

Cavan and Monaghan Education and Training Board

Financial Statements For The Year Ended 31st December 2016

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.

Signature:



Clifford Kelly
Chairperson

Cavan and Monaghan Education and Training Board

Statement of System 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 2016 and covered Teacher Allocation and Co-Operation hours.

Annual Review of Controls

Cavan and Monaghan ETB is committed to operating an efficient, effective and economic internal control system. I confirm that in the year ended 31 December 2016 the ETB conducted a review of the effectiveness of the system of internal control and found them to be satisfactory.

Signed: Clifford Kelly Date: 16-11-17
Clifford Kelly Chairperson,
Cavan and Monaghan ETB



Comptroller and Auditor General Report for presentation to the Houses of the Oireachtas

Cavan and Monaghan Education and Training Board

I have audited the financial statements of Cavan and Monaghan Education and Training Board for the year ended 31 December 2016 under the Education and Training Boards Act 2013 (the Act). The financial statements which have been prepared under the accounting policies set out therein, comprise the statement of accounting policies, the operating account, the statement of current assets and current liabilities and the related notes. The financial reporting framework applied in their preparation is that prescribed by the Minister for Education and Skills under the Act.

Responsibilities of the Board

The Board is responsible for preparation of the financial statements in accordance with the Act and the accounting policies laid down by the Minister for Education and Skills. The Board is also responsible for ensuring the regularity of transactions.

Responsibilities of the Comptroller and Auditor General

My responsibility is to audit the financial statements and report on them in accordance with the Act.

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation.

My audit is carried out in accordance with the International Standards on Auditing (UK and Ireland) and in compliance with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements, sufficient to give reasonable assurance that they are free from material misstatement, whether caused by fraud or error. This includes an assessment of

- whether the accounting policies are appropriate to the Board's circumstances, and have been consistently applied and adequately disclosed
- the reasonableness of significant accounting estimates made in the preparation of the financial statements, and
- the overall presentation of the financial statements.

I also seek to obtain evidence about the regularity of financial transactions in the course of audit.

Opinion on the financial statements

In my opinion,

- the financial statements properly present the income and expenditure of the Board for the year ended 31 December 2016
- the statement of balances properly presents the state of affairs of the Board at 31 December 2016
- the financial statements are in accordance with the accounting policies laid down by the Minister for Education and Skills.

In my opinion, the accounting records of the Board were sufficient to permit the financial statements to be readily and properly audited. The financial statements are in agreement with the accounting records.

Matters on which I report by exception

I report by exception if I have not received all the information and explanations I required for my audit, or if I find

- any material instance where money has not been applied for the purposes intended or where the transactions did not conform to the authorities governing them, or
- the statement on internal control does not reflect the Board's compliance with the Code of Practice for the Governance of Education and Training Boards, or
- there are other material matters relating to the manner in which public business has been conducted.

I have nothing to report in regard to those matters upon which reporting is by exception.

Seamus McCarthy
Seamus McCarthy
Comptroller and Auditor General

23 November 2017

Cavan and Monaghan Education and Training Board

Financial Statements - Year Ended 31st December 2016

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
Second Level & Post Leaving Cert.	13	5,682
Further Education	8	200
Training	48	1,142
Part-time / Night Classes	93	8,905

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 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 range and amount :

Pay range*	No. Employees	Cost in 2016 €
0 - 60,000	939	21,138,783
60,000 - 69,999	160	10,401,561
70,000 - 79,999	69	5,026,381
80,000 - 89,999	11	939,185
90,000 - 99,999	9	837,269
100,000 - 109,999	4	417,336
110,000 - 119,999	2	224,900
Total:	1,194	38,985,414

* 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 €1,586,537 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 2016

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 accounted for 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 Account For The Year Ended 31st December 2016

	Note	Year ended 31/12/2016 €	Year ended 31/12/2015 €
RECEIPTS			
Schools & Head Office Grants	1	35,865,378	35,173,532
Further Education and Training Grants	2	14,826,197	8,432,932
Student Support Services Grants	3	31,993	306,520
Youth Services Grants	4	262,757	97,024
Agencies & Self-Financing Projects	5	4,712,510	5,418,061
Capital Grants	6	10,238,420	4,992,740
		<u>65,937,255</u>	<u>54,420,809</u>
PAYMENTS			
Schools & Head Office	7	35,363,261	35,659,067
Further Education and Training	8	14,937,356	8,421,375
Student Support Services	9	49,907	325,574
Youth Services	10	132,216	98,746
Agencies & Self-Financing Projects	5	4,438,654	5,488,669
Capital	6	9,933,613	5,517,804
		<u>64,855,007</u>	<u>55,511,235</u>
Cash Surplus / (Deficit) For Period		1,082,248	(1,090,426)
Movement in Other Net Current Assets	21	<u>(639,744)</u>	<u>601,126</u>
Accrual Revenue Surplus/(Deficit) For Period		442,504	(489,300)
Revenue Surplus / (Deficit) at 01/ 01 /2016		(2,032,834)	(1,543,534)
Revenue Surplus / (Deficit) at 31/12/2016		<u>(1,590,330)</u>	<u>(2,032,834)</u>

