

Figure 6: Over three Day Injuries 2021-22 Analysis by Cause

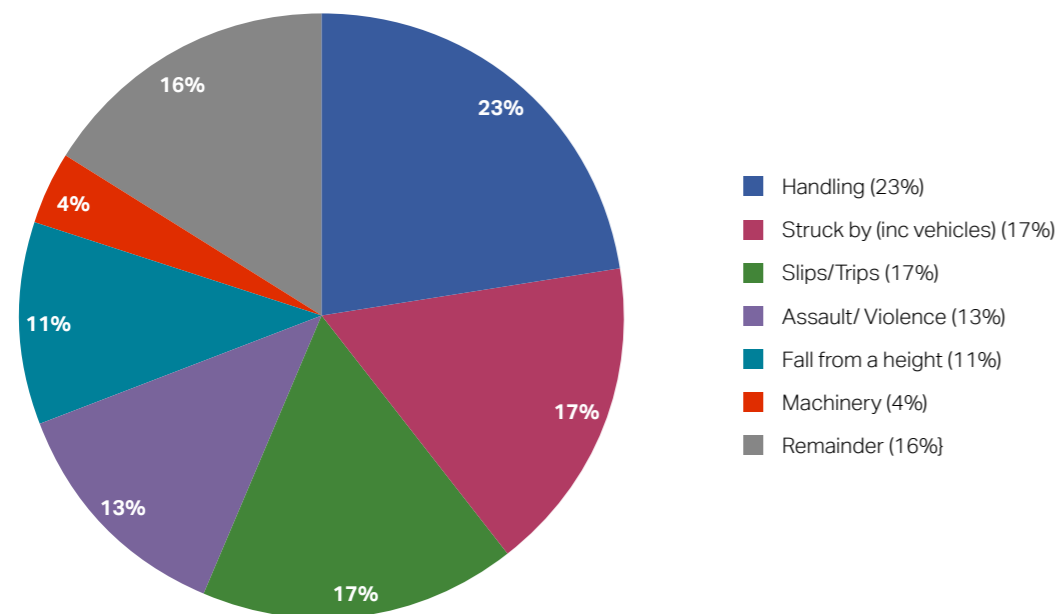
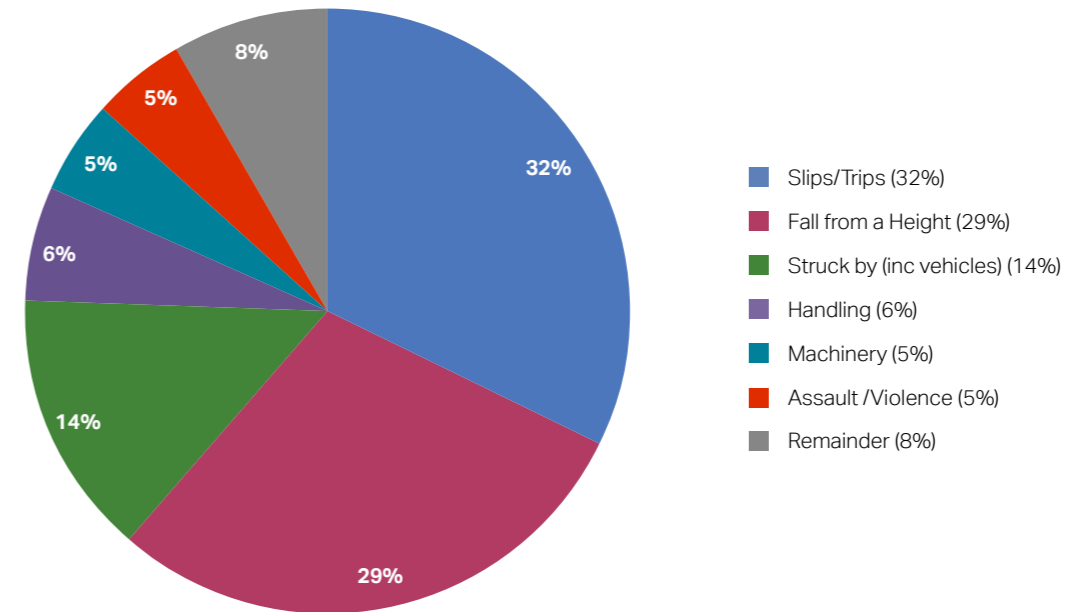


Figure 7: Major Injuries 2021-22 Analysis by Cause



Figures 6 and 7 represent analyses of the causes of both 'Over three day' and 'major' injuries at work. Handling, being struck by an object or vehicle and slips and trips accounted for the majority of 'Over three day' injuries reported, while slips and trips, falls from a height and being struck by an object or vehicle accounted for the majority of 'major' injuries at work during 2021-22.

Figure 8: Complaints Received 2017-18 - 2021-22

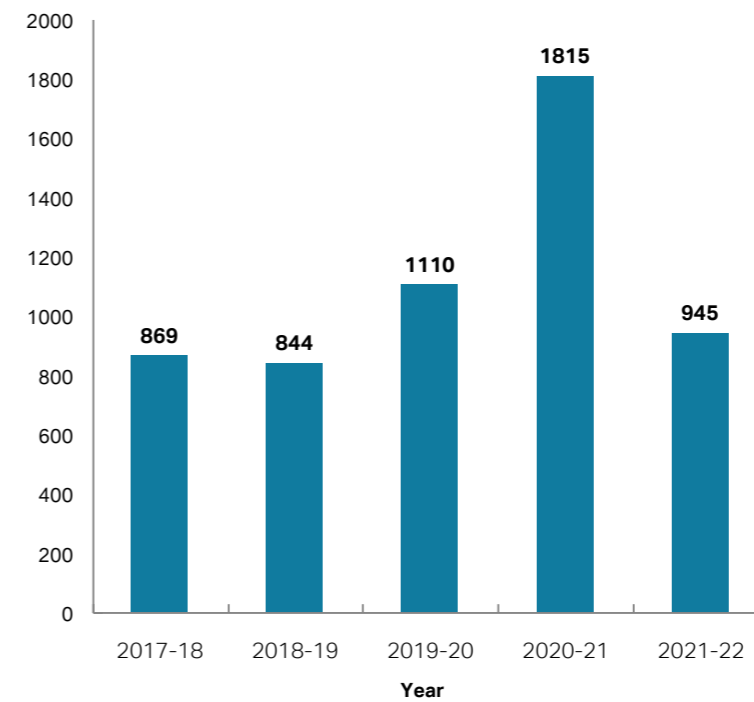


Figure 8 illustrates the number of complaints received by HSENI relating to alleged unsatisfactory working conditions and work-related activities. This year saw a 48% decrease in the number of complaints being made when compared to the previous year. This significant decrease may be attributed to the large number of complaints received by HSENI relating to COVID-19 throughout the previous reporting period.

Figure 9: Reported Serious and Fatal Accidents 2017-18 - 2021-22

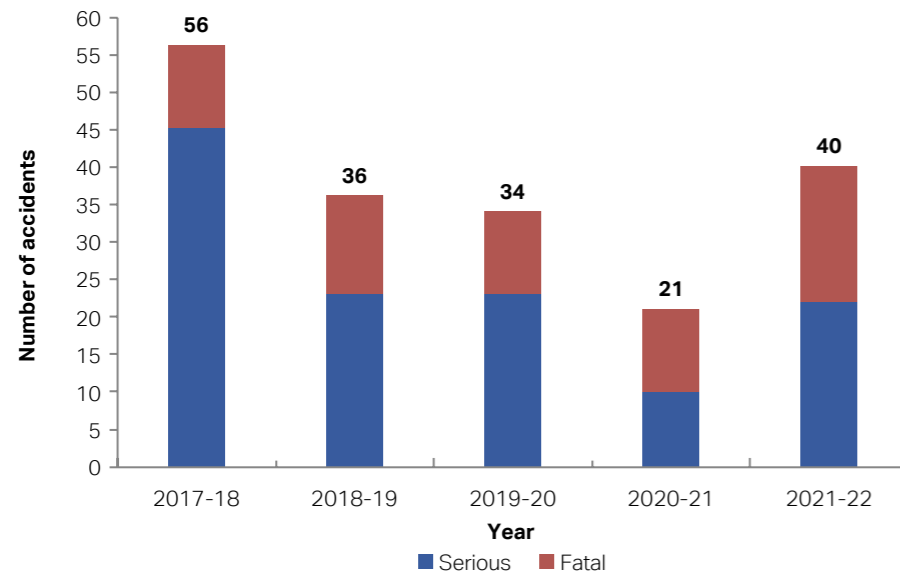


Figure 9 illustrates the number of serious and fatal accidents over the period 2017-18 to 2021-22. This figure provides details on whether or not HSENI is meeting its Corporate Plan target of an average of no more than 50 over the lifespan of the Corporate Plan (2018 – 2023). The graph shows that there was a significant increase in this figure during 2021-22. This may be attributed to the decrease during the previous reporting period when work activities in a number of sectors were significantly reduced due to the COVID-19 pandemic. This year's figure is still within the Corporate Plan target, and it is hoped that this will continue through the last year of the Corporate Plan period.

HSENI and District Council Statistics

The information below reflects the Northern Ireland position relating to all regulatory bodies (HSENI and District Councils). Previous year's final figures are shown in brackets. Figures for the current year are provisional.

1. Health and Safety at Work Statistics 2021-22

	2021-22	2020-21
Fatal Injuries	19	13
Major Injuries	283	188
Over Three Day Injuries	2,106	1,770
TOTALS	2,408	1,971

2. Statistics by Enforcing Authority

	Fatal Injuries	Major Injuries	Over Three Day Injuries
HSENI	18 (11)	239 (158)	1,797 (1,525)
District Councils	1 (2)	44 (30)	309 (245)
Totals	19 (13)	283 (188)	2,106 (1,770)

3. Five Year Trends

	2017-18	2018-19	2019-20	2020-21	2021-22
Fatal Injuries	13	17	12	13	19
Major Injuries	508	364	334	188	283
Over Three Day Injuries	2,231	2,290	2,153	1,770	2,106
Totals	2,752	2,671	2,499	1,971	2,408

4. All Reportable Fatal Injuries – Five Year Trend by Enforcing Authority

	2017-18	2018-19	2019-20	2020-21	2021-22
HSENI	11	*13	11	11	18
District Councils	2	4	1	2	1
Totals	13	*17	12	13	19

* This figure has been updated to reflect one further reportable fatality relating to 2018-19

5. Employee Fatal Injury Incident Rate¹¹ – Comparison with Great Britain

	2017-18	2018-19	2019-20	2020-21	2021-22
NI Employees at June rounded to nearest thousand ¹²	756	774	784	733	757
NI Fatal Injuries (Employees only)	1	*6	6	4	9
NI Fatal Injuries incidence rate per 100,000 employees	0.13	*0.78	0.77	0.55	1.19
GB Fatal Injuries incidence rate per 100,000 employees	0.45	0.45	0.34	0.44	n/available

* This figure has been updated to reflect one further reportable fatality relating to 2018-19

¹¹ The employee fatal injury incident rate confirms the number of employee fatalities per 100,000 employees working in NI and compares that with the same figure in GB. The figure only includes those workers who died as employees and therefore only included 4 fatalities for 2020-21.

¹² Figures used for 2017-18 reflect December for that financial year.

6. Deaths caused, or contributed to, by Asbestos-Related Diseases

Table 1: Asbestos-related deaths in Northern Ireland 2017-2021

Registration Year	Mesothelioma without asbestosis	Asbestosis* without mesothelioma	Mesothelioma and asbestosis*	All primary or secondary cause
2017	47	30	-	77
2018	49	13	1	63
2019	36	25	2	63
2020	62	34	3	99
2021**	n/available	n/available	n/available	n/available

* For certain years these figures also include a small number of other asbestos related chest diseases and pulmonary fibrosis where there was coexisting asbestos exposure
 ** Figures supplied by NISRA and are provisional (2021 figures not yet available)

Table 2: Asbestos-related deaths in Northern Ireland 2017-2021: where asbestosis or mesothelioma are coded as the primary cause of death

Registration Year	Mesothelioma	Asbestosis*	All primary cause
2017	43	11	54
2018	48	1	49
2019	37	8	45
2020	59	4	63
2021**	n/available	n/available	n/available

* For certain years these figures also include a small number of other asbestos related chest diseases and pulmonary fibrosis where there was coexisting asbestos exposure
 ** Figures supplied by NISRA and are provisional (2021 figures not yet available)

Accountability Report

Corporate Governance Report

Directors' Report

Directors

The Non-Executive Directors of HSENI during 2021-22 included the Chairman and eight Board Members, six of whom were appointed in May 2021. The Board Chair during 2021-22 was Derek Martin and Board members Tom Wright (Deputy Chair), Harry Sinclair, Simon McDowell (with effect from 1 May 2021), Andrew Cooke (with effect from 1 May 2021), Siobhán Rooney (with effect from 1 May 2021), Pat Hart (with effect from 1 May 2021), Gerry Strong (with effect from 1 May 2021) and Catherine Irwin (with effect from 1 May 2021). The Senior Management Team during 2021-22 was comprised of the Chief Executive, Robert Kidd, and four Deputy Chief Executives, Bryan Monson, Nicola Monson, Louis Burns and Kevin Neeson.

