

Waterford and Wexford Education and Training Board

Financial Statements For The Year Ended 31 December 2018

Waterford and Wexford Education and Training Board

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Waterford and Wexford Education and Training Board

Statement of Board Responsibilities

Waterford and Wexford 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: **Cllr. Barbara Anne Murphy**

Signature:

Date :



10/12/19

Bord Oideachais & Oiliúna Phort Láirge and Loch Garman

Waterford and Wexford Education and Training Board

Statement on Internal Control

The Waterford and Wexford Education and Training Board (WWETB) came into being on 1 July 2013 under the provisions of the Education & Training Boards Act 2013. On that date WWETB took over the functions of the former County Wexford, County Waterford and City of Waterford VECs. With effect from 1st July 2014, WWETB took over, from SOLAS, the assets, liabilities and the management of the activities of Waterford and Wexford Training Centres.

The Code of Governance for ETBs relating to the 2018 audit period is set out in Circular Letter 18/2015, which was issued by the Department of Education and Skills to all ETBs on 16th March 2015. The Code of Governance was adopted by WWETB at its meeting of 14th April 2015. Prior to this, the Board operated under the provisions of Circular Letter F11/2005. WWETB at its meeting held on 14th April 2015, completed the process of appointing its Finance and Audit Committees. The Audit committee held four meetings during 2018.

Responsibility for the System of Internal Control

As Chairperson of Waterford and Wexford Education and Training Board, 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 has taken steps to ensure an appropriate control environment by:

- ☉ Clearly identifying management and staff responsibilities;
- ☉ Establishing procedures for reporting significant control failures and ensuring appropriate corrective action;
- ☉ Establishing a formal risk management system involving procedures for identifying and evaluating all risks which could prevent the ETB achieving its objectives. Review of Risk Register is an Agenda item for all Senior Management Team Meetings.

The system of internal control operated in WWETB is based on:

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

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 in management letters or other reports
- ☉ work of the Audit Committee which considers internal audit reports and reports of the C&AG and reports to the Board whether the Chief Executive is, in the internal auditor's opinion, operating adequate and appropriate systems of internal control
- ☉ Chief Executive who has responsibility for the control framework.

An internal audit service is provided by the Internal Audit Unit – Education and Training Boards. The most recent internal audits were conducted in 2017 in respect of Waterford Training Centre Procurement and IT system and network availability controls.

The Opinion Reports issued by Internal Audit were received in 2018 and noted that WWETB has an adequate system of internal controls in place pertaining to the audits conducted.

Annual Review of Controls

WWETB is committed to operating an efficient, effective and economic internal control system. A formal review of the effectiveness of the system of internal control in respect of 2018 was carried out by Management between January and February, 2019 and presented to the Audit Committee in March 2019.

The Audit Committee received a report on the assessment of internal controls for 2018. Therein, WWETB management has certified that all internal controls either have been implemented or are in the process of implementation. The Audit Committee is satisfied with the internal controls that are in place, and is satisfied that WWETB will continue to monitor the internal controls and improve processes where necessary through a tracking system.

WWETB is committed to maximising value for money in all goods and services procured and ensuring compliance with all national and EU regulations. WWETB also utilises OGP frameworks where suitable for its needs. Procurement practices are being reviewed, in line with national procurement policy, to ensure best outcomes for aggregation. To this end, spend above €25,000 was analysed for 2018 and the following was noted:

- The non-compliant aggregate spend across WWETB for 2018 was €3,777,166.48. Schools and centres procured at school/centre level in accordance with WWETB Procurement Policy however, the aggregate value across all sites exceeded the tendering threshold.
- The non-compliant spend for roll-over, continued use of contracts beyond the contract date for 2018 is approximately €234,000.

The total non-compliant spend across WWETB for 2018 is **€4,011,166.48**.

With respect to non-compliant spend i.e. where no tender process was undertaken, in a further detailed spend analysis of the Multi-Annual Procurement Plan (down to €3000 per supplier/category) additional spend was identified in key areas previously listed including School Buses, Recruitment, Exam Papers, Timber and Contract Cleaning. More in-depth analysis of class materials highlighted expenditure in Art Supplies, Beauty/Hairdressing, Electrical components, Engineering, Motor, Construction consumables etc. Other areas in 2018 spend where a tender process is required includes brochures, storage and landline charges.

With respect to the non-compliant spend for roll over, continued use of contracts beyond the contract date, this related to School Books expenditure. There was a delay in the EPS Framework for School Books being available for ETBs to engage in - due to delays in some ETB replies and a successful supplier going into liquidation. Once the Framework was completed WWETB filled out the PSR form in February 2018 and the competition was complete by May 2018. WWETB received a notification from ETBI to continue with existing school books' suppliers pending completion of EPS Framework for School Books, this was done on a roll-over basis.

Significant efforts are being made to improve compliance on an ETB wide basis. The following solutions have been identified:

- A restructuring of WWETB's administrative functions took place in 2017 and as a result of this a senior appointment has been made in late Q2 2017 to lead a dedicated procurement team to (i) manage new tenders, (ii) review compliance and (iii) manage contracts. An existing grade IV staff member in Procurement was successfully promoted to a Grade VI post which will greatly assist in the procurement function.
- WWETB has highlighted the need for additional staffing in procurement in the recent Department of Education and Skills information gathering for Phase II of Organisation Design Review for ETBs in 2017 to undertake the key functions of the procurement team.
- The recently created procurement team are undertaking a spend analysis to identify categories of spend (Category Management) to ensure that the appropriate tendering process for competitions is held on an ETB wide basis.
- The ETB National Procurement Policy was reviewed by the Senior Management Team and the WWETB Policy was adopted by the WWETB Board on 27th March 2018. This policy supersedes all previous policies and procedures.

