

Cavan and Monaghan Education and Training Board

Financial Statements For The Year Ended 31st December 2017

Cavan and Monaghan Education and Training Board

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Cavan and Monaghan Education and Training Board

Statement of Board Responsibilities

Cavan and Monaghan Education and Training Board was established on 1 July 2013 under the provisions of the Education and Training Boards Act 2013.

Section 51 of that Act requires the ETB to keep in such form and in respect of such accounting periods as may be approved by the Minister for Education and Skills with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform, all proper and usual accounts of the monies received or expended by it.

In preparing those accounts, the Board is required to:

- (a) apply the standard accounting policies for the preparation of ETB financial statements
- (b) make judgements and estimates that are reasonable and prudent
- (c) disclose and explain any material departures from the standard accounting policies

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board and which enable it to ensure that the Financial Statements comply with section 51 of the Education and Training Boards Act 2013. The Board is also responsible for safeguarding its assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Chairperson

Signature :



Date

:

29-6-18

Cavan and Monaghan Education and Training Board

Statement of Internal Control

Responsibility for the System of Internal Control

As provided for under the Education and Training Boards Act 2013, Cavan and Monaghan ETB is responsible for reviewing and ensuring the effectiveness of the ETB's system of internal control. Cavan and Monaghan ETB formally adopted the Code of Practice for the Governance of Education and Training Boards on 23 March 2015. The Audit and Finance Committees were established in March 2015.

As Chairperson of Cavan and Monaghan ETB, I acknowledge the responsibility of the Board for ensuring that an efficient and effective system of internal control is maintained and operated. The purpose of such a system is to ensure that assets are safeguarded, transactions are authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

Key Control Procedures

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

- Clearly defining management and staff responsibilities.
- Establishing procedures for reporting significant control failures and ensuring appropriate corrective action.
- Establishing procedures for identifying and evaluating all risks which could prevent the ETB from achieving its objectives.

The system of internal control operated in Cavan and Monaghan ETB is based on:

- Detailed administrative procedures
- Segregation of duties
- Specific authorisations
- Internal check
- Monthly management review of reports outlining the actual and budgeted results of programmes operated by the ETB.

The Board's monitoring and review of the effectiveness of the system of internal control is informed by the:

- Work of the Audit Committee, which considers internal audit reports and reports of the Comptroller and Auditor General (C & AG), and reports to the board whether the Chief Executive is, in the internal auditor's opinion, operating adequate and appropriate systems of internal control.
- Chief Executive, who has responsibility for the financial control framework.
- Recommendations made by the C & AG in management letters or other reports.

An Internal Audit function is provided by the Internal Audit Unit – Education and Training Boards (IAU-ETB). The most recent internal audit review was conducted in 2017 and covered IT.

Annual Review of Controls

Cavan and Monaghan ETB is committed to operating an efficient, effective and economic internal control system. A formal review of the effectiveness of the system of internal control in respect of 2017 was carried out by management and presented to the Audit Committee on 26 February 2018 and 07 March 2018. This included a detailed review of all internal and external audit reports for CMETB since its inception in addition to an examination of Minute Books of the Board, Audit Committee and Finance Committee. The Audit Committee found no inconsistencies in these with the assessment of internal control provided.

The Audit Committee also received confirmation from the Chief Executive that the system of internal control is adequate and appropriate insofar as is reasonable practicable. This confirmation is based on assurance provided by senior managers. The Audit Committee report was presented to the Board at its meeting held on 27 March 2018.

CMETB considers that the level of internal audit resource available was inadequate in 2017. However, CMETB is aware of the increased staffing levels in the Internal Audit Unit in 2018, which should address this issue

CMETB is fully committed to complying with EU and national procurement regulations and guidelines. Notwithstanding this, CMETB is not currently in a position to meet all of its responsibilities in respect of procurement regulations. There are instances where goods and services have been procured locally in line with the CMETB procurement policy but the cumulative value across all sites exceeds the national tendering threshold.

CMETB did not have a Procurement Officer in place until Q4 of 2017.

In 2017, CMETB was non-compliant in the following area i.e. procurement.

1. Purchases for which no tender was undertaken amounted to circa €380,000. These specific areas were school bus hire, metal supplies, school diaries and canteen supplies

CMETB is prioritising these areas for procurement and expects to conclude tenders for same in 2018. Given the nature of the organisation and the extent of spending under various categories and headings, full compliance has and will remain a challenge. CMETB will continue to monitor all areas of expenditure and tender for goods and services as required.

In 2017 CMETB did not meet its obligation in relation to Pension Benefit Statement as outlined below

2. All staff members are entitled to one benefit statement per year in respect of their pension entitlements. CMETB did not meet this obligation in 2017 and this will continue to be a major challenge for CMETB until we have an IT system capable of generating pension statements and all of our historical manual records are collated and inputted onto this system. There are plans for a national shared services for the single public service pension scheme which operate in CMETB since 2013. With regard to CMETB's other pensions schemes, we have been advised that pensions are not part of the scope for the current payroll shared services package which will be rolled out to ETBs in the next two years, but pensions will be one of the continuous improvement projects associated with this package going forward. No timeframe has been outlined for this project. Pensions are a high risk area for ETB's and this has been raised with DES by ETBI.

Signed:  Date: 29-6-18
Clifford Kelly

Chairperson
Cavan and Monaghan ETB



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

Report for presentation to the Houses of the Oireachtas

Cavan and Monaghan Education and Training Board

Opinion on financial statements

I have audited the financial statements of Cavan and Monaghan Education and Training Board for the year ending 31 December 2017 as required under the provisions of Education and Training Boards Act 2013. The financial statements comprise

- the statement of accounting policies
- the operating statement
- the statement of current assets and current liabilities and
- the related notes.

In my opinion,

- the financial statements properly present the income and expenditure of the Board for 2017 and the state of affairs of the Board at 31 December 2017; and
- the financial statements are in accordance with the accounting policies laid down by the Minister for Education and Skills.