Principal Activities

The principal activities of HSENI in the course of the year are set out in detail in the Strategic Report, with the Performance section providing a good overview.

Donations

HSENI made no charitable or political donations during the year.

Pension Liabilities

Information on how pension liabilities are treated in the accounts is given in the Staff Report, and a reference to the statements of the relevant pension scheme is contained in the Remuneration Report.

Register of Interests

HSENI has a Conflicts of Interest Policy which is reviewed annually and issued with a Declaration of Interest form to all Board members and staff for completion. The HSENI Board is supported by a secretariat, located within Corporate Support Group, which is responsible for the maintenance of a register of interests that contains details of company directorships and other significant interests held by Board members which may conflict with their management responsibilities. The posts held by Board members at 31 March 2022 are outlined overleaf on the Board's Register of Interests.

Board Member	Company or Organisation	Position Held	Type of Interest (e.g. pay, fees, shareholding)	Other Relevant Information
Derek Martin (HSENI Non-Executive Board Chairman)	Construction Industry Training Board (CITB) NI	Board member	Pay/fees	
	Institute of Structural Engineers	Retired Member		
Tom Wright (HSENI Non-Executive Board member)	Agri-Food and Bio Science Institute (Effective from 01.12.2021)	Non-Executive Director	Pay	
	Institute of Leadership Management Fellow of Institute of Fire Engineer	Fellow		
Harry Sinclair (HSENI Non-Executive Board member)	Farm at home	Owner (self-employed farmer)		
	Livestock and Meat Commission	Board Member	Pay	
	Ulster Farmers' Union	Member		
Siobhán Rooney (HSENI Non-Executive Board member)	NI Leadership Centre	Associate Consultant	Fees	
	Motor Neurone Disease Association	Trustee		
	Motor Neurone Disease Association NI branch	Vice Chair, Branch Contact and an Association Visitor		
	NINCA (Northern Ireland Neurological Charities Alliance)	Member		
Andrew Cooke (HSENI Non-Executive Board member)	Graham	Safety, Health and Environment Director	Pay	
Simon McDowell (HSENI Non-Executive Board member)	Kilwaughter Minerals Ltd	Director	Pay	
	Mineral Products Association Northern Ireland	Member of Executive Committee		

Board Member	Company or Organisation	Position Held	Type of Interest (e.g. pay, fees, shareholding)	Other Relevant Information
Gerry Strong (HSENI Non-Executive Board member)	Exceptional Circumstances Body Board Panel Member	Board Panel Member	Pay	
	PSNI Misconduct/ Disciplinary Panel	Lay Panel Board Member	Pay	
Catherine Irwin (HSENI Non-Executive Board member)	Irwin Consulting Services	Director	Shareholding/ Pay	
	Institute of Engineering and Technology (MIET)	Member		
	Girlguiding UK	Chair of the Board of Trustees	Fees	
Robert Kidd (HSENI Chief Executive)	Public Sector Chief Executive's Forum	Member		
Louis Burns (HSENI Deputy Chief Executive)	Deloitte	N/A		Close family link
Bryan Monson (HSENI Deputy Chief Executive)	Geological Society	Fellow		
	International Institute of Risk Management	Fellow		
	Institute of Explosives Engineers	Member		
	Institute of Quarrying	Member		

Quality of Service

In order to support its key objectives and targets, HSENI:

- operates in a consistent and co-ordinated manner in the appliance of Service First principles;
- treats all its customers in an open, fair and impartial way;
- puts things right if they go wrong and explains how to complain if dissatisfied;
- ensures that suppliers are paid promptly in line with Better Payment Practice;
- maintains good industrial relations and liaises regularly with Trade Union representatives;
- has an independent customer satisfaction survey carried out within the lifetime of its Corporate Plan; and
- exploits the benefits of information technology in the delivery of its service.

Service First – Key Customer Standards

HSENI endeavours to operate at all times to its Service First standards as set out in HSENI's Customer Care Charter and which are reproduced below. We will:

- identify ourselves by name on the telephone and in letters. Field staff will carry identification;
- meet personal callers, with or without an appointment, within 5 minutes of arrival;
- provide a response to an enquiry within 10 working days;
- treat in confidence information that HSENI receives unless it is required to disclose that information for legal reasons;
- respond to requests for leaflets (subject to availability) within five working days; and
- ensure that complaints are dealt with quickly and effectively.

Service Complaints

The Head of HSENI's Services Division is responsible for ensuring that complaints are dealt with quickly and effectively. During the year there were eight formal complaints received about the service provided by HSENI. Each of these complaints was dealt with in accordance with HSENI's published complaints procedure.

Data Security

HSENI continues to review and assess the effectiveness of its internal processes which support the Security Policy Framework. Throughout 2021-22 HSENI worked on implementing a number of recommendations made following an internal audit review of the organisation's compliance with the General Data Protection Regulations (GDPR) undertaken at the end of 2019-20. All of the internal audit's priority recommendations have been implemented.

We continue to monitor developments relating to the UK's exit from the EU.

HSENI's key objectives and risks are regularly assessed to ensure consistency of treatment. The risk to information security is considered as an integral part of this process, particularly in relation to risk of damage to HSENI's reputation.

Personal Data Related Incidents

During the 2021-22 year, HSENI has had no Information Commissioner's Office (ICO) reportable data incidents.

Future Developments in Health and Safety

Following the publication of HSENI's draft Corporate Plan for the period 2018-2023, HSENI will work towards achieving the aims of the organisation as outlined in its mission by focusing on:

- preventing the most serious workplace health and safety issues;
- high-risk industries and activities;
- sensible and proportionate risk management;
- effective regulation; and
- supporting businesses and the economy.

During 2022-23, HSENI aims to:

- maintain its focus as far as possible on occupational health issues, including occupational lung disorders, occupational cancers and mental health at work, in line with our aim to make workplaces healthier;
- continue its work with the Farm Safety Partnership in alignment with the 2020-2023 Farm Safety Action Plan;
- continue to promote its 'FarminMind' Mental Health website for the agricultural community;
- undertake inspection initiatives in relation to workplace transport in the Extractive Industries and Waste sectors;
- focus on Slips, Trips and Falls and Manual Handling in the Public Sector;
- deliver online workshops to assist employers in dealing with work-related stress;
- promote compliance with the Registration, Evaluation, Authorisation and Restriction of Chemicals (REACH) in Northern Ireland;
- raise awareness of hazardous chemicals found in tattoo ink and permanent make-up;
- continue to ensure an effective health and safety at work regulatory framework; and
- deploy operational teams to carry out risk-based and proportionate surveillance in chemicals and product safety.

Policy Development

HSENI is aware that strategies must continuously evolve and develop with changing circumstances and, therefore, HSENI will ensure that its strategies continue to be effective and consistent with the broader Government policy framework and meet the needs of the local economy.

Other Developments

There were no important events affecting HSENI which have occurred since the end of the financial year.

Audit

The financial statements are audited by the Comptroller and Auditor General for Northern Ireland (C and AG) in accordance with the Health and Safety at Work (Northern Ireland) Order 1978 as amended by the Health and Safety at Work (Amendment) (Northern Ireland) Order 1998. The C and AG is Head of the Northern Ireland Audit Office and he and his staff are wholly independent of the Health and Safety Executive for Northern Ireland. He reports his findings to the Northern Ireland Assembly. The audit of the financial statements for 2021-22 resulted in an audit fee of £14,200 and is included in the other operating charges in the Net Expenditure Account.

The C and AG did not provide any non-audit services during the year. As the Accounting Officer, HSENI's Chief Executive is responsible for maintaining a sound system of internal control that supports the achievement of HSENI's policies, aims and objectives whilst safeguarding the public funds and HSENI assets in accordance with the responsibilities set out in Managing Public Money Northern Ireland (MPMNI).

So far as the Accounting Officer is aware, there is no relevant audit information of which the auditor is unaware, and the Accounting Officer has taken all the steps that he ought to have taken to make himself aware of any relevant audit information and to establish that the auditor is aware of that information.

Statement of Accounting Officer's Responsibilities

Under the Health and Safety at Work (Northern Ireland) Order 1978 as amended by the Health and Safety at Work (Amendment) (Northern Ireland) Order 1998, the Department for the Economy has directed the Health and Safety Executive for Northern Ireland to prepare for each financial year a statement of accounts in the form and on the basis set out in the Accounts Direction. The accounts are prepared on an accruals basis and must give a true and fair view of the state of affairs of the Health and Safety Executive for Northern Ireland and of its income and expenditure, Statement of Financial Position and cash flows for the financial year.

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

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

The Accounting Officer of the Department for the Economy has designated the Chief Executive as Accounting Officer of the Health and Safety Executive for Northern Ireland. 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 Health and Safety Executive for Northern Ireland's assets, are set out in MPMNI published by HM Treasury.

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

Governance Statement: Introduction

This is the eighth Governance Statement for the Health and Safety Executive for Northern Ireland (HSENI).

It reflects HSENI's governance, risk management and internal control arrangements as they have operated during the 2021-22 financial year. It also provides details of future actions planned by the HSENI to mitigate risks and to address any internal control weaknesses that have been identified. The systems detailed below have been in place for the year under review and up to the date of approval of the annual report and accounts.

Organisation and Structures

The key organisational structures which support the delivery of corporate governance in HSENI are:

1. the HSENI Board;
2. the Audit and Risk Management Committee;
3. Monthly Senior Management Team meetings; and
4. Quarterly Oversight and Liaison meetings with HSENI's sponsoring body, the Department for the Economy (DfE).

HSENI's Governance Framework

Corporate Governance refers to the way in which organisations are directed and controlled. HSENI's governance framework, which ensures the effectiveness of the direction and control of the Department, is set out in the following paragraphs.

1. HSENI's Board

HSENI's Board oversees the aims and objectives of the organisation within the wider strategic aims of DfE, HSENI's sponsor Department. It supports the Chief Executive by providing collective leadership and taking ownership of HSENI's performance.

During 2021-22, HSENI's Board comprised of nine members including the Chairman, Derek Martin. The Board is comprised entirely of independent members who are appointed for three years (renewable for a further period of up to three years) by the Departmental Minister, in line with the Code of Practice issued by the Commissioner for Public Appointments for Northern Ireland. Six new members were appointed to the Board during the period and took up their roles in May 2021. The Board's membership during 2021-22 was as follows:



Derek Martin
Chairman



Tom Wright
Deputy Chair



Harry Sinclair



Simon McDowell



Andrew Cooke



Siobhán Rooney



Dr Pat Hart



Catherine Irwin



Gerry Strong

While HSENI is a Crown body and its staff are civil servants, the Board is the employer of HSENI staff and is responsible for appointing its Chief Executive. The Board contributes to the good governance of HSENI by offering constructive challenge across all of HSENI's business. This is with a view to ensuring that all aspects of strategy and delivery of policy are scrutinised for effectiveness and efficiency. Day-to-day operational matters are the responsibility of the Chief Executive and Deputy Chief Executives that make up HSENI's Senior Management Team.

The Board has corporate responsibility for ensuring that HSENI fulfils the aims and objectives set by DfE and approved by the Minister, and for promoting the efficient, economic and effective use of staff and other resources by HSENI. To this end, and in pursuit of its wider corporate responsibilities, the Board:

- establishes the overall strategic direction of HSENI within the policy and resources framework determined by the sponsor Minister and Department, particularly under the Department's Management Statement and Financial Memorandum for HSENI;
- constructively challenges the HSENI's executive team in their planning, target setting and delivery of performance;
- ensures that the Department is kept informed of any changes which are likely to impact on the strategic direction of HSENI or on the attainability of its targets, and determines the steps needed to deal with such changes;
- ensures that any statutory or administrative requirements for the use of public funds are complied with; that the Board operates within the limits of its statutory authority and any delegated authority agreed with the Department, and in accordance with any other conditions relating to the use of public funds; and that, in reaching decisions, the Board takes into account all relevant guidance issued by DoF and the Department;
- ensures that the Board receives and reviews regular financial information concerning the management of HSENI; is informed in a timely manner about any concerns about the activities of HSENI; and provides positive assurance to the Department that appropriate action has been taken on such concerns;
- demonstrates high standards of corporate governance at all times, including using the independent Audit and Risk Management Committee, to help the Board to address the key financial and other risks facing HSENI; and
- appoints with the Department's approval, a Chief Executive to HSENI.

