

Laois and Offaly Education and Training Board

Financial Statements For The Year Ended 31 December 2018

Laois and Offaly 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 - 6
Comptroller and Auditor General Audit Report	7
Activities and Pay Costs	8
Accounting Policies	9
Operating Statement	10
Statement of Current Assets and Current Liabilities	11
Notes To The Financial Statements	12 - 28

Laois and Offaly Education and Training Board

Statement of Board Responsibilities

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

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

In preparing those accounts, the Board is required to:

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

The Board is responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the Board and which enable it to ensure that the Financial Statements comply with section 51 of the Education and Training Boards Act 2013.

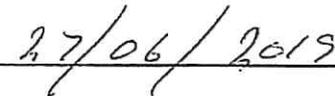
The Board is also responsible for safeguarding its assets and for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Chairperson:



John Carroll

Date :



Laois and Offaly Education and Training Board

Statement on Internal Control

Responsibility for the System on Internal Control

As Chairperson of LOETB, I acknowledge the responsibility of the Board for ensuring that an efficient, effective and economic system of internal control is maintained and operated. In 2018 LOETB operated under the Code of Governance for ETBs as adopted in March 2015. 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 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 identifying and evaluating all risks, which could prevent LOETB from achieving its objectives;
- Adopting a Risk Management policy at its meeting on 4 April 2016;
- Establishing procedures for reporting significant control failures and ensuring appropriate corrective action.

The system of internal control operated in LOETB 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 LOETB.

Governance arrangements which were put in place during 2018 include:

- A number of policies and procedures have been updated and approved by LOETB and work is continuing in this area;
- LOETB continues to streamline work practices in the administrative area and between two offices;
- LOETB has completed development of a Corporate Risk Register incorporating Administration, Schools, and Further Education and Training.
- Risk Management is a listed agenda item at each Audit Committee meeting;
- Conflicts of Interest is a listed agenda item at each Audit Committee Meeting;
- Governance (including Conflicts of Interest) is a standing item on the agenda of LOETB from the last meeting held in 2017.

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 outlining whether or not 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-ETBs). The most recent Internal Audit conducted in 2018 was in relation to:

- Specialist Training Providers (STP)

LOETB is currently awaiting the final report on the STP Audit.

LOETB received the final report on the Review of the Effectiveness of IT System and Network availability controls in August 2018. The Audit was carried out in accordance with IS Audit and Assurance Standards and IS Audit and Assurance Guidelines issued by ISACA (the Information System Audit and Control Association).

The overall Opinion finding of the audit report was that the controls in place were Inadequate. Management subsequently put a plan in place to address the findings and recommendations made in the report. Good progress has been made in addressing a number of the recommendations within our control. In addition, work is also on-going with ETBI to develop a Business Continuity Plan template for the sector that will then be implemented at LOETB. Furthermore, LOETB is working with the Department of Education and Skills to address the staffing and resource issues identified in the Audit Report.

Public Procurement

During 2018, LOETB incurred expenditure totalling €441,505 where the procedures employed did not comply with procurement rules. Details are set out below.

LOETB was in a contract from the beginning of the 2015/2016 academic year for the provision of school meals. The contract was put in place for a 3-year period without a tendering process taking place as LOETB was not expected to incur any costs from its funds because meals were to be paid for directly by students. However, from the 2016/2017 school year, a number of schools applied for and received funding for school meals from the Department of Employment Affairs and Social Protection and expenditure of €84,000 was incurred in 2017. Accordingly, LOETB commenced a tendering process and a contract was put in place for the beginning of the 2018/2019 school year for a period of 3 years with an annual review and an option to extend the contract for two further 12-month periods. Expenditure incurred from 1 January to 31st August, 2018 amounted to €109,753.

In August 2016 a Request for Tender was published for the repair and service of Plant & Machinery (P&M) in Mount Lucas. One response was received from Holden Plant Rentals Ltd. for €45,955, and this company was awarded the contract. At the commencement of the contract a physical inspection was carried out by Holden Plant Rentals Ltd. who advised LOETB that a commercial feasibility study of capital expenditure on the P&M should be carried out prior to continuing with the repairs and service. LOETB requested Holden Plant Rentals Ltd. to provide a quote for carrying out this feasibility study which was accepted in line with LOETB Purchasing and Tender Policy and Procedures.

The feasibility study (dated 4 November 2016) recommended that LOETB should sell the current P&M and lease new P&M, otherwise LOETB would incur capital expenditure on P&M that would be out of date in terms of current industry requirements and, therefore, not represent value for money for the exchequer. The feasibility study included a desktop valuation of the existing P&M by Paul Cooke Auctions on the 28th October 2016 for €326,250.

Given the pressing need to have the new P&M in place to meet existing and new training commitments and the indicative timeline involved for procurement of this nature, LOETB engaged Holden Plant Rentals to dispose of the old P&M and to supply new equipment on a lease basis. This was in line with the Section 6 (Exceptional Circumstances) of the LOETB Purchasing and Tendering Policy and Procedures. Were it not for the urgency of this procurement process LOETB would have returned to the market for this service. The cost of leasing the P&M in 2018 was €304,651.

LOETB have been moving towards a centralised wireless system for all our sites, which would provide more control and better value for money. To that end Banagher College was the latest site to require a wireless system in 2018 and the cost for same and associated costs for the maintenance of the wireless system amounted to €27,101. Tenders had been sought previously for another school and Mainline were the successful Tenderers. Our IT Department used Mainline for the roll out of the

Wireless system to Banagher College as they had the knowledge of LOETB's requirements.

Pension Statements

LOETB is non-compliant in meeting its legal obligation of providing annualised benefit statements. LOETB is unable to provide these statements due to the constraints of the current IT systems, manual records, and staffing levels. A business case on an ETB-wide basis has been made to the Department of Education and Skills to seek additional staff for data capture. In addition, a case is also being made on an ETB-wide basis for a suitable IT System solution.

