

Louth and Meath Education and Training Board

Financial Statements For The Year Ended 31 December 2018

Louth and Meath Education and Training Board

Index to the Financial Statements for the Year Ended 31 December 2018

	Page
Statement of Board Responsibilities	3
Statement on Internal Control	4
Comptroller and Auditor General Audit Report	5
Activities and Pay Costs	6
Accounting Policies	7
Operating Statement	8
Statement of Current Assets and Current Liabilities	9
Notes To The Financial Statements	10 - 26

Louth and Meath Education and Training Board

Statement of Board Responsibilities

Louth and Meath 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.

Signed: _____



Cllr Nick Killian
Chairman

Date: _____

21/1/2019

Bord Oideachais & Oiliúna Lú agus na Mí

Louth and Meath Education and Training Board

Statement on System of Internal Control 2018

The Louth and Meath Education and Training Board (LMETB) came into being on 1st July 2013 under the provisions of the Education and Training Boards Act 2013. On that date, LMETB took over the functions of the former County of Louth and County of Meath VECs. With effect from 1st July 2014, LMETB took over, from SOLAS, the assets, liabilities and the management of the activities of Dundalk Training Centre.

The code of governance for ETB's is set out in circular letter 18/2015, which was issued by the Department of Education and Skills to all ETB's on 16th March 2015. The code of governance was adopted at its meeting on 4th June 2015 and the code was operational during 2018. The audit and risk committee met face to face on three occasions in 2018 namely 08/02/18, 12/04/18 and 06/12/18. A fourth meeting was not possible due to exceptional circumstances. The audit and risk committee also communicated quite extensively with the executive and Chief Executive during the year.

The audit and risk committee believes that the current lack of staff resources is the single biggest issue impacting on LMETB's ability to comply with all relevant circulars and legislation and is a matter of serious concern. The committee notes the importance of having sufficient resources in place to manage effectively an organisation of the scale of LMETB.

The Department of Education and Skills issued a revised code of practice (Circular Letter 0002/2019) on 30 January 2019, effective from that date. The LMETB Board adopted this code at its meeting on 31 January. LMETB's intention is to roll out training, being organised by ETBI, on the revised code to board members and key staff. In the interim LMETB will guide and assist board members on matters relating to the revised code.

Responsibility for the System of Internal Control

As chairperson of LMETB, I acknowledge the responsibility of the board for ensuring that an efficient, effective system of internal control is maintained and operated. The system can only provide reasonable and not absolute assurance 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 had taken steps to ensure an appropriate control environment including the following:

- Establishing procedures for reporting significant control failures and ensuring corrective action;
- The introduction of a new senior management team structure in 2016/17 and the complete restructure of the directorate of organisation, support and development (DOSD) to single locations in 2017;
- Policies and procedures have been updated and approved by LMETB including for schools/centres;
- LMETB has a formal risk management system for identifying and evaluating all risks which could prevent LMETB achieving its objectives. Regular updates are provided to the board and to the audit and risk committee and it is a standing agenda item at senior management team meetings;
- A formal board of management structure has been implemented across Youthreach services; and,
- Procurement and asset management arrangements have been strengthened across LMETB.

The system of internal financial control operated in LMETB is based on:

- Detailed administrative procedures;
- Segregation of duties;
- Specific authorisations;
- Internal checks; and,

- Monthly management review of reports outlining the actual and budgeted results of programmes operated by LMETB.

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

- Recommendations made by the Comptroller and Auditor General (C&AG);
- Reports from the audit and risk committee; and,
- Chief Executive who has responsibility for the financial control framework.

Internal Audit

Internal audit is provided by the Internal Audit Unit (IAU). An audit report on LMETB's IT system was received in July 2018. The audit report deemed the system of internal control for IT systems and network management controls as not adequate. LMETB management has accepted this finding and has committed to implementing specific actions to address it. Of 24 recommendations 8 are fully complete, 13 are ongoing and 3 are to commence. LMETB has a structured plan in place to respond to the recommendations and expects to address all issues over the coming 12 months. An Audit of Youthreach services was issued by the IAU on 15 February 2019. It deemed that the system of internal control in place regarding Youthreach was adequate. IAU fieldwork has been completed in relation to Specialist Training Providers. Notwithstanding the valuable work completed by the IAU in 2018, the scale of LMETB operations warrants an increase in the level of internal audit with a concomitant resourcing of the IAU to deliver same.

Public Procurement

A board approved procurement policy and the third in a series of annual Corporate Procurement Plans (CPPs) are in place in this area for ongoing improvement. Capacity has been strengthened through training, additional staff resources and a senior management team focus on compliance. A number of significant improvements have been made in this area in line with the CPP. Nevertheless goods and services to the value of approximately €2.6m, procured in 2018, were not fully compliant. This figure is based on a review of expenditure undertaken across in excess of thirty individual schools and centres in areas including bus/transport, legal, exam papers, school tours and office supply costs. Actions already taken are expected to result in €1.64m of this amount being compliant in 2019. Work is ongoing to address the balance remaining in line with the CPP.

Pension Statements

- LMETB remains non-compliant in relation to pension benefits statements for the single pension scheme. LMETB has recruited the first of two staff who will be dedicated to achieving compliance in this area and will be using the new payroll platform to achieve compliance in this area. In the interim LMETB has provided grade statements to members of the single pension scheme.

A number of previously identified issues of control continue to be material. These are:

- A strengthening of the procedures around invoice processing has been put in place following an invoice redirection fraud. This matter is subject to a criminal investigation. All losses have been covered by our insurer and an external review of all finance processes and procedures is underway; and,
- The limitations of legacy payroll and financial management systems are being addressed. LMETB is on track to transition to a payroll shared services function in March 2020. Transition to Financial Shared Services is being progressed nationally and is expected to deliver enhanced financial management reporting and controls to this area.

Annual Review of Controls

LMETB is committed to operating an efficient, effective and economic internal control system. A formal review of the effectiveness of the system of internal controls was carried out by management and presented to the chief executive. On 8th of March 2019, based on that review, the chief executive confirmed to the audit and risk committee that the system of internal control was adequate and appropriate in so far as was reasonably practical.

In 2015 the board of LMETB resolved that the overview of risk management was a function of the audit committee. The audit and risk committee reported to the LMETB board on two occasions - 14/05/18 and 18/12/18. The audit and risk committee receives audit reports and management letters issued by the C&AG, IAU and other auditors. A recommendations tracker system is being maintained and monitored by LMETB.

In carrying out its duties the audit and risk committee has met with a representative from the C&AG's office, the head of the internal audit unit and the LMETB executive. The audit and risk committee confirm that LMETB have been made fully aware of the aforementioned issues and all issues raised by C&AG at its various board meetings.

I can confirm that LMETB conducted a review of the systems of internal control on 28th of March 2019 and found it satisfactory.

Signed:



Cllr. Nick Killian
Chairman

Date:

21/11/2019.



