



Northern Ireland Museums Council

Annual Report & Financial Statements

2015/2016

**Tha Cooncil o Norlin Airlann
Museums Accoont o Ilka Year**

Comhairle Iarasmalann Thuaisceart
Eireann Tuarascail Bhliantuil
& Raitis Airgeadais



Northern Ireland Museums Council

Financial statements for the year ended 31 March 2016

Registered No: NI 27735

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Directors and advisors

Directors

Prof. E Crooke (Chair)
Councillor R Burgess (Vice-Chair)

Mr N Armstrong (appointed 22nd August 2015)
Mr P Barr
Ms J Clarke (appointed 22nd Sept 2015)
Dr R Coulter
Ms C Doran (appointed 22nd Sept 2015)
Ms R Doherty
Mr J Glendinning (resigned 22nd Sept 2015)
Mr C Harkness
Councillor J Gray (appointed 22nd Sept 2015)
Mr R Hegarty
Mr M King (resigned 22nd Sept 2015)
Mr R Morton
Ms C Walker (resigned 22nd Sept 2015)

Secretary

Mr C Bailey

Registered Office

153 Bangor Road
Holywood
Co Down
BT18 0EU

Audit Committee

Mr P Barr
Prof. E Crooke
Mr C Harkness
Mr J Glendinning
Mr R Morton

Grant Committee

Mr N Armstrong
Councillor R Burgess
Dr R Coulter
Ms R Doherty
Mr R Hegarty

Planning Committee

Councillor R Burgess
Dr R Coulter
Prof E Crooke
Ms C Doran
Ms R Doherty
Mr J Glendinning

Staffing Committee

Mr N Armstrong
Councillor R Burgess
Mr C Harkness

Accounting Officer

Mr C Bailey

Principal Office

153 Bangor Road
Holywood
Co Down
BT18 0EU

Directors and advisors (continued)

Professional Advisors

Auditors

Northern Ireland Audit Office
106 University Street
Belfast
BT7 1EU

Bankers

Danske Bank
Corporate Banking
PO Box 183
Donegall Square West
Belfast
BT1 6JS

Solicitors

Pinsent Masons
1 Lanyon Place
Belfast
BT1 3LP

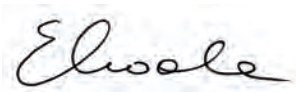
Chair's statement

I was delighted to be elected by the membership, and to receive the Minister's endorsement, as Chair of the Northern Ireland Museums Council last Autumn. As I write these opening comments we await the outcome of the Assembly elections, and thus it is an opportunity to pay tribute to our outgoing Minister for Culture, Arts and Leisure, Carál Ní Chuilín, for her support in recent years. The change in the political landscape is accompanied by a reconfiguration of government departments. As of May 2016 our sponsor department will be the Department for Communities, in succession of the Department of Culture, Arts and Leisure, and thus I thank the staff of the former department and look forward to working with those in the new one.

The Northern Ireland Museums Council, like so many other arm's length bodies, is operating in challenging times, with 2015-16 seeing further reductions to the opening budget allocation, and yet with the diligence of our own staff and the support of Departmental colleagues, the Council received enough additional 'in-year' support to maintain the levels of grant support provided to local museums and to retain the staff compliment required to meet the service needs demanded by our local museums. A consequence, however, of the fiscal pressures during the year, was the relocation of the Council's offices to the Cultra site of the National Museums Northern Ireland. This, I have no doubt, will prove to have notable benefits and provide further opportunities for us to work more closely together.

As you will appreciate from this report, the Northern Ireland Museums Council achieves a considerable amount despite the limited fiscal and human resources at its disposal. I must therefore acknowledge the notable commitment of the Council's staff, particularly in relation to the vital work completed around the Visitor Profiling, the Museum Engagement Programme and the Community Engagement Programme. The last was funded by the Heritage Lottery Fund and was markedly successful in training a cohort of people who will, no doubt serve the sector well in the years to come. That programme concluded in March 2016 and I salute the efforts of its Programme Coordinator, Clora Gallagher. I am pleased to report that the Northern Ireland Museums Council has secured further support from the Heritage Lottery Fund to deliver an imaginative project in the coming year, focused on engaging children under 5, their parents and carers, with museums in the coming year.

Finally, I would like to thank those members of the Board whose term of office conclude at the Annual General Meeting held last September, and to welcome the new members who will be representing their respective nominating bodies on the Council for the next three years.



Professor Elizabeth Crooke
Chair

Report of the Directors for the year ended 31 March 2016

The Directors of the Northern Ireland Museums Council, for the purposes of the Companies Act 2006, submit their annual report and the audited financial statements for the year ended 31 March 2016.

Northern Ireland Museums Council

The Northern Ireland Museums Council was established in 1993 to support local museums (ie non-National museums) in Northern Ireland in maintaining and improving their standards of collections care and service to the public and to promote a coherent framework of museum provision.

In pursuit of these aims the Council's main objectives are:

- To assist museums in Northern Ireland to improve standards of collections care;
- To assist museums in Northern Ireland to improve the range and quality of services to the public;
- To improve the status and standing of museums;
- To promote a coherent framework of museum provision in Northern Ireland; and
- To operate the Council efficiently, effectively and economically.

The Council's functions include the following:

- The development and maintenance of links with interested bodies and agencies;
- The provision of information, advice and training to museums across a range of activities such as curatorial practice, collections management, conservation services, marketing and income-generation etc.;
- Assistance with feasibility studies and carrying out developmental research;
- The disbursement of grants to local museums towards approved projects and specimen purchase;
- The promotion of Museum Accreditation for local museums.

The Council is registered as a company limited by guarantee, and operates in compliance with the Companies Act 2006. It is a registered charity. The Council was funded, in the main, by the former Department of Culture, Arts and Leisure and as such operates as a Non-Departmental Public Body. The Council does not carry out its functions on behalf of the Crown.

With this remit, and through these aims, Northern Ireland Museums Council plays a unique and fundamental role in the delivery of the Northern Ireland Museums Policy, as well as contributing to the current Programme for Government Priorities and the Departmental priorities of promoting social and economic equality, tackling poverty and social exclusion, through allocating resources across areas of the perceived greatest objective need, and seeking excellence across the culture, arts and leisure sectors. For museums these aspects become manifest through the protection and enhancement of the cultural assets they hold, and the prioritising of programmes, activities and resources with the intent of tackling poverty and social exclusion.

The vision of the Northern Ireland Museums Policy is for "a coordinated and sustainable museum sector that develops, preserves and interprets its collections to the highest possible standards; delivers quality services that inspire, educate and engage local, national and international visitors and users; harnesses its strengths and diversity to support economic, social and cultural development in Northern Ireland and a shared and better future."

Northern Ireland Museums Council's work is structurally aligned with the Policy's four strategic priorities, namely;

- Developing Audiences,
- Education and Learning,
- Collections Development, Care, Management and Use, and
- Infrastructure, Investment and Resources.

Report of the Directors for the year ended 31 March 2016 (continued)

2015-2016 Performance

Collections Care, Management and Use

Grant Programmes

The Accredited Museum Grant Programme is open to museums which are recognised under the Museum Accreditation Scheme through which they may seek grant support for projects aimed at enhancing the standards of collections care and management and improving public access to museum collections by way of advancing the goals of the Northern Ireland Museums Policy. The following grants were made during 2015-16:

Armagh County Museum	Store Shelving	£5,615.00
Ballymoney Museum	WWII Documents Conservation	£334.75
Carrickfergus Museum	Conservation of Carrickfergus Civic Collection	£4,770.00
Carrickfergus Museum	Digital Engagement	£2,291.25
Coleraine Museum	Gibbon Scrapbooks	£1,200.00
Craigavon Museum Service	Loan Box Renewal Project	£898.28
Downpatrick and Co Down Railway	Remedial work to CCTV system	£3,114.00
Down County Museum	Conservation of two portraits	£1,300.00
Down County Museum	Interpretation panels for Gaol Gallery	£1,105.30
Fermanagh County Museum	Map Storage Chest	£3,018.00
Flame Gasworks Museum	Planning for Storage	£1,464.00
Inniskillings Museum	Battle of Waterloo Booklet	£630.00
Limavady Museum	Ipads for Interpretation	£1,216.71
Mid-Antrim Museum	Purchase of Display Cases	£5,330.00
Mid-Antrim Museum	Ways of Seeing – Phase II	£1,518.87
National Trust – Castle Ward	Conservation of Watercolours	£1,501.50
National Trust – Florence Court	Inventory Photography	£1,040.00
National Trust – Mount Stewart	Conservation of Congress of Vienna Chair	£1,640.00
Newry and Mourne Museum	Conservation of Archival items	£1,326.00
Tower Museum	MODES Complete	£1,870.00
	Total	£41,183.66

Acquisition Fund

This Fund is a vital means of helping local museums develop their collections through providing grant assistance towards the acquisition of objects. In so doing the Fund ensures that valued aspects of the common heritage are preserved in perpetuity. During the course of the year, the following grants were made:

Irish Linen Centre and Lisburn Museum	‘Housing Estate at Lisburn’ by Basil Blackshaw	£1,000.00
	Total	£1,000.00

Case Studies

As a primary means of promoting good practice, Northern Ireland Museums Council gathered information on a variety of projects undertaken by local museums, making it publically available through the website in the form of ‘case studies’. See www.nimc.co.uk/what-we-do/

Report of the Directors for the year ended 31 March 2016 (continued)

Developing Audiences

Museum Engagement Programme

During 2015-16 NIMC continued its pilot programme partnerships with three museums – the Tower Museum, the Irish Linen Centre and Lisburn Museum, and Newry and Mourne Museum - to deliver outreach and learning programmes targeted at people from areas of significant deprivation within the respective Council areas. Each participating museum received £4,000 of financial support towards the costs of their projects.