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 Cavan and Monaghan Education and Training Board 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 Board has presented certain other information together with the financial statements. This comprises the statement of Board responsibilities 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.

Internal audit resources

The statement on internal control discloses concerns regarding the adequacy of the internal audit resources available to the Cavan and Monaghan Education and Training Board in 2017, which it expects will be addressed through increased staffing in 2018.

Seamus McCarthy
Comptroller and Auditor General

29 June 2018

Cavan and Monaghan Education and Training Board

Financial Statements - Year Ended 31st December 2017

Activities and Pay Costs

1 Main Activity

Cavan and Monaghan Education and Training Board provides Education and Training throughout counties Cavan and Monaghan as set out below :

Service	No. Locations	No. Participants	No. Beneficiaries
Second Level & Post Leaving Cert.	13	5,428	0
Further Education	53	0	7,536
Training	27	0	1,064
Part-time / Night Classes	1	0	782

2 Other Services

The Board also acts as an Agent and runs Self - financing Projects.

Agency work involves running a programme on behalf of another organisation or students, according to agreed criteria and the Board is reimbursed its cost.

Self - financing Projects are programmes run under the complete control of the Board either for the Board or other organisations.

3 Pay Costs

Pay is the principal cost for the Board and the following table indicates the pay ranges and the number of employees in each range :

Pay range*	No. Employees	Cost in 2017
		€
0 - 59,999	921	20,853,642
60,000 - 69,999	163	10,700,206
70,000 - 79,999	96	7,100,286
80,000 - 89,999	10	841,454
90,000 - 99,999	12	1,133,557
100,000 - 109,999	5	520,030
110,000 - 119,999	2	233,093
120,000 - 129,999	1	128,900
Total:	1,210	41,511,168

* Pay ranges include employers' PRSI.

The ETB does not make pension contributions in respect of employees

In compliance with the Financial Emergency Measures in the Public Interest Legislation the ETB made Pension Related Deductions from employees amounting to €1,557,913 which were remitted to the Department of Education and Skills and TUSLA.

Cavan and Monaghan Education and Training Board

Establishment of the Education and Training Board and the Accounting Policies of the Financial Statements for the Year Ended 31st December 2017

1. Establishment of the Education and Training Board

Cavan and Monaghan Education and Training Board was established on 1 July 2013 and its functions are set out in section 10 of the Education and Training Boards Act 2013.

2. Significant Accounting Policies

(a) Basis of Presentation

The financial statements are presented in the form approved by the Minister for Education and Skills with the consent of the Minister for Finance and the Minister for Public Expenditure and Reform. They consist of a Statement of Accounting Policies, an Operating Statement, a Statement of Current Assets and Current Liabilities and notes to the financial statements.

Where necessary, the comparative figures for the previous year have been restated on the same bases as those for the current year.

(b) Basis of Preparation

The Operating Statement presents Receipts and Payments by Programme Grouping and the resultant Cash Surplus / (Deficit) is adjusted for other debtor and creditor movements to determine the overall result for the period on an accrual basis.

The Statement of Current Assets and Current Liabilities is prepared on the accruals basis by determining state grant and other funder balances at amounts that reflect the related expenditure incurred in accordance with the funding rules.

Third Party Debtors are included in Current Assets. Pay and Expense Liabilities are included in Current Liabilities.

(c) Tangible Fixed Assets

All assets purchased including land and buildings, fixtures and fittings and training equipment are expensed in the year of purchase. State grants to fund the purchase of tangible fixed assets are recognised in the same year.

(d) Stocks

All consumable stocks are expensed as purchased.

(e) Superannuation

The pension entitlements of ETB staff, including those who transferred from SOLAS, are conferred under defined benefits schemes.

Superannuation deductions made from employees pay in respect of the schemes are retained by the ETB as part of agreed Exchequer funding, or paid over to the Department of Public Expenditure and Reform.

The ETB does not make any contributions towards the schemes.

These unfunded schemes are operated on a pay as you go basis with the annual pension entitlements being paid directly by the Department of Education and Skills.

(f) Lease Rentals

All lease rentals are expensed as incurred.

Cavan and Monaghan Education and Training Board

Operating Statement For The Year Ended 31st December 2017

	Note	Year ended 31/12/2017 €	Year ended 31/12/2016 €
RECEIPTS			
Schools & Head Office Grants	1	37,204,757	35,768,310
Further Education and Training Grants	2	16,654,875	14,826,197
Student Support Services Grants	3	3,000	31,993
Youth Services Grants	4	1,005,696	262,757
Agencies & Self-Financing Projects	5	4,979,690	4,809,578
Capital Grants	6	15,315,371	10,238,420
		<u>75,163,389</u>	<u>65,937,255</u>
PAYMENTS			
Schools & Head Office	7	37,574,205	35,267,515
Further Education and Training	8	16,408,425	14,937,356
Student Support Services	9	12,968	49,907
Youth Services	10	883,043	132,216
Agencies & Self-Financing Projects	5	5,263,818	4,534,400
Capital	6	15,695,272	9,933,613
		<u>75,837,731</u>	<u>64,855,007</u>
Cash Surplus / (Deficit) For Year		(674,342)	1,082,248
Movement in Other Net Current Assets	21	<u>627,092</u>	<u>(639,744)</u>
Accrual Revenue Surplus/(Deficit) For Period		(47,250)	442,504
Revenue Surplus / (Deficit) at 01/ 01 /2017		(1,590,330)	(2,032,834)
Revenue Surplus / (Deficit) at 31/12/2017		<u>(1,637,580)</u>	<u>(1,590,330)</u>