2. HSENI's Audit and Risk Management Committee

The Board is supported in its role by HSENI's Audit and Risk Management Committee (ARMC), which is a sub-committee of the Board. During 2021-22 the ARMC was chaired by a Board Member, Hilary Singleton (until 30 April 2021) and then by Tom Wright (with effect from 1 May 2021). The ARMC also included three other Board Members, Lindsey Smith (until 30 April 2021), Harry Sinclair (until 3 January 2022), Siobhan Rooney (with effect from 11 June 2021), Catherine Irwin (with effect from 11 June 2021) and Simon McDowell (with effect from 4 January 2022). Other attendees include HSENI and DfE officials as well as representatives of Northern Ireland Audit Office (NIAO) and HSENI's externally appointed Internal Auditors. The role of the ARMC is to provide assurance to the Board by overseeing:

- (i) strategic processes for risk, control and governance, and the annual Governance Statement;
- (ii) accounting policies, the accounts, and the annual report of the organisation, including the processes for review of the accounts prior to submission for audit, levels of error identified, and management's letter of representation to the external auditors;
- (iii) the planned activity and results of both internal and external audit;
- (iv) proposals for tendering for internal audit services or for purchase of non-audit services from contractors who provide audit services;

- (v) adequacy of management responses to issues identified by audit activity, including external audit's management letter;
- (vi) assurances relating to the corporate governance requirements for the organisation; and
- (vii) anti-fraud policies and raising concerns (whistleblowing) processes.

The ARMC also periodically reviews its own effectiveness and reports the results of that review to the Board. The last review was completed in relation to the 2020-21 year in April 2021 and submitted to the Board at its meeting on 29 July 2021. The points highlighted for consideration following this self-assessment exercise were:

- The need for annual meetings for all DfE Arms Length Bodies (ALB) Chairs and the Departmental Audit and Risk Assessment Committee (ARAC) Chair will be raised again in a bid to improve communication among all Chairs and share information on best practice;
- An issue raised on last year's self-assessment in relation to including details on appointment letters to ARMC members relating to both the appointment duration and how individual performance is to be appraised will be carried forward as no appointments have been made to the ARMC since the issue was raised;
- Going forward it is proposed that in order to adhere to best practice guidelines, biannual Assurance Statements completed by HSENI officials will be issued to all Board and ARMC members to consider prior to submission to the Department; and
- Pre-meetings between ARMC members and Internal/External Audit have had to be temporarily suspended due to the logistical challenges of setting meetings up during the current COVID-19 crisis. This process will resume when current restrictions are lifted, and in the event that restrictions remain in place throughout this financial year, alternative arrangements should be made to arrange relevant bilaterals when necessary.

3. Monthly Senior Management Team Meeting

HSENI's monthly Senior Management Team Meeting is the regular formal meeting of senior management to discuss ongoing operational issues. It is chaired by the Chief Executive and attended by the four Deputy Chief Executives. Minutes of these meetings are published on HSENI's website.

4. Quarterly Oversight and Liaison Meetings

Oversight and Liaison meetings with DfE are held on a quarterly basis. The agendas for these meetings contain standing items which include performance monitoring, budgetary and finance matters, risk management and corporate governance. HSENI's SMT and Board Chair attend these meetings with representatives from DfE's sponsor branch and any matters of note are reported to HSENI's Board by the Chief Executive and Board Chair.

Corporate and Business Planning

Within the policy and resources framework set by the Department's Minister and the Executive, HSENI's Board sets the strategic and annual direction of the organisation through the corporate and business planning process. A Corporate Plan is developed which aligns with the Executive's Programme for Government and Budget. HSENI's five year Corporate Plan covering the period 2018 – 2023 was formally approved by the Minister for the Economy on 4 March 2020. More detailed Operating Plans are prepared on an annual basis. The detailed stages of the corporate and business planning processes are built into the HSENI's Board work programme.

Secretariat

The Board is supported by a secretariat, located within Corporate Support Group, which is responsible for maintenance of a register of interests. An agenda and papers are circulated one week in advance of each meeting and a record of meetings is circulated to Board members and posted on HSENI's website after the following Board meeting. New members are provided with an induction pack and programme.

Board Attendance

During the 2021-22 year, HSENI's Board met a total of four times, three of which were held via video conference and one as a face-to-face meeting. Details of the attendance of individuals who were board members during the year are as follows:

Board Member	Number of Meetings Attended	Out of a possible
Derek Martin	4	4
Tom Wright	4	4
Harry Sinclair	4	4
Andrew Cooke	4	4
Simon McDowell	4	4
Catherine Irwin	4	4
Siobhán Rooney	4	4
Pat Hart	4	4
Gerry Strong	4	4

During the 2021-22 year, issues considered by HSENI's Board included:

- (i) the impact of COVID-19;
- (ii) HSENI's annual budget allocation and issues arising therefrom;
- (iii) management accounting information relating to the actual use of financial resources;
- (iv) human resource issues, including ongoing critical staff vacancies and managing attendance;
- (v) legislative progress and proposals, with particular focus on the UK's Exit from the EU;
- (vi) progress in relation to outputs and outcomes (performance targets); and
- (vii) the identification and management of risk.

Board Performance and Effectiveness

HSENI's Board members' performance is appraised annually by the Chair of the Board and the Chair's performance is appraised annually by the Grade 5 in the Department for the Economy's Sponsor Branch. The Board also reviews its own performance to ensure compliance with the Corporate Governance Code. The last self-assessment exercise was completed in July 2019 and the next review is scheduled for later in 2022.

Conflicts of Interest

HSENI has a Conflicts of Interest Policy for both Non-Executive Board members and all staff members. All interests of both Board Members and SMT are recorded on a Register of Interests. This is updated following all new appointments to ensure that any perceived conflict is recognised immediately. Conflicts of interest are also declared at the beginning of all Board and Audit and Risk Management Committee Meetings and members will excuse themselves from the relevant discussion as necessary. No conflicts of interest were declared at any of the Board meetings or Audit and Risk Management Committee meetings during the year.

Audit and Risk Management Committee Reports

Following each meeting of the ARMC, HSENI's Board is provided with the draft minutes of the meeting supplemented by a verbal report from the ARMC Chair.

The Chair also provides an annual report to HSENI's Board which summarises the Committee's work for the year. The report includes:

- (i) details of meetings, membership and attendance;
- (ii) a summary of the findings from the ARMC's review of its effectiveness;
- (iii) a summary of work undertaken during the year; and
- (iv) the ARMC's views on risk management.

The ARMC was content with the quality of assurances it received during 2021-22 including the management of risk and the quality of internal and external audit.

Risk Management

HSENI's approach is to assign risks to those best placed to manage them, whilst maintaining clear accountability. HSENI manages risk at a corporate level, supported by internal processes. The systems detailed below have been in place for the year under review and up to the date of approval of the annual report and accounts.

HSENI has its own Risk Management Policy which defines the roles and responsibilities within the organisation for the management and mitigation of risk. The policy was developed to align to the requirements outlined in HM Treasury's 'The Orange Book Management of Risk – Principles and Concepts'. The policy also outlines HSENI's risk appetite in relation to each of the nine key outputs (activities) the organisation carries out in order to achieve its objectives.

Corporate risks are managed collectively by the Senior Management Team, with ownership of the risks assigned to the Accounting Officer. HSENI's Senior Management Team formally reviews the Corporate Risk Register on a quarterly basis to determine if new risks should be added and any changes required to existing risks, including whether the risk rating should be increased or decreased.

Potential emerging risks are reported by Heads of Group to relevant Deputy Chief Executives to discuss at monthly SMT meetings, where 'Emerging Risks' is a standing agenda item. A decision is taken at SMT meetings as to whether these should be added to the corporate risk register.

The risk register is reviewed at each meeting of the ARMC, with feedback provided by members on the assessment of each risk. HSENI's Board also received a full copy of the Corporate Risk Register at each meeting throughout the period.

Corporate risks being managed at 31 March 2022 related to:

- Failure to manage HSENI's budget efficiently resulting in a significant under or overspend;
- Ineffective governance leading to poor value for money, fraud, loss of public funds or irregular expenditure;
- Damage to HSENI's reputation as regulator as a result of legal proceedings or adverse media coverage;
- Failure to manage, maintain and secure personal data and information leading to legal proceedings and fines from ICO and failure to comply with General Data Protection Regulation (GDPR) and ICO guidance;
- Disruption to service delivery; and
- Failure to maintain an up-to-date regulatory framework as a result of the UK's exit from the EU.

Risks relating to finance and budgeting issues, staff shortages, legislation and business disruption were all of particular focus throughout the period. However, a risk specifically linked to the impact of COVID-19 was removed as the year progressed and restrictions began to ease. A risk relating to EU operational work was also removed from the register as vacancies in these teams were filled following a number of recruitment exercises throughout the period.

One emerging risk, 'Business Disruption – Non-core issues leading to disruption to service delivery', was added to the risk register at quarter 4 of the year to reflect the potential diversion of senior staff resource leading to targets not being met. This emerging risk will be monitored during 2022-23 to establish if the risk needs to be incorporated as a risk onto the risk register.

None of the risks included on the risk register had an 'extreme' inherent or residual rating and none are considered to have hindered the organisation in achieving its objectives.

Six Monthly Assurance Statements

Every six months HSENI's Chief Executive provides an Assurance Statement to DfE's Permanent Secretary, who is the Departmental Accounting Officer for DfE. This six monthly statement confirms the efficacy of the systems of internal control within HSENI and, where appropriate, draws the attention of the Permanent Secretary to any significant internal control issues during 2021-22. HSENI shares these Assurance Statements and associated Assurance Checklists with Board and ARMC members prior to submission to the Department.

Freedom of Information (FOI) and Environmental Information Regulations (EIR) Requests

The Freedom of Information Act 2000 and the Environmental Information Regulations 2004 give everyone the right to access government information and place a statutory duty on government to make certain information publicly available as a matter of course. A total of 119 'Requests for Information', falling within the terms of this legislation, were received within the period of this report.

Subject Access Requests

The Data Protection Act 2018 and the General Data Protection Regulations gives individuals the right to access their own personal data through the making of a Subject Access Request. During the 2021-22 year, HSENI received a total of 11 requests falling within the terms of this legislation.

Internal Audit

HSENI has externally appointed Internal Auditors, who operate to HM Treasury's Public Sector Internal Audit Standards. CavanaghKelly was appointed as HSENI's internal audit service provider in 2020 for a three year period. The Internal Auditors developed a Strategic Audit Plan covering the 2020-23 period based on their assessment of the risks faced by HSENI which may impact on its ability to achieve organisational objectives, including any emerging risks. The 2021-22 internal audit programme produced following this strategy was agreed by the ARMC.

HSENI's Internal Auditors submit regular reports to the ARMC which include the Head of Internal Audit's independent opinion on the adequacy, reliability and effectiveness of HSENI's system of internal control. During the year, HSENI received a 'satisfactory' assurance on all five areas reviewed. A 'satisfactory' assurance was provided on Internal Audit's Annual Assurance Report in relation to the adequacy of the systems of control in place within HSENI, in line with the Internal Audit Strategic Plan, and their operation for the period ended 31 March 2022.

Fraud and Raising Concerns

HSENI has effective processes in place to mitigate fraud and to deal with cases of suspected fraud should these arise. The Anti-Fraud Policy and Fraud Response Plan are reviewed and approved by the ARMC.

The organisation also has effective whistleblowing arrangements in place with Raising Concerns (Whistleblowing) Guidance outlining the processes in place to deal with concerns raised both internally by staff and externally by members of the public. This document is also approved by the ARMC. Guidance on how the public can raise concerns is available on HSENI's website. These documents are revised on a regular basis to ensure information is accurate and to take account of new guidance issued. HSENI has appointed a member of the Senior Management Team as its Raising Concerns Champion to deal with all correspondence received. Advice can be sought if required from DfE's Fraud and Raising Concerns Branch, which is responsible for providing a professional advice and guidance function.

Compliance with the Corporate Governance Code

HSENI is content that it is compliant with both the spirit and the principles of the 'Corporate Governance in Central Government Departments: Code of Good Practice NI 2013' issued by the Department of Finance and Personnel (now Department of Finance) in April 2013, in so much as they can be read across to NDPBs.

Quality of Data used by HSENI's Board

HSENI's Board is issued with the most up-to-date data sources ahead of each Board meeting. The data is collated into a number of key reports, drawn from a wide range of sources, covering the core functions of the organisation, including budgets and finance, performance monitoring, legislation, human resources, investigations and prosecutions, all of which are subject to internal audit scrutiny. The Board also draws assurance from the fact that data relating to financial information and absenteeism is derived from NICS wide systems such as Account NI and HR Connect. These systems are subject to scrutiny by DoF's Internal Audit Service and information on absenteeism is supplied to departments by the Northern Ireland Statistics and Research Agency (NISRA). The data is subject to challenge or to requests for further information/clarification by the Board. The Board was content with the quality of information it received during 2021-22.

Efficiency and Value for Money

In order to ensure that the public resources allocated are used to best effect, HSENI is committed to:

- regularly monitoring performance;
- conducting Internal Audits of its operating systems;
- adopting a strategic approach to risk management;
- keeping its performance measurement mechanisms under review;
- following DoF's Central Procurement Directorate (CPD) guidelines for procurement and using its services wherever possible;
- keeping administrative costs to a minimum; and
- recovering costs where appropriate.

Ministerial Directions

No Ministerial Directions were issued during the 2021-22 financial year.

Public Accounts Committee Issues

HSENI was not required to provide evidence to the Assembly's Public Accounts Committee during 2021-22.