Signed


Clifford Kelly
Chairperson


John Kearney
Chief Executive

Date: 16-11-17

15/11/17

The notes on pages 10 to 23 form part of these financial statements

Cavan and Monaghan Education and Training Board

Statement of Current Assets and Current Liabilities as at 31st December 2016

	Note	<u>31/12/2016</u>	<u>31/12/2015</u>
		€	€
Current Assets			
Recurrent State Grants	13	1,774,941	1,150,965
Capital State Grants	14	928,247	322,764
Other Recurrent Income	15	172,120	214,469
Third Party Debtors	16	3,454	609
Bank Balance		<u>4,355,050</u>	<u>3,272,802</u>
		<u>7,233,812</u>	<u>4,961,609</u>
Current Liabilities			
Recurrent State Grants	17	2,270,144	1,832,672
Capital State Grants	18	640,150	1,146,749
Other Recurrent Income	19	1,358,539	1,564,785
Pay & Expense liabilities	20	<u>4,555,309</u>	<u>2,450,237</u>
		<u>8,824,142</u>	<u>6,994,443</u>
Net Current Assets / (Liabilities)		<u><u>(1,590,330)</u></u>	<u><u>(2,032,834)</u></u>

Represented By

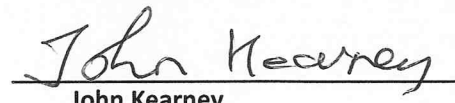
Revenue Surplus / (Deficit)	<u><u>(1,590,330)</u></u>	<u><u>(2,032,834)</u></u>
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Analysis of Revenue Surplus / (Deficit)

	Surplus (Deficit) 31/12/2016 €	Surplus (Deficit) in Year €	Surplus (Deficit) 31/12/2015 €
Programme			
Schools & Head Office	(2,015,330)	17,504	(2,032,834)
Self Financing Profits	425,000	425,000	0
	<u><u>(1,590,330)</u></u>	<u><u>442,504</u></u>	<u><u>(2,032,834)</u></u>

Signed


Clifford Kelly
Chairperson


John Kearney
Chief Executive

Date: 16-11-17

15/11/17

The notes on pages 10 to 23 form part of these financial statements

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

		Year Ended 31/12/2016	Year Ended 31/12/2015
1 Schools & Head Office Receipts		€	€
PAY	FUNDER / SPONSORING DEPT		
Schools & Head Office Net Cash Grant	Dept. of Education and Skills	30,312,755	29,578,613
Retained Superannuation Contributions	Dept. of Education and Skills	1,738,563	1,644,532
		<u>32,051,318</u>	<u>31,223,145</u>
NON PAY			
Schools & Head Office Net Cash Grant	Dept. of Education and Skills	2,605,009	2,234,157
Tuition Fees	Students	102,400	115,045
Insurance Dividend	IPB	58,058	0
Rent	Service Users	1,330	7,134
Bank Interest	Bank	515	5,680
Other - Repeat Leaving Certificate Fees	Students	0	127
		<u>2,767,312</u>	<u>2,362,143</u>
ASSOCIATED PROGRAMMES			
School Services Support Fund	Dept. of Education and Skills	528,404	511,919
Book Grant	Dept. of Education and Skills	137,010	133,989
Deis Grant & Home School Liaison	Dept. of Education and Skills	128,180	127,436
Exam Supervision	State Exams Commission	97,068	91,258
Transition Year	Dept. of Education and Skills	41,420	44,745
Transport Escort	Dept. of Education and Skills	27,049	21,797
Leaving Cert Applied (Per Capita)	Dept. of Education and Skills	21,140	18,875
Start Up Grant (New School)	Dept. of Education and Skills	20,000	0
Other - 8 in Number	Dept. of Education and Skills	46,477	45,486
Refurbishment Grant	Dept. of Education and Skills	0	415,575
DCG Grant 2015	Dept. of Education and Skills	0	155,250
Furniture Grant	Dept. of Education and Skills	0	21,914
		<u>1,046,748</u>	<u>1,588,244</u>
		<u>35,865,378</u>	<u>35,173,532</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