Signed / Dated

Clifford Kelly
Clifford Kelly
Chairperson

John Kearney 29/6/18
John Kearney
Chief Executive

The notes on pages 11 to 26 form part of these financial statements

Cavan and Monaghan Education and Training Board

Statement of Current Assets and Current Liabilities as at 31st December 2017

	Note	<u>31/12/2017</u>	<u>31/12/2016</u>
		€	€
Current Assets			
Recurrent State Grants	13	1,286,106	1,907,210
Capital State Grants	14	370,274	928,247
Other Recurrent Income	15	219,892	39,851
Third Party Debtors	16	10,792	3,454
Bank Balance		3,680,708	4,355,050
		<u>5,567,772</u>	<u>7,233,812</u>
Current Liabilities			
Recurrent State Grants	17	1,757,073	2,632,912
Capital State Grants	18	919,402	640,150
Other Recurrent Income	19	999,980	995,771
Pay & Expense liabilities	20	3,528,897	4,555,309
		<u>7,205,352</u>	<u>8,824,142</u>
Net Current Assets / (Liabilities)		<u>(1,637,580)</u>	<u>(1,590,330)</u>
Represented By			
Revenue Surplus / (Deficit)		<u>(1,637,580)</u>	<u>(1,590,330)</u>

Analysis of Revenue Surplus / (Deficit)

Programme	Surplus (Deficit) 31/12/2017 €	Surplus (Deficit) in Year €	Surplus (Deficit) 31/12/2016 €
Schools & Head Office	(1,936,578)	57,750	(1,994,328)
Agency	(21,002)	0	(21,002)
Self Financing Profits	320,000	(105,000)	425,000
	<u>(1,637,580)</u>	<u>(47,250)</u>	<u>(1,590,330)</u>

Signed / Dated

Clifford Kelly 29-6-18
Clifford Kelly
Chairperson

John Kearney 29/6/18
John Kearney
Chief Executive

The notes on pages 11 to 26 form part of these financial statements

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

1 Schools & Head Office Receipts

		Year Ended 31/12/2017	Year Ended 31/12/2016
		€	€
PAY	FUNDER / SPONSORING DEPT		
Schools & Head Office Net Cash Grant	Dept. of Education and Skills	31,739,158	30,312,755
Retained Superannuation Contributions	Dept. of Education and Skills	1,708,722	1,738,563
		<u>33,447,880</u>	<u>32,051,318</u>
NON PAY			
Schools & Head Office Net Cash Grant	Dept. of Education and Skills	2,474,847	2,605,009
Tuition Fees		107,856	102,400
Insurance Dividend		91,206	58,058
Rent		4,950	1,330
Bank Interest		147	515
Repeat Leaving Certificate Fees		127	0
		<u>2,679,133</u>	<u>2,767,312</u>
ASSOCIATED PROGRAMMES			
School Services Support	Dept. of Education and Skills	532,570	528,404
Digital Strategy - ICT Grant	Dept. of Education and Skills	146,007	0
Book Grant	Dept. of Education and Skills	131,802	137,010
DEIS	Dept. of Education and Skills	122,530	128,180
Transition Year	Dept. of Education and Skills	40,565	41,420
Transport Escort	Dept. of Education and Skills	32,344	27,049
Leaving Certificate Applied	Dept. of Education and Skills	21,744	21,140
Other - 9 in Number	Dept. of Education and Skills	50,182	66,477
		<u>1,077,744</u>	<u>949,680</u>
		<u><u>37,204,757</u></u>	<u><u>35,768,310</u></u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

2 FURTHER EDUCATION AND TRAINING RECEIPTS

		Year Ended 31/12/2017	Year Ended 31/12/2016
		€	€
Further Education	FUNDER / SPONSORING DEPT		
Youthreach	SOLAS Dept. Education and Skills	2,753,596	2,613,848
Adult Literacy	SOLAS Dept. Education and Skills	1,151,620	1,103,890
Back to Education Initiative	SOLAS Dept. Education and Skills	905,882	868,694
VTOS	SOLAS Dept. Education and Skills	546,944	550,852
Community Education	SOLAS Dept. Education and Skills	414,363	402,623
PLC Rent	SOLAS Dept. Education and Skills	337,804	389,289
Adult Education Guidance Service	SOLAS Dept. Education and Skills	335,367	349,705
QQI Locally Devised Assessment	SOLAS Dept. Education and Skills	195,887	169,417
Assessment and Equipment Costs	SOLAS Dept. Education and Skills	176,833	0
PLC Capitation	SOLAS Dept. Education and Skills	176,268	203,525
PLC Capitation - students	Students	99,195	78,225
Intensive Tuition	SOLAS Dept. Education and Skills	75,437	75,180
Guidance/Counselling/Psychological Services	SOLAS Dept. Education and Skills	29,257	41,168
DEIS Family Literacy	SOLAS Dept. Education and Skills	11,557	16,298
Continuing Professional Development	SOLAS Dept. Education and Skills	7,588	7,388
Quality Framework	SOLAS Dept. Education and Skills	6,592	4,806
Adult Refugee Programme	SOLAS Dept. Education and Skills	7,338	18,213
Adult Literacy Organiser Association	SOLAS Dept. Education and Skills	(15,124)	15,120
QQI External Authenticators	SOLAS Dept. Education and Skills	0	16,159
		7,276,404	6,924,400
Training			
Bridging Foundation & Skills Training	SOLAS Dept. Education and Skills	3,740,162	2,947,319
TC Staff & Operations	SOLAS Dept. Education and Skills	2,257,076	1,160,489
Specialist Training Providers (STP)	SOLAS Dept. Education and Skills	1,164,019	1,449,204
Traineeships	SOLAS Dept. Education and Skills	894,838	551,071
Local Training Initiatives	SOLAS Dept. Education and Skills	822,601	1,344,938
Apprenticeships	SOLAS Dept. Education and Skills	458,668	330,894
Capital Grant	SOLAS Dept. Education and Skills	41,107	1,968
Transfer of Operations - LMETB	SOLAS Dept. Education and Skills	0	115,914
		9,378,471	7,901,797
Total		16,654,875	14,826,197
3 STUDENT SUPPORT SERVICES RECEIPTS			
Grants and Scholarships	Dept. of Education and Skills	3,000	31,993
		3,000	31,993
4 YOUTH SERVICES RECEIPTS			
Youth Club Equipment Grant	Dept. of Children and Youth Affairs	627,646	0
VFM and Policy Review of Youth Fund	Dept. of Children and Youth Affairs	218,822	48,478
Youth Work Act	Dept. of Children and Youth Affairs	68,820	59,820
Youth Capital Funding Type 2	Dept. of Children and Youth Affairs	50,000	75,000
Local Youth Club	Dept. of Children and Youth Affairs	39,408	35,825
Youth Capital Funding Type 1	Dept. of Children and Youth Affairs	0	28,634
Youth Employment Initiative	Dept. of Children and Youth Affairs	0	15,000
		1,005,696	262,757