Remuneration Report

Remuneration Policy

The pay remit for the Northern Ireland (NI) public sector, including senior civil servants (SCS) in the NICS, is approved by the Minister of Finance. The Minister set the 2021-22 NI public sector pay policy (March 2021). Annual NICS pay awards are made in the context of the wider public sector pay policy. The pay awards for NICS staff, including SCS, for 2020-21 were paid in June and July 2021. The pay awards for 2021-22 were paid in September and October 2021. The pay of NICS staff is based on a system of pay scales for each grade, including SCS, containing a number of pay points from minimum to maximum, allowing progression towards the maximum based on performance.

Service Contracts

The Civil Service Commissioners (NI) Order 1999 requires Civil Service appointments to be made on merit on the basis of fair and open competition. The Recruitment Code published by the Civil Service Commissioners for Northern Ireland specifies the circumstances when appointments may be made otherwise.

Unless otherwise stated, the officials covered by this report hold appointments that are open-ended. Early termination, other than for misconduct, would result in consideration of the individual receiving compensation as set out in the Civil Service Compensation Scheme.

Further information about the work of the Civil Service Commissioners for Northern Ireland can be found at www.nicscommissioners.org

Salary and Pension Entitlements (The following is subject to Audit)

The following sections provide details of the remuneration and pension interests of the senior members of HSENI.

Remuneration and pension entitlements – Officials

Single total figure of remuneration

Senior Management	2021-22			2020-21			
	Salary £'000	Pension Benefits (to nearest £1000)*	Total (£'000)	Salary £'000	Bonus Payments £'000	Pension Benefits (to nearest £1000)*	Total (£'000)
Robert Kidd Chief Executive	75-80	38	115-120	70-75	-	34	105-110
Louis Burns Deputy Chief Executive	65-70	35	100-105	60-65	0-5	38	100-105
Bryan Monson Deputy Chief Executive	65-70	18	85-90	65-70	0-5	25	90-95
Nicola Monson Deputy Chief Executive	65-70	21	85-90	65-70	0-5	31	95-100
Kevin Neeson Deputy Chief Executive (from 1 November 2021) Acting Deputy Chief Executive (from 1 June 2020)	60-65	24	85-90	45-50 (55-60 full year equivalent)	0-5	21	65-70

* The value of pension benefits accrued during the year is calculated as (the real increase in pension multiplied by 20) plus (the real increase in any lump sum) less (the contributions made by the individual). The real increases exclude increases due to inflation and any increase or decrease due to a transfer of pension rights.

None of the senior members of HSENI received bonuses in 2021-22 (2020-21: four) and none of the senior members received benefits in kind during the years 2021-22 or 2020-21.

	2021-22	2020-21
Board Members	Salary £'000	Salary £'000
Derek Martin Chairperson	20-25	20-25
Harry Sinclair, Tom Wright	0-5	0-5
Billy Graham, John Kane, Maynard Mawhinney, Hilary Singleton, Lindsey Smith (Appointments as Board Members ended 30 April 2021)	0-5	0-5
Andrew Cooke, Patricia Hart, Catherine Irwin, Simon McDowell, Siobhán Rooney, Gerry Strong (Appointments as Board Members commenced 1 May 2021)	0-5	-

Salary

'Salary' includes gross salary; overtime; reserved rights to London weighting or London allowances; recruitment and retention allowances; private office allowances and any other allowance to the extent that it is subject to UK taxation and any severance or ex gratia payments. This report is based on accrued payments made by HSENI and thus recorded in these accounts.

Benefits in kind

The monetary value of benefits in kind covers any benefits provided by the employer and treated by HM Revenue and Customs as a taxable emolument. No such benefits were received by HSENI staff or Board members.

Bonuses

HSENI operates under the rules of the NICS Special Bonus Scheme which was removed from use on 31 March 2021. No bonuses were paid to Senior Managers in 2021-22. The bonuses reported in 2020-21 relate to performance in 2020-21 when the NICS Special Bonus Scheme was still active.

Fair Pay Disclosures

(The following section is subject to Audit)

Pay Ratios

HSENI is required to disclose the relationship between the remuneration of the highest-paid director in the organisation and the lower quartile, median and upper quartile remuneration of the workforce. The banded remuneration of the highest-paid director in HSENI in the financial year 2021-22 was £75,000 - £80,000 (2020-21: £70,000 - £75,000). The relationship between the mid-point of this band and the remuneration of the organisation's workforce is disclosed below.

2021-22	25th percentile	Median	75th percentile
Total remuneration (£)	28,990	36,690*	43,980
Pay ratio	2.7:1	2.1:1	1.8:1

2020-21	25th percentile	Median	75th percentile
Total remuneration (£)	27,845	38,858*	42,914
Pay ratio	2.6:1	1.9:1	1.7:1

*The median salary in 2021-22 has fallen by £2,168 or 6% as compared with 2020-21. This reflects that HSENI has employed a significant number of trainees on starting salaries between the 25th percentile and the median

Total remuneration includes salary, non-consolidated performance-related pay, and benefits-in-kind. It does not include severance payments, employer pension contributions and the cash equivalent transfer value of pensions. For 2021-22, the 25th percentile, median and 75th percentile remuneration values consisted solely of salary payments.

No employees received remuneration in excess of the highest-paid director (2020-21: NIL).

Remuneration ranged from £21,000 to £77,500 (2020-21: £19,000 to £72,500).

Percentage Change in Remuneration

(The following section is subject to Audit)

The percentage changes in respect of HSENI are shown in the following table. It should be noted that the calculation for the highest paid director is based on the mid-point of the band within which their remuneration fell in each year.

Percentage change for:	2021-22 v 2020-21
Average employee salary and allowances	2.4%
Highest paid director's salary and allowances	6.9% ¹³
Average employee performance pay and bonuses	-100% ¹⁴
Highest paid director's performance pay and bonuses	N/A ¹⁵

¹³If actual salary is used the percentage increase is 2.5%.

¹⁴The Northern Ireland Civil Service special bonus scheme was withdrawn with effect from 31 March 2021.

¹⁵No performance pay or bonuses were payable to the highest paid director in these years.

Northern Ireland Civil Service (NICS) Pension Schemes

Pension Entitlements – Officials (The following section is subject to Audit)

	Accrued pension at pension age as at 31/3/2022 and related lump sum	Real increase in pension and related lump sum at pension age	CETV at 31/3/22	CETV at 31/3/21	Real increase in CETV
Senior Management	£'000	£'000	£'000	£'000	£'000
Robert Kidd Chief Executive	35-40 plus a lump sum of 75-80	0-2.5 plus a lump sum of 0-2.5	651	592	24
Louis Burns Deputy Chief Executive	30-35 plus a lump sum of 60-65	0-2.5 plus a lump sum of 0-2.5	551	495	22
Bryan Monson Deputy Chief Executive	25-30 plus a lump sum of 50-55	0-2.5 plus a lump sum of 0	543	505	8
Nicola Monson Deputy Chief Executive	25-30 plus a lump sum of 45-50	0-2.5 plus a lump sum of 0	479	443*	10
Kevin Neeson Deputy Chief Executive (from 1 November 2021) Acting Deputy Chief Executive (from 1 June 2020)	10-15	0-2.5	132	116	8

* This figure was reported as £453k in the 2020-21 Annual Report, as per CSP calculations

Board members are not included in the NICS Pension Scheme.

Northern Ireland Civil Service (NICS) Pension Schemes

Pension benefits are provided through the Northern Ireland Civil Service pension schemes which are administered by Civil Service Pensions (CSP).

The alpha pension scheme was initially introduced for new entrants from 1 April 2015. The alpha scheme and all previous scheme arrangements are unfunded with the cost of benefits met by monies voted each year. The majority of members of the Classic, Premium, Classic Plus and Nuvos pension arrangements (collectively known as the Principal Civil Service Pension Scheme (Northern Ireland) [PCSPS(NI)]) also moved to alpha from that date. At that time, members who on 1 April 2012 were within 10 years of their normal pension age did not move to alpha (full protection) and those who were within 13.5 years and 10 years of their normal pension age were given a choice between moving to alpha on 1 April 2015 or at a later date determined by their age (tapered protection).

In 2018, the Court of Appeal found that the protections put in place back in 2015 that allowed older

workers to remain in their original scheme, were discriminatory on the basis of age. As a result, the discrimination identified by the Courts in the way that the 2015 pension reforms were introduced must be removed by the Department of Finance. It is expected that, in due course, eligible members with relevant service between 1 April 2015 and 31 March 2022 may be entitled to different pension benefits in relation to that period. The different pension benefits relate to the alternative schemes e.g. legacy PCSPS(NI) 'Classic', 'Premium' or 'Nuvos' (legacy scheme) or Alpha. Scheme regulations made in March 2022, closed the PCSPS(NI) to future accrual from 31 March 2022, and all remaining active PCSPS(NI) members (including partially retired members in active service) moved to 'alpha' from 1 April 2022. This completes Phase One to remedy the discrimination identified by the Courts. Any pension benefits built up in the legacy scheme prior to this date are unaffected and PCSPS(NI) benefits remain payable in accordance with the relevant scheme rules. Phase Two will see the implementation of the Deferred Choice Underpin. That is, giving eligible members a choice between legacy scheme and alpha scheme benefits for service between 1 April 2015 and 31 March 2022. At this stage, allowance has not yet been made within CETVs for this remedy. Further information on the remedy will be included in the NICS pension scheme accounts which are available at www.finance-ni.gov.uk/publications/dof-resource-accounts.

Alpha is a 'Career Average Revalued Earnings' (CARE) arrangement in which members accrue pension benefits at a percentage rate of annual pensionable earnings throughout the period of scheme membership. The current accrual rate is 2.32%.

Currently new entrants joining can choose between membership of Alpha or joining a 'money purchase' stakeholder arrangement with a significant employer contribution (Partnership Pension Account).

New entrants who joined on or after 30 July 2007 were eligible for membership of the legacy PCSPS(NI) Nuvos arrangement or they could have opted for a Partnership Pension Account. Nuvos was also a CARE arrangement in which members accrued pension benefits at a percentage rate of annual pensionable earnings throughout the period of scheme membership. The rate of accrual was 2.3%.

Staff in post prior to 30 July 2007 may be in one of three statutory based 'final salary' legacy defined benefit arrangements (Classic, Premium and Classic Plus). From April 2011, pensions payable under these arrangements have been reviewed annually in line with changes in the cost of living. New entrants who joined on or after 1 October 2002 and before 30 July 2007 will have chosen between membership of premium or joining the Partnership Pension Account.

Benefits in Classic accrue at the rate of 1/80th of pensionable salary for each year of service. In addition, a lump sum equivalent to three years' pension is payable on retirement. For Premium, benefits accrue at the rate of 1/60th of final pensionable earnings for each year of service. Unlike Classic, there is no automatic lump sum (but members may give up (commute) some of their pension to provide a lump sum). Classic Plus is essentially a variation of Premium, but with benefits in respect of service before 1 October 2002 calculated broadly as per Classic.

The Partnership Pension Account is a stakeholder pension arrangement. The employer makes a basic contribution of between 8% and 14.75% (depending on the age of the member) into a stakeholder pension product chosen by the employee. The employee does not have to contribute but where they do make contributions, the employer will match these up to a limit of 3% of pensionable salary (in addition to the employer's basic contribution). Employers also contribute a further 0.5% of pensionable salary to cover the cost of centrally provided risk benefit cover (death in service and ill health retirement).

Active members of the pension scheme will receive an Annual Benefit Statement. The accrued pension quoted is the pension the member is entitled to receive when they reach their scheme pension age, or immediately on ceasing to be an active member of the scheme if they are at or over pension age. The normal scheme pension age in alpha is linked to the member's State Pension Age but cannot be before age 65. The Scheme Pension age is 60 for any pension accrued in the legacy Classic, Premium, and Classic Plus arrangements and 65 for any benefits accrued in Nuvos. Further details about the NICS pension schemes can be found at the website www.finance-ni.gov.uk/civilservicepensions-ni.

All pension benefits are reviewed annually in line with changes in the cost of living. Any applicable increases are applied from April and are determined by the Consumer Prices Index (CPI) figure for the preceding September. The CPI in September 2021 was 3.1% and HM Treasury has announced that public service pensions will be increased accordingly from April 2022.

Employee contribution rates for all members for the period covering 1 April 2022 – 31 March 2023 are as follows:

Scheme Year 1 April 2022 - March 2023.

