



**HEALTH AND SAFETY AUTHORITY**

**AN tÚDARÁS SLÁINTE AGUS SÁBHÁILTEACHT**

**Report and Financial Statements  
for the year ended 31 December 2020**

# HEALTH AND SAFETY AUTHORITY

## Report and Financial Statements

---

<u>CONTENTS</u>	<u>PAGE</u>
INFORMATION	3
GOVERNANCE STATEMENT AND BOARD MEMBERS' REPORT	4-8
STATEMENT ON INTERNAL CONTROL	9-11
REPORT OF THE COMPTROLLER AND AUDITOR GENERAL	12-13
STATEMENT OF INCOME AND EXPENDITURE AND RETAINED REVENUE RESERVES	14
STATEMENT OF COMPREHENSIVE INCOME	15
STATEMENT OF FINANCIAL POSITION	16
STATEMENT OF CASH FLOWS	17
NOTES TO THE FINANCIAL STATEMENTS	18-31

# HEALTH AND SAFETY AUTHORITY

## Information

---

<b>Members of the Board</b>	Mr. Tom Coughlan (Chairperson) Ms. Michelle Quinn (Deputy Chairperson) Mr. Paul Kelly Mr. Frank Kelly Ms. Deirdre MacDonald Mr. Andrew Bowers Mr. David Hughes Ms. Deirdre Cullivan Mr Ciaran Roche Ms. Bríd De Buitléar Ms. Mary Coyne Mr. Stephen Curran	Reappointed on 12/04/2020 Appointed on 20/12/2019 Appointed on 20/12/2019 Appointed on 20/12/2019 Appointed on 20/12/2019 Reappointed on 20/12/2019 Appointed on 20/12/2019 Reappointed on 12/03/2020 Appointed on 11/08/2020 Appointed on 11/08/2020 Appointed on 11/08/2020 Reappointed on 12/09/2020
<b>Chief Executive</b>	Dr. Sharon McGuinness	
<b>Head Office</b>	Health and Safety Authority The Metropolitan Building James Joyce Street Dublin 1 D01 K0Y8	
<b>Auditor</b>	Comptroller and Auditor General 3A Mayor Street Upper Dublin 1 D01 PF72	
<b>Accountants</b>	Crowleys DFK Chartered Accountants 5 Lapps Quay Cork T12 RW7D	
<b>Internal Auditors</b>	Deloitte Deloitte & Touche House 29 Earlsfort Terrace Dublin 2 D02 AY28	
<b>Solicitor</b>	Mason Hayes and Curran South Bank House Barrow Street Dublin 4 D04 TR29	
<b>Bank</b>	Bank of Ireland Baggot Street Lower Dublin 2 D02 Y754	

# HEALTH AND SAFETY AUTHORITY

## Governance Statement and Board Members' Report

---

### Governance

The Board of the Health and Safety Authority was established on 1<sup>st</sup> November 1989 under the then Safety, Health and Welfare at Work Act, 1989. This Act was replaced by the Safety, Health and Welfare at Work Act, 2005. The functions of the Board are set out in Section 16 of the 2005 Act. The Board is accountable to the Minister for Enterprise, Trade and Employment, and is responsible for ensuring good governance and performs this task by setting strategic objectives and targets and taking strategic decisions on all key business issues. The regular day-to-day management, control and direction of the Health and Safety Authority are the responsibility of the Chief Executive Officer (CEO) and the senior management team. The CEO and the senior management team must follow the broad strategic direction set by the Board and must ensure that all Board members have a clear understanding of the key activities and decisions related to the entity, and of any significant risks likely to arise. The CEO acts as a direct liaison between the Board and management of the Health and Safety Authority.

### Board Responsibilities

The work and responsibilities of the Board are set out in the Safety, Health and Welfare at Work Act 2005, the Standing Orders approved by the Board, and the Schedule of Reserved and Delegated functions of the Board, which also contain the matters specifically reserved for Board decision. Standing items considered by the Board include:

- Declaration of interests;
- Reports from Committees;
- Financial reports/management accounts;
- Performance reports; and
- Reserved matters.

Section 48(1) of the Safety, Health and Welfare at Work Act, 2005 requires the Board of the Health and Safety Authority to keep, in such form as may be approved by the Minister for Enterprise, Trade and Employment with consent of the Minister for Public Expenditure and Reform, all proper and usual accounts of money received and expended by it.

In preparing these financial statements, the Board of the Health and Safety Authority is required to:

- Select suitable accounting policies and apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that it will continue in operation.

The Board is responsible for keeping adequate accounting records which disclose, with reasonable accuracy at any time, its financial position and enables it to ensure that the financial statements comply with Section 48(1) of the Safety, Health and Welfare at Work Act, 2005. The maintenance and integrity of the corporate and financial information on the Health and Safety Authority's website is the responsibility of the Board.

The Board is responsible for approving the annual plan and budget. An evaluation of the performance of the Health and Safety Authority by reference to the annual plan and budget is carried out regularly at Authority meetings.

The Board is also responsible for safeguarding its assets and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Board considers that the financial statements of the Health and Safety Authority give a true and fair view of the financial performance and the financial position of the Health and Safety Authority at 31 December 2020.

# HEALTH AND SAFETY AUTHORITY

## Governance Statement and Board Members' Report

---

### Board Structure

The Board consists of a Chairperson, Deputy Chairperson and 10 ordinary members, all of whom are appointed by the Minister for Enterprise, Trade and Employment. The members of the Board were appointed for a period of three years and meet on a regular basis. The table below details the appointment period for current members:

<u>Board Member</u>	<u>Role</u>	<u>Date Appointed</u>
Mr. Tom Coughlan	Chairperson	Reappointed on 12/04/2020
Ms. Michelle Quinn	Deputy Chairperson	Appointed on 20/12/2019
Mr. Paul Kelly		Appointed on 20/12/2019
Mr. Frank Kelly		Appointed on 20/12/2019
Ms. Deirdre MacDonald		Appointed on 20/12/2019
Mr. Andrew Bowers		Reappointed on 20/12/2019
Mr. David Hughes		Appointed on 20/12/2019
Ms. Deirdre Cullivan		Reappointed on 12/03/2020
Mr Ciaran Roche		Appointed on 11/08/2020
Ms. Bríd De Buitléar		Appointed on 11/08/2020
Ms. Mary Coyne		Appointed on 11/08/2020
Mr. Stephen Curran		Reappointed on 12/09/2020

The Board has established five (5) Committees, as follows:

**1. Audit, Risk and Finance Committee:** comprises four Board members. This is a new Committee and was established by the Board in September 2020 and encompasses the work of both the previous Audit and Risk and Finance Committees. The role of the Audit, Risk and Finance Committee (ARF) is to support the Board in relation to its responsibilities for issues of financial probity, monitor and review the financial policies and strategies, risk management, control and governance and associated assurance. The ARF is independent from the financial management of the organisation. In particular, the Committee ensures that the internal control systems including audit activities are monitored actively and independently. The ARF reports to the Board after each meeting, and formally in writing annually.