2 FURTHER EDUCATION AND TRAINING RECEIPTS

			Year Ended 31/12/2016	Year Ended 31/12/2015
Further Education	FUNDER	SPONSORING DEPT	€	€
Youthreach	SOLAS	Dept. of Education and Skills	2,613,848	2,260,360
Adult Literacy	SOLAS	Dept. of Education and Skills	1,103,890	1,111,282
Back to Education Initiative	SOLAS	Dept. of Education and Skills	868,694	860,325
VTOS	SOLAS	Dept. of Education and Skills	550,852	363,486
Community Education	SOLAS	Dept. of Education and Skills	402,623	404,064
PLC Rent	SOLAS	Dept. of Education and Skills	389,289	417,436
Adult Education Guidance Service	SOLAS	Dept. of Education and Skills	349,705	350,272
PLC Capitation	SOLAS	Dept. of Education and Skills	203,525	179,318
QQI Locally Devised Assessment	SOLAS	Dept. of Education and Skills	169,417	148,780
PLC Capitation - students	Students	Dept. of Education and Skills	78,225	79,701
Intensive Tuition	SOLAS	Dept. of Education and Skills	75,180	77,377
Guidance/Counselling/Psychological Services	SOLAS	Dept. of Education and Skills	41,168	10,052
Adult Refugee Programme	SOLAS	Dept. of Education and Skills	18,213	(7,425)
DEIS Family Literacy	SOLAS	Dept. of Education and Skills	16,298	(744)
QQI External Authenticators	SOLAS	Dept. of Education and Skills	16,159	23,444
Adult Literacy Organiser Association	SOLAS	Dept. of Education and Skills	15,120	12,920
Continuing Professional Development	SOLAS	Dept. of Education and Skills	7,388	(1,316)
Quality Framework	SOLAS	Dept. of Education and Skills	4,806	4,360
			6,924,400	6,293,692
Training				
Bridging Foundation & Skills Training	SOLAS	Dept. of Education and Skills	2,947,319	1,138,037
Specialist Training Providers (STP)	SOLAS	Dept. of Education and Skills	1,449,204	322,255
Local Training Initiatives	SOLAS	Dept. of Education and Skills	1,344,938	295,147
TC Staff & Operations	SOLAS	Dept. of Education and Skills	1,160,489	168,000
Traineeships	SOLAS	Dept. of Education and Skills	551,071	215,801
Apprenticeships	SOLAS	Dept. of Education and Skills	330,894	0
Transfer of Operations - LMETB	LMETB	Dept. of Education and Skills	115,914	0
Capital Grant	SOLAS	Dept. of Education and Skills	1,968	0
			7,901,797	2,139,240
Total			14,826,197	8,432,932

3 STUDENT SUPPORT SERVICES RECEIPTS

Grants and Scholarships	Dept. of Education and Skills	31,993	306,520
		31,993	306,520

4 YOUTH SERVICES RECEIPTS

Youth Capital Funding Type 2	Dept. of Children and Youth Affairs	75,000	0
Youth Work Act	Dept. of Children and Youth Affairs	59,820	59,820
VFM and Policy Review of Youth Fund	Dept. of Children and Youth Affairs	48,478	0
Youth Club Grant	Dept. of Children and Youth Affairs	35,825	34,816
Youth Capital Funding Type 1	Dept. of Children and Youth Affairs	28,634	0
Youth Employment Initiative	Dept. of Children and Youth Affairs	15,000	0
Special Projects Youth	Dept. of Children and Youth Affairs	0	2,388
		262,757	97,024