Building on the achievements of the Community Engagement Initiative (see below) the Tower Museum linked with the Foyle U3A to present a series of workshops to research the impact of the events of 1916 upon the lives of 10 local people. This programme also saw the creation of a film now incorporated into the museum's Decade of Centenaries programme.

In a similar vein, the Irish Linen Centre and Lisburn Museum worked closely with two community groups to examine issues around commemorating the events of 1916. This included presentations from historians, independent research, visits to other museums and events, and the production of a booklet.

Following the success of the previous year's work with local schools, the Newry and Mourne Museum invested in refurbishing its exhibition interpretation as a key component of the museum's future education and learning programme, and in developing a communications plan targeted at local groups and communities that have not previously visited the museum.

Visitor Profiling

Northern Ireland Museums Council commissioned AudiencesNI to work with six local museums to develop a visitor profiling methodology and to undertake a survey at each museum by way of understanding the motivations and barriers that impact on visitors and users. The objective of this initiative was to identify the profile of people and communities currently not availing of the museums' services and programmes, the reasons for non-participation and to make recommendations on how to improve visitor/user experience and facilitate non-users. It is anticipated that the findings and the developed approach will be made available to the wider sector during the summer of 2016.

Website and Social Media

The Northern Ireland Museums Council continued to provide comprehensive information about all Accredited museums in Northern Ireland through its website. The site also allows local museums to upload details of their forthcoming events programmes, and it carries details of the education and learning programmes on offer. This service is provided in response to an identified barrier for non-participation in museum activities being a lack of information and awareness concerning museum programmes.

It is supplemented through the public having the option to subscribe to a monthly newsletter which highlights and details museum activities and admission policies and through the Council's Facebook and Twitter feeds.

Report of the Directors for the year ended 31 March 2016 (continued)

Education and Learning

Learning

Northern Ireland Museums Council continues to work with staff at local museums to raise the standard of the learning and education experiences provided, to develop capacity and to increase awareness of the programmes that local museums offer. The objective in doing so is that museums will have clear and well-structured learning programmes enabling them to engage more effectively with visitors and users, and to support curriculum-based education.

During the course of the year particular assistance was given to three museums in this regard, namely; Carrickfergus Museum, Armagh Public Library and F.E.McWilliam Gallery and Studio.

Northern Ireland Museums Council maintained a publically accessible database of all local museum education programmes related to delivering aspects of the four Key Stages of the curriculum. This information is available at www.nimc.co.uk/schools-and-learning/

Training

The training Northern Ireland Museums Council provides is a fundamental component in ensuring that the staff and volunteers at museums have access to opportunities for continuous professional development. During 2015-16 the Council presented nine training courses:

- Engaging with Visually Impaired Visitors
- Using Apps and Mobile Devices to Enhance Digital Engagement
- ‘Spilling the Beans’ on Engaging Children and Young people with Museums
- Collections Care Basics: Handling and Packing
- Study Trip to Down County Museum
- Recent Developments in Copyright
- Study Trip to Imperial War Museum, London
- Collections Care Basics: Handling and Packing
- Museums, Employment and Well-being
- Caring for Metal
- Planning a Focus Group
- Play in Museums

In total 152 museum staff and volunteers attended training, with a 96% satisfaction rating being achieved.

Community Engagement Initiative

The Community Engagement Initiative concluded in 2015-16. This two year programme received funding from the Heritage Lottery Fund and aimed to strengthen the skills of people who wished to work in the museum sector. Participants received formal training in a range of engagement techniques and processes, and by the time the project finished in March 2016, 11 individuals had benefited from this training scheme, part of which was an 18-month placement within a museum.

The project evaluation, conducted 6 months after it finished, found that all of the participants were in work and 50% of trainees had secured better employment as a result of the skills and experience they developed whilst on placement.

Report of the Directors for the year ended 31 March 2016 (continued)

Infrastructure and Resources

Museum Accreditation

Northern Ireland Museums Council administers the UK-wide Museum Accreditation Scheme for local museums in Northern Ireland, which assesses a museum's performance in relation to the health of its governance and organisation, its collections management, and its visitor facilities and user services. During the course of 2015-16 the Council's staff provided ongoing support to the 40 local museums recognised under the scheme, guided the Linen Hall Library, Belfast, in its achieving Eligibility status, and assisted the Naughton Gallery, Benburb Priory Library and Museum, the Siege Museum, the Guildhall, Museum of Orange Heritage (both sites), and the Museum of Free Derry with their applications to be recognised as 'eligible' under the scheme.

Museum Forum

The aim of the Museum Forum is to allow those working in the museum sector, either professionally or in a voluntary capacity, to investigate issues pertinent to their work. In 2015-16 two meetings were organised by the Northern Ireland Museums Council. One examined the Economic Impact of Local Museums that was delivered in partnership with the Association of Independent Museums. The other focused on the developing new audiences, particularly early years and older people. The associated papers are available through the website at www.nimc.co.uk

Mapping Trends

Every five years the Northern Ireland Museums Council undertakes a survey of the Accredited local museums in Northern Ireland. The Mapping Trends survey captured information on the governance, financial performance, staffing, collections management, audience development and marketing activity, and visitor facilities, and the education and learning programmes on offer. Such information informs policy development, the planning of strategic interventions and resource allocation. The associated reports will be published at the end of May 2016.

Advice and Information

The standing information service provided by the Council continued to be heavily used during 2015-16, with guidance on a number of new museum and interpretation centre proposals being to the fore. Notably prominent also were enquiries from the sector and the public concerning funding sources, museum ethics, Museum Accreditation and other standards, conservation and conservators, loans, museum and heritage strategies, display and exhibition interpretation and documentation.

Two further Guidance Documents were compiled during the year. The first concerned local museums responsibilities regarding archaeological finds and Treasure, with the second focusing on the operation of the Government Indemnity Scheme. Both are published on the web site.

Report of the Directors for the year ended 31 March 2016 (continued)

Governance and Accountability

In line with the requirement and guidance provided, the Northern Ireland Museums Council has reported in full on the governance of the company during 2015-16 through the Governance Statement which follows.

Northern Ireland Museums Council operates in a transparent manner, with the Council's website carrying information on the company and the Board of Directors, including the minutes of the meetings of the Board available at www.nimc.co.uk/about-us/governance/

As a membership organisation, Northern Ireland Museums Council is responsive to the sector, providing leadership and advocacy in order to advance its interests. It liaises with the membership during the course of each year and the Board of Directors reported to the Council's membership at the Annual General Meeting held in September 2015. Details of the membership are provided in a separate section which follows.

Statement of Directors' Responsibilities

The Directors have overall responsibility for ensuring that Northern Ireland Museums Council has appropriate system of controls, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities and to provide reasonable assurance that:

- Northern Ireland Museums Council is operating efficiently and effectively;
- it maintains a Fraud Prevention Policy and Response Plan;
- its assets are safeguarded against unauthorised use or disposition;
- proper records are maintained and financial information used by the Council or used for publication is reliable;
- and, that Northern Ireland Museums Council complies with relevant laws and regulations.

Company and charity law requires the Directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs and of the surplus or deficit for that period. In preparing those statements, the Directors have:

- selected suitable accounting policies and then applied them consistently;
- made judgments and estimates that are reasonable and prudent;
- stated whether applicable accounting standards have been followed, subject to any material departures, disclosed and explained in the financial statements; and
- prepared the financial statements on the going concern basis.

In preparing the annual report and financial statements of the Northern Ireland Museums Council, the Directors have adopted the provisions of the Accounting and Reporting by Charities: Statement of Recommended Practice - Financial Reporting Standard for Smaller Entities (FRSSE).

Report of the Directors for the year ended 31 March 2016 (continued)

Financial Review

It is the view of the Board of Directors that the Northern Ireland Museums Council operated prudently and effectively within the parameters of the financial resources which were available to it. The Board formally monitors the financial position of the Council at least on a quarterly basis, at its scheduled meetings, the Minutes of which are published on the Council's web site.

Northern Ireland Museums Council operates without cash reserves and both the former Department of Culture, Arts and Leisure and the Heritage Lottery Fund, as the current major funders of the Council, are aware of this position.