The members of the Audit and Risk Committee during 2020 were: Deirdre Cullivan (Chairperson), Mary Coyne, David Hughes and Paul Kelly. There were five (5) meetings of the ARFC in 2020. All meetings were held remotely.

**2. Strategic Steering Committee:** comprises five Board members and the Chief Executive. The role of the Strategic Steering Committee is to consider the strategic development of the Authority and to monitor the performance of the Chief Executive Officer.

The members of the Strategic Steering Committee during 2020 were: Tom Coughlan (Chairperson), Bríd de Buitléar, Stephen Curran, Paul Kelly, Michelle Quinn and Dr. Sharon McGuinness. There was one (1) meeting of the Strategic Steering Committee during 2020.

**3. Legislation and Guidance Committee:** comprises four Board members. The role of the Legislation and Guidance Committee (L&G) is to monitor the implementation of the legislation and guidance aspects of the Authority's programme of work and to examine proposals for legislation, Codes of Practice and, where necessary, related Guidance, and submit appropriate conclusions and/or recommendations to the Board.

The members of the Legislation and Guidance Committee during 2020 were: Andrew Bowers (Chairperson), Ciaran Roche, Frank Kelly, Michelle Quinn and Deirdre MacDonald. There were two (2) meetings of the Legislation and Guidance Committee in 2020.

# HEALTH AND SAFETY AUTHORITY

## Governance Statement and Board Members' Report

**4. INAB Committee:** The Irish National Accreditation Board (INAB) is a Committee of the Health and Safety Authority. The Board of INAB, which makes decisions relating to the award of accreditation, has 12 members and is appointed by the Board of the Authority. There are no Board members on this Committee. The Committee met on six (6) occasions during 2020.

### Schedule of Attendance, Fees and Expenses

A schedule of attendance at the Board and Committee meetings for 2020 is set out below including the fees and expenses received by each member:

	Board	Audit Risk & Finance Committee	Strategy Steering Committee	L&G Committee	Fees 2020 €	Expenses 2020 €
<b>Number of meetings</b>	7	5	1	2		
Mr. Tom Coughlan	7		1		11,970	4,462
Ms. Michelle Quinn	7		1	2	7,695	-
Ms. Bríd De Buitléar	3		1		3,848	-
Ms. Mary Coyne	3	5			3,848	283
Mr. Andrew Bowers	6			2	7,695	-
Mr. David Hughes	7	4			7,695	-
Mr. Frank Kelly	7			2	7,695	-
Mr. Paul Kelly	7	4	1		7,695	-
Ms. Deirdre MacDonald	5			2	7,695	-
Mr. Ciaran Roche	3			2	3,848	-
Ms. Deirdre Cullivan	7	5			7,695	-
Mr. Stephen Curran	7		1		-	-
					<b>77,379</b>	<b>4,745</b>

Mr. Stephen Curran did not receive Board fees under the One Person One Salary (OPOS) principle as he is a Department of Enterprise, Trade and Employment official.

### Key Personnel Changes

During the year, there were three new appointments to the Board and there were three members reappointed to the Board. In accordance with the provisions of the Safety, Health and Welfare at Work Act, 2005 the Minister for Enterprise, Trade and Employment appointed the new members.

### Disclosures Required by Code of Practice for the Governance of State Bodies (2016)

The Board is responsible for ensuring that the Health and Safety Authority has complied with the requirements of the Code of Practice for the Governance of State Bodies ("the Code"), as published by the Department of Public Expenditure and Reform in August 2016.

The following disclosures are required by the Code:

# HEALTH AND SAFETY AUTHORITY

## Governance Statement and Board Members' Report

---

### Consultancy Costs

Consultancy costs include the cost of external advice to management and exclude outsourced 'business-as-usual' functions.

	<b>2020</b>	<b>2019</b>
	<b>€</b>	<b>€</b>
Legal advice	59,783	55,631
Financial/actuarial advice	83,812	60,145
IT Consultancy	938,447	5,708
External Communications	53,680	53,140
Occupational health consultancy	2,670	36,194
Strategy development	41,600	71,958
Human Resources	37,065	26,720
Total consultancy costs	<b>1,217,057</b>	<b>309,496</b>
Consultancy costs capitalised	-	-
Consultancy costs charged to the Income and Expenditure and Retained Revenue Reserves	1,217,057	309,496
Total	<b>1,217,057</b>	<b>309,496</b>

### Legal Costs and Settlements

The table below provides a breakdown of amounts recognised as expenditure in the reporting period in relation to legal costs, settlements and conciliation and arbitration proceedings relating to contracts with third parties. This does not include expenditure incurred in relation to general legal advice received by the Health and Safety Authority which is disclosed in Consultancy costs above.

	<b>2020</b>	<b>2019</b>
	<b>€</b>	<b>€</b>
Legal fees - legal proceedings	47,457	75,846
Conciliation and arbitration payments	-	-
Settlements	-	75,000
Total	<b>47,457</b>	<b>150,846</b>

Included in these legal costs is an amount of €0 in relation to on-going matters involving other State agencies.

# HEALTH AND SAFETY AUTHORITY

## Governance Statement and Board Members' Report

---

### Travel and Subsistence Expenditure

Travel and subsistence expenditure are categorised as follows:

	2020 €	2019 €
Domestic		
- Board	4,745	5,819
- Employees	476,160	893,791
International		
- Board	-	534
- Employees	29,849	183,778
Total	<b>510,754</b>	<b>1,083,922</b>

Includes travel and subsistence of €4,745 paid directly to Board members in 2020 (2019: €6,353). There was no travel and subsistence expenditure paid by the Health & Safety Authority on behalf of the Board members in 2020 (2019: €1,818).

### Hospitality Expenditure

The Income and Expenditure Account includes the following hospitality expenditure:

	2020 €	2019 €
Staff hospitality	3,748	5,561
Client hospitality	-	-
Total	<b>3,748</b>	<b>5,561</b>

### Statement of Compliance

The Board has adopted the Code of Practice for the Governance of State Bodies in 2016 and has put procedures in place to ensure compliance with the Code. The Health and Safety Authority was substantially in compliance with the Code of Practice for the Governance of State Bodies for 2020.



27<sup>th</sup> September 2021

---

**Tom Coughlan**  
Board Chairperson

---

**Date**



27<sup>th</sup> September 2021

---

**Deirdre Cullivan**  
Board Member

---

**Date**

# HEALTH AND SAFETY AUTHORITY

## Statement on Internal Control

---

### Scope of Responsibility

On behalf of the Board of the Health and Safety Authority, I acknowledge our responsibility for ensuring that an effective system of internal control is maintained and operated. This responsibility takes account of the requirements of the Code of Practice for the Governance of State Bodies (2016).

### Purpose of the System of Internal Control

The system can only provide reasonable, and not absolute, assurance that the assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities either are prevented or would be detected in a timely period. The system of internal control, which accords with guidance issued by the Department of Public Expenditure and Reform has been in place in the Health and Safety Authority for the year ended 31 December 2020 and up to the date of approval of the financial statements.