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

5 AGENCIES and SELF-FINANCING* PROJECTS

AGENCIES

Year Ended 31/12/2016

Year Ended 31/12/2015

Item	PROJECT NAME	FUNDER / SPONSORING D	RECEIPTS	PAYMENTS			RECEIPTS	PAYMENTS
				Pay	Non Pay	Total		
			€	€	€	€	€	€
1	School Completion Programme	TUSLA	664,564	586,938	89,368	676,306	655,842	667,982
2	Internal Audit Unit	DES	361,135	256,300	28,528	284,828	390,000	346,286
3	School Meals	DSP	192,575	0	162,587	162,587	104,419	132,672
4	Skills for Work	DDLETB	181,698	91,319	51,762	143,081	221,124	202,308
5	Further Education Support Service	CDETB	129,585	72,707	47,098	119,805	119,313	128,602
6	Software Systems Manager	ETBs	70,149	64,839	2,691	67,530	85,602	86,827
7	PLSS Secondment ETBI	DES	69,618	69,618	0	69,618	68,149	68,149
8	Momentum	SOLAS	62,168	8	11,393	11,401	151,057	195,538
9	BA Social Care	Athlone IT	23,814	0	1,872	1,872	0	0
10	Rent of Gaelscoil	DES	22,500	0	30,000	30,000	57,500	30,000
11	Erasmus + GYIT	Leargas	19,958	3,675	968	4,643	0	0
12	Business Degree Programme	Dundalk IT	17,356	4,799	7,132	11,931	0	1,983
13	Leargas Programme -Erasmus + M	Leargas	13,325	0	11,278	11,278	0	31,599
14	Leargas KA1 Mobility	Leargas	13,007	0	0	0	0	0
15	Others - 7 in Number	Various	29,019	208,431	145,390	353,821	670,428	505,212
			1,870,471	1,358,634	590,067	1,948,701	2,523,434	2,397,158

SELF-FINANCING

Item	PROJECT NAME	FUNDER / SPONSORING D	RECEIPTS	PAYMENTS			RECEIPTS	PAYMENTS
				Pay	Non Pay	Total		
1	Schools Activities	Parents/ Students	589,735	29,128	554,910	584,038	540,780	872,664
2	Cavan Institute Student Services	Parents/ Students	516,324	0	263,969	263,969	432,031	324,733
3	Outdoor Education	DES / Service Users	446,701	279,720	134,021	413,741	441,831	492,786
4	School Bank Accounts	Parents/ Students	403,546	0	479,761	479,761	603,899	506,395
5	Garage Theatre	Arts Council/Co. Council/ Service Users	317,395	78,414	188,657	267,071	250,468	220,880
6	Book Rental Scheme	Parents/ Students	175,908	0	164,677	164,677	143,671	247,700
7	Rent of School Facilities	Service Users	118,676	0	68,061	68,061	115,785	99,706
8	PLC Capitation Fees, Requisites	Parents/ Students	85,928	0	94,879	94,879	103,870	131,450
9	IT Support - Schools and Centres	Other Schools	75,196	44,251	8,656	52,907	16,087	22,087
10	Education Campus recoupable utiliti	other	26,511	0	23,039	23,039	63,067	24,715
11	Cycle To Work Scheme	Staff	14,301	0	15,419	15,419	24,178	24,178
12	Other -17 in Number	Various	71,818	14,910	47,481	62,391	158,960	124,217
			2,842,039	446,423	2,043,530	2,489,953	2,894,627	3,091,511

AGENCIES and SELF-FINANCING PROJECTS

4,712,510	1,805,057	2,633,597	4,438,654	5,418,061	5,488,669
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* Agency work involves running a programme on behalf of another organisation 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 2016

			Year Ended 31/12/2016	Year Ended 31/12/2015
6 CAPITAL				
			€	€
Receipts				
	Dept. Education & Skills		10,231,518	4,992,740
	Other		6,902	0
			<u>10,238,420</u>	<u>4,992,740</u>
Payments				
Item	Location	Expenditure Type		
1	Dún an Rí College	New School	4,499,938	423,992
2	Castleblayney College	Extension	2,122,020	3,129,113
3	Breifne College	Extension	1,881,180	139,114
4	Kingscourt Youthreach	Emergency Works	651,803	576,481
5	Castleblayney College	Loose Furiture	308,868	0
6	Monaghan Education Campus	Loose Furniture	152,823	74,573
7	Others - 18 in number	Various	316,981	1,174,531
			<u>9,933,613</u>	<u>5,517,804</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

7	Schools & Head Office Payments	Year Ended 31/12/2016			Year Ended 31/12/2015
		Pay	Non Pay	Total	Total
		€	€	€	€
	PAY				
	Instruction	28,692,768	0	28,692,768	28,391,284
	Administration	2,022,958	0	2,022,958	1,973,498
	Maintenance	956,576	0	956,576	916,475
		31,672,302	0	31,672,302	31,281,257
	NON PAY				
	Administration	25,909	1,734,023	1,759,932	1,802,885
	Maintenance	0	498,158	498,158	547,545
	Instruction	3,747	472,264	476,011	419,234
		29,656	2,704,445	2,734,101	2,769,664
	ASSOCIATED PROGRAMMES				
	School Services Support Fund	168,475	242,890	411,365	494,297
	Book Grant	0	165,872	165,872	92,578
	Deis Grant & Home School Liaison	1,424	117,516	118,940	189,986
	Exam Supervision	91,837	3,909	95,746	92,378
	Transition Year	0	42,590	42,590	57,018
	Transport Escort	23,507	0	23,507	16,315
	Leaving Cert Applied (Per Capita)	0	21,947	21,947	16,550
	Start-Up Grant	0	20,000	20,000	0
	Refurbishment Grant	0	0	0	415,575
	DCG Grant 2015	0	0	0	155,111
	Other - 9 in Number	1,083	55,808	56,891	78,338
		286,326	670,532	956,858	1,608,146
		31,988,284	3,374,977	35,363,261	35,659,067