Annualised Rate of Pensionable Earnings (Salary Bands)		Contribution rates – All members
From	To	From 1 April 2022 to 31 March 2023
£0	£24,449.99	4.6%
£24,450.00	£56,399.99	5.45%
£56,400.00	£153,299.99	7.35%
£153,300.00	and above	8.05%

Cash Equivalent Transfer Values

A Cash Equivalent Transfer Value (CETV) is the actuarially assessed capitalised value of the pension scheme benefits accrued by a member at a particular point in time. The benefits valued are the member's accrued benefits and any contingent spouse's pension payable from the scheme. A CETV is a payment made by a pension scheme or arrangement to secure pension benefits in another pension scheme or arrangement when the member leaves a scheme and chooses to transfer the benefits accrued in their former scheme. The pension figures shown relate to the benefits that the individual has accrued as a consequence of their total membership of the pension scheme, not just their service in a senior capacity to which disclosure applies. The CETV figures, and from 2003-04 the other pension details, include the value of any pension benefit in another scheme or arrangement which the individual has transferred to the NICS pension arrangements. They also include any additional pension benefit accrued to the member as a result of their purchasing additional years of pension service in the scheme at their own cost. CETVs are calculated in accordance with The Occupational Pension Schemes (Transfer Values) (Amendment) Regulations 2015 and do not take account of any actual or potential benefits resulting from Lifetime Allowance Tax which may be due when pension benefits are taken.

Real increase in CETV

This reflects the increase in CETV effectively funded by the employer. It does not include the increase in accrued pension due to inflation, contributions paid by the employee (including the value of any benefits transferred from another pension scheme or arrangement) and uses common market valuation factors for the start and end of the period. However, the real increase calculation uses common actuarial factors at the start and end of the period so that it disregards the effect of any changes in factors and focuses only on the increase that is funded by the employer.

Compensation for loss of office (The following section is subject to Audit)

No amounts became payable in 2021-22 or 2020-21 in relation to loss of office.

Staff Report

Staff Costs (The following section is subject to Audit)

Staff costs comprise:

	Permanently employed staff £'000	Others £'000	2021-22 Total £'000	2020-21 Total £'000
Wages and salaries	3,959	38	3,997	4,029
Social security costs	417	-	417	396
Other pension costs	1,213	-	1,213	1,164
Sub Total	5,589	38	5,627	5,589
Less Recoveries for Outward Secondments	-	-	-	-
Total Net Costs	5,589	38	5,627	5,589

All HSENI staff costs are charged to programme expenditure in DfE Resource Accounts.

Pension

The Northern Ireland Civil Service main pension schemes are unfunded multi-employer defined benefit schemes but HSENI is unable to identify its share of the underlying assets and liabilities.

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

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

The 2016 Scheme Valuation requires adjustment as a result of the 'McCloud remedy'. The Department of Finance also commissioned a consultation in relation to the Cost Cap element of Scheme Valuations which closed on 25 June 2021. The Cost Cap Mechanism (CCM) is a measure of scheme costs and determines whether member costs or scheme benefits require adjustment to maintain costs within a set corridor. By taking into account the increased value of public service pensions, as a result of the 'McCloud remedy', scheme cost control valuation outcomes will show greater costs than otherwise would have been expected. Following completion of the consultation process the 2016 Valuation has been completed and the final cost cap determined. Further information can be found on the Department of Finance website www.finance-ni.gov.uk/articles/northern-ireland-civil-service-pension-scheme-valuations.

A case for approval of a Legislative Consent Motion (LCM) was laid in the Assembly to extend the Public Service Pensions and Judicial Offices Bill (PSP&JO) to Northern Ireland. Under the LCM agreed by the NI Assembly on 1 November 2021 provisions are included in the Act for devolved schemes in NI. A second LCM was laid in the Assembly to implement the CCM changes in the Westminster Bill for devolved

schemes. The second LCM, as agreed by the Assembly on 31 January 2022, ensured the reformed only scheme design and the economic check will now be applied to the 2020 scheme valuations for the devolved public sector pension schemes, including the NICS pension scheme. The PSP&JO Act received Royal Assent on 10 March 2022. The UK Act legislates how the government will remove the discrimination identified in the McCloud judgment. The Act also includes provisions that employees will not experience any detriment if the adjusted valuation costs breach the set cost cap ceiling but any breaches of the cost cap floor (positive employee impacts) in the completed valuations will be honoured.

For 2021-22, employers' contributions of £1,213,062 were payable to the NICS pension arrangements (2020-21: £1,163,774) at one of three rates in the range 28.7% to 34.2% of pensionable pay, based on salary bands.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employers' contributions of £NIL (2020-21: £NIL) were paid to one or more of the panel of two appointed stakeholder pension providers. Employer contributions are age-related and range from 8% to 14.75% (2020-21, 8% to 14.75%) of pensionable pay.

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

Employer contributions of £NIL, 0.5% (2020-21 £NIL, 0.5%) of pensionable pay, were payable to the NICS Pension schemes to cover the cost of the future provision of lump sum benefits on death in service and ill health retirement of these employees. Contributions due to the partnership pension providers at the reporting period date were £NIL. Contributions prepaid at that date were £NIL.

No exit packages were paid during the year (2020-21 NIL). No persons (2020-21: NIL persons) retired early on ill health grounds; the total additional accrued pension liabilities in the year amounted to £NIL (2020-21: £NIL).

Average number of persons employed (The following section is subject to Audit)

The average number of whole-time equivalent persons, including senior management, employed during the year was as follows:

	Permanent staff	Others	2021-22 Total	2020-21 Total
Directly employed	100	-	100	102
Other	-	1	1	-
Total	100	1	101	102

Staff Composition

A breakdown at 31 March 2022 showing the number of persons of each sex who were Board Members, senior managers and employees of HSENI, is shown below. Figures for the previous year are shown in brackets.

	Male	Female
Board Members	6 (6)	3 (2)
Senior Managers	4 (4)	1 (1)
Senior Civil Servants	1 (1)	0 (0)
Employees	55 (50)	62 (51)

Staff Turnover Percentage

HSENI had an 8.1% (2020-21: 7.5%) staff turnover percentage for the 2021-22 period.

Staff Engagement Percentage Scores

The 2021 NICS People Survey was conducted by NISRA across the nine NICS ministerial Departments as well as the Public Prosecution Service and the Health and Safety Executive for NI. All staff working in these organisations were invited to take part in the survey. As the 2020 survey related primarily to the impact of COVID-19 and did not include engagement themes, the latest year for which direct comparisons can be made is 2019. For HSENI there were 114 (2019: 111) staff invited to complete the survey, of which 90 (2019: 85) participated, a response rate of 79% (2019: 77%). The Employee Engagement Index (EEI) is the weighted average of the responses to the five employee engagement questions, and it ranges from 0% to 100%. HSENI responses indicated an Employee Engagement Index of 69% (2019: 69%), compared to the NICS average of 57% (2019: 51%). The full survey can be accessed at www.finance-ni.gov.uk/publications/nics-people-survey-results.

Sickness Absence Data

The overall HSENI managing attendance figure for 2021-22 was a total of 1,021 (2020-21: 427) staff days lost. This equates to 10.3 (2020-21: 4.3) working days lost per staff member during the year. 81.2% of working days lost through sick absence during 2020-21 were attributable to long term absence. 72.5% of staff had no sick absence throughout the period.¹⁶

Staff Policies applied during the Financial Year

HSENI adheres to all NICS policies in ensuring full and fair consideration is given to applications for employment by disabled persons, in continuing the employment of, and arranging appropriate training for, employees who have become disabled persons during the period when they were employed, and for the training, career development and promotion of disabled persons employed.

¹⁶ Sickness absence figures are sourced from NISRA.

Human Resources

HSENI continues to manage its business and improve performance through effective staff deployment and performance management. This has been achieved through efficient people planning, active career management, and facilitation of staff transfer for the benefit of both the business and the individual concerned. HSENI maintains a skilled and motivated workforce created through a culture of development and well managed personal development plans.

HSENI's current staff in post is 122. As HSENI has Crown status, its employees are Civil Servants and enjoy Northern Ireland Civil Service terms and conditions of service. A significant number of our staff made use of the flexible working hours and work life balance policies available throughout the NICS. At 31 March 2022, there were 26 staff working on part-time, partial retirement or term-time arrangements.

HSENI continues to monitor and actively manage the sickness absence of its staff through the application of centrally agreed policies and procedures and the HR Connect Shared Service.

HSENI continues to:

- create an inclusive, safe and healthy working environment for all staff;
- actively pursue fairness and equality;
- encourage team working within an open and participative management culture; and
- maintain good industrial relations and liaise regularly with Trade Union representatives.

Employment, Training and Advancement of Disabled Persons

The NICS is committed to working towards creating a truly inclusive workplace where all colleagues feel valued. The NICS has a wide and active network of Diversity Champions. The NICS Disability Champion is supported by the NICS Disability Working Group, a consultative group that works to promote disability equality and inclusion across the NICS.

The NICS applies the recruitment principles as set out in the Recruitment Code of the Civil Service Commissioners for Northern Ireland, appointing candidates based on merit through fair and open competition. Mandatory training for recruitment and selection panel members includes raising awareness of unconscious bias. Unconscious bias training is available to all staff.

The NICS undertakes outreach activities to promote career opportunities to the disability sector and offers a Work Experience Scheme for People with Disabilities and participates in the annual International Job Shadow Day. In 2021-22 the NICS offered a number of work experience opportunities under the JobStart Scheme.

In 2021-22, the NICS implemented a Guaranteed Interview Scheme (GIS).

To maintain and promote a diverse and inclusive workforce, the NICS has policies in place to support reasonable adjustments to working practices or the work environment as required by disabled persons.

Health and Safety within HSENI

HSENI is committed to ensuring the health, safety and welfare of staff, and others who may be affected by its undertakings. HSENI's Corporate Plan for 2018-2023 sets out its commitment to create an inclusive, safe and healthy working environment for all staff. To underscore this commitment, health, safety and welfare at work is a standing item at all Senior Management Team and Board meetings.

Employee Consultation and Trade Union Relationships

The Department of Finance is responsible for the NICS Industrial Relations Policy. NICSHR, consults on HR policy with all recognised Trade Unions and local departmental arrangements are in place to enable consultation on matters specific to a department or individual business area.

Employee Engagement and Learning and Development

The NICS recognises the importance of having skilled and engaged employees and continues to invest in learning and development.

Development and delivery of generic staff training is centralised in NICSHR¹⁷. Training is delivered using a variety of learning delivery channels (including on-line, webinars), providing flexible access to learning. Coherent learning pathways are aligned to both corporate need and the NICS Competency Framework.

Talent management is a key theme of the NICS People Strategy (www.finance-ni.gov.uk/articles/nics-people-strategy-2018-21) and this year the focus was on improving the quality of the development conversation between managers and staff, with the introduction of a talent management toolkit. The NICS offers a wide range of career development opportunities through mentoring, secondment and interchange opportunities, elective transfers, temporary promotion, job rotation and job shadowing.

HSENI Human Resource policies, strategies and plans directly and tangibly support HSENI's business by ensuring that it has a highly skilled, knowledgeable and flexible workforce. HSENI is committed to the continuous development of its staff to meet the needs of its business areas and to reflect the variety of skills and competencies required for them to operate effectively both now and in the future. HSENI managers, at all levels, in line with HR policies contained in the NICS Staff Handbook ensure performance management, absence levels and employee relations are managed effectively. HSENI is committed to providing all staff with the development and training necessary for effective performance in their jobs and for the development of their potential in accordance with the business needs of HSENI and the agreed training priorities for the NICS. HSENI utilises the DoF Centre for Applied Learning shared service which provides a wide range of programmes for all generic learning and development needs.

COVID-19 had a significant impact on the number of training courses available, with most events occurring virtually. During 2021-22 HSENI offered 'line of business' study opportunities where budget permitted. In the last year:

- Six staff members attended the Virtual Trauma Recovery Summit;
- One staff member completed the NEBOSH General Certificate;
- One staff member completed a Biosafety – Working Practices and Managing Safety at Containment course; and
- Two staff members completed the Social Media Strategy and Analytics for Public Sector Organisations course

Many of our staff also attend generic training courses provided by DoF, Centre for Applied Learning. Courses attended during this reporting period include Emergency First Aid, Mental Health Awareness for Managers Managing Remote Teams (Webinar), Virtual Coaching Skills (Webinar), Recruitment & Selection: Standards and Skills (Webinar) and Mental Health Awareness for Staff Working at Home (Webinar).

Seven trainee inspectors commenced the work towards the NEBOSH Post Graduate Diploma, following delays from COVID-19. 11 trainees joined the organisation at the end of the reporting year, and they have already started elements of their training.

Staff opinions and views are sought as part of the planning processes, for example, as part of the annual operational plan, as well as at events such as staff away days. SMT also encourages consultation and exchange of information within HSENI. SMT meets with Heads of Group on a regular basis. In addition, a system of team briefing provides the framework for managers to update staff on a monthly basis on Board and SMT decisions, organisational topics and issues.

¹⁷ NICSHR is the NICS' centralised human resources function. It falls under the responsibility of the Department of Finance

Other Employee Matters

The 2018-21 NICS People Strategy sets out the shared view of the people priorities across the NICS under the following themes:

- A well-led NICS
- High performing NICS
- Outcomes-focused NICS
- An inclusive NICS in which diversity is truly valued – a great place to work

Expenditure on Consultancy

HSENI did not incur any expenditure on consultants during the 2021-22 financial year.

Off-payroll Engagements

HSENI did not engage in any off-payroll arrangements during the 2021-22 financial year.

Exit Packages

No exit packages were paid during the 2021-22 financial year.