The Authority has taken steps to ensure an appropriate control environment by:

- Clearly defining management responsibilities and powers;
- Establishing formal procedures for reporting significant control failures and ensuring appropriate corrective action;
- Establishing a process to safeguard the assets of the Authority; and
- Developing a culture of accountability across all levels of the organisation.

### Capacity to Handle Risk

The Authority has established processes to identify and evaluate business risks by:

- Identifying the nature, extent and financial implications of risks facing the Authority including the extent and categories which it regards as acceptable;
- Assessing the likelihood of identified risks occurring;
- Assessing the Authority's ability to manage and mitigate the risks that do occur;
- Assessing the costs of operating particular controls relative to the benefit obtained; and  
Working closely with Government and various agencies to ensure that there is a clear understanding of the Authority's goals and support for the strategies to achieve those goals.

### Impact of Covid-19 pandemic to the Control Environment

The onset of the COVID 19 pandemic in early 2020, and the resulting public health advise and safety measures, rapidly and fundamentally changed the working practices of the Authority with remote and virtual working becoming the norm for most of the Authority's staff.

The Authority has monitored the developments closely, looking to mitigate the risks that may affect the Authority's business operations, staff, and stakeholders. Actions taken by the Authority includes:

- Initiate Authority's Business as Usual (BAU) model and transition the Authority's business operations to a remote working environment where most business processes can continue as normal.
- Continual assessment of significant risks pertaining to the Covid-19 pandemic and the agility of the Authority to respond effectively.
- Ensuring robust segregation of duties remains and adequate cover is in place should specific approving authorities be unavailable.
- Ensuring all existing data protection and records management policies and procedures continue to apply in the remote working environment and are monitored and reported on as normal.
- Ensuring that staff members access Authority's network using the Authority's approved ICT equipment and that all staff members working remotely have been equipped with the necessary ICT equipment.
- Assess potential for weaknesses in internal controls resulting from COVID-19 and took measures to monitor and update internal controls where necessary.

# HEALTH AND SAFETY AUTHORITY

## Statement on Internal Control

---

### **Risk and Control Framework**

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

- A comprehensive budgeting system with an annual budget, which is reviewed and agreed by the Board;
- Regular reviews by the Board of periodic and annual reports, which indicate financial performance against forecasts;
- Setting targets to measure financial and other performance;
- Clearly defined purchasing and approval guidelines; and
- Formal project management disciplines.

An active Audit, Risk and Finance Committee, which met five times during the year and works closely with the Board on areas of risk that may impact on the Authority. The Board sets out the risk appetite for the Authority, ensures risk management processes are in place and details the roles and responsibilities of staff in relation to risk. A risk register, which identifies key risks of the Authority, evaluates the risks and ranks the risks in accordance with the likelihood and consequences for the Authority using an agreed scoring matrix. The Audit and Risk Committee and Board review an extract from the Risk Register detailing high and medium risks at each meeting and review the full Risk Register annually.

We can confirm that a control environment is in place for the following areas:

- Procedures for all key business processes have been documented;
- Financial responsibilities have been assigned at management level with corresponding accountability;
- There is an appropriate budgeting system with an annual budget which is kept under review by senior management;
- There are systems aimed at ensuring the security of the information and communication technology systems, to safeguard the assets; and

The Authority has put in place an internal audit function, which operates in accordance with the principles set out in the Code of Practice on the Governance of State Bodies published in September 2016. A firm of independent internal auditors assist the Authority in implementing the internal audit plan approved by the board. The work of internal audit is informed by analysis of the risk to which the Authority is exposed, and annual internal audit plans are based on this analysis. The analysis of risk and the internal audit plans are endorsed by the Audit and Risk Committee and approved by the Board of the Authority. At least annually, the Internal Auditor will provide the Authority with a report of internal audit activity. The report includes the Internal Auditor's opinion on the adequacy and effectiveness of the system of internal control.

The Authority's monitoring and review of the effectiveness of the system of internal control is informed by the work of the internal auditor, the Audit and Risk Committee which oversees the work of the internal auditor, the Executive within the Authority who has the responsibility for the development and maintenance of the financial control framework, and comments made by the Office of the Comptroller and Auditor General in management letters or other reports.

### **Procurement**

I confirm that the Health and Safety Authority has procedures in place to ensure compliance with current procurement rules and guidelines and that during 2020 the Health and Safety Authority substantially complied with those procedures.

However, as a direct result of the COVID-19 pandemic, the Authority was urgently required to source a range of PPE beyond its usual requirements amounting to €200,858. Owing to the nature of the pandemic, there were significant supply chain issues and challenges faced by the Authority in sourcing PPE of an appropriate standard and in sufficient quantities. In a limited number of cases, it was not possible to fully comply with the public procurement guidelines and where this occurred there was a compelling business case to justify the expenditure and the Authority believes that value for money was achieved in all cases.

# HEALTH AND SAFETY AUTHORITY

## Statement on Internal Control

---

### Review of Effectiveness

The Statement on the system of Internal Control has been reviewed by the Board on the 5<sup>th</sup> March 2021 to ensure it accurately reflects the control system in operation during the reporting period.

To inform its review of the effectiveness of the system of internal control the Board considered annual reports from the Executive on risk management and safety management processes along with a suite of financial reports, and an annual report of compliance with the Code of Practice for the Governance of State Bodies. These reports were considered alongside an annual report of the Audit, Risk and Finance Committee and regular reports from the Internal Auditor. A review of internal financial controls will be undertaken by the Internal Auditors in early 2021.

I confirm that the Board conducted an annual review of the effectiveness of internal controls in 2020. The Authority is reasonably assured that the systems of internal controls instituted and implemented in the Health and Safety Authority for the financial year-end 31 December 2020 and up to the date of approval of the financial statements are effective.

### Internal Control Issues

No weaknesses in internal control were identified in relation to 2020 that require disclosure in the financial statements.

On behalf of the Board.



---

**Tom Coughlan**  
Board Chairperson

27<sup>th</sup> September 2021

---

**Date**



**Ard Reachtaire Cuntas agus Ciste**  
**Comptroller and Auditor General**

**Report for presentation to the Houses of the Oireachtas**  
**Health and Safety Authority**

**Opinion on the financial statements**

I have audited the financial statements of the Health and Safety Authority for the year ended 31 December 2020 as required under the provisions of section 48 of the Safety, Health and Welfare at Work Act 2005. The financial statements comprise

- the statement of income and expenditure and retained revenue reserves
- the statement of comprehensive income
- the statement of financial position
- the statement of cash flows and
- the related notes, including a summary of significant accounting policies.

In my opinion, the financial statements give a true and fair view of the assets, liabilities and financial position of Health and Safety Authority at 31 December 2020 and of its income and expenditure for 2020 in accordance with Financial Reporting Standard (FRS) 102 — *The Financial Reporting Standard applicable in the UK and the Republic of Ireland*.

*Basis of opinion*

I conducted my audit of the financial statements in accordance with the International Standards on Auditing (ISAs) as promulgated by the International Organisation of Supreme Audit Institutions. My responsibilities under those standards are described in the appendix to this report. I am independent of the Health and Safety Authority and have fulfilled my other ethical responsibilities in accordance with the standards.