Prior to this the Training Centre operated under the terms of the Interim Business Continuity Arrangement (July 2014) adopted by the WWETB Board and the Training Centre Procurement Manual used by SOLAS training centres

- The procurement team has identified a project schedule highlighting key competitions to be undertaken in 2019 which will deliver the benefits of aggregation in respect of goods and services acquired across WWETB.
- WWETB Procurement Team has tendered for a number of projects in its workplan for 2018 including Mobile Phones, School Buses and Contract Cleaning. It will continue to work on other key projects for the last quarter of 2019 and 2020 workplan.
- Specific categories of spend identified are under progress at present:

School Buses Tender : Procurement Grade VI Senior Staff Officer is part of lead team in consultation with EPS (Education Procurement Service) to develop and roll out tender for School Bus per geographical lot per ETB. This will involve Meet the Supplier event for local SMEs. This tender process is now completed and framework contracts are expected to commence early in 2020. The approximate spend for 2018 for schools/FE in this area is €300,000.

School Meals Tenders: Procurement team held a 'meet the supplier' event in December and tenders for individual schools are at different stages of the tender process at present. A further four school competitions were completed in 2019. Overall spend is approximately €420,000 and tender processes have been completed in a number of schools already.

Contract Cleaning Tender: The procurement team have completed this OGP competition and the new OGP Framework supplier has commenced the cleaning contract from November 2019. The approximate value for this spend over is over €320,000 for WWETB.

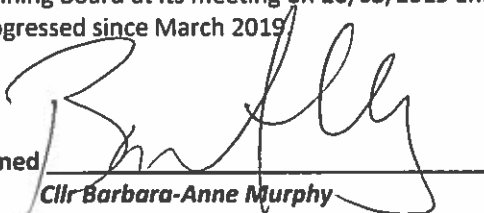
Class Materials for Schools/Training Centres: Procurement team have identified specific areas of class materials spend across our ETB where tenders for framework of suppliers will be undertaken. This process will be ongoing from 2019 and will take considerable time to complete. The Procurement team and Training Centre Management are reviewing class material spend for the Training Centres/schools with a view to tendering for a Framework of Suppliers for specific class material categories. This will involve engagement with local suppliers regarding e-tenders process prior to tender publications. Tendering for specific class material categories will commence in 2019.

Tenders completed in 2018 included: Capital tender competitions for training centres to the value of over €240,000 were completed in 2018. To ensure ongoing compliance where contracts were ending, tender competitions were completed for areas such as School Books value over €200,000 per year and Mobile Phone Tender concluded with a value of €65,000 per year.

Recruitment Tender: This has been identified as a tender to be completed in 2019 with a value of approx. €273,000 across the ETB.

The statement on internal control was reviewed and approved by the Board of Waterford and Wexford Education and Training Board at its meeting on 26/03/2019 and has been updated in November 2019 to reflect work that has progressed since March 2019

Signed


Cllr Barbara-Anne Murphy
Chairperson

Date:

10/12/19



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

Report for presentation to the Houses of the Oireachtas **Waterford and Wexford Education and Training Board**

Opinion on the financial statements

I have audited the financial statements of Waterford and Wexford 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 Waterford and Wexford 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

13 December 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.

Waterford and Wexford Education and Training Board

Financial Statements - Year Ended 31 December 2018

Activities and Pay Costs

1 Main Activity

Waterford and Wexford Education and Training Board provides Education and Training throughout counties Waterford and Wexford as set out below :

Service	Number of Locations	Number of Participants*	Number of Beneficiaries ***
Second Level & Post Leaving Cert.	13	4,570**	2,917
Further Education	30	-	9,031
Training	4	-	3,168
Part-time / Night Classes	4	-	2,417

* Based on Academic Year 2018/2019 Enrolment

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

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

2 Other Services

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

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

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

3 Pay Costs

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

Pay Ranges	No. Employees	Cost in 2018*
		€
0 - 59,999	1,224	29,520,688
60,000 - 69,999	201	13,087,647
70,000 - 79,999	164	12,198,339
80,000 - 89,999	38	3,177,767
90,000 - 99,999	15	1,429,609
100,000 - 109,999	8	840,976
110,000 - 119,999	8	923,766
120,000 - 129,999	1	127,939
Total:	1,659	61,306,731

*Cost in 2018 includes 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 €2,343,081 which were remitted to the Department of Education and Skills

Waterford and Wexford 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

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

2 Significant Accounting Policies

(a) Basis of Presentation

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

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

(b) Basis of Preparation

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

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

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

(c) Tangible Fixed Assets

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

(d) Stocks

All consumable stocks are expensed as purchased.

(e) Superannuation

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

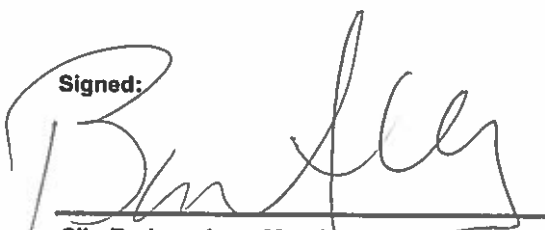
(f) Lease Rentals

All lease rentals are expensed as incurred.