Schools & Head Office Payments

These relate to the provision of second level and PLC programmes provided in 13 locations, catering for 5,682 participants as well as night classes in 1 location, catering for 797 participants.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

8 FURTHER EDUCATION AND TRAINING PAYMENTS

	Year Ended 31/12/2016				Year Ended 31/12/2015
	Pay €	Non Pay €	Allowances €	Total €	Total €
Further Education					
Youthreach	1,763,067	452,007	413,025	2,628,099	2,611,840
Adult Literacy	898,832	194,254	0	1,093,086	1,117,795
Back to Education Initiative	587,838	277,294	0	865,132	881,064
VTOS	27,797	49,720	476,008	553,525	580,786
Community Education	298,903	123,497	0	422,400	388,916
PLC Rent	0	398,702	0	398,702	400,892
Adult Education Guidance Service	246,277	61,010	0	307,287	350,449
PLC Capitation	13,784	190,458	0	204,242	245,123
QQI Locally Devised Assessment	168,757	0	0	168,757	158,526
Intensive Tuition	60,486	12,640	0	73,126	74,853
PLC Capitation - students	0	43,600	0	43,600	52,200
Guidance/Counselling/Psychological Services	25,142	8,901	0	34,043	33,408
QQI External Authenticators	9,565	12,734	0	22,299	20,486
DEIS Family Literacy	13,256	718	0	13,974	18,318
Continuing Professional Development	0	8,253	0	8,253	6,343
Quality Framework	0	5,382	0	5,382	5,745
Adult Literacy Organiser Association	0	522	0	522	15,120
Adult Refugee Programme	0	0	0	0	23,237
	4,113,704	1,839,692	889,033	6,842,429	6,985,101
Training					
Skills Training	0	1,694,948	1,387,007	3,081,955	422,959
Local Training Initiatives	0	637,761	572,901	1,210,662	276,750
Specialist Training Providers (STP)	0	1,171,167	0	1,171,167	314,137
Traineeships	153,128	465,579	248,179	866,886	138,276
Training Centre Staff & Operations	1,530	659,833	0	661,363	148,585
Training Centre Pay Grants	595,376	0	0	595,376	52,091
Apprenticeships	0	115,903	197,128	313,031	0
Bridging Foundation	0	101,010	91,509	192,519	83,476
Capital Grant	0	1,968	0	1,968	0
	750,034	4,848,169	2,496,724	8,094,927	1,436,274
Total	4,863,738	6,687,861	3,385,757	14,937,356	8,421,375

9 STUDENT SUPPORT SERVICES PAYMENTS

Grants and Scholarships	0	49,907	0	49,907	325,574
PLC Grants	0	49,907	0	49,907	325,574

10 YOUTH SERVICES PAYMENTS

Youth Work Act (Youth Work Development Plan)	58,203	8,094	0	66,297	60,154
Youth Club Grant (Sports Dept.)	0	35,515	0	35,515	34,150
Youth Employment Initiative	0	11,503	0	11,503	0
Youth Capital Funding Type 1	0	7,484	0	7,484	0
VFM and Policy Review of Youth Fund	0	5,618	0	5,618	0
Quality Standards Framework	0	3,216	0	3,216	2,054
Youth Capital Funding Type 2	0	2,583	0	2,583	0
Special Projects Youth	0	0	0	0	2,388
	58,203	74,013	0	132,216	98,746

Further Education and Training Payments

These relate to the provision of Further Education programmes in 100 locations, catering for 8,308 participants, as well as training in 48 locations, catering for 1,142 participants.