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

**Report on information other than the financial statements, and on other matters**

The Health and Safety Authority has presented certain other information together with the financial statements. This comprises the annual report, the governance statement and Board members' report and the statement on internal control. My responsibilities to report in relation to such information, and on certain other matters upon which I report by exception, are described in the appendix to this report.

I have nothing to report in that regard.

**Mary Henry**  
For and on behalf of the  
Comptroller and Auditor General

30 September 2021

### Appendix to the report

#### Responsibilities of Board members

As detailed in the governance statement and Board members' report, the Board members are responsible for

- the preparation of financial statements in the form prescribed under section 48 of the Safety, Health and Welfare at Work Act 2005
- ensuring that the financial statements give a true and fair view in accordance with FRS 102
- ensuring the regularity of transactions
- assessing whether the use of the going concern basis of accounting is appropriate, and
- such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Responsibilities of the Comptroller and Auditor General

I am required under section 48 of the Safety, Health and Welfare at Work Act 2005 to audit the financial statements of the Health and Safety Authority and to report thereon to the Houses of the Oireachtas.

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

As part of an audit in accordance with the ISAs, I exercise professional judgment and maintain professional scepticism throughout the audit. In doing so,

- I identify and assess the risks of material misstatement of the financial statements whether due to fraud or error; design and perform audit procedures responsive to those risks; and obtain audit evidence that is sufficient and appropriate to provide a basis for my opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- I obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the internal controls.
- I evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures.

- I conclude on the appropriateness of the use of the going concern basis of accounting and, based on the audit evidence obtained, on whether a material uncertainty exists related to events or conditions that may cast significant doubt on the Health and Safety Authority's ability to continue as a going concern. If I conclude that a material uncertainty exists, I am required to draw attention in my report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify my opinion. My conclusions are based on the audit evidence obtained up to the date of my report. However, future events or conditions may cause the Health and Safety Authority to cease to continue as a going concern.
- I evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

I communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that I identify during my audit.

#### Information other than the financial statements

My opinion on the financial statements does not cover the other information presented with those statements, and I do not express any form of assurance conclusion thereon.

In connection with my audit of the financial statements, I am required under the ISAs to read the other information presented and, in doing so, consider whether the other information is materially inconsistent with the financial statements or with knowledge obtained during the audit, or if it otherwise appears to be materially misstated. If, based on the work I have performed, I conclude that there is a material misstatement of this other information, I am required to report that fact.

#### Reporting on other matters

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation. I report if I identify material matters relating to the manner in which public business has been conducted.

I seek to obtain evidence about the regularity of financial transactions in the course of audit. I report if I identify any material instance where public money has not been applied for the purposes intended or where transactions did not conform to the authorities governing them.

I also report by exception if, in my opinion,

- I have not received all the information and explanations I required for my audit, or
- the accounting records were not sufficient to permit the financial statements to be readily and properly audited, or
- the financial statements are not in agreement with the accounting records.

# HEALTH AND SAFETY AUTHORITY

## Statement of Income and Expenditure and Retained Revenue Reserves for the year ended 31 December 2020

	Notes	Year Ended 31 December 2020 €	Year Ended 31 December 2019 €
<b>Income</b>			
Department of Enterprise, Trade and Employment - Oireachtas Grant	2	17,937,053	19,241,976
Accreditation Income	3	2,852,810	2,918,694
COMAH Income	4	106,100	150,139
Other Income	5	220,062	188,695
Deferred retirement benefit funding	13	3,624,866	4,108,000
		<u>24,740,891</u>	<u>26,607,504</u>
<b>Expenditure</b>			
Salaries Costs	6	12,473,351	11,738,435
Retirement Benefit Costs	13	4,927,137	5,477,702
Operational Expenses	8	8,382,827	8,607,251
		<u>25,783,315</u>	<u>25,823,388</u>
Surplus/(Deficit) before appropriations		(1,042,424)	784,116
Transfer (to)/from Capital Account	12	47,349	157,064
Surplus/(Deficit) after appropriations		(995,075)	941,180
Balance Brought Forward at 1 January		2,145,214	1,204,034
<b>Balance Carried Forward at 31 December</b>		<u><u>1,150,139</u></u>	<u><u>2,145,214</u></u>

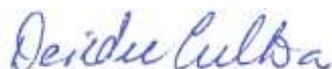
The Statement of Cash Flows and Notes 1 to 19 form part of these Financial Statements.



**Tom Coughlan**  
Board Chairperson

27<sup>th</sup> September 2021

Date



**Deirdre Cullivan**  
Board Member

27<sup>th</sup> September 2021

Date



# HEALTH AND SAFETY AUTHORITY

## Statement of Comprehensive Income for the year ended 31 December 2020

	Notes	Year Ended 31 December 2020 €	Year Ended 31 December 2019 €
(Deficit)/Surplus for the year		(995,075)	941,180
Experience gain/loss on retirement benefit obligations		6,749,000	(1,846,000)
Change in assumptions underlying the present value of retirement benefit obligations		8,544,000	11,987,000
Actuarial (gains)/losses in the year	13	15,293,000	10,141,000
Adjustment to deferred retirement benefit funding		(15,293,000)	(10,141,000)
<b>Total (Deficit)/Surplus for the year</b>		<b>(995,075)</b>	<b>941,180</b>

The Statement of Cash Flows and Notes 1 to 19 form part of these Financial Statements.



\_\_\_\_\_  
Tom Coughlan  
Board Chairperson

27<sup>th</sup> September 2021

\_\_\_\_\_  
Date



\_\_\_\_\_  
Deirdre Cullivan  
Board Member

27<sup>th</sup> September 2021

\_\_\_\_\_  
Date

# HEALTH AND SAFETY AUTHORITY

## Statement of Financial Position For the year ended 31 December 2020

	Notes	Year Ended 31 December 2020 €	Year Ended 31 December 2019 €
<b>Fixed Assets</b>			
Property, plant & equipment	9	707,835	755,184
<b>Current Assets</b>			
Receivables	10	910,386	993,873
Cash and cash equivalents		1,121,531	1,851,832
		2,031,917	2,845,705
<b>Current Liabilities (amounts due within one year)</b>			
Payables	11	(881,778)	(700,491)
Net Current Assets		1,150,139	2,145,214
<b>Total Assets Less Current Liabilities before Retirement Benefits</b>			
		1,857,974	2,900,398
Deferred retirement benefit funding asset	13	136,001,866	117,084,000
Retirement benefit obligation	13	(136,001,866)	(117,084,000)
<b>Total Net Assets</b>		<b>1,857,974</b>	<b>2,900,398</b>
<b>Representing</b>			
Retained revenue reserves		1,150,139	2,145,214
Capital account	12	707,835	755,184
		<b>1,857,974</b>	<b>2,900,398</b>

The Statement of Cash Flows and Notes 1 to 19 form part of these Financial Statements.