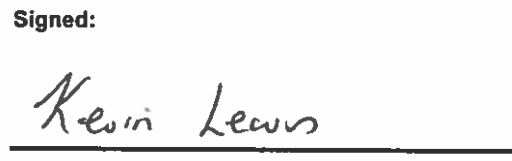
Waterford and Wexford Education and Training Board

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	46,574,275	42,994,214
Further Education and Training Grants	2	51,133,548	48,587,555
Student Support Services Grants	3	-	13,215
Youth Services Grants	4	1,513,271	1,691,644
Agencies & Self-Financing Projects	5	3,994,545	3,438,615
Capital Grants	6	1,528,383	1,290,611
		<u>104,744,022</u>	<u>98,015,854</u>
PAYMENTS			
Post Primary Schools & Head Office	7	46,514,902	43,241,186
Further Education and Training	8	52,014,672	48,596,134
Student Support Services	9	-	3,810
Youth Services	10	1,513,328	1,754,841
Agencies & Self-Financing Projects	5	3,815,704	3,237,855
Capital	6	1,196,815	1,525,759
		<u>105,055,421</u>	<u>98,359,585</u>
Cash surplus/(deficit) for year		(311,399)	(343,731)
Movement in other net current assets	21	311,661	365,750
Accrual revenue surplus/(deficit) for Year		262	22,019
Revenue surplus/(deficit) at 1 January		(1,926,367)	(1,948,386)
Revenue surplus/(deficit) at 31 December		<u>(1,926,105)</u>	<u>(1,926,367)</u>

Signed: 
 Cllr. Barbara Anne Murphy
 Chairperson

Date: 10/12/19

Signed: 
 Kevin Lewis
 Chief Executive

Date: December 10th 2019

The notes on pages 10 to 27 form part of these financial statements

Waterford and Wexford 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	13	1,963,811	1,458,950
Capital State Grants	14	185,646	1,701,873
Other Recurrent Income	15	16,850	268,089
Third Party Debtors	16	11,974	27,343
Bank Balance		<u>967,269</u>	<u>1,278,669</u>
		<u>3,145,550</u>	<u>4,734,924</u>
Current Liabilities			
Recurrent State Grants	17	859,984	1,576,932
Capital State Grants	18	517,861	1,788,029
Other Recurrent Income	19	2,133,147	2,299,575
Pay & Expense liabilities	20	<u>1,560,663</u>	<u>996,755</u>
		<u>5,071,655</u>	<u>6,661,291</u>
Net Current Assets / (Liabilities)		<u>(1,926,105)</u>	<u>(1,926,367)</u>
Represented by			
Revenue surplus/(deficit)		<u>(1,926,105)</u>	<u>(1,926,367)</u>

Analysis of Revenue Surplus / (Deficit)

Programme	Retained Surplus / (Deficit) 31/12/2018 €	Retained Surplus / (Deficit) For 2018 €	Retained Surplus / (Deficit) 31/12/2017 €
Schools & Head Office	(1,912,406)	7,507	(1,919,913)
DES Programmes	(46,806)	(46,806)	-
Capital	(1,815)	(1,815)	-
Further Education & Training Programmes	28,192	28,192	-
Agency & Self-financing Programmes	6,730	13,184	(6,454)
	<u>(1,926,105)</u>	<u>262</u>	<u>(1,926,367)</u>

Signed:


Cllr. Barbara Anne Murphy
Chairperson

Date:

10/12/19

Signed:


Kevin Lewis
Chief Executive

Date:

December 10th 2019

The notes on pages 10 to 27 form part of these Financial Statements

Waterford and Wexford Education and Training Board

Notes to The Financial Statements - Year Ended 31st 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	Education and Skills	39,561,840	36,390,729
Retained Superannuation Contributions	Education and Skills	2,571,292	2,548,299
		<u>42,133,132</u>	<u>38,939,028</u>
Non-Pay			
Post Primary Schools & Head Office Net Cash Grant	Education and Skills	2,635,901	2,552,393
Capital Dividend	Irish Public Bodies	336,233	-
Insurance Dividend	Irish Public Bodies	53,631	118,075
Tuition Fees	Parents/students	121,774	124,232
Bank Interest	Bank	-	3,078
Rent	Other	3,700	1,973
Other	Other	800	280
		<u>3,152,039</u>	<u>2,800,031</u>
Associated Programmes			
School Services Support Fund	Education and Skills	566,079	561,056
DEIS Grant	Education and Skills	162,321	156,418
Book Grant	Education and Skills	151,479	147,615
Digital Strategy for Schools	Education and Skills	145,599	145,836
Transition Year	Education and Skills	43,985	56,272
Traveller Capitation	Education and Skills	43,818	16,281
Gaeltacht School Rec. Scheme	Education and Skills	36,961	-
Leaving Cert Applied (Per Capita)	Education and Skills	27,331	28,992
Schools Excellence Fund	Education and Skills	25,278	-
Junior Certificate School Programme	Education and Skills	24,872	22,540
Others - 9 in number	Education and Skills	61,382	120,145
		<u>1,289,105</u>	<u>1,255,155</u>
Total		<u><u>46,574,275</u></u>	<u><u>42,994,214</u></u>