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

Report for presentation to the Houses of the Oireachtas

Louth and Meath Education and Training Board

Opinion on the financial statements

I have audited the financial statements of Louth and Meath Education and Training Board for the year ended 31 December 2018 as required under the provisions of the 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 2018 and the state of affairs of the Board at 31 December 2018; 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 Louth and Meath 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, the statement on internal control, and a schedule of activities and pay costs. 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.

Non-compliance with procurement rules

I draw attention to the statement on internal control which discloses that, in 2018, the Board incurred significant expenditure where the procedures followed did not comply with public procurement guidelines. The statement also sets out the steps taken or planned by the Board to address this matter.

Seamus McCarthy
Comptroller and Auditor General

26 November 2019

Report of the C&AG (continued)

Responsibilities of Board members

As detailed in the statement of Board responsibilities, the Board members are responsible for

- the preparation of the financial statements in the form prescribed under section 51 of the Education and Training Boards Act 2013
- the keeping of proper books of account which disclose with reasonable accuracy at any time the financial position of the Board
- safeguarding the Board's assets and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Responsibilities of the Comptroller and Auditor General

I am required under the Education and Training Boards Act 2013 to audit the Board's financial statements 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 whether the financial statements properly present the income and expenditure of the Board and whether the statement of balances, as represented by the statement of current assets and current liabilities presents the state of affairs of the Board.

- 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.

Louth and Meath Education and Training Board
Financial Statements - Year Ended 31 December 2018

Activities and Pay Costs

1 Main Activity

Louth and Meath Education and Training Board provides Education and Training throughout counties Louth and Meath as set out below :

Service	Number of Locations	Number of Participants*	Number of Beneficiaries **
Primary Level	2	252	
Centre for European School	1	40	
Second Level	16	10,847	
Post Leaving Certificate	3	4,367	
Further Education	97		11,811
Training Provision	12		2,877
Part-time/Night Classes	9		2,940

Based on Academic Year 2018/2019 Enrolment

* A person who attends a structured programme either full or part time provided by LMETB

**A person who avails of a service provided by LMETB

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	Number of Employees	Cost in 2018* €
0 - 59,999	1,908	43,730,812
60,000 - 69,999	274	17,857,787
70,000 - 79,999	138	10,286,992
80,000 - 89,999	30	2,503,512
90,000 - 99,999	19	1,793,754
100,000 - 109,999	13	1,365,228
110,000 - 119,999	10	1,144,417
120,000 - 129,999		
130,000 - 139,999	2	261,244
Total	2,394	78,943,746

* Pay costs 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 €2,807,473 which were remitted to the Department of Education and Skills

Louth and Meath Education and Training Board

Financial Statements - Year Ended 31 December 2018

Establishment of the Education and Training Board and the Accounting Policies

1 Establishment of the Education and Training Board

Louth and Meath 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.

Community National Schools came under the Patronage of LMETB with the commencement of the 2017/2018 academic year.

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 benefit schemes.

Superannuation deductions made from employees' pay in respect of the schemes are retained by the ETB as part of agreed Exchequer funding.

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 by the National Shared Services Office on behalf of the ETB. ETB's are responsible for the administration of their pensions. Pension funds are provided by the Department of Education and Skills.

Provision has not been made in the financial statements for the present cost of the future benefits that have accrued to staff members and existing pensioners under these schemes.

(f) Lease Rentals

All lease rentals are expensed as incurred.

Louth and Meath Education and Training Board

Operating Statement For The Year Ended 31 December 2018

	Note	Year ended 31/12/2018 €	Year ended 31/12/2017 €
RECEIPTS			
Post Primary Schools & Head Office Grants	1	73,544,637	66,707,260
Primary School Grants	2	80,609	86,356
Further Education and Training Grants	3	29,228,722	28,264,154
Student Support Services Grants	4	-	-
Youth Services Grants	5	503,190	796,422
Agencies & Self-Financing Projects	6	6,685,837	7,553,290
Capital Grants	7	13,088,985	22,766,168
		<u>123,131,980</u>	<u>126,173,650</u>
PAYMENTS			
Post Primary Schools & Head Office	8	72,920,461	67,246,754
Primary School	9	103,911	69,267
Further Education and Training	10	28,142,967	27,475,532
Student Support Services	11	-	-
Youth Services	12	628,471	642,983
Agencies & Self-Financing Projects	6	8,609,687	7,984,468
Capital	7	12,376,676	23,535,480
		<u>122,782,173</u>	<u>126,954,484</u>
Cash surplus/(deficit) for year		349,807	(780,834)
Movement in other net current assets	23	(175,579)	1,030,556
Accrual revenue surplus/(deficit) for Year		174,228	249,722
Revenue surplus/(deficit) at 1 January		(1,776,037)	(2,025,759)
Revenue surplus/(deficit) at 31 December		<u>(1,601,809)</u>	<u>(1,776,037)</u>

Signed:



Clr. Nick Killian
Chairman

Date:

21/11/19.

Signed:



Martin G. O'Brien
Chief Executive

Date:

21-11-19

The notes on pages 10 to 26 form part of these Financial Statements

Louth and Meath Education and Training Board

Statement of Current Assets and Current Liabilities as at 31 December 2018

	Note	31/12/2018 €	31/12/2017 €
Current Assets			
Recurrent State Grants	15	401,608	390,108
Capital State Grants	16	887,390	1,841,073
Other Recurrent Income	17	273,293	189,066
Third Party Debtors	18	42,405	12,940
Bank Balance		10,491,736	10,141,928
		<u>12,096,432</u>	<u>12,575,115</u>
Current Liabilities			
Recurrent State Grants	19	4,250,052	3,416,383
Capital State Grants	20	3,749,496	3,990,868
Other Recurrent Income	21	2,093,979	3,907,982
Pay & Expense liabilities	22	3,604,714	3,035,919
		<u>13,698,241</u>	<u>14,351,152</u>
Net Current Assets / (Liabilities)		<u>(1,601,809)</u>	<u>(1,776,037)</u>
Represented by			
Revenue surplus/(deficit)		<u>(1,601,809)</u>	<u>(1,776,037)</u>

Analysis of revenue surplus/(deficit)	Retained		Retained	
	Surplus/(Deficit)	Surplus/	(Deficit)	Surplus/(Deficit)
Programme	31/12/2018	For 2018	31/12/2017	
	€	€	€	€
Schools & Head Office	(1,573,636)	220,718	(1,794,354)	
Associated Main Scheme Grants	(237,411)	348,810	(586,221)	
Agency	(674,265)	27,241	(701,506)	
Self-financing	883,503	(422,541)	1,306,044	
	<u>(1,601,809)</u>	<u>174,228</u>	<u>(1,776,037)</u>	

Signed:



Cllr. Nick Killian
Chairman

Date:

21/11/2019.