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

5 AGENCIES and SELF-FINANCING PROJECTS

AGENCIES

Year Ended 31/12/2017

Year Ended 31/12/2016

Item	PROJECT NAME	FUNDER / SPONSORING DEPT	RECEIPTS	PAYMENTS			RECEIPTS	PAYMENTS
				Pay	Non Pay	Total		
			€	€	€	€	€	€
1	School Completion Programme	TUSLA	664,144	576,431	73,597	650,028	664,564	676,306
2	Students with Disabilities	HEA	405,520	225,882	40,154	266,036	0	254,272
3	School Meals	DSP	279,862	0	299,109	299,109	192,575	162,587
4	Skills for Work	DDLETB	142,035	105,393	87,204	192,597	181,898	143,081
5	Internal Audit Unit	DES/SOLAS	133,187	1,227	100,018	101,245	361,135	284,828
6	Further Education Support Ser	CDETB	122,304	98,730	24,450	123,180	129,585	119,805
7	Examination Supervision	State Exams Commission	88,520	84,013	4,145	88,158	97,068	95,746
8	Software Systems Manager	ETBs	66,624	64,903	3,704	68,607	70,149	67,530
9	Equality Programme - PEIL	ESF	59,900	14,728	1,685	16,413	0	0
10	Staff Secondment ETB	DES	50,197	74,946	0	74,946	69,618	69,618
11	BA Social Care	Athlone IT	39,100	0	61,000	61,000	23,814	1,872
12	Leargas Programmes Cavan li	Leargas	38,369	0	223,224	223,224	0	64,486
13	Rent of Gaelscoil	DES	37,500	0	30,000	30,000	22,500	30,000
14	Healthy Ireland Fund- Pobal	POBAL	34,200	0	19,000	19,000	0	0
15	Erasmus + GYIT	Leargas	23,958	27,360	7,076	34,436	19,958	4,643
16	Others - 20 in Number	Various	14,130	92,952	147,449	240,401	134,875	69,673
			2,199,550	1,366,565	1,121,815	2,488,380	1,967,539	2,044,447

SELF-FINANCING PROJECTS

Item	PROJECT NAME	Funder	RECEIPTS	PAYMENTS			RECEIPTS	PAYMENTS
				Pay	Non Pay	Total		
			€	€	€	€	€	€
1	Schools Activities	Parents/ Students	716,912	32,335	492,675	525,010	589,735	584,038
2	Outdoor Education	DES / Service Users	488,685	301,285	244,132	545,417	446,701	413,741
3	Cavan Institute Student Servic	Parents/ Students	388,900	0	322,353	322,353	516,324	263,969
4	School Bank Accounts	Parents/ Students	340,373	0	427,537	427,537	403,546	479,761
5	Garage Theatre	Arts Council/Co. Council/ Service Users	272,682	107,403	214,581	321,984	317,395	267,071
6	Book Rental Scheme	Parents/ Students	236,143	0	225,621	225,621	175,908	164,677
7	PLC Capitation Fees, Requisit	Parents/ Students	76,221	0	101,227	101,227	85,928	94,879
8	Rent of School Facilities	Service Users	58,368	0	128,663	128,663	118,676	68,061
9	IT Support - Schools and Cent	Other Schools	41,269	0	37,640	37,640	75,196	52,907
10	Insurance Proceeds	IPB	40,404	0	35,825	35,825	16,868	25,495
11	Cycle To Work Scheme	Staff	26,505	0	25,388	25,388	14,301	15,419
12	Education Campus recoupable other		23,672	0	27,107	27,107	26,511	23,039
13	Parents Association Vending M	Parents/ Students	14,808	0	6,555	6,555	5,013	6,664
14	Others - 18 in number	Various	45,198	8,129	36,982	45,111	49,937	30,232
			2,780,140	449,152	2,326,286	2,775,438	2,842,039	2,489,953

AGENCIES and SELF-FINANCING PROJECTS

4,979,690	1,815,717	3,448,101	5,263,818	4,809,578	4,534,400
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* Agency work involves running a programme on behalf of another organisation or students according to agreed criteria and the Board is reimbursed its cost.