27<sup>th</sup> September 2021

\_\_\_\_\_  
Tom Coughlan  
Board Chairperson

\_\_\_\_\_  
Date



27<sup>th</sup> September 2021

\_\_\_\_\_  
Deirdre Cullivan  
Board Member

\_\_\_\_\_  
Date

# HEALTH AND SAFETY AUTHORITY

## Statement of Cash Flows for the year ended 31 December 2020

	Notes	Year Ended 31 December 2020 €	Year Ended 31 December 2019 €
<b>Net Cash Flows from Operating Activities</b>			
Operating surplus/(deficit) for year		(995,075)	941,180
Depreciation	9	229,418	239,831
Transfer (from)/to Capital reserve	12	(47,349)	(157,064)
(Decrease)/Increase in payables	11	181,287	7,018
(Increase)/Decrease in receivables	10	83,487	(171,908)
Net cash outflow from operating activities		(548,232)	859,057
 <b>Cash Flows from Investing Activities</b>			
Net Cash Flows from Financing Activities		(548,232)	859,057
Payments to acquire property, plant and equipment	9	(182,069)	(82,767)
<b>Net Increase in Cash and Cash Equivalents</b>		(730,301)	776,290
 Cash and Cash Equivalents at 31 December 2019			
		1,851,832	1,075,542
<b>Cash and Cash Equivalents at 31 December 2020</b>		<b>1,121,531</b>	<b>1,851,832</b>

Notes 1 to 19 form part of these Financial Statements.

# HEALTH AND SAFETY AUTHORITY

## Notes *(forming part of the financial statements)*

---

### 1. ACCOUNTING POLICIES

The basis of accounting and significant accounting policies adopted by the Health and Safety Authority are set out below. They have been applied consistently throughout the year and preceding year.

#### a) General Information

The Health and Safety Authority was set up under the Safety, Health and Welfare at Work Act, 1989 (this Act was replaced by the Safety, Health and Welfare at Work Act, 2005), with a Head Office at The Metropolitan Building, James Joyce Street, Dublin 1 D01 K0Y8.

The Authority's primary objectives are set out in Section 34 of the 2005 Act. The Health and Safety Authority (HSA) has overall responsibility for the administration and enforcement of health and safety at work in Ireland. The Authority monitors compliance with legislation at the workplace and can take enforcement action (up to and including prosecutions). The Authority is the national centre for information and advice to employers, employees and self-employed on all aspects of workplace health and safety. The Authority also promotes education, training and research in the field of health and safety. There are a wide range of activities that fall under the Authority's remit including:

- Promotion of good standards of health and safety at work;
- Inspection of all places of work and monitoring of compliance with health and safety laws;
- Investigation of serious accidents, causes of ill health and complaints;
- Undertaking and sponsoring research on health and safety at work;
- Developing and publishing codes of practice, guidance and information documents;
- Providing an information service during office hours;
- Developing new laws and standards on health and safety at work.

The Irish National Accreditation Board (INAB) is the national body with responsibility for accreditation in accordance with the relevant International Organisation for Standardisation (ISO) 17000 series of standards. It is Ireland's national body within a European network of accreditation bodies. INAB assesses certification bodies, laboratories and inspection bodies for conformity against internationally harmonised standards providing assurance that these bodies demonstrate competence and performance capability in carrying out their work.

INAB was established as a Committee of Forfás under Section 10 of the Industrial Development Act, 1993 as amended by Section 46 of the Industrial Development (Enterprise Ireland) Act, 1998.

Under the Industrial Development (Forfás Dissolution) Act 2014 INAB was transferred as a Committee of the Health and Safety Authority, with the transfer of all INAB functions and staff to the Authority.

The Authority is the body legally responsible for accreditation. This responsibility is delegated to the Committee (referred to in the 2014 legislation as the Accreditation Board). The Accreditation Board members are appointed by the Board of the Authority and the staff assigned to INAB to carry out day to day functions, are employees of the Authority.

The Authority is a Public Benefit Entity (PBE).

# HEALTH AND SAFETY AUTHORITY

## Notes *(forming part of the financial statements)*

---

### b) **Statement of Compliance**

The financial statements of the Health and Safety Authority for the year ended 31 December 2020 have been prepared in accordance with FRS 102, the financial reporting standard applicable in the UK and Ireland issued by the Financial Reporting Council (FRC), as promulgated by Chartered Accountants Ireland.

### c) **Basis of Preparation**

The financial statements have been prepared under the historical cost convention, except for certain assets and liabilities that are measured at fair values as explained in the accounting policies below. The financial statements are in the form approved by the Minister for Enterprise, Trade and Employment with the concurrence of the Minister for Public expenditure and Reform under the Safety, Health and Welfare at Work Act 2005. The following accounting policies have been applied consistently in dealing with items which are considered material in relation to the Authority's financial statements.

### d) **Revenue**

#### Oireachtas Grants

Revenue is generally recognised on an accruals basis; one exception to this is in the case of Oireachtas Grants, which are recognised on a cash receipts basis. Oireachtas grants shown in the Statement of Income and Expenditure and Retained Revenue Reserves Account reflect the amounts received from the Department of Enterprise, Trade and Employment (DETE) in respect of the year.

#### INAB Income

Income for the Irish National Accreditation Board (INAB) represents income invoiced during the year.

#### COMAH Income

Income from recoverable costs invoiced during the year for performing inspections and investigations under the Chemicals Act Regulations 2015.

#### Other Income

All other income is recorded in the period to which it relates within the Statement of Income and Expenditure and Retained Revenue Reserves.

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

---

### e) Property, Plant and Equipment

Property, plant and equipment are stated at cost less accumulated depreciation, adjusted for any provision for impairment. Depreciation is provided on all property, plant and equipment, at rates estimated to write off the cost less the estimated residual value of each asset on a straight-line basis over their estimated useful lives, as follows:

Office furniture & equipment	20%	Straight Line
Computer equipment	33.33%	Straight Line
Scientific equipment	20%	Straight Line
Fixtures and fittings	10%	Straight Line
Software Development	10%	Straight Line

The Authority operates a capitalisation threshold policy of €1,000.

Residual value represents the estimated amount which would currently be obtained from disposal of an asset, after deducting estimated costs of disposal, if the asset were already of an age and in the condition expected at the end of its useful life.

If there is objective evidence of impairment of the value of an asset, an impairment loss is recognised in the Statement of Income and Expenditure and Retained Revenue Reserves in the year.

### f) Capital Account

The Capital Account comprise the unamortised value of capital grants used to fund fixed assets.

### g) Foreign Currencies

Monetary assets and liabilities denominated in foreign currencies are translated at the exchange rates ruling at the Statement of Financial Position date. Revenues and costs are translated at the exchange rates ruling at the dates of the underlying transactions.

Profits and losses arising from foreign currency translations and on settlement of amounts receivable and payable are dealt with in the Statement of Income and Expenditure and Retained Reserves Account.

### h) Receivables

Receivables are recognised at fair value, less a provision for doubtful debts. The provision for doubtful debts is a specific provision and is established when there is objective evidence that the Health and Safety Authority will not be able to collect all amounts owed to it. All movements in the provision for doubtful debts are recognised in the Statement of Income and Expenditure and Retained Revenue Reserves.