Cavan and Monaghan Education and Training Board

Notes To The Financial Statements - Year Ended 31st December 2016

11 ANALYSIS OF RECEIPTS BY FUNDER

FUNDER	Schools & Head Office	Further Education and Training	Programme				Capital	TOTAL	TOTAL
			Student Support Services	Youth Services	Agencies and Self- financing	Year Ended 31/12/2016		Year Ended 31/12/2015	
	€	€	€	€	€	€	€	€	€
Dept. of Education and Skills	35,597,168	0	31,993	0	597,583	10,231,518	46,458,262	40,899,973	
Dept. of Education and Skills / SOLAS	0	14,631,705	0	0	0	0	14,631,705	8,353,231	
Parents/ Students	102,400	78,225	0	0	1,796,309	0	1,976,934	2,087,467	
Service User	1,330	0	0	0	714,695	0	716,025	566,188	
Tusla	0	0	0	0	664,144	0	664,144	655,842	
Dept. of Children and Youth Affairs	0	0	0	262,757	0	0	262,757	97,024	
DSP	0	0	0	0	195,360	0	195,360	104,419	
DDLETB	0	0	0	0	181,698	0	181,698	221,124	
CDETB	8,839	0	0	0	137,175	0	146,014	125,691	
Other ETBs/Institutes	0	0	0	0	116,174	0	116,174	132,102	
Transfer of Training Centre Funds	0	115,914	0	0	0	0	115,914	0	
State Examination Commission	97,068	0	0	0	0	0	97,068	91,258	
IPB	58,058	0	0	0	16,868	0	74,926	75,464	
SOLAS	0	0	0	0	62,168	0	62,168	170,350	
Arts Council - Garage Theatre	0	0	0	0	50,000	0	50,000	28,750	
Monaghan Co Co - Garage Theatre	0	0	0	0	47,000	0	47,000	47,000	
Léargas	0	0	0	0	46,290	0	46,290	262,563	
Dept. Arts- Garage Theatre	0	0	0	0	30,000	0	30,000	30,000	
Other	0	353	0	0	10,612	6,902	17,867	96,800	
Staff	0	0	0	0	16,284	0	16,284	27,138	
Trainees	0	0	0	0	11,341	0	11,341	0	
Breifni Integrated	0	0	0	0	6,489	0	6,489	27,851	
FIT	0	0	0	0	5,050	0	5,050	0	
Other Departments/Local Authorities	0	0	0	0	3,634	0	3,634	0	
ETBI	0	0	0	0	1,501	0	1,501	0	
Teaching Council	0	0	0	0	1,000	0	1,000	500	
Office of Public Works	0	0	0	0	1,135	0	1,135	0	
Bank	515	0	0	0	0	0	515	5,680	
HEA	0	0	0	0	0	0	0	254,272	
SEUPB/Peace Programmes	0	0	0	0	0	0	0	41,762	
Dept. CENR	0	0	0	0	0	0	0	18,360	
Total	35,865,378	14,826,197	31,993	262,757	4,712,510	10,238,420	65,937,255	54,420,809	

12 State Funding

(a) State Funding Summary

Main State Grants	Opening Balance	Received	Taken to Revenue	Closing Balance
	€	€	€	€
School & Head Office - Pay	0	32,279,274	31,672,301	606,973
School & Head Office - Non Pay	0	2,770,799	2,770,799	0
Associated Programmes	389,122	1,046,748	959,194	476,676
Capital	823,986	10,238,420	11,350,502	(288,096)
Further Education and Training	579,493	14,826,197	15,368,441	37,249
TUSLA - School Completion Programme	319,191	664,564	676,209	307,546
DSP - School Meals	(45,081)	192,575	161,140	(13,646)
Youth Affairs	89,481	262,757	211,479	140,759
	2,156,192	62,281,334	63,170,065	1,267,461

(b) Recurrent State Grants

When issued, Recurrent State Grants are essentially a deposit in respect of the actual grant for the year. The actual grant is determined at year end when the actual expenditure for the year is known. This gives rise to the Recurrent State Grant asset or liability at year end.

(c) State Capital Grants

These are issued in respect of projects specifically approved by the Department of Education and Skills. The ETB will ensure that the State's investment in the related asset is protected and will not be used as security for any other activity without prior consultation with the Department and sanction of D/PER.

(d) Use of Grants

The ETB confirms that all grants have been used only for the purposes for which they were issued.