Annual Review of Controls

LOETB is committed to operating an efficient, effective and economic internal control system. The Audit Committee, by having access to minutes of Finance, Audit, and Board meetings, and having regard to the findings of the most recent internal audits and comments made by the Comptroller and Auditor General in his management letters, keeps the system under review on an ongoing basis. A report on the internal controls in place in LOETB, covering the following areas was reviewed by the audit committee at its meeting on 4 March 2019, and a report on same was issued to the Board.

- Banking
- Receipts
- Creditors
- Travel and Subsistence
- Learner Payments
- Financial Management
- ESF
- Grant Funding
- Computer Systems
- Purchasing and Tendering
- Capital
- Recruitment
- Personnel
- Payroll
- Sick leave
- Pensions
- Data Protection
- Freedom of Information
- Garda Vetting
- Risk Management
- Insurance
- Health and Safety
- Protected Disclosures

The Audit Committee also received confirmation from the Chief Executive that the system of internal control is appropriate and adequate. I confirm, therefore, that in the year ended 31 December 2018, LOETB conducted a review of the effectiveness of the system of internal control and found it to be satisfactory.

Signed: _____



John Carroll
Chairperson

Date: 27/06/2019



Ard Reachtaire Cuntas agus Ciste
Comptroller and Auditor General

**Report for presentation to the Houses of the Oireachtas
Laois and Offaly Education and Training Board**

Opinion on the financial statements

I have audited the financial statements of Laois and Offaly Education and Training Board for the year ending 31 December 2018 as required under the provisions of Education and Training Boards Act 2013. The financial statements comprise

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

In my opinion,

- the financial statements properly present the income and expenditure of the Board for 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 Laois and Offaly Education and Training Board and have fulfilled my other ethical responsibilities in accordance with the standards.

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

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

The Board has presented certain other information together with the financial statements. This comprises the statement of Board responsibilities and the statement on internal control 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.

I have nothing to report in that regard.

**Seamus McCarthy
Comptroller and Auditor General**

30 June 2019

Appendix to the report

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 financial statements of Laois and Offaly Education and Training Board 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.

Laois and Offaly Education and Training Board
Financial Statements - Year Ended 31 December 2018

Activities and Pay Costs

1 Main Activity

Laois and Offaly Education and Training Board provides Education and Training throughout counties Laois and Offaly as set out below:

Service	Number of Locations	Number of Participants*	Number of Beneficiaries ***
Second Level & Post Leaving Cert.	11	3666**	477
Further Education	10		9174
Training	14		1634
Part-time / Night Classes	2		524

* Based on Academic Year 2018/2019 Enrolment

** A person who attends a structured programme either full or part time provided by Laois and Offaly ETB

*** A person who avails of a service provided by Laois and Offaly ETB

2 Other Services

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

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

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

3 Pay Costs

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

Pay range*	No. Employees	Cost in 2018
		€
0 - 59,999	699	17,706,588
60,000 - 69,999	114	7,390,894
70,000 - 79,999	89	6,635,113
80,000 - 89,999	25	2,108,188
90,000 - 99,999	10	955,300
100,000 - 110,000	5	517,558
110,000 - 119,999	4	456,402
120,000 - 129,999	2	241,907
Total:	948	36,011,950

* Pay ranges do 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 €1,415,308 which were remitted to the Department of Education and Skills.

Laois and Offaly 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

Laois and Offaly 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 basis as those for the current year.

(b) Basis of Preparation

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

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

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

(c) Tangible Fixed Assets

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

(d) Stocks

All consumable stocks are expensed as purchased.

(e) Superannuation

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

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

The ETB does not make any contributions towards the schemes.

These unfunded schemes are operated on a pay as you go basis with the annual pension entitlements being paid 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.

Laois and Offaly 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	31,615,906	28,338,209
Further Education and Training Grants	2	19,077,956	16,896,502
Student Support Services Grants	3	-	19,675
Youth Services Grants	4	238,517	311,358
Agencies & Self-Financing Projects	5	2,755,799	2,834,922
Capital Grants	6	2,506,968	3,589,838
		<u>56,195,146</u>	<u>51,990,504</u>
PAYMENTS			
Post Primary Schools & Head Office	7	31,124,952	28,338,966
Further Education and Training	8	18,514,103	17,312,423
Student Support Services	9	-	7,867
Youth Services	10	303,224	244,976
Agencies & Self-Financing Projects	5	2,685,173	2,607,014
Capital	6	2,733,973	4,326,881
		<u>55,361,425</u>	<u>52,838,127</u>
Cash Surplus / (Deficit) For Year		833,721	(847,623)
Movement in Other Net Current Assets	21	<u>(1,363,153)</u>	1,488,164
Accrual Revenue Surplus/(Deficit) For Year		(529,432)	640,541
Revenue Surplus / (Deficit) at 1 January		555,484	(85,057)
Revenue Surplus / (Deficit) at 31 December		<u>26,052</u>	<u>555,484</u>

Signed:



Chairperson
John Carroll

Date:

27/06/2019

Signed:



Chief Executive
Joe Cunningham

Date:

27/06/2019

The notes on pages 12 to 28 form part of these Financial Statements

Laois and Offaly Education and Training Board

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

	Note	<u>31/12/2018</u>	<u>31/12/2017</u>
		€	€
Current Assets			
Recurrent State Grants	13	903,047	821,971
Capital State Grants	14	-	850,857
Other Recurrent Income	15	5,693	9,204
Third Party Debtors	16	35,544	49,057
Bank Balance		<u>3,671,534</u>	<u>2,837,813</u>
		<u>4,615,818</u>	<u>4,568,902</u>
Current Liabilities			
Recurrent State Grants	17	1,475,293	845,150
Capital State Grants	18	195,716	-
Other Recurrent Income	19	881,841	12,544
Pay & Expense liabilities	20	<u>2,036,916</u>	<u>3,155,724</u>
		<u>4,589,766</u>	<u>4,013,418</u>
Net Current Assets / (Liabilities)		<u><u>26,052</u></u>	<u><u>555,484</u></u>
Revenue surplus/(deficit)		<u><u>26,052</u></u>	<u><u>555,484</u></u>

	Retained Surplus / (Deficit) 31/12/2018	Retained Surplus / (Deficit) 2018	Retained Surplus / (Deficit) 31/12/2017
Programme	€	€	€
Schools & Head Office	23,179	32,752	(9,573)
SOLAS	-	-	-
Self-financing Outdoor Education Centre	(9,666)	(9,666)	-
Youth Affairs	(48,051)	-	(48,051)
Self-financing Programmes	60,590	(552,518)	613,108
	<u>26,052</u>	<u>(529,432)</u>	<u>555,484</u>

Signed: _____

 Chairperson
 John Carroll

Signed: _____

 Chief Executive
 Joe Cunningham

Date: 27/06/2019

Date: 27/6/2018

The notes on pages 12 to 28 form part of these financial statements

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

1 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	Education and Skills	27,163,088	24,301,957
Retained Superannuation Contributions	Education and Skills	1,420,648	1,335,599
		<u>28,583,736</u>	<u>25,637,556</u>
Non-Pay			
Post Primary Schools & Head Office Net Cash Grant	Education and Skills	1,737,810	1,683,752
Capital Reserve	Irish Public Bodies	261,634	-
Tuition Fees	Parents/Students	78,710	82,610
Insurance Dividend	Irish Public Bodies	38,098	77,794
Rent	Other	1,772	1,482
Bank Interest	Bank	453	421
Repeat Leaving Certificate Fees	Parents/Students	-	127
		<u>2,118,477</u>	<u>1,846,186</u>
Associated Programmes			
School Services Support Fund	Education and Skills	384,501	355,132
Deis Grant & Home School Liaison	Education and Skills	119,561	112,537
Book Grant	Education and Skills	114,858	110,517
Digital Strategy for Schools	Education and Skills	102,572	98,973
Schools Excellence Fund	Education and Skills	47,228	-
Transport Escort	Education and Skills	35,714	35,421
Transition Year	Education and Skills	31,160	32,015
Junior Certificate School Programme	Education and Skills/City of Dublin ETB	20,150	21,159
Others -8 in Number	Education and Skills	57,949	88,713
		<u>913,693</u>	<u>854,467</u>
Total		<u><u>31,615,906</u></u>	<u><u>28,338,209</u></u>

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

	Sponsoring Department/Funder	Year Ended	Year Ended
		31/12/2018 €	31/12/2017 €
2 Further Education and Training Receipts			
Further Education			
VTOS	SOLAS	2,962,648	2,899,714
Youthreach	SOLAS	2,619,652	2,608,707
Back to Education Initiative	SOLAS	1,425,255	1,149,234
Adult Literacy	SOLAS	1,093,651	1,036,198
Community Education	SOLAS	442,909	400,072
Adult Education Guidance Service	SOLAS	383,629	360,782
Apprenticeship Programme Staff	SOLAS	224,000	-
Skills for Work	SOLAS	157,427	-
Youthreach Special Needs Initiative	SOLAS	105,107	113,202
QQI Locally Devised Assessment	SOLAS	55,049	50,217
Intensive Tuition	SOLAS	45,472	45,572
PLC Capitation	SOLAS	44,400	38,336
Adult Refugee Programme	SOLAS	42,896	40,668
Scaffolding Apprenticeship Programme Development	SOLAS	22,110	-
QQI External Authenticators	SOLAS	18,212	12,503
Continuing Professional Development	SOLAS	15,719	14,541
DEIS Family Literacy	SOLAS	7,188	22,995
Guidance/Counselling/Psychological Services	SOLAS	6,065	29,352
Quality Framework	SOLAS	4,197	3,677
Special Initiatives Disadvantaged Adults	SOLAS	-	950
		9,675,586	8,826,720
Training			
Traineeships	SOLAS	2,719,432	1,698,172
Operating Costs	SOLAS	2,226,396	1,986,540
Specialist Training Providers (STP)	SOLAS	2,097,414	1,754,678
Community Training Centres	SOLAS	1,243,954	1,026,476
Local Training Initiatives	SOLAS	753,950	768,020
Apprenticeship	SOLAS	235,305	-
Evening Courses	SOLAS	66,183	160,840
Bridging Foundation & Skills Training	SOLAS	59,736	660,285
SOLAS Superannuation	SOLAS	-	14,497
Other - over allocated	SOLAS	-	274
		9,402,370	8,069,782
Total		19,077,956	16,896,502
3 STUDENT SUPPORT SERVICES RECEIPTS			
Grants and Scholarships	Education and Skills	-	19,675
		-	19,675
4 YOUTH SERVICES RECEIPTS			
Youth Work Act 2017	Children and Youth Affairs	59,823	69,823
Youth Club Grant	Children and Youth Affairs	55,165	46,067
Special Projects for Youth	Children and Youth Affairs	47,289	22,735
Youth Work Capital	Children and Youth Affairs	42,740	-
Youth Work Act 2017 - Technical Assistance	Children and Youth Affairs	23,500	-
LGBTGI Grant	Children and Youth Affairs	10,000	-
Local Youth Club Equipment Grant Scheme	Children and Youth Affairs	-	164,508
LYCEGS Tech Assistance	Children and Youth Affairs	-	8,225
		238,517	311,358