# HEALTH AND SAFETY AUTHORITY

## Notes *(forming part of the financial statements)*

---

### i) **Operating Leases**

Rental expenditure under operating leases is recognised in the Statement of Income and Expenditure and Retained Revenue Reserves over the life of the lease. Expenditure is recognised on a straight-line basis over the lease period, except where there are rental increases linked to the expected rate of inflation, in which case these increases are recognised when incurred. Any lease incentives received are recognised over the life of the lease.

### j) **Employee Benefits**

#### Short-term Benefits

Short-term benefits such as holiday pay are recognised as an expense in the year, and benefits that are accrued at year-end are included in the Payables figure in the Statement of Financial Position.

#### Retirement Benefits

The Health and Safety Authority previously established its own defined benefit pension scheme, funded annually on a pay-as-you-go basis from monies provided by the Department of Enterprise, Trade and Employment (DETE) and from contributions deducted from staff and members' salaries. The Authority also operates the Single Public Services Pension Scheme ("Single Scheme"), which is a defined benefit scheme for pensionable public servants appointed on or after 1 January 2013. Single Scheme members' contributions are paid over to the Department of Public Expenditure and Reform (DPER).

Pension costs reflect pension benefits earned by employees and are shown net of staff pension contributions which are remitted to the DETE and DPER. An amount corresponding to the pension charge is recognised as income to the extent that it is recoverable and offset by grants received in the year to discharge pension payments.

Actuarial gains or losses arising on scheme liabilities are reflected in the Statement of Comprehensive Income, and a corresponding adjustment is recognised in the amount recoverable from the DETE.

The financial statements reflect, at fair value, the assets and liabilities arising from the Authority's pension obligations and any related funding and recognises the costs of providing pension benefits in the accounting periods in which they are earned by employees. Retirement benefit scheme liabilities are measured on an actuarial basis using the projected unit credit method.

### k) **Provisions**

Provisions are recognised when the Authority has a present legal or constructive obligation as a result of past events; it is probable that an outflow of resources will be required to settle the obligation; and the amount of the obligation can be estimated reliably.

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

---

### l) Contingencies

Contingent liabilities arising as a result of past events, are not recognised when (i) it is not probable that there will be an outflow of resources or that the amount cannot be reliably measured at the reporting date or (ii) when the existence will be confirmed by the occurrence or non-occurrence of uncertain future events not wholly within the Authority's control. Contingent liabilities are disclosed in the financial statements unless the probability of an outflow is remote.

Contingent assets are not recognised. Contingent assets are disclosed in the financial statements when an inflow of economic benefits is probable.

### m) Critical Accounting Judgements and Estimates

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported for assets and liabilities as at the reporting date and the amounts reported for revenues and expenses during the year. However, the nature of estimation means that actual outcomes could differ from those estimates. The following judgements have had the most significant effect on amounts recognised in the financial statements.

#### Impairment of Property, Plant and Equipment

Assets that are subject to amortisation are reviewed for impairment whenever events or changes in circumstances indicate that the carrying amount may not be recoverable. An impairment loss is recognised for the amount by which the asset's carrying amount exceeds its recoverable amount. The recoverable amount is the higher of an asset's fair value less cost to sell and value in use. For the purpose of assessing impairment, assets are grouped at the lowest levels for which there are separately identifiable cash flows (cash generating units). Non-financial assets that suffered impairment are reviewed for possible reversal of the impairment at each reporting date.

#### Depreciation and Residual Values

The Directors have reviewed the asset lives and associated residual values of all fixed asset classes, and in particular, the useful economic life and residual values of fixtures and fittings and have concluded that asset lives and residual values are appropriate.

#### Provisions

The Health and Safety Authority makes provisions for legal and constructive obligations, which it knows to be outstanding at the period end date. These provisions are generally made based on historical or other pertinent information, adjusted for recent trends where relevant. However, they are estimates of the financial costs of events that may not occur for some years. As a result of this and the level of uncertainty attaching to the final outcomes, the actual out-turn may differ significantly from that estimated.

#### Retirement Benefit Obligation

The assumptions underlying the actuarial valuations for which the amounts recognised in the financial statements are determined (including discount rates, rates of increase in future compensation levels, mortality rates and healthcare cost trend rates) are updated annually based on current economic conditions, and for any relevant changes to the terms and conditions of the pension and post-retirement plans.

The assumptions can be affected by:

- (i) the discount rate, changes in the rate of return on high-quality corporate bonds
- (ii) future compensation levels, future labour market conditions
- (iii) health care cost trend rates, the rate of medical cost inflation in the relevant regions.

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

### 2. OIREACHTAS GRANTS

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
D/ETE - Vote 32 - Subhead C5	18,122,000	19,297,000
Employee Pension Contributions remitted to D/ETE	(98,816)	-
Single Scheme Contributions remitted to D/PER	(86,131)	(55,024)
	<u>17,937,053</u>	<u>19,241,976</u>

By agreement with the Department, employee contributions of €624,733 were offset against pension lump sum payments €525,916 so the amount remitted was €98,817. In 2019 employee contributions of €617,274 were offset against lump sum payments of €756,961.

### 3. ACCREDITATION INCOME

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
Accreditation income	<u>2,852,810</u>	<u>2,918,694</u>

Following the dissolution of Forfas in 2014, the Irish National Accreditation Board (INAB) transferred to the Health and Safety Authority. INAB is responsible for accreditation activities and invoice clients for work undertaken.

### 4. COMAH INCOME

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
COMAH income	<u>106,100</u>	<u>150,139</u>

In 2016 the Authority introduced a fee schedule for various inspection and investigation activities under the Chemicals Act (Control of Major Accident Hazards Involving Dangerous Substances) Regulations 2015.

### 5. OTHER INCOME

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
Driver Training Course Income	50,000	100,000
ADR Fines	11,790	8,500
Sale of Authority's Publications	-	535
ECHA Income	30,704	16,528
Miscellaneous (Seminars, Legal, Witness Expenses, EU Commission)	127,568	63,132
	<u>220,062</u>	<u>188,695</u>

ADR fines income relates to fines issued by inspectors for the breaching of legislation in relation to the carrying of dangerous goods.

ECHA Income relates to the engagement of the Authority's inspectors to carry out work for the European Chemicals Agency.

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

### 6. SALARY COSTS

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
Staff short-term benefits	11,420,186	10,764,874
Employer PRSI	1,053,165	973,561
Total Salary Costs	<u>12,473,351</u>	<u>11,738,435</u>

#### Staff Short Term Benefits

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
Basic Pay	11,341,433	10,683,123
Overtime	23,967	42,243
Allowances	34,936	39,508
Other compensation costs	19,850	
	<u>11,420,186</u>	<u>10,764,874</u>

The Authority can confirm that there was one termination payment paid during the year 2020.

#### Staff Numbers

Actual Staffing Levels at year end – Professional/technical	131.9	129.2
Actual Staffing Levels at year end – Administration	52.8	45.3
	<u>184.7</u>	<u>174.5</u>

€475,435 (2019: €508,939) of pension levy has been deducted from staff and paid over to the Department of Enterprise, Trade and Employment.