Self - financing Projects are programmes run under the complete control of the Board either for the Board or other organisations.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

			Year Ended 31/12/2017	Year Ended 31/12/2016
6 CAPITAL				
			€	€
Receipts				
	Dept. Education & Skills		15,315,371	10,231,518
	Other		0	6,902
			15,315,371	10,238,420
Payments				
Item	Location	Expenditure Type		
1	Dún an Rí College	New School	10,220,020	4,499,938
2	Breifne College	Extension	4,074,500	1,881,180
3	Dún an Rí College	Loose Furniture	592,715	0
4	Castleblayney College	Loose Furniture	244,198	308,868
5	Beech Hill College & old balances	Loose Furniture and Equipment	153,020	0
6	Virginia College	Home Economics Room	135,654	0
7	Others - 28 in numbers		275,165	3,243,627
			15,695,272	9,933,613

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

		Year Ended 31/12/2017			Year Ended 31/12/2016
7	Schools & Head Office Payments	Pay	Non Pay	Total	Total
		€	€	€	€
	PAY				
	Instruction	30,541,166	0	30,541,166	28,692,768
	Administration	2,405,003	0	2,405,003	2,022,958
	Maintenance	1,005,975	0	1,005,975	956,576
				<u>33,952,144</u>	<u>31,672,302</u>
	NON PAY				
	Administration	25,698	1,656,575	1,682,273	1,759,932
	Maintenance	0	544,364	544,364	498,158
	Instruction	0	419,582	419,582	476,011
				<u>2,646,219</u>	<u>2,734,101</u>
	ASSOCIATED PROGRAMMES				
	School Services Support Fund	170,876	400,913	571,789	411,365
	Deis Grant & Home School Liaison	56	110,758	110,814	118,940
	Digital Strategy - ICT Grant	0	94,649	94,649	0
	Book Grant	0	89,710	89,710	165,872
	Transport Escort	26,507	0	26,507	23,507
	Transition Year	0	26,308	26,308	42,590
	Other - 8 in Number	1,110	54,955	56,065	98,838
		<u>198,549</u>	<u>777,293</u>	<u>975,842</u>	<u>861,112</u>
				<u><u>37,574,205</u></u>	<u><u>35,267,515</u></u>

Schools & Head Office Payments

These relate to the provision of second level and PLC programmes provided in 13 locations, catering for 5,428 participants as well as night classes in 1 location, catering for 782 participants.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

8 FURTHER EDUCATION AND TRAINING PAYMENTS

	Year Ended 31/12/2017				Year Ended 31/12/2016
	Pay	Non Pay	Allowances	Total	Total
	€	€	€	€	€
Further Education					
Youthreach	1,887,274	452,353	415,417	2,755,044	2,628,099
Adult Literacy	959,738	188,208	0	1,147,946	1,093,086
Back to Education Initiative	686,772	202,215	0	888,987	865,132
VTOS	24,885	62,714	459,581	547,180	553,525
Community Education	302,634	103,292	0	405,926	422,400
PLC Rent	0	406,427	0	406,427	398,702
Adult Education Guidance Service	267,408	107,490	0	374,898	307,287
PLC Capitation	12,941	164,059	0	177,000	204,242
QQI Locally Devised Assessment	171,546	0	0	171,546	168,757
Intensive Tuition	65,334	15,515	0	80,849	73,126
PLC Capitation - students	0	131,286	0	131,286	43,600
Guidance/Counselling/Psychological Services	22,846	1,588	0	24,434	34,043
QQI External Authenticators	0	0	0	0	22,299
DEIS Family Literacy	15,799	1,355	0	17,154	13,974
Continuing Professional Development	0	5,477	0	5,477	8,253
Quality Framework	0	6,515	0	6,515	5,382
Adult Literacy Organiser Association	0	0	0	0	522
Assessment and Equipment Costs	10,346	99,670	0	110,016	0
	4,427,523	1,948,164	874,998	7,250,685	6,842,429
Training					
Skills Training	0	2,294,080	1,464,964	3,759,044	3,081,955
Specialist Training Providers (STP)	0	1,319,459	0	1,319,459	1,171,167
Training Centre Staff & Operations	563	644,549	543,421	1,188,533	661,363
Local Training Initiatives	0	532,567	455,485	988,052	1,210,662
Training Centre Pay Grants	779,364	0	0	779,364	595,376
Traineeships	233,879	217,922	202,254	654,055	866,886
Apprenticeships	7,550	179,735	249,409	436,694	313,031
Capital Grant	0	32,539	0	32,539	1,968
Bridging Foundation	0	0	0	0	192,519
	1,021,356	5,220,851	2,915,533	9,157,740	8,094,927
Total	5,448,879	7,169,015	3,790,531	16,408,425	14,937,356
9 STUDENT SUPPORT SERVICES PAYMENTS					
Grants and Scholarships	0	12,968	0	12,968	49,907
	0	12,968	0	12,968	49,907
10 YOUTH SERVICES PAYMENTS					
Local Youth Club Equipment Grants	4,165	472,048	0	476,213	0
VFM and Policy Review of Youth Fund	0	217,757	0	217,757	5,618
Youth Work Act (Youth Work Development Plan)	66,016	10,881	0	76,897	66,297
Youth Capital Funding Type 2	0	48,468	0	48,468	2,583
Youth Club Grant (Sports Dept.)	0	39,957	0	39,957	35,515
Youth Capital Funding Type 1	0	21,146	0	21,146	7,484
Youth Employment Initiative	0	1,805	0	1,805	11,503
Quality Standards Framework	0	800	0	800	3,216
	70,181	812,862	0	883,043	132,216

Further Education and Training Payments

These relate to the provision of Further Education programmes in 53 locations, catering for 7,536 participants, as well as training in 27 locations, catering for 1,064 participants.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