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

5 AGENCIES and SELF-FINANCING PROJECTS

AGENCIES		Year Ended 31/12/2018				Year Ended 31/12/2017		
		Receipts	Payments		Receipts	Payments		
Item	Project	Sponsoring Department/Funder	€	Pay €	Non Pay €	Total €	€	€
1	School Meals Scheme	Employment Affairs and Social Protection	243,521	-	226,979	226,979	93,663	84,261
2	School Completion Programme	TUSLA	127,976	111,725	14,252	125,977	127,976	137,007
3	PLC Fees	Students	110,000	-	67,264	67,264	106,457	117,061
4	Secondment NCGE	NCGE	66,843	66,843	-	66,843	-	-
5	Examination Supervision	State Exam Commission	66,053	64,684	1,233	65,917	72,828	70,816
6	Book Rental / School Activities	Students	46,424	-	45,246	45,246	65,156	90,679
7	PLC Programme Participant Contribution	Students	26,990	-	2,400	2,400	25,000	27,990
8	Examination Fees	Students	27,542	-	28,992	28,992	25,964	32,525
9	Léargas Trips	Léargas	25,617	-	13,190	13,190	210	22,068
10	Cycle to Work Scheme	Staff	21,878	-	22,231	22,231	17,514	17,514
11	Others - 13 in Number	Employment Affairs & Social Protection/Various	51,626	1,642	91,838	93,480	251,563	256,149
			814,470	244,894	513,625	758,519	806,331	856,090
SELF-FINANCING PROJECTS								
1	School Activities	Parents/ Students	956,863	-	937,277	937,277	885,126	904,497
2	Mount Lucas Other Income	Other	419,549	-	420,000	420,000	650,247	342,497
3	Outdoor Education Centre	Education and Skills	207,930	-	472,023	472,023	441,148	465,583
		Third Party	<u>260,665</u>					
4	External Training	Various	63,892	25,900	31,002	56,902	6,055	5,499
5	Third Level	Various / Housing, Planning and Local Government	32,430	-	40,452	40,452	46,015	32,848
			1,941,329	25,900	1,900,754	1,926,654	2,028,591	1,750,924
Total			2,755,799	270,794	2,414,379	2,685,173	2,834,922	2,607,014

* 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.

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31st December 2018

6 Capital		Year Ended	Year Ended
		31/12/2018	31/12/2017
		€	€
Receipts			
Education & Skills		2,456,968	3,579,838
SOLAS		50,000	10,000
		2,506,968	3,589,838
Payments			
Facility	Expenditure Type		
Tullamore College	New Building	1,442,675	949,817
Dunamase College	New School	376,626	978,110
Oaklands CC	Additional Accommodation 2017	206,868	102,671
Ard Scoil Chiarain Naofa	Additional Accommodation 2017	206,396	8,354
Dunamase College	Equipment	126,166	57,346
Various	Others - 18 in number	375,242	2,230,583
		2,733,973	4,326,881

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

7 Post Primary Schools & Head Office Payments	Year Ended 31/12/2018			Year Ended 31/12/2017
	Pay €	Non Pay €	Total €	Total €
PAY				
Instruction	25,865,368	-	25,865,368	23,325,749
Administration	2,044,940	-	2,044,940	1,857,637
Maintenance	576,572	-	576,572	546,889
	<u>28,486,880</u>	<u>-</u>	<u>28,486,880</u>	<u>25,730,275</u>
NON PAY				
Instruction	-	477,895	477,895	491,191
Administration	-	915,097	915,097	939,744
Maintenance	-	385,235	385,235	338,536
	<u>-</u>	<u>1,778,227</u>	<u>1,778,227</u>	<u>1,769,471</u>
ASSOCIATED PROGRAMMES				
School Services Support Fund	70,641	360,406	431,047	354,037
DEIS Grant & Home School Liaison	-	79,691	79,691	83,037
Book Grant	-	97,416	97,416	104,741
Digital Strategy for Schools	-	78,070	78,070	98,899
Schools Excellence Fund	-	20,855	20,855	-
Transport Escort	38,193	-	38,193	29,395
Transition Year	-	24,655	24,655	29,581
Junior Certificate School Programme	-	20,937	20,937	23,008
Others 12 in Number	-	68,981	68,981	116,522
	<u>108,834</u>	<u>751,011</u>	<u>859,845</u>	<u>839,220</u>
	<u>28,595,714</u>	<u>2,529,238</u>	<u>31,124,952</u>	<u>28,338,966</u>

Post Primary Schools & Head Office Payments

These relate to the provision of second level and PLC programmes provided in 11 localions, catering for 3,665 participants and 477 beneficiaries participants as well as night classes in 2 locations, catering for 524 participants.