Waterford and Wexford Education and Training Board

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

2 Further Education and Training Receipts	Sponsoring Department/Funder	Year Ended 31/12/2018 €	Year Ended 31/12/2017 €
Further Education			
VTOS	SOLAS	8,183,634	7,976,687
Youthreach	SOLAS	5,552,548	4,798,243
Operational Costs	SOLAS	1,103,948	2,187,590
Adult Literacy Programme	SOLAS	1,998,636	1,742,982
Back to Education Initiative	SOLAS	1,853,121	1,204,596
Community Education Programme	SOLAS	631,770	625,250
PLC Non-Pay	SOLAS	372,394	371,155
Refugee Resettlement Programme	SOLAS	703,984	310,343
Adult Education Guidance Service	SOLAS	304,583	253,076
QQI Assessments	SOLAS	132,567	211,543
Innovative Projects	SOLAS	739,037	-
Skills for Work	SOLAS	205,000	-
Professional Development	SOLAS	97,288	-
ITABE	SOLAS	24,938	104,872
DEIS Family Literacy	SOLAS	28,433	22,997
Explorer Programme	Education and Skills	23,825	-
		21,955,706	19,809,334
Training			
Apprenticeship	SOLAS	8,458,557	7,998,691
Operational Costs	SOLAS	6,533,763	5,867,524
Skills Training	SOLAS	4,021,907	5,720,037
Local Training Initiatives	SOLAS	2,766,560	2,424,727
Community Training Centres	SOLAS	2,090,207	2,100,973
Specialist Training Provider	SOLAS	1,722,327	1,820,078
Traineeship	SOLAS	2,333,343	1,426,928
Evening Courses	SOLAS	887,499	863,402
Bridging Contracted	SOLAS	362,958	530,185
On-line Learning	SOLAS	721	25,676
Library Projects	SOLAS	-	-
		29,177,842	28,778,221
Total		51,133,548	48,587,555
3 Student Support Service Receipts			
Grants and Scholarships	Education and Skills	-	13,215
		-	13,215
4 Youth Service Receipts			
Special Projects Youth	Children and Youth Affairs	850,989	786,052
Local Youth Club Equipment Grant	Children and Youth Affairs	-	439,728
Administration	Children and Youth Affairs	223,601	237,257
Grants to Youth Bodies	Children and Youth Affairs	127,190	125,022
Youth Information Fund	Children and Youth Affairs	50,759	50,759
YPFSF Stream 2	Children and Youth Affairs	88,136	52,826
Youth Capital Grant	Children and Youth Affairs	161,596	-
LGBT Youth Grant	Children and Youth Affairs	11,000	-
Youth Employment Initiative	Children and Youth Affairs	-	-
		1,513,271	1,691,644

Waterford and Wexford Education and Training Board

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

5 Agencies and Self-Financing Projects

AGENCIES			Year Ended 31/12/2018				Year Ended 31/12/2017		
Item	Project	Primary Sponsoring Department / Funder	Receipts	Payments			Receipts	Payments	
			€	Pay €	Non Pay €	Total €	€	Total €	
1	School Meals	DEASP	438,393	-	446,073	446,073	445,976	459,667	
2	Music Generation - Waterford	Music Generation Ireland	241,500	73,941	52,726	126,667	50,000	-	
3	Music Generation - Wexford	Music Generation Ireland	227,614	52,625	20,299	72,924	50,000	-	
4	School Completion Programme	Tusla	146,713	135,236	24,513	159,749	147,091	136,656	
5	Examination Supervision	SEC	116,993	117,479	1,121	118,600	111,130	113,804	
6	Third Level Access	HEA	98,157	45,387	1,207	46,594	59,450	25,576	
7	School Libraries	PDST	78,137	74	58,150	58,224	107,260	54,530	
8	Salary Recoupment	NCCA	74,387	74,387	-	74,387	-	-	
9	FAB LAB New Ross	Wexford Co Co	65,000	-	-	-	-	-	
10	Recast Rapid Programme	Wexford Co Co	64,500	-	57,265	57,265	-	-	
11	Leonardo	Leargas	60,905	3,351	43,226	46,577	76,108	67,697	
12	Others - 10 in number	Various	82,372	12,653	23,976	36,629	255,525	239,201	
			1,692,672	515,132	728,556	1,243,689	1,302,540	1,097,131	
SELF-FINANCING PROJECTS									
1	Student Services Fund	Fees		692,323	24,243	748,687	772,930	496,377	569,861
2	Shielbagan OETC	Education and Skills	182,930	445,853	317,805	105,222	423,027	367,727	369,959
		Third Party	<u>262,923</u>						
3	School Tours	Students		215,789	-	177,448	177,448	144,509	91,783
4	PLC Class Materials	Fees		195,218	1,637	217,561	219,198	176,694	150,397
5	Transition Year	Students		86,660	-	63,402	63,402	1,511	18,752
6	PLC Government Levy	Fees		86,830	-	86,830	86,830	83,260	83,260
7	School Accounts	Various		89,658	-	166,569	166,569	180,748	281,443
8	Agri Course Kilmuckridge	Fees		81,730	40,206	64,593	104,799	82,200	77,579
9	Beauty Therapy	Students		70,705	-	57,435	57,435	81,884	45,045
10	Book Rental Scheme	Parents Fees		52,733	-	113,997	113,997	148,481	151,620
11	Mock Exams	Fees		50,338	-	58,338	58,338	56,445	40,015
12	Homework Club	Parents Fees		48,545	48,447	-	48,447	35,788	47,641
13	Students Union	Students		36,994	-	54,772	54,772	64,433	34,177
14	Cycle to Work Scheme	Employees		35,594	-	34,813	34,813	51,540	55,434
15	School Canteen	Students		24,955	17,642	14,373	32,015	37,043	16,665
16	PLC Exam Fees	Students		18,317	-	61,999	61,999	28,206	11,197
17	Others - 14 in number	Various		69,631	-	95,996	95,996	99,233	95,896
				2,301,873	449,980	2,122,035	2,572,015	2,136,075	2,140,724
Total				3,994,545	965,112	2,850,591	3,815,704	3,438,615	3,237,855