11 ANALYSIS OF RECEIPTS BY FUNDER

FUNDER	Programme						TOTAL	
	Post Primary Schools & Head Office	Further Education and Training	Student Support Services	Youth Services	Agencies and Self- financing	Capital	Year Ended 31/12/2017	Year Ended 31/12/2016
State Funding Received	€	€	€	€	€	€	€	€
Education and Skills	36,993,153	0	3,000	0	343,294	15,315,371	52,654,818	46,458,262
SOLAS	0	16,555,680	0	0	34,345	0	16,590,025	14,631,705
TUSLA	0	0	0	0	664,144	0	664,144	664,144
State Examination Commission	0	0	0	0	88,520	0	88,520	97,068
Children and Youth Affairs	0	0	0	995,861	0	0	995,861	262,757
Justice	0	0	0	0	59,900	0	59,900	0
POBAL	0	0	0	0	34,200	0	34,200	0
HEA	0	0	0	0	405,520	0	405,520	0
Dublin Dun Laoghaire ETB	0	0	0	0	142,035	0	142,035	181,698
City Dublin ETB	0	0	0	0	122,304	0	122,304	146,014
Employment Affairs and Social Protection	0	0	0	0	279,862	0	279,862	195,360
ETBs/institutes	0	0	0	0	105,724	0	105,724	116,174
Léargas	0	0	0	0	62,327	0	62,327	46,290
Transfer of Training Function	0	0	0	0	0	0	0	115,914
SOLAS - Momentum Programme	0	0	0	0	0	0	0	62,168
Arts, Heritage and Gaeltacht	0	0	0	0	0	0	0	30,000
	36,993,153	16,555,680	3,000	995,861	2,342,175	15,315,371	72,205,240	63,007,554
Non-State Funding applied to State-funded schemes								
Bank interest	147	0	0	0	0	0	147	515
Parents/ Students - tuition and repeat exam fees	107,983	0	0	0	0	0	107,983	102,400
Service Users - Outdoor Education	0	0	0	0	346,755	0	346,755	301,236
Irish Public Bodies - dividends	91,206	0	0	0	0	0	91,206	58,058
Cavan County Council	0	0	0	5,000	0	0	5,000	0
Other	12,268	0	0	4,835	0	0	17,103	6,199
	211,604	0	0	9,835	346,755	0	568,194	468,408
Other Non-State Funding								
Monaghan Co. Co. - Garage Theatre	0	0	0	0	47,000	0	47,000	47,900
Arts Council - Garage Theatre	0	0	0	0	20,000	0	20,000	50,000
Parents/ Students - non-tuition fees	0	99,195	0	0	1,790,112	0	1,889,307	1,874,534
Service Users	0	0	0	0	333,803	0	333,803	413,459
ETBI	0	0	0	0	737	0	737	1,501
Trainees	0	0	0	0	13,471	0	13,471	11,341
Other	0	0	0	0	9,203	0	9,203	29,406
Teachers Union of Ireland	0	0	0	0	8,045	0	8,045	0
Irish Public Bodies	0	0	0	0	40,404	0	40,404	16,868
Staff	0	0	0	0	27,985	0	27,985	16,284
	0	99,195	0	0	2,290,760	0	2,389,955	2,461,293
Total	37,204,757	16,654,875	3,000	1,005,696	4,979,690	15,315,371	75,163,389	65,937,255

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2017

12 State Funding

Primary Grantor Department/Office	2017		01/01/2017 Amount due from/ (deferred income) grantor ^a	Receipts direct from Grantor	Receipts from other sources ^{b,c}	Total receipts	2017		31/12/2017 Amount due from/ (deferred income) grantor ^a	
	Final Grant awarded						Cash expenditure ^d	Change in debtors and accruals		Surplus retained/ (deficit incurred)
Education and Skills Grant Funding			€	€	€	€	€	€	€	
	Post Primary Schools and Head Office	Pay ^e	34,051,427	(31,739,158)	(1,708,722)	(33,447,880)	33,952,144	146,344	-	1,074,899
		Non-Pay	2,669,823	(2,474,847)	(204,286)	(2,679,133)	2,646,219	(34,146)	(1,936,573)	(10,912)
		Associated Programmes	1,070,426	(1,070,426)	(7,318)	(1,077,744)	975,842	45,465	-	(533,105)
Student Support Capital		3,000	44,338	(3,000)	-	(3,000)	12,968	(3,000)	-	51,306
		15,315,371	288,096	(15,315,371)	-	(15,315,371)	15,695,272	(1,217,126)	-	(549,129)
Programme Funding										
Agency and Self-financing		151,930	(65,374)	(151,930)	(346,755)	(498,685)	545,417	3,997	10,000	(4,645)
Agency and Self-financing										
Agency and Self-financing		50,197	1,721	(50,197)		(50,197)	50,197	(1,721)		-

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

	31/12/2017	31/12/2016
	€	€
13 Current Assets - Recurrent State Grants		
Amount due from Dept. Of Education and Skills	7,500	15,000
Pay Grant Underfunding	1,097,326	1,046,976
Associated Grant Underfunding	391	0
Third Level Grants Underfunding	51,306	44,338
Amount due from SOLAS	48,540	683,627
Amount due from other State Funders	81,043	117,269
	<u>1,286,106</u>	<u>1,907,210</u>
14 Current Assets - Capital State Grants		
Amount due from Dept. Of Education and Skills	370,274	928,247
	<u>370,274</u>	<u>928,247</u>
15 Current Assets - Other Recurrent Income		
Amount due from Other Programme Funders	219,892	39,851
	<u>219,892</u>	<u>39,851</u>
16 Current Assets - Third Party Debtors		
Superannuation	3,898	609
Travel Pass	0	1,727
Salary Overpayment	6,894	0
Cycle to Work	0	1,118
	<u>10,792</u>	<u>3,454</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

	31/12/2017	31/12/2016
	€	€
17 Current Liabilities - Recurrent State Grants		
Amount held for Dept. of Education and Skills	154,785	102,435
Main Scheme Pay Grant Unspent	0	606,973
Associated Grants Unspent	533,495	476,676
Superannuation Receipts Excess	22,427	15,712
Local Receipts / Receivables Excess	10,912	1,602
Scholarship Grants Unspent	0	0
Amount held for Solas	361,763	659,138
Amount held for TUSLA	321,489	307,546
Amount held for Dept. Children & Youth Affairs	159,288	140,759
Amount held for Other State Funders	192,914	322,071
	<u>1,757,073</u>	<u>2,632,912</u>
18 Current Liabilities - Capital State Grants		
Amount held for Dept. Of Education and Skills	919,402	640,150
	<u>919,402</u>	<u>640,150</u>
19 Current Liabilities - Other Recurrent Income		
Amount held for Students	848,198	783,861
Amount held for Other Programme Funders	151,782	211,910
	<u>999,980</u>	<u>995,771</u>
20 Pay and Expense Liabilities		
Pay Liabilities	1,626,852	1,475,360
Expense Liabilities	1,902,045	3,079,949
	<u>3,528,897</u>	<u>4,555,309</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