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

8 Further Education and Training Payments	Year Ended 31/12/2018			Total €	Year Ended
	Pay €	Non Pay €	Allowances €		31/12/2017
					Total €
Further Education					
VTOS	1,338,153	326,752	1,214,745	2,879,650	3,074,231
Youthreach	1,671,201	360,300	406,539	2,438,040	2,683,887
Back to Education Initiative	870,605	420,123	-	1,290,728	1,109,673
Adult Literacy	852,957	262,401	-	1,115,358	1,015,214
Community Education	232,106	185,717	-	417,823	463,496
Adult Education Guidance Service	217,881	154,353	-	372,234	410,360
Skills for Work	80,464	65,419	-	145,883	-
Youthreach Special Needs Initiative	62,955	54,183	-	117,138	114,877
QQI Locally Devised Assessment	54,467	-	-	54,467	50,388
Intensive Tuition	45,844	3,432	-	49,276	44,645
PLC Capitation	-	44,400	-	44,400	38,336
Adult Refugee Programme	38,396	563	-	38,959	40,362
Scaffolding Apprenticeship Programme Development	-	3,930	-	3,930	-
QQI External Authenticators	10,871	6,828	-	17,699	13,982
Continuing Professional Development	776	15,057	-	15,833	10,283
DEIS Family Literacy	14,988	1,046	-	16,034	13,892
Guidance/Counselling/Psychological Services	22,969	-	-	22,969	20,568
Quality Framework	-	1,562	-	1,562	4,861
Special Initiatives Disadvantaged Adults	-	-	-	-	950
	5,514,633	1,906,066	1,621,284	9,041,983	9,110,005
Training					
Traineeships	-	1,870,061	760,856	2,630,917	1,624,183
Operating Costs	1,133,736	1,060,946	-	2,194,682	1,973,013
Specialist Training Providers (STP)	-	1,233,042	798,745	2,031,787	1,907,489
Community Training Centres	-	1,002,563	290,170	1,292,733	942,313
Local Training Initiatives	-	385,666	379,777	765,443	867,256
Apprenticeship	-	170,231	73,827	244,058	1,333
Evening Courses	-	71,742	-	71,742	143,914
Bridging Foundation & Skills Training	-	193,172	47,586	240,758	597,221
SOLAS Transfer	-	-	-	-	144,641
Retention	-	-	-	-	1,055
	1,133,736	5,987,423	2,350,961	9,472,120	8,202,418
Total	6,648,369	7,893,489	3,972,245	18,514,103	17,312,423
Further Education and Training Payments					
These relate to the provision of Further Education programmes in 10 locations, catering for 9,174 participants, as well as training in 14 locations, catering for 1,634 participants.					
9 Student Support Services					
Grants and Scholarships	-	-	-	-	7,867
	-	-	-	-	7,867
10 Youth Services					
Youth Work Act 2017	42,437	74,563	-	117,000	6,538
Youth Club Grant	-	55,565	-	55,565	45,746
Special Projects for Youth	-	35,467	-	35,467	22,735
Youth Work Capital	-	42,740	-	42,740	8,245
Youth Work Act 2017 - Technical Assistance	23,500	-	-	23,500	8,225
LGBTGI Grant	-	5,000	-	5,000	-
LYCEGS Capital Works In/Out	-	11,021	-	11,021	153,487
Quality Standards Framework	-	8,649	-	8,649	-
Quality Standards Framework - Local Youth Club	-	3,000	-	3,000	-
Youth Club Equipment Grant - Dormant Account	-	1,282	-	1,282	-
	65,937	237,287	-	303,224	244,976

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

11 Analysis of Receipts by Funder

Funder	Post-Primary Schools and Head Office	Further Education and Training	Student Support Services	Programme			Capital	Total Year Ended 31/12/2018	Total Year Ended 31/12/2017
				Youth Services	Agencies and Self-financing	€			
State funding received	31,235,239	-	-	-	207,930	2,456,968	33,900,137	31,983,218	
Education and Skills SOLAS	-	19,077,956	-	-	226,584	50,000	19,354,540	16,906,502	
Children and Youth Affairs Dublin and Dunlaoghaire ETB	-	-	-	238,517	-	-	238,517	311,358	
Tusla	-	-	-	-	2,687	-	2,687	135,213	
Employment Affairs and Social Protection	-	-	-	-	127,976	-	127,976	127,976	
State Examinations Commission	-	-	-	-	243,521	-	243,521	99,086	
Higher Education Authority	-	-	-	-	66,402	-	66,402	72,977	
Léargas	-	-	-	-	2,264	-	2,264	17,892	
NCGE	-	-	-	-	25,617	-	25,617	210	
Arts Council	-	-	-	-	66,843	-	66,843	-	
	-	-	-	-	1,800	-	1,800	-	
	31,235,239	19,077,956	-	238,517	971,624	2,506,968	54,030,304	49,654,432	
Non-State funding applied to State-funded schemes									
Parents/Students	78,710	-	-	-	260,665	-	339,375	315,955	
Other	1,772	-	-	-	-	-	1,772	1,482	
Irish Public Bodies - dividends, capital reserve	299,732	-	-	-	-	-	299,732	77,794	
Bank - Interest	453	-	-	-	-	-	453	421	
	380,667	-	-	-	260,665	-	641,332	395,652	
Other Non-State funding									
Teachers Union of Ireland	-	-	-	-	7,331	-	7,331	6,125	
Staff	-	-	-	-	31,192	-	31,192	20,764	
Irish Public Bodies	-	-	-	-	7,327	-	7,327	53,648	
City of Dublin ETB	-	-	-	-	-	-	-	2,686	
Other	-	-	-	-	272,486	-	272,486	395,007	
Parents/Students	-	-	-	-	1,205,174	-	1,205,174	1,462,190	
	-	-	-	-	1,523,510	-	1,523,510	1,940,420	
Total	31,615,906	19,077,956	-	238,517	2,755,799	2,506,968	56,195,146	51,990,504	