Signed:



Martin G. O'Brien
Chief Executive

Date:

21-11-19

The notes on pages 10 to 26 form part of these Financial Statements

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

1 Post Primary Schools & Head Office Receipts	Sponsoring Department/Funder	Year Ended 31/12/2018 €	Year Ended 31/12/2017 €
Pay			
Post Primary Schools & Head Office Net Cash Grant	Department of Education and Skills	63,574,121	57,666,329
Retained Superannuation Contributions	Department of Education and Skills	2,664,320	2,625,495
		66,238,441	60,291,824
Non-Pay			
Post Primary Schools & Head Office Net Cash Grant	Department of Education and Skills	4,182,110	3,585,375
Tuition Fees	Parents/Students	349,868	438,852
Insurance Dividend	Irish Public Bodies	53,648	94,015
Capital Reserve	Irish Public Bodies	311,449	-
Bank Interest	Bank	-	1
Repeat Leaving Certificate Fees	Parents/Sudents	-	127
Other	Other	-	113
		4,897,075	4,118,483
Associated Programmes			
School Services Support	Department of Education and Skills	1,009,252	1,050,016
Digital ICT Strategy	Department of Education and Skills	316,457	322,610
DEIS Book Grant	Department of Education and Skills	315,068	306,467
DEIS Funding	Department of Education and Skills	223,639	222,648
School Services Support - PLC	Department of Education and Skills	188,366	66,282
Transition Year Programme	Department of Education and Skills	98,420	90,345
Transport Escort	Department of Education and Skills	50,379	21,750
Leaving Certificate Applied	Department of Education and Skills	47,414	48,320
Special Class Grant	Department of Education and Skills	22,849	4,614
Ard Ri Community NS	Department of Education and Skills	22,500	61,537
Library Grant	Department of Education and Skills	20,600	15,000
Others - 11 in Number	Department of Education and Skills	94,177	87,364
		2,409,121	2,296,953
Total		73,544,637	66,707,260
2 Primary School Receipts			
Capitation Grant	Department of Education and Skills	37,910	49,490
Ancillary Service Grant	Department of Education and Skills	36,349	36,866
Start Up Grant Faughart	Department of Education and Skills	6,350	-
		80,609	86,356

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

		Year Ended 31/12/2018 €	Year Ended 31/12/2017 €
3 Further Education and Training Receipts	Sponsoring Department/Funder		
Further Education			
Youthreach	SOLAS	4,268,975	4,530,300
VTOS	SOLAS	2,001,926	2,230,090
Adult Literacy including ESOL	SOLAS	1,593,553	1,195,584
Back to Education Initiative	SOLAS	1,131,366	1,147,750
PLC Enhanced Capitation Rent	SOLAS	366,740	202,847
Adult Education Guidance Initiative	SOLAS	322,250	413,784
Community Education/SPIDAS	SOLAS	321,729	570,752
Other Operational	SOLAS	282,126	668,841
FETAC Locally Devised Assessments	SOLAS	220,210	193,468
Innovative Project	SOLAS	209,159	159,723
Refugee Resettlement	SOLAS	165,919	235,525
PLC Enhanced Capitation	SOLAS	103,145	-
Skills for Work	SOLAS	92,998	-
Guidance Counselling & Psychological Services	SOLAS	69,470	45,570
Special Education Needs Initiative	SOLAS	64,030	51,650
Intensive Tuition	SOLAS	13,510	163,724
DEIS Family Literacy	SOLAS	8,654	55,652
		11,235,760	11,865,260
Training			
Specialist Training Providers (STP)	SOLAS	2,215,753	1,592,556
Local Training Initiatives	SOLAS	1,785,224	1,863,334
Bridging Foundation & Skills Training	SOLAS	-	825,257
Training Centre Staff & Operations	SOLAS	3,707,352	3,684,149
Community Training Centres	SOLAS	992,391	792,147
Traineeships	SOLAS	2,621,939	1,635,165
Apprenticeship	SOLAS	4,515,751	4,124,545
Skills Training and Evening Courses	SOLAS	2,154,552	1,881,741
Other	SOLAS	-	-
		17,992,962	16,398,894
Total		29,228,722	28,264,154
Student Support Service Receipts			
4 Grants and Scholarships	Department of Education and Skills	-	-
		-	-
Youth Service Receipts			
5 Youth Work	Department of Children and Youth Affairs	143,140	129,640
Local Youth Club Grant Scheme	Department of Children and Youth Affairs	112,366	88,989
Drogheda Youth Development Boomerang Project	Department of Children and Youth Affairs	100,920	60,000
YPFSF	Department of Children and Youth Affairs	76,734	66,072
Youth Capital Grant	Department of Children and Youth Affairs	53,280	-
LGBTI + Initiative	Department of Children and Youth Affairs	12,000	-
Local Youth Club Equipment	Department of Children and Youth Affairs	4,750	431,163
Local Youth Club Technical Assistance	Department of Children and Youth Affairs	-	19,558
Local Youth Club Agenda 21	Department of Children and Youth Affairs	-	1,000
		503,190	796,422

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

6 Agencies and Self-Financing Projects

		Year Ended 31/12/2018				Year Ended 31/12/2017		
AGENCIES								
Item	Project	Sponsoring Department/Funder	Receipts		Payments		Receipts	Payments
			€	€	Pay	Non Pay	€	€
					€	€		
	Schools Completion Programme	TUSLA Child & Family Agency	773,361	652,559	169,522	822,081	776,318	744,986
	School Meals	Department of Social Protection	699,718	0	691,152	691,152	617,605	587,066
	Music Generation Programme Other	Music Generation	399,572	301,504	61,026	362,530	332,358	360,372
	State Exams Commission	State Exam Commission	189,131	189,262	0	189,262	346,203	157,852
	Student Disability Grant	HEA	159,605	195,268	30,824	226,092	199,251	166,778
	INECVET	European Commission Executive Agency	150,000	-	138,502	138,502	-	218,723
	ETB Solas/Salary Recoupment	Department of Education and Skills	128,728	-	126,723	126,723	77,730	79,735
	School Completion Programme	Department of Social Protection	101,084	-	106,455	106,455	141,250	130,120
	School Completion Programme	POBAL	100,956	-	86,652	86,652	72,589	89,557
	DID-WOT	Leargas	99,386	-	121,639	121,639	-	82,685
	Lire 2	European Commission Executive Agency	94,503	-	37,286	37,286	-	112,211
	Deeside SCP	Deeside SCP	76,436	-	85,056	85,056	65,443	80,427
	Others - 19 in Number (under €50k)		230,054	75,712	196,518	272,230	382,107	364,620
TOTAL			3,202,534	1,414,305	1,851,355	3,265,660	3,010,854	3,175,132
SELF-FINANCING PROJECTS								
	Second Level - Book Rental	Parents/Students	524,227	20,758	671,164	691,922	744,222	436,706
	Second Level - Student Activities & Trips	Parents/Students	507,362	-	573,736	573,736	421,292	514,352
	Second Level - Student Contribution	Parents/Students	265,351	-	408,757	408,757	349,289	310,382
	Second Level - Canteen facilities	Various	203,535	-	206,316	206,316	102,650	88,151
	PLC Programme Participant Contribution	Parents/Students	198,695	-	282,755	282,755	187,600	157,948
	School Bank Accounts	Parents/Students	182,365	-	361,436	361,436	159,348	743,207
	PLC Student Services Contribution	Parents/Students	176,781	-	1,301,206	1,301,206	630,933	663,702
	Second Level - Transition year	Parents/Students	175,750	-	242,048	242,048	230,318	136,074
	Second Level - Mock Exams	Parents/Students	170,874	3,111	118,876	121,987	65,920	19,388
	Second Level - Use of Facilities	Various	136,100	3,099	44,967	48,066	1,975	-
	Second Level - Supervised Study	Parents/Students	133,477	-	44,967	44,967	102,004	123,548
	Second Level - Tablets/Laptops	Parents/Students	121,783	-	155,345	155,345	95,570	94,510
	Second Level - Printing and Photocopying	Parents/Students	108,585	-	84,042	84,042	-	-
	Second Level - School Events	Parents/Students	63,259	-	49,912	49,912	58,014	57,916
	Second Level - Musicals	Parents/Students	60,628	-	57,936	57,936	-	-
	Second Level - Text a Parent	Parents/Students	54,378	-	26,328	26,328	-	-
	Others - 26 in Number		400,153	168,683	518,585	687,268	1,393,301	1,463,452
TOTAL			3,483,303	195,651	5,148,376	5,344,027	4,542,436	4,809,336
Total			6,685,837	1,609,956	6,999,731	8,609,687	7,553,290	7,984,468