Robert Kidd



Accounting Officer

14 September 2022

Assembly Accountability and Disclosure Notes

Funding Report

Regularity of Expenditure (The following section is subject to Audit)

HSENI conducted its financial dealings throughout the year in line with relevant legislation, delegated authorities and appropriate guidance issued by HM Treasury and DoF, including Managing Public Money Northern Ireland (MPMNI). Expenditure in response to COVID-19 was in line with Assembly authority (regular) and in accordance with the principles of MPMNI.

Fees and Charges (The following section is subject to Audit)

HSENI had no material fees and charges income in the current financial year.

Losses and Special Payments (The following section is subject to Audit)

HSENI did not make any losses, gifts or special payments requiring disclosure in the current financial year.

Remote Contingent Liabilities (The following section is subject to Audit)

HSENI is not aware of any remote contingent liabilities.

Auditor's Report

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

Opinion on financial statements

I certify that I have audited the financial statements of the Health and Safety Executive for Northern Ireland for the year ended 31 March 2022 under the Health and Safety at Work (Northern Ireland) Order 1978. The financial statements comprise: the Statements of Comprehensive Net Expenditure, Financial Position, Cash Flows, Changes in Taxpayers' Equity; and the related notes, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and UK adopted international accounting standards as interpreted and adapted by the Government Financial Reporting Manual.

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

In my opinion the financial statements:

- give a true and fair view of the state of the Health and Safety Executive for Northern Ireland's affairs as at 31 March 2022 and of the Health and Safety Executive for Northern Ireland's net expenditure for the year then ended; and
- have been properly prepared in accordance with the Health and Safety at Work (Northern Ireland) Order 1978 and Department for the Economy directions issued thereunder.

Opinion on regularity

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

Basis for opinions

I conducted my audit in accordance with International Standards on Auditing (ISAs) (UK), applicable law and Practice Note 10 'Audit of Financial Statements and Regularity of Public Sector Bodies in the United Kingdom'. My responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of this certificate.

My staff and I are independent of the Health and Safety Executive for Northern Ireland in accordance with the ethical requirements that are relevant to my audit of the financial statements in the UK, including the Financial Reporting Council's Ethical Standard, and have fulfilled our other ethical responsibilities in accordance with these requirements.

I believe that the audit evidence obtained is sufficient and appropriate to provide a basis for my opinions.

Conclusions relating to going concern

In auditing the financial statements, I have concluded that the Health and Safety Executive for Northern Ireland's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work I have performed, I have not identified any material uncertainties relating to events or

conditions that, individually or collectively, may cast significant doubt on the Health and Safety Executive for Northern Ireland's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

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

My responsibilities and the responsibilities of the Board and the Accounting Officer with respect to going concern are described in the relevant sections of this report.

Other Information

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

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

I have nothing to report in this regard.

Opinion on other matters

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

- the parts of the Accountability Report to be audited have been properly prepared in accordance with the Department for the Economy directions made under the Health and Safety at Work (Northern Ireland) Order 1978; and
- the information given in the Performance Report and Accountability Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

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

- adequate accounting records have not been kept; or
- the financial statements and the parts of the Accountability Report to be audited are not in agreement with the accounting records; or
- certain disclosures of remuneration specified by the Government Financial Reporting Manual are not made; or
- I have not received all of the information and explanations I require for my audit; or
- the Governance Statement does not reflect compliance with the Department of Finance's guidance.

Responsibilities of the Board and Accounting Officer for the financial statements

As explained more fully in the Statement of the Board and Accounting Officer's Responsibilities, the Board and the Accounting Officer are responsible for:

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

Auditor's responsibilities for the audit of the financial statements

My responsibility is to examine, certify and report on the financial statements in accordance with the Health and Safety at Work (Northern Ireland) Order 1978.

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

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

My procedures included:

- obtaining an understanding of the legal and regulatory framework applicable to the Health and Safety Executive for Northern Ireland through discussion with management and application of extensive public sector accountability knowledge. The key laws and regulations I considered included Health and Safety Legislation, the Health and Safety at Work (Northern Ireland) Order 1978, the Fair Employment (Northern Ireland) Act 1989 and relevant tax laws;
- making enquires of management and those charged with governance on Health and Safety Executive for Northern Ireland's compliance with laws and regulations;
- making enquiries of internal audit, management and those charged with governance as to susceptibility to irregularity and fraud, their assessment of the risk of material misstatement due to fraud and irregularity, and their knowledge of actual, suspected and alleged fraud and irregularity;
- completing risk assessment procedures to assess the susceptibility of Health and Safety Executive for Northern Ireland's financial statements to material misstatement, including how fraud might occur. This included, but was not limited to, an engagement director led engagement team discussion on fraud to identify particular areas, transaction streams and business practices that may be susceptible to material misstatement due to fraud. As part of this discussion, I identified potential for fraud in the following areas: posting of unusual journals and unreasonable management estimates;
- engagement director oversight to ensure the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with the applicable legal and regulatory framework throughout the audit;

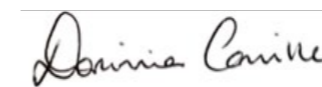
- designing audit procedures to address specific laws and regulations which the engagement team considered to have a direct material effect on the financial statements in terms of misstatement and irregularity, including fraud. These audit procedures included, but were not limited to, reading board and committee minutes, and agreeing financial statement disclosures to underlying supporting documentation and approvals as appropriate and enquiries of management and those charged with governance;
- addressing the risk of fraud as a result of management override of controls by:
 - performing analytical procedures to identify unusual or unexpected relationships or movements;
 - testing journal entries to identify potential anomalies, and inappropriate or unauthorised adjustments;
 - assessing whether judgements and other assumptions made in determining accounting estimates were indicative of potential bias; and
 - investigating significant or unusual transactions made outside of the normal course of business.

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

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

Report

I have no observations to make on these financial statements.



Dorinnia Carville
Comptroller and Auditor General
Northern Ireland Audit Office
106 University Street
BELFAST
BT7 1EU

21 September 2022

Health and Safety Executive for Northern Ireland

Statement of Comprehensive Net Expenditure for the year ended 31st March 2022

	Notes	2021-22 £'000	2020-21 £'000
Income from activities	4	115	30
Total operating income		115	30
Staff costs	2	5,627	5,589
Depreciation	3	6	7
Amortisation	3	74	73
Other operating expenditure	3	1,705	1,441
Total operating expenditure		7,412	7,110
Net operating expenditure for the year		7,297	7,080
Other comprehensive net expenditure			
Net gain on revaluation of intangible assets	6	(45)	(8)
Comprehensive net expenditure for the year		7,252	7,072

All amounts above relate to continuing operations.


The notes on pages 97 to 109 form part of these accounts.

Health and Safety Executive for Northern Ireland

Statement of Financial Position as at 31st March 2022

		31st March 2022	31st March 2021
	Notes	£'000	£'000
Non-current assets			
Property, plant and equipment	5	10	16
Intangible assets	6	573	602
Total non-current assets		583	618
Current assets			
Trade and other receivables	8	102	21
Cash and cash equivalents	9	172	258
Total current assets		274	279
Total assets		857	897
Current liabilities			
Trade and other payables	10	703	767
Total current liabilities		703	767
Total assets less total liabilities		154	130
Taxpayers' equity and other reserves			
General reserve		91	112
Revaluation reserve		63	18
		154	130

The financial statements on pages 93 to 109 were approved by the Board on 31 August 2022 and were signed on its behalf by:

 (Derek Martin, Chairman)

14 September 2022

 (Robert Kidd, Chief Executive)

14 September 2022

The notes on pages 97-109 form part of these financial statements.

Health and Safety Executive for Northern Ireland

Statement of Cash Flows for the year ended 31st March 2022

		2021-22	2020-21
	Notes	£'000	£'000
Cash flows from operating activities			
Net operating expenditure		(7,297)	(7,080)
Adjustment for depreciation charge on non-current assets	3	6	7
Adjustment for amortisation charge on intangibles	3	74	73
Adjustment for notional costs	3	354	385
Decrease in trade and other receivables	8	(81)	5
Increase / (Decrease) in trade and other payables	10	(64)	124
Less movements in payables relating to items not passing through the Net Expenditure account		-	(5)
Net cash outflow from operating activities		(7,008)	(6,491)
Cash flows from investing activities			
Purchase of property, plant and equipment	5	-	-
Purchase of intangible assets	6	-	(5)
Net cash outflow from investing activities		-	(5)
Cash flows from financing activities			
Grants from sponsoring department			
Capital Grant-in-Aid Financing		-	10
Funding of Staff and Operating Expenditure*		6,126	5,788
Funding of Programme Expenditure		796	516
Net cash inflow from financial activities		6,922	6,314
Net decrease in cash and cash equivalents in the year	9	(86)	(182)
Cash and cash equivalents at the beginning of the year	9	258	440
Cash and cash equivalents at the end of the year	9	172	258

* Staff and Operating Expenditure is paid by DfE on HSENI's behalf

The notes on pages 97 to 109 form part of these accounts.

Statement of Changes in Taxpayers' Equity
for the year ended 31st March 2022

	General Reserve	Revaluation Reserve	Taxpayers' Equity
	£'000	£'000	£'000
Balance 31st March 2020	493	10	503
Changes in taxpayers' equity 2020-21			
Capital Grant-in-Aid Financing – DfE	10	-	10
Funding of Staff and Operating Expenditure – Request for Resource B – DfE	5,788	-	5,788
Funding of Programme Expenditure – Request for Resource B – DfE	516	-	516
Grants from Sponsoring department	6,314	-	6,314
Non-cash charges	385	-	385
Comprehensive net expenditure for the year	(7,057)	-	(7,057)
Auditor's remuneration	(15)	-	(15)
Net gain on revaluation of intangible assets	(8)	8	-
Total recognised Income and expense	(6,695)	8	(6,687)
Balance at 31st March 2021	112	18	130
Changes in taxpayers' equity 2021-22			
Funding of Staff and Operating Expenditure – Request for Resource B – DfE	6,126	-	6,126
Funding of Programme Expenditure – Request for Resource B – DfE	796	-	796
Grants from Sponsoring department	6,922	-	6,922
Non-cash charges	354	-	354
Comprehensive net expenditure for the year	(7,238)	-	(7,238)
Auditor's remuneration	(14)	-	(14)
Net gain on revaluation of intangible assets	(45)	45	-
Total recognised Income and expense	(6,943)	45	(6,898)
Balance at 31st March 2022	91	63	154

The notes on pages 97 to 109 form part of these accounts.

Notes to the Executive's Accounts

1. Accounting Policies

Statement of Accounting Policies

These financial statements have been prepared in accordance with the 2021-22 Government Financial Reporting Manual (FRM) issued by the Department of Finance (DoF). The accounting policies contained in the FRM apply International Financial Reporting Standards (IFRS) as adapted or interpreted for the public sector context. Where the FRM permits a choice of accounting policy, the accounting policy which is judged to be most appropriate to the particular circumstances of the Health and Safety Executive for Northern Ireland (HSENI) for the purpose of giving a true and fair view has been selected. The particular policies adopted by HSENI are described below. They have been applied consistently in dealing with items that are considered material to the accounts.

Significant accounting judgments and estimates

In preparing its Financial Statements, The Health and Safety Executive for Northern Ireland applies suitable accounting policies consistently and makes judgements, estimates and assumptions that are reasonable and prudent. These judgements, estimates and assumptions are informed by IFRS, as adapted or interpreted for the public sector in the FRM, as well as by past experience. Management regularly review estimates to take account of any changes in the circumstances on which they are based or as a result of new information. The choice of specific accounting policy, accounting estimate or assumption to be followed could materially affect the reported results or net asset position of the organisation, should it later be determined that a different choice would be more appropriate. The significant judgements and estimates made here relate to accrued expenses and amortisation or depreciation of non-current assets.

Statutory Information

The Health and Safety Executive for Northern Ireland is a non-departmental public body. The principal place of business is 83 Ladas Drive, Belfast BT6 9FR. A description of the entity's operations can be found in the Performance Overview section of the Performance Report.

The financial statements are presented in British pound sterling (£) and all numbers are rounded to the nearest thousand pounds (£'000).

1.1. Accounting Convention

These accounts have been prepared under the historical cost convention modified to account for the revaluation of intangible assets.

1.2. Property, Plant and Equipment

The assets of the Health and Safety Executive for Northern Ireland are carried at fair value. Depreciated historical cost is used as a proxy for fair value for all of the organisation's tangible assets given their low values and short useful lives. The minimum level of capitalisation of property, plant and equipment is £1,000.

1.3. Presentational currency and rounding

The financial statements are presented in British pound sterling (£) and all numbers are rounded to the nearest thousand pounds (£000).

1.4. Depreciation

Depreciation is provided at rates calculated to write off the cost or valuation less estimated residual value of each asset over its expected useful life, as follows:

Transport equipment - 25% straight line

Furniture and fittings - 25% straight line.

1.5. Intangible Assets

Computer Software

A replacement CMS system was brought into operation at the beginning of the 2019-20 financial year. The useful economic life of this new system has been estimated at 10 years from April 2019.