Laols and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

12 State Funding

Primary Grantor Department/Office	2018		01/01/2018		Total receipts	Local Funding Transfers	Cash expenditure ^f	Change in Liabilities Debtors	Surplus / (deficit) For 2017	31/12/2018	
	Grant Issued	Amount due from / (due to) Grantor €	Receipts direct from Grantor €	Receipts from other sources ^{b,c} €						Amount due from / (due to) Grantor €	Amount due from / (due to) Grantor €
Education and Skills Post Primary Schools and Head Office	Pay ^a	26,504,263	167,114	(27,163,088)	(1,420,648)	(28,583,736)	(33,252)	28,486,880	11,026	-	48,044
	Non-Pay	1,854,468	-	(1,737,810)	(380,667)	(2,118,477)	253,386	1,778,227	54,110	32,752	-
	Local Funding Surpluses	-	(7,741)	-	-	-	(254,009)	-	(19,385)	-	(281,135)
	Associated Programmes	913,693	(354,905)	(913,693)	-	(913,693)	-	859,845	(7,033)	-	(425,786)
Capital	Capital	2,508,968	851,478	(2,506,968)	-	(2,506,958)	-	2,733,973	(1,274,199)	-	(195,716)
Agency and Self-financing	Outdoor Education Centre	207,930	2,298	(207,930)	(260,665)	(468,595)	-	472,023	3,340	(8,666)	-
Student Support	Student Support	-	-	-	-	-	-	-	-	-	-
Total Education and Skills^d		33,997,322	648,244	(32,529,489)	(2,061,980)	(34,591,469)	(33,873)	34,330,948	(1,231,529)	23,086	(854,593)
Other Funders											
SOLAS	Further Education and Training	19,077,956	297,846	(19,077,956)	-	(19,077,956)	-	18,514,103	352,638	-	86,631
SOLAS - In/Out Certification Recoupment Costs	In/Out Certification Recoupment Costs	226,584	-	(226,584)	-	(226,584)	-	226,584	-	-	-
Children and Youth Affairs	Youth Affairs	238,517	(86,618)	(238,517)	-	(238,517)	-	303,224	21,911	-	-
Dublin and Dunlaoghaire ETB	Agency - Skills for Work	2,687	(7,590)	(2,687)	-	(2,687)	-	17,121	(6,854)	-	-
Children and Youth Affairs/Tusla	Agency - School Completion Programme	127,976	(57,995)	(127,976)	-	(127,976)	-	125,977	(9,052)	-	(69,046)
Employment Affairs and Social Protection	Agency - School Meals Programme	243,521	(2,512)	(243,521)	-	(243,521)	-	226,979	13,487	-	(5,667)
State Examinations Commission	Examination Supervision	66,402	(208)	(66,402)	-	(66,402)	-	65,957	-	-	(653)
National Centre for Guidance in Education	Substitution costs	66,843	-	(66,843)	-	(66,843)	-	66,843	-	-	-
Higher Education Authority	Further Education and Training (special needs assistance)	2,264	(17,116)	(2,264)	-	(2,264)	-	14,355	607	-	(4,420)
Leargas	Agency - Leargas Trips	25,617	(8,970)	(25,617)	-	(25,617)	-	13,150	(34)	-	(21,431)
Arts Council	Arts Project	1,800	-	(1,800)	-	(1,800)	-	-	-	-	(1,800)
Total Other		20,080,167	116,745	(20,080,167)	-	(20,080,167)	-	19,574,333	372,703	-	(16,386)
Total		54,077,489	764,989	(52,609,656)	(2,061,980)	(54,671,636)	(33,873)	53,905,281	(858,826)	23,086	(870,979)

Notes

- a Opening balances
- b Receipts from other sources
- c Receipts from other sources
- d Cash expenditure
- e Total State Funding

Balances are reported on an accruals basis.

Post-Primary Schools and Head Office Pay and Non-Pay grants are funded by the Department of Education and Skills having regard to anticipated income from other sources. In the case of Non-Pay, a shortfall in income that leads to excess expenditure gives rise to a deficit. Excess income is due to the Department and is not considered part of the current year grant funding - in 2018, income exceeded the anticipated receipts by €254,009 (€261,633 Capital Reserve net of €7,624 2017 surplus due back to the Department at 01/01/2018)

Post-Primary Schools and Head Office Pay Grant awarded was expected to be funded by direct receipts from the grantor of €27,163,088 and retained superannuation deductions of €1,418,853. In the event, receipts relating to superannuation deductions retained by Laols and Offaly ETB were €1,420,648 (€1,795 more than anticipated) and are included in receipts from the Department of Education and Skills in Note 11 - Funding.

Total grants are set by reference to anticipated expenditure. 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. In 2018, non-pay expenditure was under the limit by €23,179.

The difference between the total amount paid directly by State Departments/offices of €52,609,656 above and the total in Note 11 - Funding - of €54,030,304 is represented by the Superannuation retained of €1,420,648.

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

	31/12/2018	31/12/2017
	€	€
13 Current Assets - Recurrent State Grants		
Amount due from Dept. of Education and Skills		
Pay Grant Underfunding	48,044	170,858
Superannuation Receipts Shortfall		-
Associated Grant Underfunding	-	10,425
Student Support Services	-	-
Amount due from SOLAS	855,003	640,688
Amount due from Dept. of Children and Youth Affairs	-	
	<u>903,047</u>	<u>821,971</u>
14 Current Assets - Capital State Grants		
Amount due from Dept. of Education and Skills	-	850,857
	<u>-</u>	<u>850,857</u>
15 Current Assets - Other Recurrent Income		
Amount due from Other Programme Funders (State)	-	3,021
Amount due from Other Programme Funders (Non State)	5,693	6,183
Provisions	-	-
	<u>5,693</u>	<u>9,204</u>
16 Current Assets - Third Party Debtors		
Tuition Fees	13,840	16,680
Salary Overpayment	7,756	9,508
Social Welfare	8,006	2,113
Rent	5,517	19,960
Account Overpayment	280	679
Bank Interest	145	117
	<u>35,544</u>	<u>49,057</u>

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

	31/12/2018	31/12/2017
	€	€
17 Current Liabilities - Recurrent State Grants		
Amount due to Dept. of Education and Skills		
Associated Grants Unspent	425,786	375,330
Local Receipts / Receivables Excess	281,135	11,485
Amount due to Solas	768,372	371,717
Amount held for Dept. of Children & Youth Affairs	-	86,618
	1,475,293	845,150
18 Current Liabilities - Capital State Grants		
Amount held for Dept. of Education and Skills	195,716	-
Amount held for SOLAS	-	-
	195,716	-
19 Current Liabilities - Other Recurrent Income*		
Amount held for Other Programme Funders (State)	103,017	12,544
Amount held for Other Programme Funders (Non State)	322,173	-
Amount held for Students	456,651	-
Provisions	-	-
	881,841	12,544
20 Pay and Expense Liabilities		
Expense Liabilities	1,807,939	2,927,616
Pay Liabilities	228,977	228,108
	2,036,916	3,155,724

* In line with the Department of Education and Skills' circular for 2018, in relation to agency and self-financing projects, LOETB now recognise liabilities due to funders and also in 2018 have eliminated any related surpluses or deficit previously recognised on the related recurrent income programmes.