* 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.

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

7 Capital	Year Ended 31/12/2018 €	Year Ended 31/12/2017 €
Receipts		
Department of Education and Skills	12,739,000	22,766,168
SOLAS	349,985	-
	13,088,985	22,766,168

		Year Ended 31/12/2018 €	Year Ended 31/12/2017 €
Payments	Facility	Expenditure Type	
	Ardee Community School	4,139,879	5,329,329
	Scoil Uí Mhuirí	1,313,058	1,975,830
	Dunboyne College	710,181	1,756,038
	Beaufort College	598,986	5,948,603
	Colaiste Chu Chulainn	323,349	-
	Ardee Community School	322,240	-
	Colaiste Na Mí	309,886	197,103
	Ratoath College	297,669	1,999,369
	Beaufort College	234,911	52,919
	Longwood	230,992	348,973
	Rathcairn	186,562	-
	Ratoath College	185,190	-
	Bush School	175,057	160,914
	Bush School	174,768	71,071
	Dunboyne College	170,418	-
	Colaiste Chu Chulainn	168,905	-
	O'Fiaich College	167,783	-
	Ardee Community School	160,299	-
	Ratoath College	152,842	-
	Beaufort College	147,261	3,081
	Ratoath College	138,793	138,792
	Ard Rí CNS	136,448	42,804
	Nobber Post Primary School	133,717	158,758
	King Street	133,703	-
	Nobber Post Primary School	122,794	-
	St Peters Dunboyne	121,417	-
	OTHER PROJECTS <€100K 53 IN NUMBER	1,419,568	5,351,896
		12,376,676	23,535,480

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

8 Post Primary Schools & Head Office Payments	Year Ended 31/12/2018			Year Ended 31/12/2017
	Pay €	Non Pay €	Total €	Total €
PAY				
Instruction	62,105,632	-	62,105,632	56,504,124
Administration	2,895,200	-	2,895,200	2,714,808
Maintenance	1,382,688	-	1,382,688	1,301,440
	<u>66,383,520</u>	<u>-</u>	<u>66,383,520</u>	<u>60,520,372</u>
NON PAY				
Instruction	-	616,820	616,820	704,499
Administration	-	2,110,676	2,110,676	1,739,781
Maintenance	-	1,567,810	1,567,810	1,252,743
	<u>-</u>	<u>4,295,306</u>	<u>4,295,306</u>	<u>3,697,023</u>
ASSOCIATED PROGRAMMES				
School Services Support	-	1,081,560	1,081,560	2,002,394
Book Grant	-	317,590	317,590	260,693
Digital ICT Strategy	-	308,415	308,415	73,371
DEIS Funding	-	147,512	147,512	199,144
Transition Year Programme	-	88,184	88,184	83,069
SSSF PLC	-	78,914	78,914	127,984
Leaving Certificate Applied	-	60,410	60,410	42,601
Transport Escort	-	38,525	38,525	22,084
Ard Ri Community National School - rent	-	33,750	33,750	54,153
Others [13] in Number	-	86,775	86,775	163,866
	<u>-</u>	<u>2,241,635</u>	<u>2,241,635</u>	<u>3,029,359</u>
	<u>66,383,520</u>	<u>6,536,941</u>	<u>72,920,461</u>	<u>67,246,754</u>

Post Primary Schools & Head Office Payments

These relate to the provision of second level and PLC programmes provided in 20 locations, catering for 15,254 participants as well as night classes in 9 locations, catering for 2,940 participants.

9 Primary School Payments	Year Ended 31/12/2018			Year Ended 31/12/2017
	Pay €	Non Pay €	Total €	Total €
Capitation Grant	-	85,822	85,822	51,001
Ancillary Service Grant	18,089	-	18,089	18,266
	<u>18,089</u>	<u>85,822</u>	<u>103,911</u>	<u>69,267</u>

Primary School Payments

These relate to the provision of the primary school programme in 2 locations, catering for 252 participants.

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

10 Further Education and Training Payments	Year Ended 31/12/2018				Year Ended 31/12/2017
	Pay €	Non Pay €	Allowances €	Total €	Total €
Further Education					
Youthreach	3,171,474	758,240	604,867	4,534,581	4,300,507
VTOS	922,177	176,405	853,740	1,952,322	2,040,383
Adult Literacy (incl. ESOL)	923,117	527,820	-	1,450,937	1,359,784
Back to Education Initiative	796,577	355,743	-	1,152,320	1,259,402
Other Operational	-	472,825	-	472,825	480,148
Community Education	179,913	337,025	-	516,938	433,266
Adult Education Guidance Initiative	238,357	85,927	-	324,284	333,009
PLC Rent	-	267,977	-	267,977	311,509
External Authenticator	235,212	-	-	235,212	33,075
Innovative Project	21,266	198,010	-	219,276	63,960
Refugee Resettlement	102,667	55,907	-	158,574	128,878
Intensive Tuition	124,558	27,555	-	152,113	75,834
Special Education Needs	33,623	38,436	-	72,059	41,877
Guidance Counselling & Psychological Services	-	69,375	-	69,375	54,001
Skills for Work	33,048	26,767	-	59,815	-
FETAC Locally Devised Assessment	-	-	-	-	178,468
DEIS Family Literacy	33,651	2,402	-	36,053	42,211
	6,815,640	3,400,414	1,458,607	11,674,661	11,136,312
Training					
Specialist Training Providers (STP)	-	1,909,560	-	1,909,560	2,138,505
Local Training Initiatives	-	1,704,580	-	1,704,580	1,687,711
Bridging Foundation & Skills Training	-	3,085	-	3,085	65,672
Training Centre Staff & Operations	2,722,852	1,042,262	-	3,765,114	3,427,220
Community Training Centres	-	983,583	-	983,583	963,606
Traineeships	-	783,040	-	783,040	1,355,594
Apprenticeship	-	4,986,970	-	4,986,970	4,240,997
Evening Courses	149,462	34,188	-	183,650	211,867
Skills Training	-	2,148,724	-	2,148,724	2,248,048
	2,872,314	13,595,992	-	16,468,306	16,339,220
Total	9,687,954	16,996,406	1,458,607	28,142,967	27,475,532

Further Education and Training Payments

These relate to the provision of Further Education programmes in 97 locations, catering for 11,811 participants, as well as training in 12 locations, catering for 2,877 participants.