	Year Ended 31 December 2020	Year Ended 31 December 2019
	€	€
<b>CEO Remuneration</b>		
Chief Executive Officer (CEO) Remuneration (Dr. Sharon McGuinness) Gross Pay	147,778	140,973
<b>CEO Travel &amp; Subsistence (T&amp;S)</b>		
Chief Executive Officer (CEO) Travel Costs (Dr. Sharon McGuinness)	3,373	14,120

The Chief Executive Officer received a salary of €147,778 and expenses to the value of €3,373 in 2020.

The CEO did not receive any bonus or perquisites in the year.

The CEO's retirement benefit entitlements are in line with standard entitlements in the model public sector defined benefit superannuation scheme.

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

### Employee Benefits Breakdown

Range of total employee benefits		Number of Employees	
From	To	2020	2019
€60,000	- €69,999	55	41
€70,000	- €79,999	26	34
€80,000	- €89,999	16	11
€90,000	- €99,999	3	3
€100,000	- €109,999	8	7
€110,000	- €119,999	0	0
€120,000	- €149,999	1	1
Total		109	97

Note: For the purposes of this disclosure, short-term employee benefits in relation to services rendered during the reporting period include salary, overtime allowances and other payments made on behalf of the employee but exclude employer's PRSI.

### 7. MEMBERS' FEES AND EXPENSES

Board Member	2020	2020	2019	2019
	Fees	Expenses	Fees	Expenses
	€	€	€	€
Ms. Carol Bolger	-	-	7,695	-
Mr. Andrew Bowers	7,695	-	7,695	-
Mr. Dermot Carey	-	-	7,695	416
Mr. Tom Coughlan (Chairman)	11,970	4,462	11,970	4,614
Mr. Stephen Curran (DETE)	-	-	-	193
Mrs. Deirdre Cullivan	7,695	-	7,695	931
Dr. Michael Gillen	-	-	7,695	-
Mr. Pat Kenny	-	-	7,695	-
Mr. John McCartney	-	-	7,695	199
Ms. Mary Coyne	3,848	283	-	-
Mr David Hughes	7,695	-	-	-
Mr. Paul Kelly	7,695	-	-	-
Ms. Michelle Quinn	7,695	-	-	-
Mr. Frank Kelly	7,695	-	-	-
Ms. Deirdre MacDonald	7,695	-	-	-
Professor James Phelan	-	-	7,695	-
Ms. Christine Rowland	-	-	7,695	-
Mr. Frank Vaughan	-	-	7,695	-
Ms. Brid De Buitlear	3,848	-	-	-
Mr. Ciaran Roche	3,848	-	-	-
	77,379	4,745	88,920	6,353

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

### 8. OPERATIONAL EXPENSES

	<b>Total 2020</b>	<b>Total 2019</b>
	€	€
Accommodation	1,628,983	1,729,713
Communications costs	167,181	303,723
Travel & subsistence – national	480,906	899,610
Travel & subsistence – international	29,849	184,312
Publications & marketing	917,169	1,314,514
Legal services	107,240	204,871
Research	74,680	79,832
Financial services	398,309	280,761
Pensions and human resources	17,771	16,519
Other consultancy	356,465	240,011
Accreditation – external assessor costs (note 3)	709,813	910,137
Business process review	613,586	518,692
Staffing costs	557,146	432,053
General equipment supplies	170,866	272,401
Investment in learning	153,238	226,742
Technology costs	1,610,738	506,856
Depreciation	232,272	239,831
Internal audit fees	27,894	40,485
External audit fees	19,000	17,000
Members' fees	77,378	88,920
Other	32,343	94,561
Bad Debts	-	5,707
	<b><u>8,382,827</u></b>	<b><u>8,607,251</u></b>

Included in operational expenses is a charge of €3,748 (2019: €5,561) in respect of amounts paid by the Authority for staff hospitality.

Note that comparative figures have been reclassified where necessary on a basis consistent with the current year presentation.

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

### 9. PROPERTY, PLANT & EQUIPMENT

	Fixtures & Fittings	Furniture & Equipment	Computer Equipment	Scientific Equipment	Software Development	Total
<b>Cost</b>	<b>€</b>	<b>€</b>	<b>€</b>	<b>€</b>	<b>€</b>	<b>€</b>
At 1 January 2020	611,599	526,099	795,918	13,843	855,947	2,803,406
Additions in year	15,290	-	75,284	91,495	-	182,069
Disposals	-	-	-	-	-	-
At 31 December 2020	<u>626,889</u>	<u>526,099</u>	<u>871,202</u>	<u>105,338</u>	<u>855,947</u>	<u>2,985,475</u>
<b>Accumulated depreciation</b>						
At 1 January 2020	254,924	525,146	692,774	13,843	561,535	2,048,222
Charge for the year	54,763	953	113,344	18,299	42,059	229,418
Disposals	-	-	-	-	-	-
At 31 December 2020	<u>309,687</u>	<u>526,099</u>	<u>806,118</u>	<u>32,142</u>	<u>603,594</u>	<u>2,277,640</u>
<b>Net book value</b>						
At 31 December 2020	<u><b>317,202</b></u>	<u><b>0</b></u>	<u><b>65,084</b></u>	<u><b>73,196</b></u>	<u><b>252,353</b></u>	<u><b>707,835</b></u>
At 31 December 2019	<u><b>356,675</b></u>	<u><b>953</b></u>	<u><b>103,144</b></u>	<u><b>0</b></u>	<u><b>294,412</b></u>	<u><b>755,184</b></u>

### 10. RECEIVABLES

	<b>31 December 2020</b>	<b>31 December 2019</b>
	<b>€</b>	<b>€</b>
Prepayment	696,326	767,643
Accreditation and COMAH receivables	179,707	169,598
Other receivables	34,353	56,632
	<u>910,386</u>	<u>993,873</u>

The fair values of receivables and prepayments approximate to their carrying amounts. All receivables are due within one year.

### 11. PAYABLES

	<b>31 December 2020</b>	<b>31 December 2019</b>
	<b>€</b>	<b>€</b>
Trade creditors	42,526	17,178
Accruals	715,813	567,893
Tax creditors – VAT & PSWT	113,333	112,311
Other creditors	210	25
Payroll creditors	9,896	3,084
	<u>881,778</u>	<u>700,491</u>

Tax and social insurance are subject to the terms of the relevant legislation. Interest accrues on late payment. No interest was due at the financial year end date. The terms of accruals are based on the underlying contracts.