Mindful of the requirements of Managing Public Money NI, the Council operates on the basis of not drawing down cash resources from its funders in advance of need. However, to facilitate business needs Northern Ireland Museums Council arranged advance payments of the grant from the Heritage Lottery Fund.

Plan for the Future

The Board of Directors of the Northern Ireland Museums Council has agreed the key components of its planned activity for 2016-17, which aim to advance the goals of the Northern Ireland Museums Policy and address the identified Statutory and Public Policy Obligations and Departmental Priorities. These include the delivery of:

- Support to local museums through two grant programmes – the Accredited Museum Grant Programme and the Acquisition Fund;
- An initiative entitled 'Playful Museums', funded by the Heritage Lottery Fund, that will foster the engagement of young children, their parents and carers with local museums;
- Guidance and support to local museums regarding the revised Museum Accreditation Scheme;
- Advice and information to the heritage sector and the public generally;
- Continuous professional development for those working and volunteering in the sector;
- Assistance to local museums in developing learning programmes;
- The 'latest 'Mapping Trends' review of the local museum sector;
- A comprehensive guide to the services and activities of local museums across Northern Ireland.

In line with its statutory obligations under Section 75 of the Northern Ireland Act 1998, Northern Ireland Museums Council has an Equality Scheme and Disability Action Plan in place, agreed by the Equality Commission, which sets out how the Council will meet its associated duties.

Personnel matters

The Staff Committee oversees the personnel matters of the Council. Employees have been consulted on matters of concern to them by means of regular staff meetings and have been kept informed on specific matters directly by management. The Council has adopted procedures for the annual evaluation of staff performance and appraisal and for the upward feedback for senior management and Directors.

The Council operates a number of detailed policies in relation to personnel matters including:

- Equal Opportunities;
- Health and Safety;
- Harassment in the Workplace;
- Grievance; and
- Whistleblowing.

In accordance with the Equal Opportunities policy, Northern Ireland Museums Council has long established fair employment practices in the areas of recruitment, selection, retention and training of staff.

At the end of 2015-16 the Council employed four staff to carry out its business.

Report of the Directors for the year ended 31 March 2016 (continued)

Political and Charitable Donations

Northern Ireland Museums Council made no political or charitable donations during the year.

Auditors

So far as the Directors are aware, there is no relevant audit information of which the Northern Ireland Museum Council's auditors are unaware and we have taken all the steps that we ought to have taken as Directors in order to make ourselves aware of any relevant audit information and to establish that the Council's auditors are aware of that information.

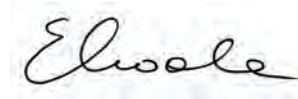
Consequent to The Companies (Public Sector Audit) Order (Northern Ireland) 2008, the Council's accounts are audited through the Northern Ireland Audit Office by the Comptroller and Auditor General.

By order of the Board



C Bailey
Accounting Officer

21st June 2016



E Crooke
Chair

21st June 2016

Remuneration and Staffing Report

Remuneration Policy

The Minister of Finance approves the pay remit for Senior Civil Service (SCS) staff. The SCS remuneration arrangements are based on a system of pay scales for each SCS grade containing a number of pay points from minima to maxima, allowing progression towards the maxima based on performance. In 2012, upon creation, there were 11 points on each scale. This was subsequently reduced to 10 points in 2014 and 9 points in 2015 to allow progression through the pay scales within a reasonable period of time.

Service contracts

Civil service appointments are made in accordance with the Civil Service Commissioners' Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition but also includes the circumstances when appointments may otherwise be made.

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

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

Staff Profile, Remuneration (audited) and Sickness Absence

During 2015-16 the Northern Ireland Museums Council had five staff on payroll, and as at 31st March 2016 this comprised 1 male and 4 female (two of whom were on fixed-term contracts). The profile of the Directors of the Company at that date was 6 female and 6 male.

The staff costs of the Northern Ireland Museums Council during 2015-16 was as follows

	2016	2015
	£	£
Wages and salaries	142,522	132,432
Social security costs	8,646	8,608
Other pension costs	33,733	30,435
Redundancy costs	13,238	–
	<u>198,139</u>	<u>171,475</u>

No remuneration was paid to the Directors of the company. The total of Directors' expenses reimbursed by the company during the year was £30 (2015: £90).

The Northern Ireland Museums' Council had a liability to pay redundancy during 2015-16 to one staff member at the end of a fixed term contract, amounting to £13,238

The number of sick days reported in 2015-16 was 1.8 days/staff member, against a target of 6.5 days/person.

During 2015-16 the Northern Ireland Museums Council had £0 expenditure on consultancy, and had no off-payroll engagements as defined in the Public Expenditure System guidance promulgated by HM Treasury.

Remuneration and Staffing Report (continued)

Staff Policies

Northern Ireland Museums Council is committed to the development of its staff and to policies that enable them to contribute to the performance and long-term effectiveness of the organisation.

In particular, the Council:

- follows the Northern Ireland Civil Service policy that all eligible persons shall have equal opportunity for employment on the basis of their ability, qualification and aptitude for the work;
- gives equality of opportunity when considering applications from disabled persons, in compliance with all existing legislation with regard to disabled employees;
- recognises the benefit of keeping employees informed of the progress of the business and of involving them in the company's performance; and,
- regularly provides employees, through meetings and notices, with information regarding the financial and economic factors affecting the performance of the company and on other matters of concern to them.

All of the Northern Ireland Museums Council's policies are agreed by the Board of Directors and are accessible to all members of staff.

Salary and pension entitlements

The following sections provide details of the remuneration and pension interests of the senior management of Northern Ireland Museums Council.

Remuneration (including salary) and pension entitlements (audited)

	2015-2016					2014-2015				
	Salary £'000	Bonus payments £000	Benefits in kind (to nearest £100)	Pension Benefits* (to nearest £1000)	Total £000	Salary £'000	Bonus payments £000	Benefits in kind (to nearest £100)	Pension Benefits* (to nearest £1000)	Total £000
C Bailey Chief Executive	50-55	0	0	12	65-67	50-55	0	0	12	60-65
Band of Highest paid Officer's Total Remuneration	50-55					50-55				
Median Total	£29,027					£28,500				
Ratio	1.81					1.84				

**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 or any increase or decreases due to a transfer of pension rights.*

Salary

"Salary" includes gross salary, overtime and any other allowances to the extent that it is subject to UK taxation and any gratia payments.

Bonuses

Bonuses are based on performance levels attained and are made as part of the appraisal process. Bonuses relate to the performance in the year which they become payable to the individual. There were no bonuses paid during the financial year.

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. There were no benefits in kind during the financial year.

Remuneration and Staffing Report (continued)

Pension benefits (audited)

	Accrued pension at age 60 as at 31/3/16 and related lump sum	Real increase in pension sum at age 60 and related lump sum	CETV at 31/3/16	CETV at 31/3/15	Real increase in CETV
	£'000	£'000	£'000	£'000	£'000
C Bailey Chief Executive	15 – 20 Plus lump sum of 50 - 55	0 – 2.5 Plus lump sum of 2.5 - 5	381	344	16

Staff pensions

The Principal Civil Service Pension Scheme (NI) (“PCSPS (NI)”) of which senior management are members, is an unfunded, multi-employer, defined benefit scheme, but Northern Ireland Museums Council is unable to identify its share of the underlying assets and liabilities. The most up to date actuarial valuation was carried out as at 31 March 2012. This valuation is then reviewed by the Scheme Actuary and updated to reflect current conditions and rolled forward to the reporting date of the DFP Superannuation and Other Allowances Resource Accounts as at 31 March 2016.

Northern Ireland Civil Service (NICS) Pension arrangements

Pension benefits are provided through the Northern Ireland Civil Service pension arrangements which are administered by Civil Service Pensions (CSP). Staff in post prior to 30 July 2007 may be in one of three statutory based ‘final salary’ defined benefit arrangements (classic, premium, and classic plus). These arrangements are unfunded with the cost of benefits met by monies voted by Parliament each year. From April 2011 pensions payable under classic, premium, and classic plus are increased annually in line with changes in the Consumer Prices Index (CPI). Prior to 2011, pensions were increased in line with changes in the Retail Prices Index (RPI). New entrants joining on or after 1 October 2002 and before 30 July 2007 could choose between membership of premium or joining a good quality ‘money purchase’ stakeholder arrangement with a significant employer contribution (partnership pension account). New entrants joining on or after 30 July 2007 are eligible for membership of the nuvos arrangement or they can opt for a partnership pension account. Nuvos is an ‘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 rate is 2.3%. CARE pension benefits are increased annually in line with increases in the CPI.

A new pension scheme, alpha, was introduced for new entrants from 1 April 2015. The majority of existing members of the NICS pension arrangements have also moved to alpha from that date. Members who on 1 April 2012 were within 10 years of their normal pension age will not move to alpha 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. alpha is also 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 rate will be 2.32%. CARE pension benefits are increased annually in line with increases in the CPI.

Remuneration and Staffing Report (continued)

Increases to public service pensions are the responsibility of HM Treasury. Pensions are reviewed each year in line with the cost of living. Increases are applied from April and are determined by the CPI figure for the preceding September. The CPI in September 2015 was negative (-0.1%) and HM Treasury has announced that there will be no increase to public service pensions from April 2016. Therefore public service pensions will remain at their current level.