(e) Tax Compliance

The ETB confirms that it is compliant with all relevant tax regulations.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

	31/12/2016	31/12/2015
	€	€
13 Current Assets - Recurrent State Grants		
Amount due from Dept. Of Education and Skills	1,091,314	945,637
Amount due from SOLAS	683,627	205,328
	<u>1,774,941</u>	<u>1,150,965</u>
14 Current Assets - Capital State Grants		
Amount due from Dept. Of Education and Skills	928,247	322,764
	<u>928,247</u>	<u>322,764</u>
15 Current Assets - Other Recurrent Income		
Amount due from Various Programme Funders	172,120	214,469
	<u>172,120</u>	<u>214,469</u>
16 Current Assets - Third Party Debtors		
Travel Pass Scheme	1,727	0
Cycle to Work Scheme	1,118	0
Superannuation	609	609
	<u>3,454</u>	<u>609</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

	31/12/2016	31/12/2015
	€	€
17 Current Liabilities - Recurrent State Grants		
Amount due to Dept. of Education and Skills	1,100,963	639,178
Amount due to Solas	659,138	757,321
Amount due to Tusla	307,546	319,191
Amount due to Dept.Children and Youth Affairs	140,759	89,481
Other	61,738	27,501
	<u>2,270,144</u>	<u>1,832,672</u>
18 Current Liabilities - Capital State Grants		
Amount held for Dept. Of Education and Skills	640,150	1,146,749
	<u>640,150</u>	<u>1,146,749</u>
19 Current Liabilities - Other Recurrent Income		
Amount held for Students	783,861	791,446
Amount held for Other Programme Funders	574,678	773,339
	<u>1,358,539</u>	<u>1,564,785</u>
20 Pay and Expense Liabilities		
Pay Liabilities	1,475,360	1,259,797
Expense Liabilities	3,079,949	1,190,440
	<u>4,555,309</u>	<u>2,450,237</u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

21 Movement in Other Net Current Assets

	Balance as at 31/12/2016 €	Balance as at 31/12/2015 €	Movement in Period €
Current Assets			
Increase/(Decrease) in Recurrent State Grants Receivable	1,774,941	1,150,965	623,976
Increase/(Decrease) in Capital State Grants Receivable	928,247	322,764	605,483
Increase/(Decrease) in Other Recurrent Income Receivable	172,120	214,469	(42,349)
Increase/(Decrease) in Third Party Debtors	3,454	609	2,845
	<u>2,878,762</u>	<u>1,688,807</u>	<u>1,189,955</u>
Current Liabilities			
(Increase)/Decrease in Recurrent State Grant Liabilities	2,270,144	1,832,672	(437,472)
(Increase)/Decrease in Capital State Grant Liabilities	640,150	1,146,749	506,599
(Increase)/Decrease in Other Recurrent Income Liabilities	1,358,539	1,564,785	206,246
(Increase)/Decrease in Pay and Expense Liabilities	4,555,309	2,450,237	(2,105,072)
	<u>8,824,142</u>	<u>6,994,443</u>	<u>(1,829,699)</u>
Net Movement			<u><u>(639,744)</u></u>

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

22 Chief Executive's Pay

In accordance with payscales approved by the Department of Education and Skills the Chief Executive was paid €110,536. (excluding employer's PRSI) in the year ended 31st December 2016.

Employer's PRSI of €2,399 was also paid.

The CE undertook foreign travel for ETB business purposes during the period. Cost amounted to €810.

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

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 2016 were:

Board member	Statutory Meetings	Interview Boards	Attendance at Conferences / Seminars	Other	Total	No.Board Meetings Attended
	€	€	€	€	€	
MADELEINE ARGUE	465	161	618	508	1,751	9
CATHY BENNETT	667	319	508	718	2,212	9
CARMEL BRADY	521	0	648	170	1,339	6
COLM CATHY	843	49	506	204	1,602	7
SEAMUS COYLE	414	29	898	208	1,549	7
SEAN FEGAN	810	1,975	0	466	3,250	8
MICHELLE FLYNN	766	0	739	225	1,730	7
EUGENE GREENAN	180	0	0	277	456	5
CLIFFORD KELLY	1,127	846	1,300	3,474	6,747	9
DEIRDRE KELLY	149	0	0	0	149	2
JACQUI LEWIS	228	241	2,068	0	2,537	5
MICHEAL MARTIN	274	0	1,285	1,309	2,868	5
JOE MCGRATH	978	546	1,371	355	3,251	7
KATHLEEN MCGUIRK	82	0	0	0	82	3
SEAN MCKIERNAN	476	925	651	237	2,289	9
CIARA MCPHILLIPS	0	0	0	0	0	5
P.J. O'HANLON	365	49	515	20	949	7
PADDY O'REILLY	427	0	0	0	427	8
SARAH O'REILLY	104	0	0	0	104	2
SHANE P. O'REILLY	627	390	710	574	2,301	8
NIAMH SMYTH	87	0	599	0	686	1
Total	9,590	5,529	12,416	8,744	36,280	

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

24 Capital Commitments

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

1. Build a new Post Primary School and Sports Hall at Dún an Rí College at a cost of €15m
2. Build an Extension and New Sports Hall at Breifne College at a cost of € 9.3m
3. Refurbishment Works Kingscourt Youthreach €500k

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

25 Contingencies

At the date of approval of these financial statements, a case has been taken against CMETB for personal injuries relating to events prior to 31 December 2016. This case will be contested by the Insurance Company.