21 Movement in Other Net Current Assets

	Balance as at 31/12/2017 €	Balance as at 31/12/2016 €	Movement in Period €
Current Assets			
Increase/(Decrease) in Recurrent State Grants Receivable	1,286,106	1,907,210	(621,104)
Increase/(Decrease) in Capital State Grants Receivable	370,274	928,247	(557,973)
Increase/(Decrease) in Other Recurrent Income Receivable	219,892	39,851	180,041
Increase/(Decrease) in Third Party Debtors	10,792	3,454	7,338
	<u>1,887,064</u>	<u>2,878,762</u>	<u>(991,698)</u>
Current Liabilities			
(Increase)/Decrease in Recurrent State Grant Liabilities	1,757,073	2,632,912	875,839
(Increase)/Decrease in Capital State Grant Liabilities	919,402	640,150	(279,252)
(Increase)/Decrease in Other Recurrent Income Liabilities	999,980	995,771	(4,209)
(Increase)/Decrease in Pay and Expense Liabilities	3,528,897	4,555,309	1,026,412
	<u>7,205,352</u>	<u>8,824,142</u>	<u>1,618,790</u>
Net Movement			<u>627,092</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

22 Remuneration

	2017 €	2016 €
(a) Aggregate Employee Benefits		
Staff Short-term benefits	41,511,168	38,715,282
	<u>41,511,168</u>	<u>38,715,282</u>
(b) Staff Short-Term Benefits		
Pay (Comprising Basic Pay/Allowances/ Overtime) plus Employer's P.R.S.I.	41,511,168	38,715,282
	<u>41,511,168</u>	<u>38,715,282</u>

The pay ranges and the number of employees in each range are:

Pay range*	No. Employees	Cost in 2017 €
0 - 59,999	921	20,853,642
60,000 - 69,999	163	10,700,206
70,000 - 79,999	96	7,100,286
80,000 - 89,999	10	841,454
90,000 - 99,999	12	1,133,557
100,000 - 109,999	5	520,030
110,000 - 119,999	2	233,093
120,000 - 129,999	1	128,900
Total:	1,210	41,511,168

* Pay ranges include employers' PRSI.

(c) Termination Benefits

There were no termination benefit settlements during the year.

(d) Key Management Personnel

Key management personnel in Cavan and Monaghan ETB consist of the Chief Executive and the Directors of Schools, Further Education, and Organisation Support and Development. The total value of employee benefits for the key management personnel is set out below:

	2017 €	2016 €
Salary	335,228	177,414
Allowances	0	0
Termination Benefits	0	0
	<u>335,228</u>	<u>177,414</u>

(e) Chief Executive Salary and Benefits

The CE remuneration package for the year was:

	2017	2016
Basic Salary	102,134	110,536
Other	0	0
	<u>102,134</u>	<u>110,536</u>

The CE is a member of an unfunded defined benefit public sector pension scheme and his entitlements do not extend beyond the standard entitlements available under the scheme.

Three Director posts were sanctioned by DES to take effect from September 2016. Directors of Further Education and Organisational Support and Development appointed to CMETB in September 2016. Director of Schools appointed in October 2016.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

23 Board members' expenses

Expenses are paid to Board members for travel to Board-related meetings.
The aggregate expenses paid to each member in the year ended
the 31st December 2017 were:

Board member	Statutory Meetings	Interview Boards	Attendance at Conferences / Seminars	Other	Total	No. Board Meetings Attended
	€	€	€	€	€	
MADELINE ARGUE	671	707	605	166	2,149	8
CATHY BENNETT	126	26	670	133	955	6
CARMEL BRADY	393	22	440	53	908	7
AIDAN CAMPBELL	111	0	0	0	111	5
COLM CARTHY	856	171	536	438	2,001	8
SEAMUS COYLE	388	107	433	69	997	8
JUNE DONNERY	247	112	507	122	988	6
SEAN FEGAN	1,580	2,207	578	475	4,840	7
MICHELLE FLYNN	0	0	0	0	0	9
EUGENE GREENAN	58	0	0	0	58	0
MICHELLE JOHNSTON	0	0	0	0	0	1
CLIFFORD KELLY	993	228	688	3,312	5,221	9
DEIRDRE KELLY	76	25	0	0	101	2
JACQUI LEWIS	165	0	0	135	300	3
MICHEAL MARTIN	198	67	477	1,380	2,122	8
PADDY MCDONALD	264	0	0	36	300	6
JOE MCGRATH	940	477	0	203	1,620	8
SEAN MCKIERAN	844	924	782	1,483	4,033	9
CIARA MCPHILLIPS	0	0	0	0	0	1
P.J. O'HANLON	230	0	0	0	230	6
PADDY O'REILLY	198	0	0	0	198	8
SARAH O'REILLY	297	81	405	0	783	7
SHANE P. O'REILLY	734	403	488	236	1,861	7
Total	9,369	5,557	6,609	8,241	29,776	

Sean McKieran was the chairperson of CMETB up to the meeting held in September 2017 when Clifford Kelly was appointed as the Chairperson.

Clifford Kelly is the CMETB representative to ETBI.

24 Chief Executive's Travel Expenses

	2017	2016
	€	€
Domestic Travel	12,071	8,756
Foreign Travel	0	810
	<u>12,071</u>	<u>9,566</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

25 Capital Commitments

At the date of approval of the financial statements Cavan and Monaghan ETB had committed and contracted for:

1. the completion of the new school and Sports Hall at Dun an Ri College costing €792.2k
2. the completion of extension and new Sports Hall at Breifne College costing €2.8m
3. 11 other projects with a combined cost of €385.9k

All of the above capital expenditure will be completely Exchequer funded.