11 Student Support Services

Grants and Scholarships	-	-	-	-	-
	-	-	-	-	-

12 Youth Services	Year Ended 31/12/2018				Year Ended 31/12/2017
	Pay €	Non Pay €	Allowances €	Total €	Total €
Youth Work	134,567	9,753	-	144,320	111,075
Local Youth Club Equipment Grant	-	130,365	-	130,365	300,584
Local Youth Club Grant Scheme	-	119,944	-	119,944	86,103
YPFSF	-	74,669	-	74,669	66,072
Local Youth Club Capital	-	44,630	-	44,630	10,007
LGBTI + Initiatives	-	7,000	-	7,000	-
Local Youth Club Technical Assistant	-	3,850	-	3,850	2,232
National Quality Standards Framework	-	2,773	-	2,773	-
Drogheda Youth Development Boomerang Project	-	100,920	-	100,920	60,000
Youth Employment Initiative	-	-	-	-	5,910
Local Youth Club Agenda 21	-	-	-	-	1,000
	134,567	493,904	-	628,471	642,983

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

13 Analysis of Receipts by Funder

Funder	Post-Primary Schools and Head Office	Primary Schools	Further Education and Training	Programme				Capital	Total Year Ended 31/12/2018	Total Year Ended 31/12/2017
				Student Support Services	Youth Services	Agencies and Self-financing	€			
State funding received										
Department of Education and Skills	72,829,672	80,609	-	-	-	143,511	12,739,000	85,792,792	89,104,407	
SOLAS	-	-	29,228,722	-	-	86,810	349,985	29,665,517	28,264,154	
Tusla	-	-	-	-	-	773,360	-	773,360	776,318	
State Examinations Commission	-	-	-	-	-	189,131	-	189,131	346,203	
Children and Youth Affairs	-	-	-	-	503,190	-	-	503,190	796,422	
POBAL	-	-	-	-	-	100,956	-	100,956	72,589	
Music Generation	-	-	-	-	-	406,867	-	406,867	332,258	
Dublin and Dunlaoghaire ETB	-	-	-	-	-	47,327	-	47,327	118,840	
Department of Social Protection	-	-	-	-	-	723,389	-	723,389	648,084	
ETBs	-	-	-	-	-	6,000	-	6,000	57,000	
School Completion Programme	-	-	-	-	-	-	-	-	176,154	
Higher Education Authority	-	-	-	-	-	159,605	-	159,605	199,251	
Léargas	-	-	-	-	-	99,386	-	99,386	89,541	
	72,829,672	80,609	29,228,722	-	503,190	2,736,342	13,088,985	118,467,520	120,981,221	
Non-State funding applied to State-funded schemes										
Parents/Students - tuition and repeat exam fees	349,868	-	-	-	-	-	-	349,868	438,978	
Bank - interest	-	-	-	-	-	-	-	-	1	
Irish Public Bodies - dividends	53,648	-	-	-	-	-	-	53,648	94,015	
Capital Reserves	311,449	-	-	-	-	-	-	311,449	2,755	
Other	-	-	-	-	-	-	-	-	113	
	714,965	-	-	-	-	-	-	714,965	535,862	
Other Non-State funding										
Parents/Students	-	-	-	-	-	2,968,170	-	2,968,170	4,191,881	
Other	-	-	-	-	-	683,907	-	683,907	464,686	
Staff	-	-	-	-	-	32,067	-	32,067	-	
European Commission Executive Agency	-	-	-	-	-	251,983	-	251,983	-	
Teachers Union of Ireland	-	-	-	-	-	2,763	-	2,763	-	
Irish Public Bodies	-	-	-	-	-	10,605	-	10,605	-	
	-	-	-	-	-	3,949,495	-	3,949,495	4,656,567	
Total	73,544,637	80,609	29,228,722	-	503,190	6,685,837	13,088,985	123,131,980	126,173,650	

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

14 State Funding

	Primary Grantor Department/Office	2018		2018				2018		31/12/2018		
		Final Grant Awarded	01/01/2018* Amount due from/(deferred income) grantor	Grant Transfers	Receipts direct from Grantor	Receipts from other sources	Total receipts	Local Funding Transfers	Cash expenditure ^d	Change in Liabilities Debtors	Surplus/(deficit) For 2018 ^e	Amount due from / (due to) Grantor
		€	€	€	€	€	€	€	€	€	€	
Department of Education and Skills		66,294,959	345,705	-	(63,574,121)	(2,664,320)	(66,238,441)	-	66,383,520	(173,280)	-	317,504
Post Primary Schools and Head Office	Pay ^b Non-Pay ^c Local Funding Surpluses Associated Programmes	4,701,436	(183,345)	-	(4,182,111)	(714,965)	(4,897,076)	230,408 (195,640)	4,295,306	150,647	220,718	0 (378,985) (682,619)
Primary Schools		2,493,261	(631,540)	(8,370)	(2,409,122)	-	(2,409,122)	-	2,171,636	(154,033)	348,810	6,213
Student Support Capital		89,077	(17,089)	-	(80,609)	-	(80,609)	-	103,911	-	-	(2,032)
Agency and Self-financing		12,768,602	(2,149,797)	-	(13,088,985)	-	(13,088,985)	-	12,376,677	-	-	(2,862,105)
Agency and Self-financing	Salary Recoupment/Explore Programme	143,511	2,007	-	(143,511)	-	(143,511)	-	138,288	-	-	(3,216)
Total Department of Education and Skills		86,490,846	(2,636,091)	(8,370)	(83,478,459)	(3,379,285)	(86,857,744)	34,766	85,469,338	(176,666)	569,528	(3,605,240)
Other Funders		29,228,722	(2,488,312)	-	(29,228,722)	(86,810)	(29,315,532)	-	28,142,967	606,346	-	(3,034,531)
SOLAS	Further Education and Training	723,389	29,545	(900)	(723,389)	-	(723,389)	-	708,132	8,338	-	21,726
Department of Social Protection	School Meals	6,000	(90,000)	-	(6,000)	-	(6,000)	-	96,000	-	-	-
ETBs	Worldskills Programme	503,190	(69,661)	(3,608)	(503,190)	-	(503,190)	-	628,471	(122,796)	-	(70,784)
Children and Youth Affairs	Youth Affairs	773,360	(461,705)	-	(773,360)	-	(773,360)	-	822,081	(23,515)	-	(436,499)
TUSLA	Agency - School Completion Programme	47,327	(293,522)	-	(47,327)	-	(47,327)	-	32,351	-	-	(302,510)
Dublin and Dúnaíogaíre ETB	Agency - Skills for Work	189,131	(1,755)	8,370	(189,131)	-	(189,131)	-	182,914	-	-	398
State Examinations Commission	Examination Supervision	100,956	(180,843)	-	(100,956)	-	(100,956)	-	86,652	(4,679)	-	(199,826)
POBAL	School Completion Programme	406,867	64,527	(34,766)	(406,867)	-	(406,867)	-	370,455	(2,664)	-	(8,915)
Music Generation		159,605	(164,299)	-	(159,605)	-	(159,605)	-	226,093	(3,245)	-	(101,016)
HEA	Student Disability	99,386	(24,299)	-	(99,386)	-	(99,386)	-	121,639	5,845	-	10,959
Leargas	EU Projects											
Leargas	Other											
		32,237,933	(3,677,383)	(30,904)	(32,237,933)	(86,810)	(32,324,743)	-	31,391,392	497,273	-	(4,144,365)
Total^f		118,728,779	(6,313,474)	(39,274)	(115,716,392)	(3,466,095)	(119,182,487)	34,766	116,860,730	320,607	569,528	(7,749,605)