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

21 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	903,047	821,971	81,076
Increase/(Decrease) in Capital State Grants Receivable	-	850,857	(850,857)
Increase/(Decrease) in Other Recurrent Income Receivable	5,693	9,204	(3,511)
Increase/(Decrease) in Third Party Debtors	35,544	49,057	(13,513)
	<u>944,284</u>	<u>1,731,089</u>	<u>(786,805)</u>
Current Liabilities			
(Increase)/Decrease in Recurrent State Grant Liabilities	1,475,293	845,150	(630,143)
(Increase)/Decrease in Capital State Grant Liabilities	195,716	-	(195,716)
(Increase)/Decrease in Other Recurrent Income Liabilities	881,841	12,544	(869,297)
(Increase)/Decrease in Pay and Expense Liabilities	2,036,916	3,155,724	1,118,808
	<u>4,589,766</u>	<u>4,013,418</u>	<u>(576,348)</u>
			<u>(1,363,153)</u>

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

22 Remuneration

	2018 €	2017 €
(a) Aggregate Employee Benefits		
Staff Short-term benefits	36,011,950	32,795,851
	<u>36,011,950</u>	<u>32,795,851</u>
(b) Staff Short-Term Benefits		
Pay (Comprising Basic Pay/Allowances/ Overtime) plus Employer's P.R.S.I.	36,011,950	32,795,851
	<u>36,011,950</u>	<u>32,795,851</u>

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

Pay range*	No. Employees	Cost in 2018 €
0 - 59,999	699	17,706,588
60,000 - 69,999	114	7,390,894
70,000 - 79,999	89	6,635,113
80,000 - 89,999	25	2,108,188
90,000 - 99,999	10	955,300
100,000 - 109,999	5	517,558
110,000 - 119,999	4	456,402
120,000 - 129,999	2	241,907
Total:	948	36,011,950

(c) Termination Benefits

There were no termination benefit settlements during the year.

(d) Key Management Personnel

Key management personnel in Laois and Offaly ETB consist of the Chief Executive and the Directors of Schools, Further Education and Training, and Organisation Support and Development. The total value of employee benefits for the key management personnel excluding employer's PRSI is set out below:

	2018 €	2017 €
Salary	398,266	365,318
Allowances	-	-
Termination Benefits	-	-
	<u>398,266</u>	<u>365,318</u>

(e) Chief Executive Salary and Benefits

	2018 €	2017 €
The Chief Executive remuneration package excluding employer's PRSI for the year was:		
Basic Salary	110,492	99,144
Other	-	-
	<u>110,492</u>	<u>99,144</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.

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

23 Specific Costs	2018	2017
	€	€
(a) Consultancy		
The costs of external services under the following headings:		
Legal	6,282	4,674
Financial / Actuarial	4,274	12,915
Human Resources	1,625	3,938
Other - IT, Site Work	2,509	-
	14,690	21,527
(b) Legal Costs and Settlements		
Legal costs and settlements for the year can be analysed under:		
Legal fees - legal proceedings	-	3,025
	-	3,025
(c) Travel and Subsistence		
Travel and subsistence costs comprise:		
Domestic		
- expenses paid to Board Members	9,559	23,984
- expenses paid for Board Members	-	-
- expenses paid to employees	213,305	207,446
	222,864	231,430
International		
- expenses paid to Board Members	-	-
- expenses paid for Board Members	-	-
- expenses paid to employees	111	-
	111	-
Total	222,975	231,430
(d) Hospitality		
Hospitality costs incurred were:		
Staff Hospitality	-	-
Other	-	-
	-	-

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

24 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 €	Attendance at Conferences / Seminars €	BOM €	Other €	Total €	No. Board Meetings Attended \ Held
Maura Brophy	109	-	-	-	-	109	4/8
Molly Buckley	194	30	329	-	44	597	6/8
John Carroll	389	689	164	-	-	1,242	8/8
Mary Colter Bracken	271	44	-	-	-	315	6/8
Eamon Dooly	253	-	-	-	69	322	6/8
Caroline Dwane Stanley	313	652	346	-	-	1,311	8/8
Catherine Fitzgerald	245	618	227	-	-	1,090	8/8
Eddie Fitzpatrick	226	298	-	36	42	602	7/8
William Flanagan	219	-	-	-	-	219	7/8
Padraig Fleming ***	73	-	-	-	-	73	2/3
Vivienne Keenan	171	-	322	33	-	526	6/8
John King	483	58	-	43	31	615	8/8
Jerry Lodge, RIP **	30	-	-	-	-	30	2/3
Sean Maher	167	-	-	-	-	167	4/8
Tony McCormack	118	-	-	-	-	118	4/8
Paschal McEvoy	309	-	179	-	-	488	6/8
Liam Quinn	194	-	-	54	-	248	3/8
Derek Scully	228	-	89	-	-	317	8/8
Frank Smith	269	116	-	36	49	470	5/8
Anne Starling	-	-	-	-	-	-	1/8
Mary Sweeney *	329	-	217	-	-	546	6/8
Joe Thompson	65	89	-	-	-	154	4/8
Total	4,655	2,594	1,873	202	235	9,559	