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Twelve Months Ended 31st December 2016

26 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	2024
	Market St Monaghan (HR & new Board Room)	Leased	€40,000	2025
	Market St, Monaghan (former FAS)	Leased	€17,500	2018
Sub Office	Church View Square, Cavan	Leased	€289,050	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
Clones Vocational School (vacant)	Clones, Co 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 Mogues 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
Coláiste Dún an Rí	Kingscourt, Co. Cavan	Owned	n/a	n/a
Prefabs (6)	Breifne College, Cavan	Rented	€55,212	2017
Bull Field + Bishops Walk	Breifne College, Cavan	Owned	Owned	n/a
Centres				
Adult Education Centres				
Adult Education	Dawson St, Monaghan	Short Term Rental	€15,000	April 2016
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	Annually
Adult Guidance	The Workhouse, Carrickmacross, Co Monaghan	Short Term Rental	€4,184	Annually
Community Education	The Workhouse, Carrickmacross, Co Monaghan	Short Term Rental	€8,657	Annually
Adult Education	The Workhouse, Carrickmacross, Co Monaghan	Short Term Rental	€9,700	Annually
Gatehouse Learning Centre	Beech Hill, Monaghan	Owned	n/a	n/a
Adult Education Centre	Unit 12 Church View Square, Cavan	Rented	€28,000	Annually
Adult Education Centre	Unit 1 Church View Square, Cavan	Leased	€28,000	Nov 2016
Adult Education Centre	Ballyjamesduff, Co. Cavan	Leased	Nil	2014
Ballybay Enterprise Centre	Unit 6,7,8, Ballybay, Co Monaghan	Short Term Rental	€12,501	Annually
Youthreach Centres				
Monaghan	Knockaconny, Monaghan	Owned	n/a	n/a
Kingscourt	Kingscourt, Co. Cavan	Owned	n/a	n/a
Kingscourt	Kingscourt, Co. Cavan	Short Term Rental	€40,000	Annually
Castleblayney	Moraghy Industrial Estate, Castleblayney	Short Term Rental	€22,386	Annually
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	Rented	€32,000	Annually
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 accommodation				
Premises 1	Hampton Court, Cootehill Road, Cavan	Leased	€252,822	2044
Premises 2	Main St, Cavan	Leased	€85,000	2018
Premises 3	Ballinagh Road, Moynehall, Cavan	Leased	€52,000	2021
Premises 4	Cootehill Road, Cavan	Rented	€11,070	Annually
Dun Ui Neill Barracks	Dublin Rd, Cavan	Owned	n/a	n/a
Mc Nallys	Duinsaire, Monaghan	Short term Rental	€6,000	Annually
Other				
Garage Theatre	Education Campus, Armagh Road, Monaghan	Owned	n/a	n/a
Gael Scoil	Jacksons, Farnham St, Cavan	Leased	€40,000	2017
Corrard House	Dowra, Co Cavan	Owned	n/a	n/a
Tanagh OEC	Dartry, Rockcorry, Co Monaghan	Owned	n/a	n/a
Tanagh OEC	Fairfield Demense, Dartry, Co Monaghan	Owned	n/a	n/a
Community Centre	Kingscourt, Co. Cavan	Owned	n/a	n/a

Cavan and Monaghan Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2016

27 Internal Audit Unit

The Internal Audit Unit was set up in 2000 on the instructions of the Department of Education and Skills under the aegis of the former Co. Cavan VEC. The cost of providing the service in 2016 was €284,828. A grant is provided by DES to cover this cost.

In 2016 the Unit was staffed by 1 Director, 2 Internal Auditors and 1 Admin person.

28 Education and Training Boards Ireland

An annual contribution is made by CMETB to ETBI. In 2016 this contribution amounted to €35,731.

29 Approval of the Financial Statements

The Financial Statements for the year ended 31/12/2016 were approved by the Board of Cavan and Monaghan ETB on 10/05/2017.