26 Contingencies

At the date of approval of these financial statements, there were no significant legal proceedings in respect of events that occurred on or before the 31/12/2017.

27 Pension Related Deductions

€ 1,557,912 was deducted from staff by way of pension levy and paid over to the Department of Education and Skills and TUSLA

28 Annual Contribution to Education and Training Boards Ireland.

Cavan and Monaghan ETB made a contribution of € 42,700 to ETBI in 2017.

29 Provision of National Service

The Internal Audit Unit was set up in 2000 on the instruction of the Department of Education and Skills under the aegis of the former Co. Cavan VEC. The cost of providing the service in 2017 was €264,564. The IAU is funded by the DES/SOLAS.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Twelve Months Ended 31st December 2017

30 Cavan and Monaghan ETB provides educational services from the properties listed below:

Category	Location	Status	Annual Rent	Lease expiry
Administrative Offices				
Headquarters	Market St, Monaghan (Main Office)	Leased	€43,440	24.04.2024
	Market St Monaghan (HR & new Board Room)	Leased	€40,000	23.02.2025
	Market St, Monaghan (former FAS)	Leased	€17,500	01.09.2018
Sub Office	Church View Square, Cavan	Leased	€289,050	28.11.2044
Schools				
Ballybay Community College	Ballybay, Co Monaghan	Owned	n/a	n/a
Beech Hill College	Dublin Rd, Monaghan	Owned	n/a	n/a
Castleblayney College	Dublin Rd, Castleblayney, Co Monaghan	Owned	n/a	n/a
Colaiste Oiriall	Education Campus, Armagh Road, Monaghan	Owned	n/a	n/a
Inver College	Carrickmacross, Co. Monaghan	Owned	n/a	n/a
Largy College	Clones, Co Monaghan	Public-Private Partnership	n/a	n/a
Gaelscoil Ultain National School	Education Campus, Armagh Road, Monaghan	Owned	n/a	n/a
St Mogue's College	Bawnboy, Co Cavan	Owned	n/a	n/a
St Bricin's College	Belturbet, Co Cavan	Owned	n/a	n/a
Breifne College	Cullies, Cavan	Owned	n/a	n/a
Virginia College	Virginia, Co Cavan	Owned	n/a	n/a
Colaiste Dún an Rí	Kingscourt, Co. Cavan	Owned	n/a	n/a
Prefabs (6)	Breifne College, Cavan	Rented	€55,212	30.06.2018
Bull Field + Bishops Walk	Breifne College, Cavan	Owned	Owned	n/a
Centres				
Adult Education Centres				
Monaghan Inst/Adult Literacy	European House, Castlemeadow Court, Monaghan	Short Term Rental	€28,000	Annually
Adult Literacy	Damien House, Dartry, Rockcorry, Co Monaghan	Short Term Rental	€5,000	01.06.2017
Adult Education and Guidance and Community Education	The Workhouse, Carrickmacross, Co Monaghan	Leased	€32,658	31.12.2018
Gatehouse Learning Centre	Beech Hill, Monaghan	Owned	n/a	n/a
Adult Education Centre	Unit 12 Church View Square, Cavan	Leased	€28,000	31.12.2017
Ballybay Enterprise Centre	Unit 6,7,8, Ballybay, Co Monaghan	Leased	€12,501	28.09.2017
Adult Education Centre	Ballyjamesduff, Co. Cavan		Nil	
Youthreach Centres				
Monaghan	Knockaconny, Monaghan	Owned	n/a	n/a
Kingscourt	Kingscourt, Co. Cavan	Owned	n/a	n/a
Castleblayney	Lakeview Business Park, Castleblayney	Owned	n/a	n/a
Carrickmacross	Holy Family Hall & Phoenix Centre, Carrickmacross	Short Term Rental	€28,667	Annually
Cavan	Moynehall, Cavan	Leased	€33,000	31.01.2019
Cootehill	Market Street, Cootehill, Co Cavan	Rented	€28,000	Annually
Further Education Centres				
Monaghan Institute	Education Campus, Armagh Road, Monaghan	Owned	n/a	n/a
Barry McGuigan Sports Hall	Education Campus, Armagh Road, Monaghan	Owned	n/a	n/a
Cavan Institute	Cathedral Rd, Cavan	Owned	n/a	n/a
Cavan Institute - additional accomodation				
Premises 1	Hampton Court, Cootehill Road, Cavan	Leased	€252,822	01.01.2044
Premises 2	Main St, Cavan	Leased	€85,000	30.06.2018
Premises 3	Ballinagh Road, Moynehall, Cavan	Leased	€52,000	30.09.2021
Premises 4	2 Cootehill Road, Cavan	Leased	€18,450	31.08.2020
Former Dun Ui Neill Barracks	Dublin Rd, Cavan	Owned	n/a	n/a
Mc Nallys	Dunsinaire, Monaghan	Leased	€16,500	14.10.2018
Other				
Garage Theatre	Education Campus, Armagh Road, Monaghan	Owned	n/a	n/a
Gael Scoil	Jacksons, Farnham St, Cavan	Leased	€40,000	20.06.2022
Corrard House	Dowra, Co Cavan	Owned	n/a	n/a
Tanagh OETC	Dartrey, Rockcorry, Co Monaghan	Owned	n/a	n/a
Tanagh OETC	Fairfield Demense, Dartrey, Co Monaghan	Owned	n/a	n/a
Community Centre	Kingscourt, Co. Cavan	Owned	n/a	n/a
Clones Vocational School (vacant)	Clones, Co Monaghan	Owned	n/a	n/a

Largy College was built and is now maintained under the terms of a contract between a public private partnership company and the Department of Education and Skills.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2017

31 Approval of the Financial Statements

The Financial Statements for the year ended 31/12/2017 were approved by the Board of Cavan and Monaghan ETB on 27/03/2018.