* Mary Sweeney is the LOETB representative on the ETBI Reserve Members Forum

** Board member Jerry Lodge, RIP, passed away on 4th April 2018

*** Padraig Fleming was adopted onto the LOETB by Offaly County Council on 3rd September 2018 to fill vacancy

25 Chief Executive's Travel Expenses

	2018 €	2017 €
Domestic Travel	13,223	12,645
Foreign Travel	-	-
Total	13,223	12,645

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

26 Capital Commitments

At the date of approval of the financial statements Laois and Offaly ETB had committed and contracted for:

1. the completion of the new school in Tullamore, at a cost of €1,624,698
2. the construction and fit out of new science room and prep area in Clonaslee, at a cost of €377,000
3. the construction of special student access in Kilcormac, at a cost of €128,658
4. the provision of prefabs in Clara and Edenderry, at a cost of €348,739
5. 14 other projects with a combined cost of €318,036

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

27 Contingencies

At the date of approval of these financial statements, there were no significant legal proceedings in respect of events that occurred on or before the 31/12/2018.

28 Pension Related Deductions

€ 1,415,308 was deducted from staff by way of pension levy and paid over to the Department of Education and Skills.

29 Annual Contribution to Education and Training Boards Ireland.

Laois and Offaly ETB made a contribution of €42,700 to ETBI in 2018.

30 Provision of National Service

Laois and Offaly ETB does not coordinate or provide national services on behalf of all ETBs.

31 Charitable Status

Laois and Offaly ETB is a charity registered with the Charity Regulator - charity number 20083380.

32 Connected Persons

Laois and Offaly ETB had no transactions with connected persons during the year.

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

33 Laois and Offaly ETB provides educational services from the properties listed below:

1) Properties in use	Category	Location	Status	Annual Rent	Lease expiry
Administrative Offices					
Head Office		Ridge Road, Portlaoise, Co Laois	Owned	N/A	N/A
Administrative Offices		Unit 3, Castle Buildings, Tara Street, Tullamore, Co Offaly	Leased	€122,700	31 March 2027
Schools					
Banagher Colligo		Banagher	PPP	N/A	N/A
Ard Scoll Chiarain Naofa		Clara	Owned	N/A	N/A
Cionaslee College		Cionaslee	Owned	N/A	N/A
Community Centre (CDA)		Cionaslee	Leased	€7,300	31/12/2019
Cokland's College		Edenderry	Owned	N/A	N/A
Portlaoise College		Portlaoise	Owned	N/A	N/A
Additional Lands		Portlaoise	Leased	€10	Year 2502
St. Fergal's College		Rahdowney	Owned	N/A	N/A
Tullamore College		Tullamore	Owned	N/A	N/A
Colaisle Naomh Cormac		Kilcormac	Owned	N/A	N/A
Dunamase College		Portlaoise	Owned	N/A	N/A
Centres					
Abbeyleix Further Education and Training Centre		Abbeyleix	Owned	N/A	N/A
Mounmellick Further Education and Training Centre		Mounmellick	Owned	N/A	N/A
Portlaoise Further Education and Training Centre		Portlaoise	Owned	N/A	N/A
Portlaoise Further Education and Training Centre		Portlaoise	Leased	€125,000	01/09/2033
Clara Further Education and Training Centre		Clara	Leased	€18,000	15/09/2019
Banagher Further Education and Training Centre		Banagher	Owned	N/A	N/A
Edenderry Further Education and Training Centre		Edenderry	Owned	N/A	N/A
Birr Outdoor Education and Training Centre		Birr	Owned	N/A	N/A
Land at Cadamstown		Cadamstown	Leased	€100	19/09/2023
Mounlucas Training Centre		Mounlucas	Owned	N/A	N/A
Tullamore Further Education and Training Centre Unit 7		Tullamore	Leased	€98,400	31/09/2019
Tullamore Further Education and Training Centre Unit 8		Tullamore	Leased	€85,382	31/09/2019
Tullamore Further Education and Training Centre Unit 9		Tullamore	Leased	€52,767	31/08/2019
Clean Rooms/Offices - Industrial Unit		Tullamore	Leased	€26,877	31/09/2027
Offices/Electrical Apprenticeships - Industrial Unit		Tullamore	Leased	€14,760	31/08/2027
METAC		Mountrath	Licence	€153,400	16/05/2019
Banagher College was built and is now maintained under the terms of a contract between a public private partnership company and the Department of Education and Skills.					
2) Properties not currently in use					
La Sainie Union Building		Banagher	Owned	Annual Rent	Lease expiry
Cadamstown Prefab		Cadamstown	Owned	N/A	N/A
3) Properties leased to 3rd parties					
Category		Occupied by			
Banagher		Old Woodwork Room LSU site	Leased	€365	31/12/2018
St Rynagh's Further Education Centre		Offaly Local Development Company	Leased	€7,500	31/08/2019
St Rynagh's Further Education Centre		Banagher Drama Group	Leased	€2,000	31/12/2018
Birr Outdoor Education Centre		Offaly Local Development Company	Leased	€7,500	17/05/2019
Mounmellick Further Education and Training Centre		Laois Partnership	Leased	€4,000	31/08/2020
Mounmellick Further Education and Training Centre		Kiddicare	Leased	€2,500	
St Fergal's College		Laois County Council	Leased	€10	

Laois and Offaly Education and Training Board

Notes to The Financial Statements - Year Ended 31 December 2018

34 Approval of the Financial Statements

The Financial Statements for the year ended 31/12/2018 were approved by the Board of Laois and Offaly ETB on 27/06/2019 .