Employee contribution rates for all members for the period covering 1st April 2015 – 31st March 2016 are as follows:

Scheme Year 1st April 2016 to 31st March 2017

Annualised Rate of Pensionable Earnings (Salary Bands)		Contribution rates – Classic members or classic members who have moved to alpha	Contribution rates – All other members
From	To	From 1 st April 2016 to 31 st March 2017	From 1st April 2016 to 31st March 2017
£0	£15,000.99	3.8%	4.6%
£15,001.00	£21,210.99	4.6%	4.6%
£21,211.00	£48,471.99	5.45%	5.45%
£48,472.00	£150,000.99	7.35%	7.35%
£150,001.00 and above		8.05%	8.05%

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 3% and 14.7% (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).

The accrued pension quoted is the pension the member is entitled to receive when they reach pension age, or immediately on ceasing to be an active member of the scheme if they are at or over pension age. Pension age is 60 for members of **classic**, **premium**, and **classic plus** and 65 for members of **nuvos**. The normal pension age in alpha is linked to the member's State Pension Age but cannot be before age 65. Further details about the NICS pension arrangements can be found at the website www.finance-ni.gov.uk/topics/working-northern-ireland-civil-service/civil-service-pensions-ni.

Remuneration and Staffing Report (continued)

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 2008 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. The actuarial factors used to calculate CETVs changed during the 2015-16 year and, consequently, CETV figures increased even without any further pension accrual. 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.



C Bailey
Accounting Officer

21st June 2016

Governance Statement for the year ended 31 March 2016

Introduction

As Accounting Officer for the Northern Ireland Museums Council, it is my responsibility to ensure that a sound system of governance and internal control is maintained that supports the Council in pursuing its overall aims and objectives, which are predicated upon the Northern Ireland Executive's Programme for Government, most particularly the Northern Ireland Museums Policy, and upon various priorities of the Department for Communities.

Remit

The Northern Ireland Museums Council was established in 1993 by order of the then Minister for Education and is constituted as a company limited by guarantee (without share capital) and has charitable status. As such it operates under the Companies Act 2006 and associated subsequent legislation. The Council is not a Statutory Agency and does not carry out its functions on behalf of the Crown. However, for policy and administrative purposes, NIMC is classified as an executive non-departmental body (NDPB) of the former Department of Culture, Arts and Leisure, through which it received most of its funding.

Government has approved the Council's overall aim of supporting local museums in Northern Ireland in maintaining and improving their standards of collections care and services to the public and to promote a coherent framework of museum provision.

Governance Framework

The Northern Ireland Museums Council is in compliance with the Code of Good Practice 2013, issued by the Department of Finance, formerly the Department of Finance and Personnel, concerning corporate governance in central government departments. While the Code does not apply to NDPBs, the Council operated within its principles during the financial year 2015-16.

The Northern Ireland Museums Council is governed by a Board of Directors comprising between seven and fifteen members. Board members serve on a voluntary basis and are normally appointed for a period of three years. Directors are drawn from various bodies and constituencies as follows:

- The Minister of the sponsor department has the right to nominate three Directors
- District Councils that operate an Accredited museum have the right to nominate three Directors
- The Northern Ireland Regional Museum Curators Group has the right to nominate three Directors
- The Independent and service museums have the right to nominate two Directors
- Queen's University and the University of Ulster have the right to nominate one Director
- National Museums Northern Ireland may nominate one Director
- Other Directors may be co-opted.

The Board reports to the Northern Ireland Museums Council membership at the Annual General Meeting, which is held in September each year.

Governance Statement for the year ended 31 March 2016 (continued)

The Role of the Board and Governance Framework

The Board has the corporate responsibility for ensuring that the Northern Ireland Museums Council effectively and efficiently fulfils its aims and objectives while being mindful of its statutory authority and obligations. To this end, the Board:

- Establishes the overall strategic direction of Northern Ireland Museums Council within the determined policy and resources framework,
- Monitors the performance of the Council as it pursues its aims and objectives,
- Observes the highest standards of propriety, particularly in relation to corporate governance and the stewardship of public funds,
- 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,
- Ensures full compliance with the Code of Practice on Access to Government Information,
- Takes account of the views and opinions of the Northern Ireland Museums Council membership in devising the work of the Council,
- Takes account of any guidance issued by the Department when reaching its decisions,
- Establishes a committee structure, including an Audit Committee, to assist in carrying out the work of the Council,
- Appoints and monitors the performance of the Council's Chief Executive, who also serves as Accounting Officer.

In carrying out these functions the Board usually meets four times a year, during March, June, September and December. The venue for these meetings alternates between the Northern Ireland Museums Council headquarters in Cultra and a place, usually a museum, outside Belfast. However, from time to time additional meetings of the Board are held to deal with extra-ordinary business.

Board members do not receive remuneration for their service to the Northern Ireland Museums Council.

A system of internal control is maintained which includes the formulation of policies and procedures relating to: fraud prevention, whistleblowing and the requirements of the Bribery Act 2010; financial planning, performance and procurement; the freedom of information and data management; and, risk management, business planning and performance. These, and other associated matters, are scrutinised by the Northern Ireland Museums Council Board at each of its meetings and are the focus of discussions at quarterly accountability meetings held with the former Department of Culture, Arts and Leisure.

In addition, the Northern Ireland Museums Council retains the services of a contracted company to provide internal audit services, with external audit being undertaken by the Northern Ireland Audit Office.

The aim of the system of internal control is to manage the risks to a reasonable level, rather than seek to eliminate all of the risks the Northern Ireland Museums Council faces in undertaking its remit and duties.

The Work of the Board and its Committees

Mindful of its statutory obligations, the Board delegates the operation and monitoring of the governance framework to management, together with the day to day operation of the Council. However, it reserves particular matters for decision by the Board, including issues of corporate strategy; key strategic objectives and targets; major decisions involving the use of financial and other resources; and personnel issues including key appointments and standards of conduct. At each of its meetings the Board receives a report on the management and operation of the Council from the staff.

Governance Statement for the year ended 31 March 2016 (continued)

The Board may decide to delegate, where it has power to do so, responsibility for specified matters to Committees of the Board or individual members. The decisions and recommendations of Committees are recorded and presented to a meeting of the full Board for ratification or note.

Currently the Northern Ireland Museums Council Board has four Committees, each having a *Terms of Reference* agreed by the Board:

- Audit Committee – deals with the strategic processes of audit, risk, control and governance.
- Grant Committee – assesses the requests for grant assistance. (Decisions on the allocation of the Council’s Acquisition Fund is delegated to the Chairman.)
- Planning Committee – focuses upon the corporate planning and business planning processes.
- Staff Committee – monitors the staff appraisal process and deals with strategic human resource matters.

The Board

During 2015-16 the three-year term of office of the Board concluded and the membership of the ‘new’ Board was established through the nominating constituencies, as follows

Patrick Barr	Nominees of the Minister of Culture, Arts and Leisure
Roddy Hegarty	
Robin Morton	
Robert Burgess	Nominees of District Councils that operate an Accredited Museum
Janet Gray	
Colin Kennedy	
Neil Armstrong	Nominees of the Independent and service museums
Ciaran Doran	
Jayne Clarke	Nominees of the Northern Ireland Regional Curators Group
Riann Coulter	
Roisin Doherty	
Susan Picken	Nominee of Queen’s University
Clifford Harkness	Nominee of the National Museums Northern Ireland
Elizabeth Crooke	Co-opted Member

The Board will serve a three-year term, until the 2018 Annual General Meeting of the company.

The position of Chair became vacant during 2015-16, Johnny Glendinning having served for three years. An election was held which resulted in Professor Elizabeth Crooke being elected as Chair of the Northern Ireland Museums Council. Her co-option as a member of the Council was agreed at the meeting of the Board held on 22nd September 2015. Her appointment was approved by the Minister of Culture, Arts and Leisure on 5th October 2015.

The Northern Ireland Museums Council Board formally met on four occasions, with the Committees meeting at intervals between the Board meetings.

The table below provides an overview of members’ attendance at meetings of the Board and its Committees during the year under review, with the number of attendances being set against the total number of meetings which the member could have attended

Governance Statement for the year ended 31 March 2016 (continued)

	Board		Committees	
	Actual	Possible	Actual	Possible
Neil Armstrong	2	2	1	1
Patrick Barr	2	4	3	4
Robert Burgess	1	4	2	2
Jayne Clarke	2	2	0	0
Riann Coulter	4	4	1	1
Elizabeth Crooke	4	4	3	3
Roisin Doherty	2	4	1	1
Ciaran Elizabeth Doran	2	2	0	1
Johnny Glendinning	2	2	1	2
Janet Gray	0	2	0	0
Clifford Harkness	3	4	3	4
Roddy Hegarty	2	4	1	1
Mike King	1	2	0	0
Robin Morton	4	4	2	2
Carol Walker	1	2	0	0

Each year the Board agrees a Business Plan which sets out the actions, targets and the allocation of resources to be delivered in support of the Council's aims, the Northern Ireland Museums Policy and Ministerial priorities. The draft plan was submitted to the former Department of Culture, Arts and Leisure no later than the 31st January each year. The Minister of Culture, Arts and Leisure approved the Council's 2015-16 Business Plan on 21st May 2015.