Notes
a Opening balances 01/01/2018 Balances are reported on an accruals basis. Some balances have been reclassified from 2017 to account for adjustments agreed with the Department of Education and Skills.

b Pay Grant Department of Education and Skills Post-Primary Schools and Head Office Pay Grant was expected to be funded by direct receipts from the grantor of €63,574,121 and forecasted receipts for Retained Superannuation Contributions of €2,657,662. Actual receipts of Retained Superannuation Contributions were €2,664,320, €6,668 in excess of forecasted receipts. Excess income is due to the Department of Education and Skills.

c Non Pay Grant Department of Education and Skills Post-Primary Schools and Head Office Non-Pay grant was expected to be funded by direct receipts from grantor of €4,182,111 and forecasted locally raised receipts of €335,980. In 2018 actual locally raised receipts were €714,965 resulting in a surplus of receipts of €378,985 over the amount forecasted. Surplus receipts are due to the Department of Education and Skills and are not considered part of the current year funding.

d Surplus/(Deficits) for 2018 Total grants are set by reference to anticipated expenditures. In the case of Post-Primary Schools and Head Office Non-Pay, and in certain Further Education Programmes expenditure limits are set. Expenditure incurred in excess of this limit gives rise to a deficit, whereas savings can be retained and used to fund future deficits. At the end of 2018 we had a surplus of €220,718.

e Associated Programmes The surplus on Associated Programmes arose due to a legacy issue which is being managed by LMETB over a two year period.

f Total The difference between the total amount paid directly by State Departments/Offices of €115,716,392 above and the total in Note 13 - Funding of €118,467,520 is represented by Retained Superannuation Contributions, Tuition Fees, Insurance Dividend and Capital Reserve.

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

	31/12/2018	31/12/2017
	€	€
15 Current Assets - Recurrent State Grants		
Amount due from Dept. Of Education and Skills		
Pay Grant Underfunding	324,163	344,159
Superannuation Receipts Shortfall	-	1,546
Associated Grant Underfunding	28,022	44,403
Community National School	49,423	-
	401,608	390,108
	401,608	390,108
 16 Current Assets - Capital State Grants		
Amount due from Dept. of Education and Skills	887,390	1,841,073
	887,390	1,841,073
	887,390	1,841,073
 17 Current Assets - Other Recurrent Income		
Amount due from Other Programme Funders (State)	23,578	138,017
Amount due from Other Programme Funders (Non State)	234,843	51,049
Provision for Future Gains	14,872	-
	273,293	189,066
	273,293	189,066
 18 Current Assets - Third Party Debtors		
Tuition Fees	7,237	3,231
Travel	475	-
Travel Pass	-	2,231
Salary Overpayment	34,693	7,478
	42,405	12,940
	42,405	12,940

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

	31/12/2018	31/12/2017
	€	€
19 Current Liabilities - Recurrent State Grants		
Amount due to Dept. of Education and Skills	9,874	-
Associated Grants Unspent	710,638	677,976
Local Receipts / Receivables Excess	378,985	183,345
Community National Schools	43,210	17,089
Student Support Services Unspent	2,030	-
Amount due to Youth Affairs	70,785	69,661
Amount due to SOLAS	3,034,530	2,468,312
	<u>4,250,052</u>	<u>3,416,383</u>
20 Current Liabilities - Capital State Grants		
Amount held for Dept. of Education and Skills	3,749,496	3,990,868
	<u>3,749,496</u>	<u>3,990,868</u>
21 Current Liabilities - Other Recurrent Income		
Amount held for Students	435,062	1,973,036
Amount held for Other Programme Funders (State)	1,062,631	1,216,385
Amount held for Other Programme Funders (Non State)	596,286	573,728
Provisions	-	144,833
	<u>2,093,979</u>	<u>3,907,982</u>
22 Pay and Expense Liabilities		
Pay Liabilities	455,249	689,380
Expense Liabilities	3,149,465	2,346,539
	<u>3,604,714</u>	<u>3,035,919</u>

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

23 Movement in Other Net Current Assets

	Balance as at 31/12/2018 €	Balance as at 31/12/2017 €	Movement in Year €
Current Assets			
Increase/(Decrease) in Recurrent State Grants Receivable	401,609	390,109	11,500
Increase/(Decrease) in Capital State Grants Receivable	887,390	1,841,072	(953,682)
Increase/(Decrease) in Other Recurrent Income Receivable	273,293	189,066	84,227
Increase/(Decrease) in Third Party Debtors	42,405	12,940	29,465
	<u>1,604,697</u>	<u>2,433,187</u>	<u>(828,490)</u>
Current Liabilities			
(Increase)/Decrease in Recurrent State Grant Liabilities	4,250,052	3,416,383	(833,669)
(Increase)/Decrease in Capital State Grant Liabilities	3,749,496	3,990,868	241,372
(Increase)/Decrease in Other Recurrent Income Liabilities	2,093,979	3,907,982	1,814,003
(Increase)/Decrease in Pay and Expense Liabilities	3,604,714	3,035,919	(568,795)
	<u>13,698,241</u>	<u>14,351,152</u>	<u>652,911</u>
		Table 3	<u><u>(175,579)</u></u>

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

24 Remuneration

	2018 €	2017 €
(a) Aggregate Employee Benefits		
Staff Short-term benefits	78,943,746	72,286,643
Termination benefits	26,759	43,383
	<u>78,970,505</u>	<u>72,330,026</u>
(b) Staff Short-Term Benefits		
Pay (Comprising Basic Pay/Allowances/ Overtime) including Employer's PRSI	78,943,746	72,286,643
	<u>78,943,746</u>	<u>72,286,643</u>

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

Pay range	Number of Employees	Cost in 2018* €
0 - 59,999	1,908	43,730,812
60,000 - 69,999	274	17,857,787
70,000 - 79,999	138	10,286,992
80,000 - 89,999	30	2,503,512
90,000 - 99,999	19	1,793,754
100,000 - 109,999	13	1,365,228
110,000 - 119,999	10	1,144,417
120,000 - 129,999		
130,000 - 139,999	2	261,244
Total	2,394	78,943,746

* Pay costs include employers' PRSI.