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

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

Waterford and Wexford Education and Training Board

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

6 Capital	Year Ended 31/12/2018	Year Ended 31/12/2017
	€	€
Receipts		
Department Education & Skills	1,057,313	1,082,443
SOLAS	471,070	208,168
	1,528,383	1,290,611
Payments		
Facility	Expenditure Type	
Training Centre	Equipment	447,433
Coláiste an Átha	Additional Classroom	16,433
Selskar College	Summer Works	184,557
Coláiste an Átha	Summer Works Schemes	113,149
Various	ASD Unit	77,795
Enniscorthy Vocational College	Emergency Works	29,994
St. Declan's Community College	Additional Accommodation	29,342
Selskar College	Emergency Works	25,651
Coláiste an Átha	Loose Furniture & Equip.	22,407
Coláiste Abbain	New Build	187,486
Various	Others - 10 in number	62,568
		1,196,815
		1,525,759

Waterford and Wexford Education and Training Board

Notes to The Financial Statements - Year Ended 31st 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	37,514,852	-	37,514,852	34,712,294
Administration	3,765,352	-	3,765,352	3,575,315
Maintenance	821,006	-	821,006	834,742
	<u>42,101,210</u>	<u>-</u>	<u>42,101,210</u>	<u>39,122,351</u>
NON PAY				
Instruction	-	320,169	320,169	519,598
Administration	-	1,443,256	1,443,256	1,346,625
Maintenance	-	891,574	891,574	824,983
	<u>-</u>	<u>2,655,000</u>	<u>2,655,000</u>	<u>2,691,206</u>
ASSOCIATED PROGRAMMES				
Schools Services Support Fund	124,700	708,067	832,768	746,706
DEIS	32,452	241,128	273,580	178,498
Digital Strategy for Schools	-	159,967	159,967	108,433
PLC Capitation	-	123,644	123,644	-
Book Rental Scheme	-	118,155	118,155	137,146
ICT	-	49,778	49,778	58,526
Transition Year	-	40,273	40,273	74,330
Traveller Capitation	-	38,549	38,549	32,078
Junior Certificate School Programme	-	37,531	37,531	18,035
Others - 13 in number	30,310	54,137	84,448	73,877
	<u>187,462</u>	<u>1,571,230</u>	<u>1,758,692</u>	<u>1,427,629</u>
	<u>42,288,672</u>	<u>4,226,229</u>	<u>46,514,902</u>	<u>43,241,186</u>

Post Primary Schools and Head Office Payments

These relate to the provision of second level and PLC programmes provided in 13 locations, catering for 4,570 second level participants, 2,917 PLC beneficiaries as well as night classes in 2 locations, catering for 741 participants.

Waterford and Wexford Education and Training Board

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

8 Further Education and Training Payments	Year Ended 31/12/2018				Year Ended 31/12/2017
	Pay €	Non Pay €	Allowances €	Total €	Total €
Further Education					
VTOS	3,563,093	968,705	3,657,959	8,189,757	8,160,647
Youthreach	3,242,409	960,551	937,192	5,140,152	4,999,654
Adult Literacy & ESOL	1,783,437	399,612	-	2,183,049	1,940,660
Back to Education Initiative	1,344,773	388,854	-	1,733,627	1,634,966
Operational Costs	127,958	1,220,916	-	1,348,874	1,259,544
Innovative Projects	8,509	885,717	-	894,226	-
Community Education	449,604	215,488	-	665,092	624,032
QQI Locally Devised Assessments	158,146	26,807	-	184,954	189,581
PLC Non-Pay	-	412,402	-	412,402	355,275
Refugee Resettlement Programme	496,268	173,329	-	669,597	290,588
Adult Education Guidance Initiative	286,917	47,122	-	334,040	223,509
Special Education Needs	73,715	11,142	-	84,857	76,278
Skills for Work	76,652	10,951	-	87,602	-
Professional Development	62,828	45,395	-	108,223	-
ITABE	25,739	584	-	26,323	76,824
DEIS Family Literacy	24,383	-	-	24,383	28,212
Psychological Services	-	7,554	-	7,554	15,435
Explorer Programme	11,229	12,356	-	23,585	-
CPD Youthreach and VTOS	-	-	-	-	-
	11,735,660	5,787,485	4,595,151	22,118,296	19,875,205
Training					
Operational Costs	5,089,115	1,675,922	-	6,765,037	6,107,299
Apprenticeship	270,014	2,711,532	5,867,979	8,849,525	7,612,482
Skills Training	113,618	2,419,801	1,551,270	4,084,689	5,735,590
Local Training Initiatives	-	682,940	2,134,343	2,817,283	2,474,683
Community Training Centres	-	1,561,815	766,234	2,328,049	2,078,637
Specialist Training Provider	-	1,045,082	661,339	1,706,421	1,815,391
Traineeship	65,424	1,261,369	920,253	2,247,046	1,524,758
Evening Courses	548,238	221,030	-	769,268	898,732
Bridging	7,013	213,914	108,131	329,058	455,024
On-line Learning	-	-	-	-	18,333
Library Projects	-	-	-	-	-
	6,093,422	11,793,405	12,009,549	29,896,376	28,720,929
Total	17,829,082	17,580,890	16,604,700	52,014,672	48,596,134
Further Education and Training Payments					
These relate to the provision of Further Education programmes in 30 locations, catering for 9,031 beneficiaries, as well as training in 4 locations, catering for 3,168 beneficiaries and night classes in 2 locations, catering for 1,676 beneficiaries					
9 Student Support Services					
Grants and Scholarships				-	3,810
				-	3,810
10 Youth Services					
Special Projects for Youth	-	850,988	-	850,988	828,025
Local Youth Club Equipment Grant	-	-	-	-	439,728
Youth Work Services	177,442	46,209	-	223,652	235,827
Local Youth Club Grants	-	127,196	-	127,196	142,086
YPFSF Stream 2	-	88,137	-	88,137	52,826
Youth Information Fund	-	50,759	-	50,759	50,759
Youth Capital Grant	-	161,596	-	161,596	-
LGBT Youth Grant	-	11,000	-	11,000	-
Youth Employment Initiative	-	-	-	-	5,590
Youth Work Quality Standards	-	-	-	-	-
	177,442	1,335,886	-	1,513,328	1,764,841