The NIMC Board did not receive any Ministerial direction during 2015-16.

Standing agenda items for the quarterly meetings the Board include written reports from the Chief Executive on the performance against the Business Plan targets, the financial performance, and governance compliance. The minutes of the meetings of the Board are made public through the Council's web site www.nimc.co.uk.

Notable aspects of the business conducted by the Board during 2015-16 included the impact of local government reorganisation upon museum services and collections, investigating the engagement of young people with museums, grant support for museums, the DCAL Review of arm's length bodies, and the adjustment of budgets and programmes in light of an in-year budget reduction.

The Committees

The Council's Audit Committee met on four occasions during the year. All Audit Committee meetings are attended by representatives of the Council's internal and external auditors. The Committee reports included the review of various policies and procedures and the active management of corporate risks through the close scrutiny of the Risk Register at each meeting. It also noted progress made in addressing the recommendations of auditors. During the year the Committee reviewed the Council's Fraud and Bribery Prevention Policy and Response Plan, and the Gifts and Hospitality Policy and Procedures. The Committee reviewed its effectiveness using the Audit Committee Checklist, produced by the National Audit Office, concluding that the Committee was performing satisfactorily. In addition the members assessed performance against an assurance template provided by the former Department of Culture, Arts and Leisure.

Governance Statement for the year ended 31 March 2016 (continued)

The Board of the Northern Ireland Museums Council considered applications submitted to the grant programme at its December 2015 meeting. The Grant Committee met in March 2016 to assess the applications received from museums for support through the Accredited Museum Grant Programme.

The Planning Committee met in January 2016 at which it developed the Council's Business Plan for 2016-17.

Independent Assurance

The Comptroller and Auditor General certifies the Council's accounts and provides an opinion on the financial statements and whether they have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, the Government Financial Reporting Manual, and the Companies Act 2006. In July 2015 the Northern Ireland Audit Office provided NIMC with its *Report to those Charged with Governance*. It made two recommendations; one assessed at Priority 1, the other at Priority 3. The Priority 1 recommendation states that "despite ministerial approval of the 2015-16 business plan ... there continues to be a material uncertainty regarding the longer term future of NIMC in its current form. Accordingly NIMC may not be a Going Concern, and therefore the Going Concern assumption by management in the Financial Statements 2014-15 may no longer be appropriate." This references the ongoing Departmental review of its arm's length bodies, and a preferred option to merge the Northern Ireland Museums Council and National Museums Northern Ireland. The Priority 3 recommendation relates to a deferred income balance on a grant received from the Heritage Lottery Fund, a consequence of Northern Ireland Museums Council agreeing with the Heritage Lottery Fund to draw down funding in advance in order to have cash available to allow the associated project to operate.

In March 2016 the Northern Ireland Museums Council Audit Committee considered the *Internal Audit Annual Report 2015-16* received from the Council's Internal Auditors, PricewaterhouseCoopers, which provided a 'satisfactory' rating and made two Priority 2 recommendations, relating to operating effectiveness and the timely uploading of information to the Government Funding Database. The report also made four Priority 3 recommendations concerning the classification of aged debtors on the Sage system, the updating of the Council's Membership database, the testing of the Council's business continuity plan, and the completion of Health and Safety Risk assessments following the relocation of the Council's offices.

Operation and Performance

Business Planning

During 2015-16 the Northern Ireland Museums delivered a Business Plan that was structured around the four pillars of the Northern Ireland Museums Policy - Collections Development, Care, Management and Use; Developing Audiences; Education and Learning; and, Infrastructure, Investment and Resources.

The Plan contained 13 actions. By the end of the year being reported upon 12 were completed, and one target was not met in full. Details of the achievements made during 2015-16 are set out in the Report of the Directors above.

Risk Management

A register of risks was drawn up in relation to the Business Plan 2015-16. Northern Ireland Museums Council identifies and evaluates risks to its business through its Audit Committee. The Committee received a quarterly risk assessment at each of its meetings, which identified the risk, how it was being manifest and managed, and an action plan for addressing the identified threat. Significant risks are escalated to the Board as and when it is deemed necessary.

Governance Statement for the year ended 31 March 2016 (continued)

Significant risks identified and addressed during 2015-16 included:

- The capacity of the Council to deliver on its commitments due to the departure of key staff members. This risk was treated through the satisfactory completion of a recruitment process.
- The former Department of Culture, Arts and Leisure continued the review of its arm's length bodies. Having concluded that there is a continuing need for the Council's functions during the first stage of the review, the second stage considered options for delivering the functions. Northern Ireland Museums Council provided the Department with information relevant to the ongoing review.

Financial Planning

The Northern Ireland Museum Council's key financial target is to operate within the allocated Budget for the year.

Upon Ministerial approval of the Council's Business Plan for 2015-16, the former Department of Culture, Arts and Leisure confirmed the budget allocation at £236,208. The former Department of Culture, Arts and Leisure provided additional funding of £80,000 during the course of the year. Northern Ireland Museums Council operated within the stipulated resource ceiling and NIMC drew down £317,000 during 2015-16.

Procurement

The Council maintains particular procedures regarding procurement. No issues concerning procurement occurred during the year.

Northern Ireland Museums Council is committed to the prompt payment of bills for goods and services. The target for payment of bills is 10 days from receipt of an appropriate and valid invoice. Performance in this regard was monitored throughout the year, which found that 100% of the bills were paid within the stipulated timeframe. The comparative figure for 2014-15 was 100%.

Fraud

The Council maintains a policy and procedures relating to fraud prevention. In an analysis of fraud risk, general payments and those relating to grant assistance were identified as the highest risk elements. No fraud investigations were initiated or on-going during 2015-16.

Health and Safety

In line with the Council's Health and Safety policy and procedures various checks were undertaken during the year. No health and safety issues occurred during 2015-16.

Conflicts of Interest

The Council maintains a Register of Interests of its Board of Directors and staff. Declarations of interest are made and recorded at each meeting of the Board and its Committees. No associated issues arose during the year.

Gifts and Hospitality

NIMC has a policy relating to Gifts and Hospitality. No gifts or hospitality were registered during the year under report.

Governance Statement for the year ended 31 March 2016 (continued)

Freedom of Information and Data Management

The Northern Ireland Museums Council received two Freedom of Information requests during 2015-16. One asked for information relating to fake and/or counterfeit artefacts, and the other asked about film-related income. Both requests were answered in line with established procedures and within the set timeframes. In compliance with the requirements of the Data Protection Act 1998, the Council maintains an associated policy and procedures. No issues concerning data loss occurred during the year.

Review of Effectiveness

The Council has responsibility for conducting, at least annually, a review of the effectiveness of its governance framework including the system of internal control. The review of effectiveness is informed by the work of the staff that have responsibility for the development and maintenance of the governance environment, the reports and recommendations of internal audit, comments made by the external auditors and other review agencies. In March 2015 an assessment of the Board's performance was undertaken, drawing upon the Unlocking your Board's full potential – Board Evaluation Questionnaire, issued by the National Audit Office. This examined the Board's understanding of its remit and role, performance management, relationships with key stakeholders, propriety and fraud, project management, risk management and audit. It concluded that performance and effectiveness were satisfactory, that it was compliant with the principles of good practice of Corporate Governance Code, and that the quality of information and data made available to it and concluded that it was accurate and of a distinct and consistently high calibre.

Conclusion

The information provided above gives an understanding of the internal control structure and stewardship of our organisation, gives a sense of the risks and vulnerabilities encountered during the year and how these have been addressed, and from which I conclude that the systems of governance and internal control operated by the Northern Ireland Museums Council are satisfactory.



C Bailey
Accounting Officer

21st June 2016

Membership of the Northern Ireland Museums Council at 31 March 2016

The Northern Ireland Museums Council is a membership organisation. There are three categories of member, Museum Member, Supporting Member, and Associate Member. At 31 March 2016 the Council had 95 members (compared with 83 in 2014-15). Membership on behalf of many museums is held by their parent authority. The name of the museum is shown in brackets, where appropriate.

Museum Members

This class of membership is open to museums in Northern Ireland, which are recognised under the Museum Accreditation Scheme. Museum Members are entitled to advice, information, training and grant-aid.