HSENI acquired a license for accounting software, Microsoft Dynamics NAV in 2009-10. The useful economic life of the asset was estimated at four years to March 2014. An upgrade was brought into use in the current financial year and the old system decommissioned. The useful economic life of the new system has been estimated at six years from November 2020.

These assets are recorded at fair value, as calculated using the Depreciated Replacement Cost method (DRC). Amortisation is calculated on a straight-line basis. Intangible assets are reviewed annually for impairment and are carried at fair value.

1.6. Operating Income

Operating income represents fees charged to businesses, licences, recharge of gas safety costs, recovery of accident investigation costs and sponsorship. Income is recognised in the period in which the service is provided.

Fees and Charges

HSENI obtains income from the following services in parity with Great Britain (GB):

COMAH income is obtained on a full cost recovery basis.

All these relate to services costing less than £1,000,000.

This information is provided for Fees and Charges purposes, not for IFRS 8 purposes.

1.7. Financial Instruments

Cash and cash equivalents

Cash and cash equivalents comprise cash at bank and in hand.

Trade and other receivables

Trade receivables do not carry any interest and are recognised and carried at the lower of their original invoiced value and recoverable amount. A bad debt provision is made when there is objective evidence that the recoverable amount is less than the original invoiced value. Balances are written off when the probability of recovery is assessed as being remote.

Trade and other payables

Trade payables are not interest bearing and are stated at their nominal value.

1.8. Grant-in-Aid

Grant-in-Aid financing is credited to the general reserve in the year that it is received. In the case of expenditure paid directly to third parties by DfE, the associated Grant-in-Aid funding credit to general reserve will match those third party payments and will not include funding credit for any year end accruals.

HSENI is funded in two distinct ways, both of which are considered to be Programme expenditure within the NI Block grant and are treated as Grant-in-Aid as defined above.

Budget for Staff and Operating Expenditure within HSENI is retained by DfE on behalf of HSENI and used to administer this type of expenditure through HSENI's existence as a separate cost centre within DfE's finance system. Payments are approved by HSENI budget holders but the payment is made from DfE's bank account. HSENI is accountable for the level and propriety of spend but does not physically receive the cash funding.

Budget for Programme Expenditure, being HSENI spend on health and safety programmes, campaigns and events, is obtained from DfE as a cash drawdown and is administered from within HSENI on the organisation's own finance system.

1.9. Value Added Tax

HSENI does not charge output VAT on income and is ineligible to reclaim input VAT on programme expenditure. Therefore all programme expenditure is inclusive of VAT.

Staff and Operating expenditure is exclusive of VAT as it is administered by DfE on HSENI's behalf.

1.10. Pensions

Present and past employees are covered by the provisions of the NICS pension arrangements which are unfunded multi-employer defined benefit schemes. HSENI is unable to identify its share of the underlying assets and liabilities. HSENI recognises the expected cost of providing pensions on a systematic and rational basis over the period during which it benefits from employees' services by payment to the NICS pension arrangements of amounts calculated on an accruals basis.

The rate for the employer's contribution is set by the Government Actuary and for 2021-22 was dependent on salary range. All contributions are charged to the Statement of Comprehensive Net Expenditure as incurred.

1.11. Operating Segments

The Chief Operating Decision Maker considers HSENI as one operating unit in making decisions. Management information is generated on a holistic basis for the organisation.

1.12. Reserves

The General Reserve serves as the chief operating fund. The General Reserve is used to account for all financial resources except those required to be accounted for in another fund.

The Revaluation Reserve records the unrealised gain or loss on the revaluation of intangible assets.

1.13. Impending application of newly issued accounting standards not yet effective

Management has reviewed new accounting standards that have been issued but are not yet effective, nor adopted early, for these accounts. Management consider that these are unlikely to have any significant impact on the accounts in the period of initial application. IFRS 16 is not considered relevant to the financial reporting of HSENI.

2. Staff costs and numbers

2 (a) Staff costs comprise:

	Permanently employed staff	Others	2021-22	2020-21
			Total	Total
	£'000	£'000	£'000	£'000
Wages and salaries	3,959	38	3,997	4,029
Social security costs	417	-	417	396
Other pension costs	1,213	-	1,213	1,164
	5,589	38	5,627	5,589

2 (b) Pension arrangements:

The Northern Ireland Civil Service main pension schemes are unfunded multi-employer defined benefit schemes but HSENI is unable to identify its share of the underlying assets and liabilities.

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

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

The 2016 Scheme Valuation requires adjustment as a result of the 'McCloud remedy'. The Department of Finance also commissioned a consultation in relation to the Cost Cap element of Scheme Valuations which closed on 25 June 2021. The Cost Cap Mechanism (CCM) is a measure of scheme costs and determines whether member costs or scheme benefits require adjustment to maintain costs within a set corridor. By taking into account the increased value of public service pensions, as a result of the 'McCloud remedy', scheme cost control valuation outcomes will show greater costs than otherwise would have been expected. Following completion of the consultation process the 2016 Valuation has been completed and the final cost cap determined. Further information can be found on the Department of Finance website www.finance-ni.gov.uk/articles/northern-ireland-civil-service-pension-scheme-valuations.

A case for approval of a Legislative Consent Motion (LCM) was laid in the Assembly to extend the Public Service Pensions and Judicial Offices Bill (PSP&JO) to Northern Ireland. Under the LCM agreed by the NI Assembly on 1 November 2021 provisions are included in the Act for devolved schemes in NI. A second LCM was laid in the Assembly to implement the CCM changes in the Westminster Bill for devolved schemes. The second LCM, as agreed by the Assembly on 31 January 2022, ensured the reformed only scheme design and the economic check will now be applied to the 2020 scheme valuations for the devolved public sector pension schemes, including the NICS pension scheme. The PSP&JO Act received Royal Assent on 10 March 2022. The UK Act legislates how the government will remove the discrimination identified in the McCloud judgement. The Act also includes provisions that employees will not experience any detriment if the adjusted valuation costs breach the set cost cap ceiling but any breaches of the cost cap floor (positive employee impacts) in the completed valuations will be honoured.

For 2021-22, employers' contributions of £1,213,062 were payable to the NICS pension arrangements (2020-21: £1,163,774) at one of three rates in the range 28.7% to 34.2% of pensionable pay, based on salary bands.

Employees can opt to open a partnership pension account, a stakeholder pension with an employer contribution. Employers' contributions of £NIL (2020-21: £NIL) were paid to one or more of the panel of two appointed stakeholder pension providers. Employer contributions are age-related and range from 8% to 14.75% (2020-21, 8% to 14.75%) of pensionable pay.

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

Employer contributions of £NIL, 0.5% (2020-21 £NIL, 0.5%) of pensionable pay, were payable to the NICS Pension schemes to cover the cost of the future provision of lump sum benefits on death in service and ill health retirement of these employees. Contributions due to the partnership pension providers at the reporting period date were £NIL. Contributions prepaid at that date were £NIL.

No exit packages were paid during the year (2020-21 NIL). No persons (2020-21: NIL persons) retired early on ill health grounds; the total additional accrued pension liabilities in the year amounted to £NIL (2020-21: £NIL).

2 (c) Average number of persons employed:

The average number of whole-time equivalent persons, including senior management, employed during the year was as follows:

	Permanent staff	Others	2021-22	2020-21
			Total	Total
Directly employed	100	-	100	102
Other	-	1	1	-
Total	100	1	101	102

3. Other Expenditure

		2021-22	2020-21
	Notes	£'000	£'000
Advertising and publicity		591	375
Motor and travel expenses		69	35
Staff training		130	107
Inspection and enforcement		135	140
IT costs		112	98
Other Staff Related Costs		91	91
Telephone		53	50
Scientific services		32	18
Printing, postage and stationery		23	9
Contract cleaning		15	15
Premises costs		6	13
Staff equipment		9	12
Heat and light		20	15
Internal audit and accountancy		17	20
Auditor's remuneration		14	15
Legal and professional fees		8	16
Staff development		9	16
Recruitment costs		14	9
Catering and hospitality		1	-
Car parking		-	2
Office maintenance		2	-
Non-cash items			
Depreciation	5	6	7
Amortisation	6	74	73
Notional accommodation charge		307	306
Notional Departmental Solicitors Office charge		43	79
Notional welfare charge		4	-
		1,785	1,521

4. Income from activities

	2021-22	2020-21
	£'000	£'000
Gas Safety Recharges	46	-
Asbestos Licences	29	20
Inspection Fees	12	3
Other income	28	7
	115	30

Other income relates to recovery of accident investigation costs, share of income from Driver Vehicle Standards Agency (DVSA) in relation to the Carriage of Dangerous Goods (CDG) Act and sponsorship.

5. Property, plant and equipment

2021-22	Transport equipment £'000	Furniture & fittings £'000	Total £'000
Cost or valuation			
At 1 April 2021	24	268	292
Additions	-	-	-
Disposals	-	-	-
At 31 March 2022	24	268	292
Accumulated Depreciation			
At 1 April 2021	24	252	276
Charged in year	-	6	6
Disposals	-	-	-
At 31 March 2022	24	258	282
Carrying value at 31 March 2022	-	10	10
Carrying value at 31 March 2021	-	16	16
Asset financing:			
Owned	-	10	10
Carrying value at 31 March 2022	-	10	10

Given that the assets of the Health and Safety Executive for Northern Ireland have short useful lives and are of low values, depreciated historical cost has been used as a proxy for fair value. HSENI owns all its assets.

2020-21	Transport equipment £'000	Furniture and fittings £'000	Total £'000
Cost or valuation			
At 1 April 2020	24	284	308
Additions	-	5	5
Disposals	-	(21)	(21)
At 31 March 2021	24	268	292
Accumulated Depreciation			
At 1 April 2020	24	266	290
Charged in year	-	7	7
Disposals	-	(21)	(21)
At 31 March 2021	24	252	276
Carrying value at 31 March 2021	-	16	16
Carrying value at 31 March 2020	-	18	18
Asset financing:			
Owned	-	16	16
Carrying value at 31 March 2021	-	16	16

6. Intangible assets

Information Technology		Total
2021-22		£'000
Valuation		
At 1 April 2021		749
Additions		-
Disposals		-
Revaluations		67
At 31 March 2022		816
Accumulated Amortisation		
At 1 April 2021		147
Charged in year		74
Disposals		-
Revaluations		22
At 31 March 2022		243
Carrying value at 31 March 2022		573
Carrying value at 31 March 2021		602
Asset financing:		
Owned		573
Carrying value at 31 March 2022		573

Information Technology	
2020-21	Total
	£'000
Valuation	
At 1 April 2020	747
Additions	5
Disposals	(14)
Revaluations	11
At 31 March 2021	749
Accumulated Amortisation	
At 1 April 2020	85
Charged in year	73
Disposals	(14)
Revaluations	3
At 31 March 2021	147
Carrying value at 31 March 2021	602
Carrying value at 31 March 2020	662
Asset financing:	
Owned	602
Carrying value at 31 March 2021	602

Intangible assets comprise a Case Management System (CMS) to store relevant data on Health and Safety investigations and the accounting software, Microsoft Dynamics NAV, which is used to administer HSENI's programme expenditure.

HSENI values its intangible assets at 31 March using the Depreciated Replacement Cost method. It is estimated by restating the value annually by reference to indices compiled by the Office of National Statistics.

The Revaluation reserve balance relates to the revaluation of intangible assets. At 31 March 2022, the balance on the revaluation reserve amounted to £63k (2020-21: £18k).

7. Financial Instruments

As the cash requirements of the Health and Safety Executive for Northern Ireland (HSENI) are met through Grant-in-Aid provided by the Department for the Economy, financial instruments play a more limited role in creating and managing risk than would apply to a non-public sector body. The majority of financial instruments relate to contracts to buy non-financial items in line with HSENI's expected purchase and usage requirements and HSENI is therefore exposed to little credit, liquidity or market risk.

8. Trade receivables and other current assets

	2021-22	2020-21
	£'000	£'000
Amounts falling due within one year:		
Trade receivables	52	4
Prepayments	34	17
Accrued income	16	-
Total	102	21

9. Cash and cash equivalents

	2021-22	2020-21
	£'000	£'000
Balance at 1 April	258	440
Net change in cash and cash equivalent balances	(86)	(182)
Balance at 31 March	172	258

The following balances at 31 March were held at:

	2021-22	2020-21
	£'000	£'000
Commercial banks and cash in hand	172	258
Balance at 31 March	172	258

10. Trade payables and other current liabilities

	2021-22 £'000	2020-21 £'000
Amounts falling due within one year:		
Trade and other payables	30	2
Accruals	673	765
Total	703	767

11. Provisions for liabilities and charges

HSENI is not aware of any circumstances that would give rise to provisions or contingent liabilities in the current year.