Waterford and Wexford Education and Training Board

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

11 Analysis of Receipts by Funder

FUNDER	Programme						Total Year Ended 31/12/2018 €	Total Year Ended 31/12/2017 €
	Post Primary Schools & Head Office €	Further Education and Training €	Student Support Services €	Youth Services €	Agencies and Self Financing €	Capital €		
State funding received								
SOLAS	-	51,098,499	-	-	-	471,070	51,569,570	48,795,723
Education and Skills	46,058,138	23,825	-	-	182,930	1,057,313	47,322,208	44,025,164
Children and Youth Affairs	-	-	-	1,513,271	-	-	1,513,271	1,691,644
Employment Affairs and Social Protection	-	-	-	-	438,393	-	438,393	445,976
Communications, Natural Resources & Environment	-	-	-	-	-	-	-	-
Dublin Dun Laoghaire ETB	-	-	-	-	40,272	-	40,272	154,590
Tusla	-	-	-	-	146,713	-	146,713	147,091
State Exams Commission	-	-	-	-	116,993	-	116,993	111,130
Higher Education Authority	-	-	-	-	98,157	-	98,157	59,450
City of Dublin ETB	-	-	-	-	-	-	-	33,852
Léargas	-	-	-	-	60,905	-	60,905	76,108
University College Cork	-	-	-	-	-	-	-	4,925
Trinity College Dublin	-	-	-	-	1,600	-	1,600	-
Waterford City and County Council	-	-	-	-	80,000	-	80,000	-
Wexford County Council	-	-	-	-	210,500	-	210,500	2,000
Arts Council	-	-	-	-	3,600	-	3,600	-
National Council for Curriculum and Assessment	-	-	-	-	74,387	-	74,387	-
Teaching Council	-	-	-	-	2,000	-	2,000	1,000
	46,058,138	51,122,324	-	1,513,271	1,454,450	1,528,383	101,676,566	95,548,653
Non-State funding applied to State-funded schemes								
Parents / Students - tuition and repeat exam fees	121,774	-	-	-	-	-	121,774	124,232
Irish Public Bodies - dividends, capital dividend	389,864	-	-	-	-	-	389,864	118,075
Bank - interest	-	-	-	-	-	-	-	3,078
Parents/Students Outdoor Education	-	-	-	-	282,923	-	282,923	184,797
Music Generation Ireland	-	-	-	-	200,000	-	200,000	100,000
Other	4,500	11,224	-	-	-	-	15,724	2,253
	516,138	11,224	-	-	482,923	-	990,285	532,435
Other Non-State funding								
Parents/Students/Other	-	-	-	-	2,065,001	-	2,065,001	1,913,981
Irish Public Bodies	-	-	-	-	6,470	-	6,470	9,084
Waterford Leader Partnership	-	-	-	-	2,700	-	2,700	2,700
Polish Embassy	-	-	-	-	-	-	-	9,000
Benefactors	-	-	-	-	3,000	-	3,000	-
	-	-	-	-	2,077,171	-	2,077,171	1,934,765
Total	46,574,276	51,133,548	-	1,513,271	3,994,544	1,528,383	104,744,022	98,015,853