- Antrim and Newtownabbey District Council (Museum at the Mill and Sentry Hill)
- Ards and North Down District Council (North Down Museum)
- Armagh City, Banbridge and Craigavon Borough Council (Armagh County Museum, Barn Museum, Craigavon Museum Service and F. E. McWilliam Gallery and Studio)
- Armagh Public Library
- Causeway Coast and Glens Borough Council (Ballycastle Museum, Ballymoney Museum, Coleraine Museum, Green Lane Museum, Limavady Museum)
- Derry City and Strabane District Council (Tower Museum and Strabane Museum Service)
- Downpatrick and Co Down Railway
- Fermanagh and Omagh District Council (Fermanagh County Museum)
- Flame: The Gasworks Museum of Ireland
- Garvagh Museum and Heritage Centre
- Inniskillings Museum
- Lisburn and Castlereagh City Council (Irish Linen Centre & Lisburn Museum)
- Mid and East Antrim Borough Council (Andrew Jackson & US Rangers Museum, Carrickfergus Museum, Larne Museum and Mid-Antrim Museum)
- Milford House Collection
- Newry, Mourne and Down District Council (Down County Museum and Newry and Mourne Museum)
- Northern Ireland War Memorial
- Police Museum
- Railway Preservation Society of Ireland
- Royal Irish Fusiliers Museum
- Royal Ulster Rifles Museum
- The National Trust (Ardress House, The Argory, Castle Ward, Florence Court, Hezlett House, Mount Stewart, Springhill)
- The Somme Association (Somme Heritage Centre)

Supporting Members

This type of membership is open to district councils in Northern Ireland that operate non-Accredited museums and to those that do not operate museum services. Membership of this category entitles councils to advice, information, training and assistance with feasibility and development studies.

There are no such members currently.

Membership of the Northern Ireland Museums Council at 31 March 2016 (continued)

Associate Members

Membership is open to the national and centrally funded Accredited museums of Northern Ireland, other museums and any agency, commercial company, individual or other body wishing to subscribe. Membership provides access to advice, information and training.

- Apprentice Boys Memorial Hall
 - BBC NI Community Archive
 - Bloody Sunday Trust – Museum of Free Derry
 - Community Relations Council
 - Edenderry Community Museum Project
 - Grand Orange Lodge of Ireland
 - Headhunter’s Barbershop and Railway Museum
 - Healing Through Remembering
 - Linen Hall Library
 - Monaghan County Museum
 - Mr Adam Bell
 - Mr Alan Ferris
 - Mr Charles Watts
 - Mr Ian Wilson
 - Mr Matthew Morrison
 - Mr Nic Wright
 - Mr Peter Stark
 - Mr Ron Carson
 - Mr Ronan McConnell
 - Mr Sean Madden
 - Ms Amelia Deehan
 - Ms Ashleigh Kirkpatrick
 - Ms Beth Frazer
 - Ms Briony Widdis
 - Ms Catherine Boyle
 - Ms Celestina Sassu
 - Ms Clare Ablett
 - Ms Cynthia Waddell
 - Ms Eleanor Brown
 - Ms Eleanor Byatt
 - Ms Gemma Reid
 - Ms Helen Lanigan Wood
 - Ms Isabel Apsley
 - Ms Louise Rice
 - Ms Mairaid Quinn
 - Ms Maria Magill
 - Ms Melanie Campbell
 - Ms Rachel Radcliffe
 - Ms Rosemary McNicholl
-

Membership of the Northern Ireland Museums Council at 31 March 2016 (continued)

Associate Members (continued)

- Ms Rosie Moore
 - Ms Sarah Gillen
 - Ms Sarah O'Farrell
 - Ms Stanislava Stoyanova
 - Ms Steffi Western
 - Ms Susanna Banks
 - Ms Zoe McFerran
 - National Museum of the Royal Navy
 - National Museums of Northern Ireland (Ulster Museum, Ulster Folk & Transport Museum, and the Ulster American Folk Park)
 - The Naughton Gallery at Queen's
 - Servite Trust
 - Ulster New Zealand Trust
 - University of Ulster, Faculty of Arts
-

The Certificate and Report of the Comptroller and Auditor General to the Members of the Northern Ireland Museums Council

I certify that I have audited the financial statements of the Northern Ireland Museums Council for the year ended 31st March 2016 under the Companies (Public Sector Audit) Order (Northern Ireland) 2013. These comprise the Statement of Financial Activities, Balance Sheet, Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out within them. I have also audited the information in the Remuneration Report that is described in that report as having been audited.

Respective responsibilities of Directors and Auditor

As explained more fully in the Statement of Directors' Responsibilities, the Directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. My responsibility is to audit, certify and report on the financial statements in accordance with the Companies (Public Sector Audit) Order (Northern Ireland) 2013. I conduct my audit in accordance with International Standards on Auditing (UK and Ireland). Those standards require me and my staff to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

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

I am required to obtain evidence sufficient to give reasonable assurance that the incoming and outgoing resources recorded in the financial statements have been applied to the purpose intended by the Assembly and the financial transactions recorded in the financial statements conform to the authorities which govern them.

Opinion on regularity

In my opinion, in all material respects the incoming and outgoing resources 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.

The Certificate and Report of the Comptroller and Auditor General to the Members of the Northern Ireland Museums Council (continued)

Opinion on financial statements

In my opinion the financial statements:

- give a true and fair view of the state of the Northern Ireland Museum Council's affairs as at 31st March 2016 and of its incoming resources and application of outgoing resources and cash flows for the year the ended;
- have been properly prepared in accordance with the Financial Reporting Standard for Smaller Entities applicable in the UK and Republic of Ireland; and
- have been prepared in accordance with the Companies Act 2006.

Opinion on other matters

In my opinion:

- the part of the Remuneration Report to be audited has been properly prepared in accordance with the Government Financial Reporting Manual; and
- the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which I report by exception

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

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

Report

I have no observations to make on these financial statements



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

28th June 2016

Statement of Financial Activities

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
INCOME & ENDOWMENTS FROM:					
Donations & legacies	2	236,869	214,414	451,283	463,462
Charitable activities	3	4,770	–	4,770	4,400
Other trading activities	4	12,740	–	12,740	12,543
Other income	5	1,325	–	1,325	85
TOTAL INCOME		255,704	214,414	470,118	480,490
EXPENDITURE ON:					
Charitable activities	6	(254,584)	(208,712)	(463,296)	(468,702)
Total Expenditure		(254,584)	(208,712)	(463,296)	(468,702)
NET INCOME/ (EXPENDITURE)	10	1,120	5,702	6,822	11,788
TRANSFERS BETWEEN FUNDS					
		(298)	298	–	–
RECONCILIATION OF FUNDS					
Total funds brought forward		377	–	377	(11,411)
TOTAL FUNDS CARRIED FORWARD		1,199	6,000	7,199	377

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

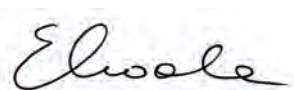
Balance sheet

	Note	2016 £	2015 £
Fixed assets:			
Tangible assets	13	364	576
Current assets			
Debtors	14	7,317	6,351
Cash at bank		<u>72,068</u>	<u>40,512</u>
<i>Total current assets</i>		79,385	46,863
Liabilities			
Creditors: Amounts falling due within one year	15	<u>(72,550)</u>	<u>(47,062)</u>
<i>Net current assets/(liabilities)</i>		6,835	(199)
<i>Total assets less current liabilities</i>		<u>7,199</u>	<u>377</u>
Total net assets		<u>7,199</u>	<u>377</u>
The funds of the charity			
Restricted income funds	16	6,000	–
Unrestricted funds	17	<u>1,199</u>	<u>377</u>
Total charity funds		<u>7,199</u>	<u>377</u>

It is the view of the Board that an exemption from the audit requirements of Part 16 of the Companies Act 2006 is available under section 482 of that Act, since the company meets the Department of Finance, formerly the Department of Finance and Personnel's definition of a non-profit making company and is subject to a public sector audit under the Companies (Public Sector Audit)(Northern Ireland) Order 2013, being an order issued under Article 5(3) of the Audit and Accountability (Northern Ireland) Order 2003. The Board therefore claims this exemption.

The Directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and preparation of accounts.

These financial statements have been approved by the Board of Directors and on 21st June 2016 and signed on its behalf by:



E Crooke
Chair

Company registration: NI27735

Cash flow statement

	Note	2016 £	2015 £
NET CASH INFLOW/ (OUTFLOW) FROM OPERATING ACTIVITIES	24	31,556	20,987
CAPITAL EXPENDITURE			
Payments to acquire tangible fixed assets		—	(551)
Net cash outflow from capital expenditure		—	(551)
INCREASE / (DECREASE) IN CASH	25	31,556	20,436

Notes to the financial statements

1. ACCOUNTING POLICIES

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard for Smaller Entities published on 16/07/2014, the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Companies Act 2006. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Incoming resources

Incoming resources relate to activities in the UK, and this is stated inclusive of value added tax. Incoming resources are included in the statement of financial activities.

Voluntary income

Voluntary income includes donations, grants that provide core funding and gifts in kind. Voluntary income is recognised in the accounts when the council is legally entitled to the income and the amount can be quantified with reasonable accuracy. Such income is only deferred when the donor specifies that the grant or donation must only be used in future accounting periods or where the income is repayable to the donor if it is not used for the purposes provided. Grant-in-aid income from DCAL is normally recognised in the year of receipt.