### 12. CAPITAL ACCOUNT

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

	31 December 2020	31 December 2019
	€	€
Opening Balance	755,184	912,248
<b>Transfer to Statement of Income and Expenditure</b>		
Funding to acquire Assets	182,069	82,767
Amortisation in line with asset depreciation	<u>(229,418)</u>	<u>(239,831)</u>
	<u>(47,349)</u>	<u>(157,064)</u>
Closing Balance at 31 December	<u><u>707,835</u></u>	<u><u>755,184</u></u>

### 13. RETIREMENT BENEFIT COSTS

#### i. Analysis of total retirement benefit costs charged to the Statement of Income and Expenditure and Retained Revenue Reserves

	31 December 2020	31 December 2019
	€	€
Current service cost	4,360,000	4,212,000
Interest on retirement benefit scheme liabilities	1,278,000	1,938,000
Employee contribution	<u>(710,863)</u>	<u>(672,298)</u>
	<u><u>4,927,137</u></u>	<u><u>5,477,702</u></u>

#### ii. Movement in retirement benefit obligations during the financial year

	31 December 2020	31 December 2019
	€	€
Net retirement benefit liability at 1 January	(117,084,000)	(102,835,000)
Current service cost	(4,360,000)	(4,212,000)
Past service costs	-	-
Interest cost	(1,278,000)	(1,938,000)
Retirement benefits paid in year	2,013,134	2,042,000
Actuarial gain/(loss)	<u>(15,293,000)</u>	<u>(10,141,000)</u>
Net retirement benefit liability at 31 December	<u><u>(136,001,866)</u></u>	<u><u>(117,084,000)</u></u>

Retirement benefits paid in the year include lump sum retirement costs of €525,916.

#### iii. Deferred funding asset for retirement benefits

The Authority recognises amounts owing from the State for the unfunded deferred liability for retirement benefits on the basis of the set of assumptions described above and a number of past events. These events include the statutory basis for the establishment of the retirement benefit scheme, and the policy and practice currently in place in relation to funding public service retirement benefits including contributions by employees and the annual estimates process. The Authority has no evidence that this funding policy will not continue to meet such sums in accordance with current practice.

The Net Deferred Funding for Retirement benefits recognised in the Statement of Income & Expenditure was as follows:

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

	31 December 2020	31 December 2019
	€	€
Funding recoverable in respect of current year costs	5,638,000	6,150,000
State Grant applied to pay pensioners	(2,013,134)	(2,042,000)
	<u>3,624,866</u>	<u>4,108,000</u>

The deferred funding asset for retirement benefits as at 31 December 2020 amounted to €136,001,866 (2019: €117,084,000).

#### iv. History of defined benefit obligations

	31 December 2020	31 December 2019
	€	€
Experience losses / (gains) on scheme liabilities		
Amount	6,749,000	1,846,000
Percentage of scheme liabilities	(0.8%)	(1.1%)

The cumulative actuarial gain/loss recognised in the Statement of Comprehensive Income amounts to €15,293,000.

#### v. Description of scheme

The Health and Safety Authority operates unfunded defined benefit superannuation schemes for staff. Superannuation entitlements arising under the schemes are paid out of current income and are charged to the Statement of Income and Expenditure and Retained Revenue Reserves Account, net of employee superannuation contributions, in the year in which they become payable.

The valuation used for FRS 102 disclosures been based on a full actuarial valuation by a qualified independent actuary taking account of the requirements of the FRS in order to assess the scheme liabilities at 31 December 2020.

The principal actuarial assumptions used to calculate the components of the defined benefit cost for the year ended 31 December 2020 were as follows:

	31 December 2020	31 December 2019
Discount rate	0.80%	1.90%
Inflation rate	1.40%	1.70%
Salary increases	2.60%	2.90%
Retirement benefit increases	2.35%	2.65%

The mortality basis adopted allows for improvements in life expectancy over time, so that life expectancy at retirement will depend on the year in which a member attains retirement age (age 65). The number of members in the Scheme and the number of deaths are too small to analyse and produce any meaningful Scheme-specific estimates of future levels of mortality. Average future life expectancy according to the mortality tables used to determine the retirement benefit liabilities are:

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

	Male aged 65	Female aged 65
Current pensioners 2020	21.7 years	24.1 years
Future pensioners retiring 2040	24.0 years	26.1 years

### 14. OPERATING LEASES

At 31 December 2020 the Authority had the following future minimum lease payments under non-cancellable operating leases for each of the following periods.

	2020	2019
	€	€
Payable within one year	1,176,429	1,072,636
Payable within two to five years	4,228,891	4,139,645
Payable after five years	1,131,954	1,999,490
	<u>6,537,274</u>	<u>7,211,771</u>

Operating lease payments recognised as an expense were €1,169,820 (2019: €1,148,749).

### 15. CAPITAL COMMITMENTS

There were no capital commitments at 31<sup>st</sup> December 2020.

### 16. RELATED PARTY DISCLOSURES

The Authority has adopted procedures in accordance with guidelines issued by the Department of Public Expenditure and Reform in relation to the disclosure of interests by Authority Members and these procedures have been adhered to in the year. There were no transactions in the period in relation to the Authority's activities in which the Authority Members had any beneficial interest. The Authority is recognised as a public body under the Ethics in Public Office Acts, 1995 and 2001 and in accordance with Statutory Instrument No 607 of 2008, which came into operation on 1 January 2009. The Authority Members are obliged to submit declarations of interest in respect of the period ended 31 December 2020 to the Standards in Public Office Commission.

Key management personnel in the Health and Safety Authority consist of the Chief Executive and members of the Authority. Total compensation paid to key management personnel, including Authority members' fees and total CEO remuneration, amounted to €225,156 (2019: €229,893). For a breakdown of the remuneration and benefits paid to key management personnel please refer to Notes 6 and 7.

### 17. PREMISES

- Land and Buildings: The Health and Safety Authority owns no land and buildings.
- All the premises are leased by the Authority. The Authority owns no freehold office or industrial premises. Most of the leases are with private landlords but in the case of the Cork and Waterford offices the Authority

# HEALTH AND SAFETY AUTHORITY

## Notes (forming part of the financial statements)

is in premises managed by the Office of Public Works. The Authority regularly reviews its network of offices to ensure that it continues to meet our ongoing operational requirements.

- c) The Authority's Head Office is in Dublin.
- d) Details of the various offices occupied by the Health and Safety Authority are set out in the table below. In addition to the offices occupied by the Authority there is an industrial unit in Co. Tipperary which is used for the purpose of storing large items of evidential material that may be required in connection with investigations undertaken by the Authority.

Location	Address	Expiry Date	Annual Premium €
Head Office Dublin	5 <sup>th</sup> and 6 <sup>th</sup> Floor The Metropolitan Building James Joyce Street Dublin 1	2026	961,022
Athlone	Monksland Business Park Athlone	2021	37,485
Evidence store	Tipperary	2023	24,141
Cork	1A South Mall Cork	-	25,964
Galway	The Plaza Offices Headford Road Galway	2028	17,400
Kilkenny	Hebron House 1 (3 <sup>rd</sup> Floor) MacDonagh Junction Kilkenny	2022	38,486
Limerick	The Loughmore Centre Raheen Business Park Limerick	2022	40,959
Sligo	Unit 1 Beulah Buildings Finisklin Road Sligo	2024	20,644
Waterford	Government Buildings The Glen Waterford	-	3,719

### 18. EVENTS AFTER REPORTING PERIOD

There are no events between the reporting date and the date of approval of these financial statements for issue that require adjustment to the financial statements.

### 19. APPROVAL OF FINANCIAL STATEMENTS

The Financial Statements were approved by the Board on Friday 5<sup>th</sup> March 2021.