Waterford and Wexford Education and Training Board

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

12 State Funding
Primary Grantor
Department/Office

Project / Programme	2018	01/01/2018							31/12/2018		
	Grant Issued	Amount due from/ (due to) Grantor ^a	Receipts direct from Grantor	Receipts from other sources ^{b,c,d}	Total receipts	Local Funding Transfers	Cash expenditure ^d	Change in Liabilities Debtors	Surplus / (deficit) for 2018 ^e	Amount due from/ (due to) grantor ^f	
	€	€	€	€	€	€	€	€	€	€	
Education and Skills Post Primary Schools and Head Office	Pay ^a	41,914,725	428,723	(39,561,840)	(2,571,292)	(42,133,132)	-	42,101,210	32,628	-	429,427
	Non-Pay	2,857,229	-	(2,835,901)	(516,138)	(3,152,039)	294,809	2,855,000	194,723	7,507	0
	Local Funding Surpluses		(42,638)	-	-	-	(294,809)	-	-	-	(337,447)
	Associated Programmes	1,306,280	(891,059)	(1,312,931)	-	(1,312,931)	-	1,782,277	8,177	(24,221)	(437,757)
Capital Student Support Agency and Self-financing		1,028,490	(105,172)	(1,057,313)	-	(1,057,313)	-	749,382	40,378	(1,815)	(374,540)
	Outdoor Education and Training Centre		22,585	-	-	-	-	-	-	(22,585)	-
		182,930	(22,877)	(182,930)	(262,923)	(445,853)	-	423,027	890	-	(44,813)
Total Education and Skills^g		47,289,654	(610,438)	(44,750,915)	(3,350,353)	(48,101,268)	-	47,710,898	278,794	(41,114)	(785,130)
Other Funders SOLAS	Further Education and Training	51,098,499	405,617	(51,098,499)	(11,224)	(51,109,723)	-	51,991,087	219,211	28,192	1,534,384
SOLAS	Capital	471,070	65,961	(471,070)	-	(471,070)	-	447,433	-	-	42,325
Children and Youth Affairs	Youth Affairs	1,513,271	(88,156)	(1,513,271)	-	(1,513,271)	-	1,513,328	3,319	-	(84,780)
Employment Affairs and Social Protection	Agency - School Meals	436,393	(32,656)	(436,393)	-	(436,393)	-	446,073	38,985	-	14,010
Employment Affairs and Social Protection	Agency - Activation of Family Support	-	(2,372)	-	-	-	-	-	-	-	(2,372)
DDLETB	Agency - Skills for Work	40,271	(178,582)	(40,271)	-	(40,271)	-	7,156	31,244	-	(180,433)
Tusla	Agency - School Completion Programme	146,713	(125,084)	(146,713)	-	(146,713)	-	159,749	7,668	-	(104,380)
State Examinations Commission	Examination Supervision	118,993	(43,125)	(118,993)	-	(118,993)	-	118,600	(747)	-	(42,265)
Music Generation Waterford ^f	MGI / Waterford City & County Council	180,000	(50,000)	(180,000)	-	(180,000)	-	126,667	10,391	-	(92,942)
Music Generation Wexford ^f	MGI / Wexford County Council	180,000	(50,000)	(180,000)	-	(180,000)	-	72,924	5,281	-	(151,795)
HEA	Agency - Students with Disabilities	98,157	(94,850)	(98,157)	-	(98,157)	-	46,594	3,312	-	(143,102)
CDETB	Agency - Skills ETB	-	(58,299)	-	-	-	-	-	-	-	(58,299)
CDETB	Agency - FESS	-	(14)	-	-	-	-	-	-	-	(14)
Leargas	Agency - Leargas Trips	60,905	15,810	(60,905)	-	(60,905)	-	46,577	1,559	-	2,841
University College Cork	Agency - Scholarships	-	(4,925)	-	-	-	-	-	-	-	(3,259)
Trinity College Dublin	Agency - Scholarships	1,600	-	(1,600)	-	(1,600)	-	1,666	-	-	(1,600)
Wexford County Council	Agency - FABLAB	129,500	-	(129,500)	-	(129,500)	-	57,285	-	-	(72,235)
Wexford County Council	Agency - Healthy Eating Grant	1,000	-	(1,000)	-	(1,000)	-	1,000	-	-	-
Arts Council	Agency	3,600	-	(3,600)	-	(3,600)	-	-	-	-	(3,600)
National Council for Curriculum and Assessment	Agency - Recoupment	74,387	-	(74,387)	-	(74,387)	-	-	-	-	-
Teaching Council	Agency - Droichead	2,000	(2,040)	(2,000)	-	(2,000)	-	74,387	366	-	(2,430)
								1,244	-	-	
Total Other		54,554,360	(242,895)	(54,554,360)	(11,224)	(54,565,584)	-	55,111,792	318,589	28,192	650,054
Total		101,844,014	(853,332)	(99,305,274)	(3,361,577)	(102,666,851)	-	102,822,648	595,382	(12,922)	(115,075)

Notes

- a Opening balances Balances are reported on an accruals basis. Some balances have been reclassified from 2017.
- b Receipts from other sources 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 €1,215.
- c Receipts from other sources Post-Primary Schools and Head Office Pay Grant awarded was expected to be funded by direct receipts from the grantor of €39,561,842 and retained superannuation deductions of €2,571,636. In the event, receipts relating to superannuation deductions retained by WWETB were €2,571,292 (€344 less than anticipated) and are included in receipts from the Department of Education and Skills in Note 11 - Funding.
- d Cash expenditure 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 deficit, whereas savings can be retained and used to fund future deficits. In 2018, non-pay expenditure exceeded the limit by €0.
- e Total Education and Skills The difference between the total amount paid directly by the Department of Education and Skills of €44,750,915 above and the total in Note 11 - Funding - of €47,322,207 is represented by the Superannuation retained of €2,571,292.
- f Music Generation WWETB also contributed €40,000 in respect of Music Generation Waterford and €40,000 in respect of Music Generation Wexford.
- g Receipts from other sources The figure of €11,223 consists of amounts received from community organisations and reimbursements in Community Education and VTOS.
- h Surplus / (Deficit) for 2018 Net deficit of €12,922 represents balances which have been eliminated as they do not represent a current amount due or recoverable from the funder.