Income from charitable activities

Training and room hire income included in this category provides funding to support the Council's activities and is recognised when the Council is legally entitled to the income and the amount can be quantified with reasonable accuracy. Such income is only deferred when training or room hire income is received in advance of the event to which they relate.

No amounts are included in the financial statements for services donated by volunteers.

Resources expended

Resources expended are accounted for on an accruals basis and are included in the statement of financial activities for the period to which they relate.

Costs of charitable activities include expenditure associated with the projects undertaken by the council in the furtherance of its charitable objectives.

Governance costs include those incurred in the governance of the council and are primarily associated with constitutional, statutory requirements and strategic matters such as audit and accountancy, board expenses and printing financial statements. The salary and related overhead costs pertaining to the Chief Executive and finance staff are apportioned between charitable activities and governance costs at a rate of 95% and 5% respectively.

Fund accounting

The Council receives various types of funding which require separate disclosure. These are as follows:

- a) unrestricted funds: funds which may be expended at the discretion of management in furtherance of the objects of the Council; and
 - b) restricted funds: funds which are earmarked by the donor for specific purposes.
-

Notes to the financial statements

1. ACCOUNTING POLICIES *(continued)*

Designated funds

Within unrestricted funds the Council may designate a part of its reserves for particular purposes. Designated funds relate to incoming resources in the current and previous years, which are allocated to fund specific activities in future accounting periods.

Fixed assets

Tangible fixed assets are stated at valuation.

The costs of all fixed assets of the company are restated annually to reflect their current value using the relevant price indices at the year end (where material). Any revaluation surplus or loss, net of the corresponding adjustment to accumulated depreciation, is credited to the revaluation reserve. However, due to the immaterial nature of the amounts involved no revaluation has been recognised.

The Northern Ireland Museums Council has a fixed asset capitalisation threshold of £250.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Computer equipment	- 33% Straight line
Office equipment	- 15% Straight line
Furniture	- 10% Straight line

Operating lease agreements

Costs in respect of operating leases are charged on a straight line basis over the lease term.

Pension scheme arrangements

Past and present staff of the Northern Ireland Museums Council are members of the Principal Civil Service Pensions Scheme (NI) (PCSPS(NI)), as set out in Note 10. The defined benefit scheme is unfunded and is non-contributory, except in respect of dependants' benefits. All contributions are charged to the Statement of Financial Activities ("SOFA") as incurred.

Reserves

Northern Ireland Museums Council receives various types of funding which require separate disclosure. These are differentiated between restricted and unrestricted reserves. Unrestricted reserves represent retained amounts available for discretionary spend on the Council's objectives. Restricted reserves represent retained amounts available for specific projects.

Notes to the financial statements (continued)

2. DONATIONS & LEGACIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Grants receivable				
DCAL grant-in-aid	236,869	80,000	316,869	273,000
Heritage Lottery Fund	–	134,414	134,414	190,462
	<u>236,869</u>	<u>214,414</u>	<u>451,283</u>	<u>463,462</u>

3. CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Training income	<u>4,770</u>	<u>4,770</u>	<u>4,400</u>

4. OTHER TRADING ACTIVITIES

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Memberships	<u>12,740</u>	<u>12,740</u>	<u>12,543</u>

5. OTHER INCOME

	Unrestricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Other incoming resources	<u>1,325</u>	<u>1,325</u>	<u>85</u>

Notes to the financial statements (continued...)

6. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Grants awarded	41,184	17,516	58,700	54,713
Acquisition fund	1,000	–	1,000	2,451
Bursaries	–	66,332	66,332	127,780
Project costs	1,299	40,000	41,299	9,287
Membership fees	1,054	–	1,054	830
Training	6,930	3,978	10,908	8,667
Wages and salaries	105,312	43,492	148,804	128,528
Employer's N.I. Contributions	6,932	1,714	8,646	8,608
Staff pension costs	26,835	6,898	33,733	30,435
Temporary staff recruitment costs	7,438	–	7,438	15,322
Support costs (note 7)	33,598	28,782	62,380	60,165
Governance costs (note 8)	23,002	–	23,002	21,916
	<u>254,584</u>	<u>208,712</u>	<u>463,296</u>	<u>468,702</u>

7. SUPPORT COSTS

	Unrestricted Funds £	Restricted Funds £	Total Funds 2016 £	Total Funds 2015 £
Rent and rates	11,098	–	11,098	31,311
Light and heat	599	–	599	2,073
Insurance	1,550	–	1,550	2,047
Telephone and communications	4,790	–	4,790	3,115
Computer and software	4,609	1,862	6,471	2,910
Cleaning	420	–	420	847
Repairs and maintenance	939	18,695	19,634	1,509
Printing and stationery	2,067	–	2,067	943
Books and journals	–	–	–	34
Postage	656	–	656	290
Travel and subsistence	5,174	4,393	9,567	12,025
Bank charges	20	–	20	3
Sundry expenses	403	156	559	755
Professional fees	402	–	402	–
Depreciation	211	–	211	437
Bad debts	230	–	230	767
Promotion and brand development	430	3,676	4,106	1,099
	<u>33,598</u>	<u>28,782</u>	<u>62,380</u>	<u>60,165</u>

Notes to the financial statements (continued...)

8. GOVERNANCE COSTS

	Unrestricted Funds	Total Funds 2016	Total Funds 2015
	£	£	£
Staff costs	5,143	5,143	3,904
Accountancy fees	8,990	8,990	9,502
Audit fees	6,750	6,750	7,000
Board training	1,050	1,050	–
Board member expenses	319	319	808
Printing of annual report	750	750	702
	<u>23,002</u>	<u>23,002</u>	<u>21,916</u>

9. EXCEPTIONAL ITEMS

Included in repairs and maintenance is an amount of £18,695 being the charge by the landlord for dilapidations on the expiry of the company's lease at 6 Crescent Gardens, Belfast. In September 2015 Northern Ireland Museums Council moved premises to 153 Bangor Road, Holywood. As stated in note 11, Northern Ireland Museums Council incurred redundancy costs of £13,238 during the year.

10. NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR

This is stated after charging:

	2016	2015
	£	£
Staff pension contributions	33,733	30,435
Depreciation	212	437
Auditors' remuneration:		
- audit of the financial statements	6,750	7,000
Operating lease costs:		
- Land and buildings	<u>10,822</u>	<u>30,000</u>

11. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2016	2015
	£	£
Wages and salaries	142,522	132,432
Social security costs	8,646	8,608
Other pension costs	33,733	30,435
Redundancy costs	<u>13,238</u>	<u>–</u>
	<u>198,139</u>	<u>171,475</u>

No remuneration was paid to the Directors of the company. The total of Directors' expenses reimbursed by the company during the year was £30 (2015: £90).

The Principal Civil Service Pension Scheme (NI) ("PCSPS (NI)") of which all of the Council's employees are members, is an unfunded, multi-employer, defined benefit scheme, but Northern Ireland Museums Council is unable to identify its share of the underlying assets and liabilities. The most up to date actuarial valuation was carried out at 31 March 2012 and details of this valuation are available in the PCSPS (NI) resource accounts.

Notes to the financial statements (continued...)

11. STAFF COSTS AND EMOLUMENTS (continued.....)

For 2015-16, employers' contributions of £33,733 were payable to the PCSPS (NI) (2014-15: £30,435) at one of four rates in the range 18% to 25%. The scheme's Actuary reviews employer contributions every four years following a full scheme valuation. However HM Treasury has instructed the scheme to cease further work on the March 2010 valuation. A new valuation scheme based on data as at 31 March 2012 is currently being undertaken by the Actuary to review employer contribution rates for the introduction of a new career average earning scheme from April 2015. From 2014-15, the rates will remain in the range 18% to 25%. The contribution rates are set to meet the cost of the benefits accruing during 2013-14 to be paid when the member retires, and not the benefits paid during this period to existing pensioners.

Employees could opt to open a partnership pension account which is a stakeholder pension with an employer contribution. Employer's contributions were paid to one or more of a panel of four appointed stakeholder pension providers. Employer contributions are age related and range from 3% to 12.5% of pensionable pay. Employers also match employee contributions up to 3% of pensionable pay. In addition, employer contributions of 0.8% of pensionable pay, were payable to PCSPS (NI) 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 balance sheet date were £0. Contributions prepaid at that date were £0.

Particulars of employees:

The average number of employees during the year was as follows:

	2016	2015
	No	No
Number of staff	<u>5</u>	<u>4</u>

No employee received remuneration of more than £60,000 during the year (2015 – Nil).

12. TAXATION

Northern Ireland Museums Council is exempt from tax on income and gains falling within section 505 of the Taxes Act 1988 or section 252 of the Taxation Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects.

Notes to the financial statements (continued...)