	2018 €	2017 €
(c) Termination Benefits		
The termination benefits paid in 2018 relates to settlements to four staff during the year.	26,759	43,383
	<u>26,759</u>	<u>43,383</u>

(d) Key Management Personnel

Key management personnel in Louth and Meath 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 excluding employers' PRSI is set out below:

	2018 €	2017 €
Salary	405,405	381,248
Allowances		
Termination Benefits		
	<u>405,405</u>	<u>381,248</u>

	2018 €	2017 €
(e) Chief Executive Salary and Benefits		
The Chief Executive remuneration package excluding employers' PRSI for the year was:		
Basic Salary	127,407	123,079
	<u>127,407</u>	<u>123,079</u>

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

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

25 Specific Costs	2018 €	2017 €
(a) Consultancy		
The costs of external services under the following headings:		
Legal	38,882	2,338
Financial / Actuarial	-	-
Public relations/marketing	-	-
Human Resources	-	-
Other	14,420	-
	<u>53,302</u>	<u>2,338</u>
(b) Legal Costs and Settlements		
Legal costs and settlements for the year can be analysed under:		
Legal fees - legal proceedings	29,863	69,586
Conciliation and arbitration payments	-	-
Settlements	6,300	-
	<u>36,163</u>	<u>69,586</u>
In addition to above, legal costs of €90,174 and settlements of €127,959 were paid by ETB's Insurers		
(c) Travel and Subsistence		
Travel and subsistence costs comprise:		
Domestic		
- expenses paid to Board Members	36,076	35,512
- expenses paid for Board Members	-	-
- expenses paid to employees	229,683	256,505
	<u>265,759</u>	<u>292,017</u>
International		
- expenses paid to Board Members	-	-
- expenses paid for Board Members	-	-
- expenses paid to employees	2,759	4,806
	<u>2,759</u>	<u>4,806</u>
Total	<u>268,518</u>	<u>296,823</u>
(d) Hospitality		
Hospitality costs incurred were:		
Staff Hospitality	135	-
Other	350	-
	<u>485</u>	<u>-</u>

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

26 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 31 December 2018 were:

Board member	Statutory Meetings €	Interview Boards (5) €	Attendance at Conferences / Seminars €	BOM €	Other €	Total - T & S and Fee €	No. Board Meetings Attended/Held
Cormac Bohan	107	-	-	-	-	107	3/10
Alan Breathnach (4)	-	-	-	-	-	-	0/10
Marianne Butler	197	1,682	-	-	-	1,879	8/10
Sean Carey	274	-	-	90	-	364	9/10
Catherine Clair	470	-	-	-	-	470	9/10
Jennifer D'Arcy	201	48	-	-	-	249	6/10
Tervor Golden	-	-	-	-	-	-	4/10
Siobhan Greer (6)	282	7,805	-	-	-	8,087	8/10
Wayne Harding (6)	111	5,023	11	-	-	5,145	9/10
Nick Killian	318	1,298	-	-	-	1,616	9/10
Eimear Ferguson (6)	-	3,388	-	-	-	3,388	7/10
Maria Murphy	178	680	109	-	-	967	9/10
Ciaran O'Donnell	731	106	408	148	-	1,393	9/10
Ashimedy Okonkwo	84	512	23	-	-	619	1/10
Damien O'Reilly (6)	286	1,471	51	105	-	1,913	8/10
Peter Savage	-	-	-	-	-	-	6/10
Thomas Sharkey (2)	207	468	-	-	-	675	8/10
Bill Sweeney (6)	1,324	1,903	369	96	-	3,692	8/10
Sharon Tolan (3)	62	607	-	-	-	669	7/10
Oliver Tully (1) + (6)	1,581	1,754	1,074	202	-	4,611	8/10
Maeve Yore	232	-	-	-	-	232	7/10
Total	6,645	26,745	2,045	641	-	36,076	

(1) Member of ETBI - Oliver Tully

(2) Chairperson - Thomas Sharkey until resignation on 20/09/18

(3) Chairperson - Sharon Tolan. Acting Chairperson under R. 62/09/18. Officially nominated as Chair in November 2018

(4) Alan Breathnach resigned on 22/09/18. No replacement appointed in 2018

(5) Note: Amounts shown for Interview Board Fees include employers' PRSI where applicable and are gross before PAYE, PRSI and other statutory deductions.

(6) These Board members sat on numerous interview Boards during 2018.

27 Chief Executive's Travel Expenses

	2018 €	2017 €
Domestic Travel		
Martin O'Brien (CE)	7,235	8,418
Peter Kierans (Former CE)	-	8,012
	7,235	16,430

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

28 Capital Commitments

- 1 The completion of major devolved school building projects including St. Peter's College, Dunboyne (€44k), Beaufort College, Navan (€307k), Coláiste Clavin, Longwood (€175k), Ardee Community School, (€509k), Ratoath College (€230k) and Scoil Ui Mhuiri, Dunleer (€289k).
- 2 Further Education projects include boiler replacement at Drogheda King Street premises (318k), provision of prefabs in Youthreach, Dan Shaw Road, Navan (€14k), prefabs at O'Fiaich College (€11k), prefabs at Dunboyne College of Further Education (€9k) and Roof Repairs at O'Fiaich College (€52k)
- 3 A new school for O'Carolan College, Nobber (€680k), the new Head Office in Drogheda (€165k) and major devolved project at Bush Post Primary school (€177k)
- 4 58 various other projects with a combined cost of over €2million

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

29 Contingencies

During 2018 a school building project contractor terminated the building contract as they entered a Voluntary Liquidation Arrangement. A claim against the contractor was made and the full extent of the claim has now been admitted. An initial dividend was received in March 2019. A completion contractor was appointed in early 2019.

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 31/12/2018.

30 Pension Related Deduction

€2,807,473 was deducted from staff by way of pension levy and paid over to the Department of Education and Skills.

31 Annual Contribution to Education and Training Boards Ireland.

LMETB paid a subscription of €42,700 for 2018 in 2018.

32 Provision of National Service

On behalf of ETBI, LMETB facilitates the collection of a contribution of €3,000 per annum per ETB. These funds are drawn down by Ireland Skills in order to part fund Irish Apprentices' participation in the Ireland Skills Competition and World Skills.

33 Charity Status

LMETB is a charity registered with the Charity Regulator - Charity Number 20083458.

34 Connected persons/related transactions

LMETB has no transactions with connected parties this year.