12. Commitments under leases

12.1. Operating leases

HSENI does not hold any operating leases. (2020-21: NIL)

12.2. Finance leases

HSENI does not hold any finance leases. (2020-21: NIL)

13. Capital and other Commitments

13.1 Capital commitments

HSENI had no other contracted capital commitments at 31 March not otherwise included in these financial statements. (2020-21: NIL)

13.2 Other financial commitments

HSENI has entered into non-cancellable contracts (which are not leases or PFI contracts or other service concession arrangements), for Case Management System (CMS) IT support and maintenance costs. The total payments to which the NDPB is committed are as follows:

	2021-22 £'000	2020-21 £'000
Not later than one year	50	50
Later than one year and not later than five years	202	202
Later than five years	101	151
Total	353	403

14. Related Party Transactions

The Health and Safety Executive for Northern Ireland is a Non-Departmental Public Body (NDPB) sponsored by the Department for the Economy. The Department for the Economy is regarded as a related party. During the year, the Health and Safety Executive for Northern Ireland has had various material transactions with the Department but had no outstanding balances with DfE at the reporting date.

In addition, HSENI had various transactions with other government departments and their agencies, and other central government bodies. Most of these transactions have been with Department of Finance (DoF) and Health and Safety Executive GB (HSE). There were no material outstanding balances with these bodies, local authorities, HSS Trusts, public corporations or trading funds.

No board member, key manager or other related party has undertaken any material transaction with the Health and Safety Executive for Northern Ireland during the year.

15. Events after the reporting period

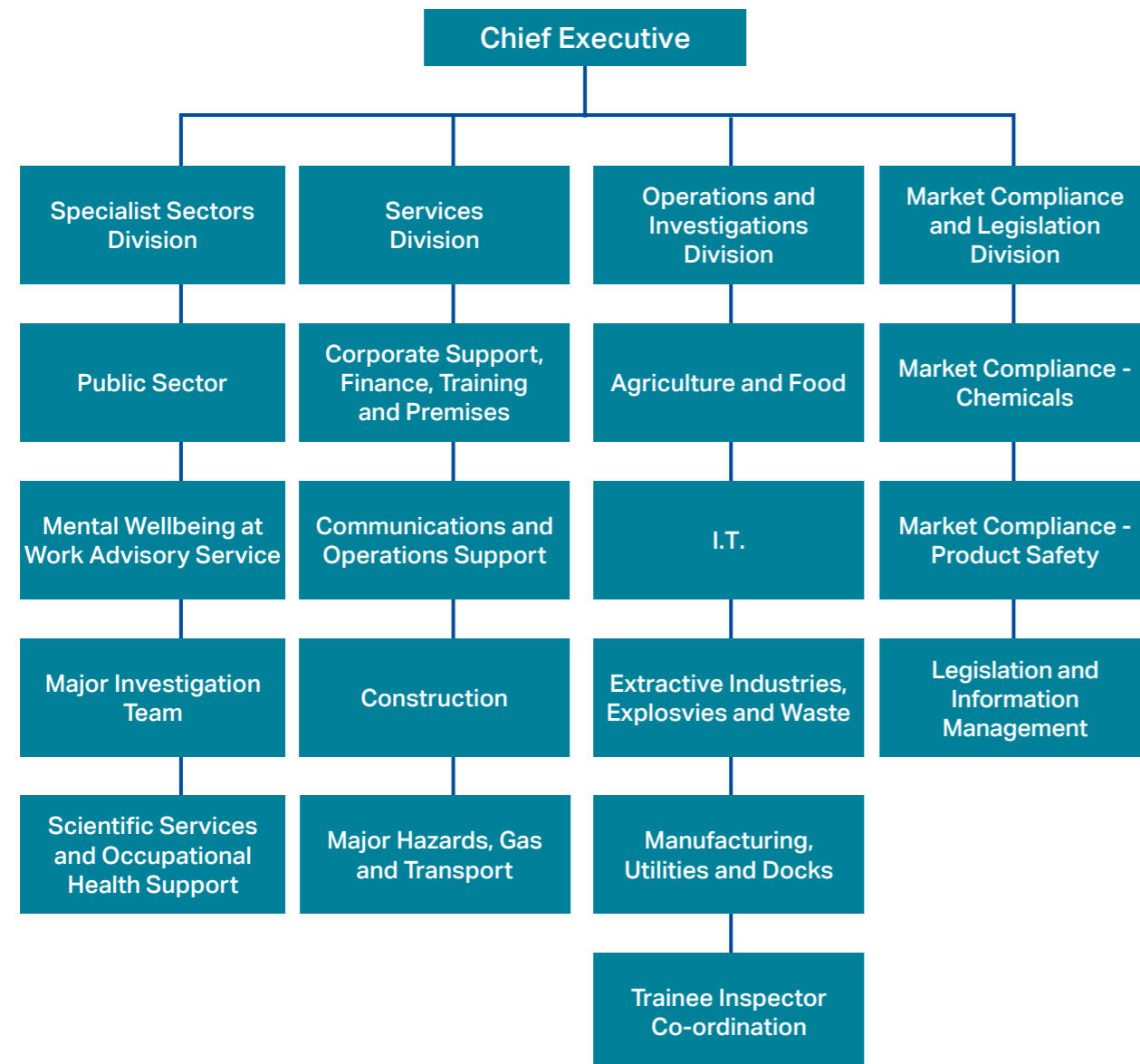
There were no events after the reporting period which would require adjustment to the financial statements.

Date of authorisation for issue

The Accounting Officer authorised the issue of these financial statements on 21 September 2022.

Appendix 1

HSENI Organisation Structure 2021-22



Appendix 2

Fatal Accidents 2021-22

(Total = 18; HSENI enforcement responsibility only)

These figures do not include fatalities where the investigation has not yet established details to make a decision on their inclusion.

Construction

Occupation, Age	Employment Category	Description	Date
Foreman, N/K	Self-employed	Fall from height	09.09.2021
Trainee electrical fitter, 18	Employed	Electrocution	16.10.2021
Building contractor/ part time farmer, 51	Self-employed	Fall from height	03.11.2021
Plant operative, 41	Employed	Vehicle overturn	26.01.2022

Agri-Food

Occupation, Age	Employment Category	Description	Date
Farmer, 75	Self-employed	Fall from height (ladder)	09.05.2021
Farmer, 79	Self-employed	Trapped under vehicle	04.06.2021
Contractor, 21	Employed	Vehicle overturn	15.09.2021
Farmer, 92	Partially Retired	Vehicle accident (loss of control)	28.09.2021
Farmer, 61	Self-employed	Exposure to slurry gases	06.10.2021
Farmer, 77	Retired	Struck by straw bales	23.12.2021

Manufacturing

Occupation, Age	Employment Category	Description	Date
Factory operative, 21	Employed	Moving machinery	03.08.2021
Factory worker, 35	Employed	Moving machinery	05.08.2021

Public Sector Group

Occupation, Age	Employment Category	Description	Date
Operative, 19	Employed	Accident involving vehicle during gulley maintenance	08.06.2021

Health

Occupation, Age	Employment Category	Description	Date
Patient, N/K	N/A	Choking	03.06.2021
Patient, N/K	N/A	Low fall	08.09.2021

Waste Sector

Occupation, Age	Employment Category	Description	Date
Lorry driver, 52	Employed	Vehicle accident	24.01.2022

Specialist Activity

Occupation, Age	Employment Category	Description	Date
Tree Surgeon, 36	Employed	Electrocution	30.09.2021
Diver, N/K	Employed	Drowning	26.10.2021

Appendix 3

Prosecutions 2021-22

Nickell and Richmond Limited

On 27 May 2021 the Bangor based company pleaded guilty at Belfast Crown Court to a total of four health and safety offences resulting in a fine totaling £40,000. The prosecution arose as a result of a HSENI investigation into an incident which took place on 22 June 2018 when a 46 year old worker fell approximately 2.8 metres through an opening on the first floor where a staircase was to be built. The worker died later as a result of his injuries.

William James Doyle

On 5 July 2021 Mr William James Doyle, a farmer from Ballyward, Castlewellan, was prosecuted for breaches of Health and Safety legislation. The case followed the death of a 27 year old employee of Mr Doyle in May 2018.

Mr Doyle, who had pleaded guilty to the offence at an earlier hearing was fined £25,000 at Newry Crown Court. The deceased had been working as a casual labourer on the farm owned by Mr Doyle since February 2018. In May 2018 a new farm shed was being built, with steel shuttering panels being used to support the concrete walls while they set. Early on the morning of 4 May 2018, the deceased had been working alone at the farmyard. Later another worker arrived at the farm and discovered the deceased trapped between a steel shuttering panel and an adjacent steel fence, he sadly passed away at the scene.

Envirogreen Polymers Limited

On 20 September 2021, County Armagh based, Envirogreen Polymers Limited was prosecuted for failing to adequately prevent access to the dangerous parts of a baler machine. The company was fined £5,000 at Newry Magistrates Court after pleading guilty to failing to ensure the safety at work of their employees.

The Court heard that on 15 August 2019, a HSENI inspection found that a safety interlock on a baling machine had been bypassed, meaning there were no measures in place to stop employees accessing dangerous parts of the machine during operation.

Mr William (Liam) McColgan and Riverview Farms Limited

On 30 September 2021, Mr McColgan and Riverview Farms Limited pleaded guilty to health and safety offences and were fined £600 and £6,000 respectively.

An investigation by HSENI found that on 27 January 2017 while work was underway to dismantle a farm building owned by Riverview Farms Limited, an unsecured working platform which was being used to access the roof structure fell from the forks of a telescopic handler operated by Mr McColgan. Two workers who were standing within the working platform fell to the ground. Whilst both workers were injured, one suffered life-changing injuries.

CKMR Contract Ltd; Northstone (NI) Ltd and Paul Braham and Sons Ltd

On 9 December 2021, a Castleterg based contractor, CKMR Contracts Limited, was prosecuted following an incident that led to the death of one of its employees. Principal contractor, Northstone (NI) Limited, Belfast, and contractor Paul Braham and Sons Limited, Warrenpoint, were also prosecuted for related offences. The companies were fined a total of £90,000.

The prosecution followed an investigation by HSENI into the circumstances of an incident that resulted in a 38 year old employee suffering fatal injuries during a construction project at Church Street, Warrenpoint on 30 September 2016. The project involved the replacement of street lighting columns.

Taggart Homes Limavady Limited

On 20 December 2021 Taggart Homes Limited was fined £20,000 and prosecuted following an investigation into an incident which took place on a house building site in Derry/Londonderry on the 27 June 2019.

A brick layer, working as a sub-contractor, fell backwards from an unguarded trestle work platform while working on the first floor area of a house under construction. On falling from the platform, he subsequently fell through a stairwell opening and sustained serious injuries.

Oriental Developments Limited

On 6 January 2022 Oriental Developments Limited was fined for health and safety failings relating to the removal of asbestos during refurbishment work at an industrial unit in Ballybrakes Business Park, Ballymoney. The company pleaded guilty to three separate health and safety offences and was fined £15,000.

The HSENI investigation followed a complaint of unsafe work practices, alleging worker exposure to asbestos during construction work at the Ballymoney industrial unit in October 2018. The investigation found that refurbishment of the unit had commenced before any assessment was made as to the presence of asbestos in the building. A prohibition notice was subsequently served by an HSENI Inspector, prohibiting any further work from continuing.

Following the analysis of samples taken by HSENI Inspectors, asbestos containing materials were confirmed to be present throughout the unit. None of the tradespersons that were working on site had been advised that asbestos containing materials were present before construction work commenced.

Portadown Recycling and Skip Hire Limited

On 4 February 2022 the Portadown based company pleaded guilty at Craigavon Crown Court to a total of six health and safety offences which related to the removal of asbestos containing materials at a former factory site at Shaerf Drive, Lurgan. The company was fined a total of £10,500. The successful prosecution arose as a result of a HSENI visit to the factory site where an Inspector observed workers throwing what was believed to be asbestos cement sheeting onto the ground through a window opening of the derelict factory building. Significant amounts of this material was also noted in the immediate area outside the building. The material was later confirmed to contain asbestos fibres consistent with those found in asbestos cement sheeting.

During the inspection, the Inspector did not observe the use of any control measures that are required during the removal of asbestos containing materials. In addition, employees of Portadown Recycling Skip and Hire Ltd were not wearing suitable respiratory protective equipment designed to further reduce the potential exposure of workers to asbestos fibres. At the time of the visit, the Inspector served a prohibition notice preventing any further asbestos removal work from continuing.

Moy Park Limited, and Victor Foster Poultry Services Limited

On 11 February 2022, Moy Park Limited was fined £125,000, while Victor Foster Poultry Services Limited was fined £18,000 at Craigavon Crown Court; both companies had pleaded guilty to health and safety offences at an earlier hearing.

The investigation found that on 1 December 2017, a male employee (aged 31) of Victor Foster Poultry Services Limited was working along with others in a commercial chicken house at a site in Moira, County Down. While working in near dark conditions he received multiple crush injuries when he was struck by a forklift truck.

The only light sources in the chicken house at the time of the incident consisted of blue lights on the forklift truck, and head torches worn by the workers who had personally provided the equipment themselves. Despite the poorly lit conditions, Moy Park Limited had supplied the workers with dark blue overalls.

Both companies were found to have failed in their legal responsibilities to ensure safe working conditions in the chicken house where a forklift truck was required to operate in the same area as pedestrian workers.

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