13. TANGIBLE FIXED ASSETS

	Computer Equipment £	Office Equipment £	Furniture £	Total £
VALUATION				
At 1 April 2015	6,467	1,245	16,844	24,556
Additions	–	–	–	–
Disposals	(1,593)	(491)	(9,085)	(11,169)
At 31 March 2016	<u>4,874</u>	<u>754</u>	<u>7,759</u>	<u>13,387</u>
DEPRECIATION				
At 1 April 2015	6,094	1,230	16,656	23,980
Charge for the year	184	15	13	212
Eliminated on disposal	(1,593)	(491)	(9,085)	(11,169)
At 31 March 2016	<u>4,685</u>	<u>754</u>	<u>7,584</u>	<u>13,023</u>
NET BOOK VALUE				
At 31 March 2016	<u>189</u>	<u>–</u>	<u>175</u>	<u>364</u>
At 31 March 2015	<u>373</u>	<u>15</u>	<u>188</u>	<u>576</u>

14. DEBTORS

	2016 £	2015 £
Trade debtors	577	260
Other debtors	5,952	467
Prepayments	788	5,624
	<u>7,317</u>	<u>6,351</u>

15. CREDITORS: Amounts falling due within one year

	2016 £	2015 £
Trade creditors	26,923	970
Taxation and social security	–	1,952
Deferred income	–	14,746
Other creditors	2,074	17,267
Accruals	43,553	12,127
	<u>72,550</u>	<u>47,062</u>

16. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2015 £	Incoming resources £	Outgoing resources £	Transfer between funds £	Balance at 31 Mar 2016 £
Restricted Fund	<u>–</u>	<u>214,414</u>	<u>(208,712)</u>	<u>298</u>	<u>6,000</u>

Notes to the financial statements (continued...)

17. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2015	Incoming resources	Outgoing resources	Transfer between funds	Balance at 31 Mar 2016
	£	£	£	£	£
Unrestricted income funds	<u>377</u>	<u>255,704</u>	<u>(254,584)</u>	<u>(298)</u>	<u>1,199</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets	Net current assets/ (liabilities)	Total
	£	£	£
Unrestricted Income Funds	<u>364</u>	<u>835</u>	<u>1,199</u>

19. FINANCIAL COMMITMENTS

At 31 March 2016 Northern Ireland Museums Council had commitments under non-cancellable operating leases as follows:

	2016	2015
	£	£
Land and buildings		
Expiring in less than five years	<u>–</u>	<u>12,500</u>

20. FINANCIAL INSTRUMENTS

Northern Ireland Museums Council does not have financial instruments which would require disclosure in the notes to the financial statements.

21. GUARANTOR

Northern Ireland Museums Council is a company limited by guarantee and it does not have share capital. The liability of the member is limited to £1 in the event of the company being wound up.

22. ULTIMATE CONTROLLING PARTY

The Board of Directors of the Northern Ireland Museums Council Limited is the ultimate controlling party of the company.

23. RELATED PARTY TRANSACTIONS

Northern Ireland Museums Council is a Non-Departmental Public Body of the former Department of Culture, Arts and Leisure from whom it received funding. The former Department of Culture, Arts and Leisure is regarded as a related party. During the year, Northern Ireland Museums Council had no material transactions with the former Department of Culture, Arts and Leisure other than the receipt of payments in respect of funded programmes.

Grants were awarded to a range of bodies that are represented on the Council's Board. These can be summarised as follows:

Notes to the financial statements (continued...)

23. RELATED PARTY TRANSACTIONS (Continued...)

Accredited Museum Grant Programme

Grant Applicant	Project	Amount Awarded	Declared interest of Board member	Associated Organisation
Armagh County Museum	Store Shelving	£5,615.00	Riann Coulter	Armagh, Banbridge and Craigavon Borough Council
Down County Museum	Conservation of two portraits	£1,300.00	Robert Burgess Mike King	Newry, Mourne and Down District Council
Down County Museum	Interpretation panels for Gaol Gallery	£1,105.50	Robert Burgess Mike King	Newry, Mourne and Down District Council
Downpatrick and Co Down Railway	Remedial work to CCTV	£3,114.00	Robert Burgess	Newry, Mourne and Down District Council
Mid-Antrim Museum	Purchase of Display Cases	£5,330.00	Jayne Clarke	Mid and East Antrim Borough Council
Mid- Antrim Museum	Way of Seeing II	£1,518.57	Jayne Clarke	Mid and East Antrim Borough Council
Newry and Mourne Museum	Conservation of Archival items	£1,326.00	Robert Burgess	Newry, Mourne and Down District Council
Tower Museum	MODES Complete	£1,870.00	Roisin Doherty	Derry City and Strabane District Council

Acquisition Fund

Grant Applicant	Project	Amount Awarded	Declared interest of Board member	Associated Organisation
Irish Linen Centre and Lisburn Museum	Housing Estate at Lisburn, by Basil Blackshaw	£1,000.00	Janet Gray	Lisburn and Castlereagh City Council

24. RECONCILIATION OF NET INCOMING/(OUTGOING) RESOURCES TO NET CASH OUTFLOW FROM OPERATING ACTIVITIES

	2016	2015
	£	£
Net incoming resources before transfers	6,822	11,788
Depreciation	212	437
Decrease/(Increase) in debtors	(966)	(1,364)
(Decrease)/Increase in creditors	25,488	10,126
Net cash outflow from operating activities	<u>31,556</u>	<u>20,987</u>

Notes to the financial statements (continued...)

25. RECONCILIATION OF NET CASH FLOW MOVEMENT TO MOVEMENT IN NET FUNDS

	2016 £	2015 £
Increase/(Decrease) in cash in the period	<u>31,556</u>	<u>20,436</u>
Change in net funds	31,556	20,436
Net funds at 1 Apr 2015	40,512	20,076
Net funds at 31 Mar 2016	<u>72,068</u>	<u>40,512</u>

26. ANALYSIS OF CHANGES IN NET FUNDS

	1 Apr 15 £	Cash flows £	31 Mar 16 £
Cash at bank	<u>40,512</u>	<u>31,556</u>	<u>72,068</u>

27. LOSSES AND SPECIAL PAYMENTS

	2016 £	2015 £
Bad debt written off in current year	<u>230</u>	<u>767</u>
	<u>230</u>	<u>767</u>

28. ADDITIONAL DISCLOSURES REQUIRED BY FReM

Northern Ireland Museums Council as a charitable arm's length body, is required to account for grants-in-aid received under the Charities SORP and accordingly include it within Incoming Resources in the Statement of Financial Activity.

For all other arm's length bodies, the Government Financial Reporting Manual (FReM) requires grants-in-aid to be regarded as contributions from controlling parties giving rise to a financial interest in the residual interest of the body and hence accounted for as financing i.e. by crediting them to the income and expenditure reserve.

In addition FReM requires grant-in-aid to be accounted for on a cash basis.

Were Northern Ireland Museums Council to prepare its accounts on these bases, the results would be as follows:

Notes to the financial statements (continued...)

28. ADDITIONAL DISCLOSURES REQUIRED BY FReM (continued....)

Statement of Financial Activities prepared under FReM

	Note	2016 £	2015 £
Income and endowments from:			
Donations & legacies		134,414	190,462
Charitable activities	3	4,770	4,400
Other trading activities	4	12,740	12,543
Other income	5	1,325	85
Total incoming resources		153,249	207,490
Resources expended			
Charitable activities	6	463,296	468,702
Total resources expended		463,296	468,702
Amount transferred to reserves		(310,047)	(261,212)

Analysis of Reserves prepared under FReM

	2016 £	2015 £
Balance at 1 April 2015	377	(11,411)
Grant in aid received in year	316,869	273,000
Net operating cost for year	(310,047)	(261,212)
Balance at 31 March 2016	7,199	377

29. GOING CONCERN

In December 2013 DCAL published its interim Arm's Length Bodies (ALB) Review, 'Delivery Options Analysis Draft Report'. This stated that the Department's preferred option was the merger of Northern Ireland Museums Council with National Museums Northern Ireland. In June 2015 the Minister stated that in light of the successful co-location of the Northern Ireland Museums Council to the Cultra site of National Museums Northern Ireland, she would consider whether any further material benefits are to be gained from a full transfer of functions and, therefore, a final decision did not need to be taken immediately.

The Department has confirmed the budget for the Northern Ireland Museums Council for 2016-17, and has informed the Council that it should begin planning a three-year resource budget, up to and including 2019-20.

As indicated within the Report of the Directors above, Northern Ireland Museums Council has secured funding from the Heritage Lottery Fund totalling £99,000 for the delivery of the 'Playful Museums' project. This project will continue until June 2017.

In light of these factors, these accounts have been prepared on a going concern basis as, in the opinion of the Directors, the Northern Ireland Museums Council will continue to operate for the foreseeable future.

Notes to the financial statements (continued...)

30. EVENTS AFTER THE BALANCE SHEET DATE

No events occurred between the balance sheet date and the date on which these financial statements were authorised for issue that require disclosure or adjustment.

The Accounting Officer authorised the issue of these financial statements on 28th June 2016.

NORTHERN IRELAND
MUSEUMS
COUNCIL



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Image, front

'Housing Estate at Lisburn'
by Basil Blackshaw
Mixed media on paper 1957

Purchased by Irish Linen Centre
and Lisburn Museum with assistance
from the NIMC Acquisition Fund.

Photo: Bryan Rutledge