LOUTH AND MEATH EDUCATION AND TRAINING BOARD

Notes to The Financial Statements - Year Ended 31 December 2018

35 LOUTH AND MEATH ETB provides educational services from the properties listed below:

1 Properties in Use Category

Administrative Offices	Location	Status	Annual Rent	Agreement Expiry
Administration Head Office	Abbey Road, Navan, County Meath	Owned		
Administration Head Office	Chapel Street, Dundalk, County Louth	Owned		
Schools				
Beaufort College	Trim Road, Navan, County Meath	Owned		
St. Peter's College	Dunboyne, County Meath	Owned		
Dunboyne Community Centre	Dunboyne, County Meath	Leased	€28,165	No expiry date - subject to ongoing review
Dunshaughlin Community College	Dunshaughlin, County Meath	Owned		
Dunshaughlin Community Centre	Dunshaughlin, County Meath	Leased	€20,438	999 year lease - 2997
Coláiste Clavin	Longwood, County Meath	Owned		
O'Carolan College	Nobber, County Meath	Owned		
St. Oliver Post Primary School	Oldcastle, County Meath	Owned		
Coláiste Pobail	Rath Cairn, County Meath	Owned		
Ratoath College	Ratoath, County Meath	Owned		
Ratoath College	The Scout Den, Ratoath, County Meath	Licence	5,500	New - draft licence being finalised
Coláiste na Mí	Johnstown Navan, County Meath	Owned by Navan Town Council		
Coláiste na hInse	Laytown, County Meath	Owned by the Minister for Ed. & Skills		
Coláiste De Lacy	Killeland, Ashbourne, County Meath	Owned by Dept of Ed. & Skills		
Coláiste De Lacy - Donaghmore Ashbourne GAA	Ashbourne, County Meath	Licence	8,500	New - draft licence being finalised
Bush Post-Primary School	Riverstown, Bush, County Louth	Owned		
Scoil Uí Mhuirí	Dunleer, County Louth	Owned		
St. Oliver's Community College	Rathmullen, Drogheda, County Louth	Owned		
O'Fiaich College	Dublin Road, Dundalk, County Louth	Owned		
Coláiste Chu Chulainn	Chapel Street, Dundalk, County Louth	Owned		
Coláiste Chu Chulainn	Nicholas Street, Dundalk, County Louth	Leased	€50,000	2021 ⁽¹⁾
Coláiste Chu Chulainn	The Marshes, Dundalk, County Louth	Owned by Louth County Council		
Community National Schools				
Ard Rí CNS	Balreask Old, Navan, County Meath	Licence	€45,000	2019
Ard Rí CNS	Tennis Club, Balreask, Navan, Co Meath	Lease	7,000	2023
Faughart CNS	Faughart, Dundalk, Co. Louth	Owned by St. Patrick's Archdiocesan Trust		
Centre for European Schooling				
Centre for European Schooling	Dunshaughlin NS., Dunshaughlin, Co. Meath	Using part of St. Seachnall's School		
PLC Colleges				
Dunboyne College of Further Education	Dunboyne, County Meath	Leased	€199,018	various
Drogheda Institute of Further Education	The Twenties, Drogheda County Louth	Owned		
O'Fiaich College	Robin House, Dundalk, County Louth	Leased	€90,000	2021
Youthreach Centres				
Youthreach Centre Ashbourne	Unit 140, Ashbourne Industrial Estate, County Meath	Leased	€56,000	Proposed : 2023 ⁽²⁾
Youthreach Centre Kells	O'Growney Terrace, Kells, County Meath	Leased	€100	2026 ⁽³⁾
Youthreach Centre Trim	Haggard Street, Trim, County Meath	Owned		
Youthreach Centre Navan	Dan Shaw Road, Navan, County Meath	Leased	€50,000	2026
Youthreach Laytown	Laytown, County Meath	Owned by Dept of Ed. & Skills		
Youthreach Centre Navan	Abbey Road, Navan, County Meath	Owned		
Youthreach Centre Drogheda	King Street, Drogheda, County Louth	Owned		
Youthreach Centre Dundalk	Chapel Street, Dundalk, County Louth	Owned		
Youthreach Centre Ardee	St Mary's GAA, Ardee, County Louth	Licence	€8,400	Expected : 2020 ⁽⁴⁾
Further Education Training Centres				
VTOS Centre	Abbey Road, Navan, County Meath	Owned		
VTOS Centre	King Street, Drogheda, County Louth	Owned		
VTOS Centre	Chapel Street, Dundalk, County Louth	Owned		
Alpha Education Centre	Abbey Road, Navan, County Meath	Owned		
Alpha Education Centre	Trim, County Meath	Owned		
Alpha Education Centre	Athboy, County Meath	Owned		
Alpha Education Centre	Donaghmore Ashbourne GAA, Ashbourne, County Meath	Licence	€7,200	Proposed : 2023 ⁽⁵⁾
Alpha Education Centre	Oldcastle, County Meath	Licence	€1,500	Proposed : 2023 ⁽⁵⁾
Alpha Education Centre	Bective Street, Kells, County Meath	Owned		
Continuing Education Centre, Dundalk	Chapel Street, Dundalk, County Louth	Owned		
Adult Education Centre, Drogheda	King Street, Drogheda, County Louth	Owned		
Adult Education Centre, Ardee	Ashwalk, Ardee, County Louth	Leased	€12,000	Expected : 2020 ⁽⁶⁾
The Barbican Centre	The Barbican Centre, Drogheda, County Louth	Licence	€4,085	New - draft licence being finalised
Further Education Centre	Railway Street, Navan, County Meath	Licence	€120,000	2019
Adult Literacy Dunboyne	Old School, Dunboyne, County Meath	Licence	€2,750	Expected : 2020 ⁽⁶⁾
Back to Education	Ballinacree Community Centre, Oldcastle, County Meath	Licence	€400	New - draft licence being finalised
Training Centre				
Regional Skills and Training Centre	Coes Road, Dundalk, County Louth	Owned		
Regional Skills and Training Centre - Garage/Worksh	Coes Road, Dundalk, County Louth	Leased	€37,720	2021
Magnet Training Centre	Mullholland Ave., Dundalk, County Louth	Leased	€30,000	2021
2 Properties not currently in use				
Mullaghchrone Training Centre	Donore Road, Drogheda, Co. Louth	Licence	€3,500	2019 ⁽⁷⁾
Longwood Old Vocational School	Longwood	Owned		
3 Properties leased to third parties				
	None			
Total LMETB Rental Costs			€787,276	

(1) LMETB terminated the lease for Coláiste Chu Chulainn in Nicholas Street, Dundalk with effect from 31st July 2019.

(2) The draft lease to extend the rental to 2023 is being finalised.

(3) Currently in negotiation with Landlord regarding a lease to 2026.

(4) The actual date of expiry depends on when the proposed new premises is ready for occupation.

(5) The draft license to 2023 is being finalised.

(6) The draft license is being negotiated. The actual date of expiry is not agreed yet but is expected to be no earlier than 2020.

(7) The licence for Mullaghchrone Training Centre was terminated on 7th September 2019.

Louth and Meath Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

36 Approval of the Financial Statements

The Financial Statements for the year ended 31/12/2018 were approved by the Board of LMETB on 28 March 2019.