Waterford and Wexford Education and Training Board

Notes to The Financial Statements - Year Ended 31st 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	429,427	581,978
Associated grants underfunding	-	25,151
Scholarship grants underfunding	-	32,898
Local receipts/receivables shortfall	-	-
Amount due from SOLAS	1,534,384	814,423
Amount due from Dept. of Children & Youth Affairs	-	4,500
	<u>1,963,811</u>	<u>1,458,950</u>
14 Current Assets - Capital State Grants		
Amount due from Dept. Of Education and Skills	143,321	1,635,911
Amount due from SOLAS	42,325	65,962
	<u>185,646</u>	<u>1,701,873</u>
15 Current Assets - Other Recurrent Income		
Amount due from Other (State)	16,850	15,610
Amount due from Other (Non-State)	0	252,479
	<u>16,850</u>	<u>268,089</u>
16 Current Assets - Third Party Debtors		
State Examinations	284	32
Rent Receivable	6,640	190
Insurance Recoupments	5,050	-
Other	-	27,121
	<u>11,974</u>	<u>27,343</u>

Waterford and Wexford Education and Training Board

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

	31/12/2018 €	31/12/2017 €
17 Current Liabilities - Recurrent State Grants		
Amount due to Dept. of Education and Skills		
Superannuation receipts excess	-	153,255
Local receipts/receivables excess	337,448	42,638
Associated grants unspent	437,756	910,675
Scholarship grants unspent	-	10,313
Further Education grants unspent	-	-
Amount due to SOLAS	-	367,396
Amount held for Dept. of Children and Youth Affairs	84,780	92,655
	859,984	1,576,932
	859,984	1,576,932
18 Current Liabilities - Capital State Grants		
Amount held for Dept. Of Education and Skills	517,861	1,788,029
	517,861	1,788,029
	517,861	1,788,029
19 Current Liabilities - Other Recurrent Income		
Amount held for Others (State)	903,537	664,806
Amount held for Others (Non State)	1,079,141	1,442,299
Provisions	150,470	192,470
	2,133,147	2,299,575
	2,133,147	2,299,575
20 Pay and Expense Liabilities		
Pay Liabilities	616,395	487,963
Expense Liabilities	944,268	508,792
	1,560,663	996,755
	1,560,663	996,755

Waterford and Wexford Education and Training Board

Notes to The Financial Statements - Year Ended 31st 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	1,963,811	1,458,950	504,861
Increase/(Decrease) in Capital State Grants Receivable	185,646	1,701,873	(1,516,227)
Increase/(Decrease) in Other Recurrent Income Receivable	16,850	268,089	(251,239)
Increase/(Decrease) in Third Party Debtors	11,974	27,343	(15,369)
	<u>2,178,281</u>	<u>3,456,255</u>	<u>(1,277,974)</u>
Current Liabilities			
(Increase)/Decrease in Recurrent State Grant Liabilities	859,984	1,576,932	716,948
(Increase)/Decrease in Capital State Grant Liabilities	517,861	1,788,029	1,270,168
(Increase)/Decrease in Other Recurrent Income Liabilities	2,133,147	2,299,575	166,427
(Increase)/Decrease in Pay and Expense Liabilities	1,560,663	996,755	(563,908)
	<u>5,071,655</u>	<u>6,661,291</u>	<u>1,589,635</u>
			<u><u>311,661</u></u>

Waterford and Wexford 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	61,306,731	56,976,317
Termination benefits	-	43,199
	<u>61,306,731</u>	<u>57,019,516</u>
(b) Staff Short-Term Benefits		
Pay (Comprising Basic Pay/Allowances/ Overtime) including Employer's P.R.S.I.	61,306,731	56,976,317
	<u>61,306,731</u>	<u>56,976,317</u>

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

Pay Ranges	No. Employees	Cost in 2018*
0 - 59,999	1,224	29,520,688
60,000 - 69,999	201	13,087,647
70,000 - 79,999	164	12,198,339
80,000 - 89,999	38	3,177,767
90,000 - 99,999	15	1,429,609
100,000 - 109,999	8	840,976
110,000 - 119,999	8	923,766
120,000 - 129,999	1	127,939
Total	1,659	61,306,731

*Cost in 2018 includes employers' PRSI.

(c) Termination Benefits

There were no termination benefit settlements during the year.

(d) Key Management Personnel

Key management personnel in WWETB consist of the Chief Executive and the Directors of Schools, Further Education & 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 (excluding ER PRSI)	462,783	395,525
Allowances	-	-
Termination Benefits	-	-
	<u>462,783</u>	<u>395,525</u>
(e) Chief Executive Salary and Benefits		
The Chief Executive remuneration package excluding employers' PRSI for the year was:	2018 €	2017 €
Basic Salary (excluding ER PRSI)	113,883	104,759
Other	-	-
	<u>113,883</u>	<u>104,759</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.

Waterford and Wexford 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	41,985	20,261
Financial / Actuarial	-	-
Public relations/marketing	-	-
Human Resources	-	-
Other	22,591	69,678
	64,576	89,939
(b) Legal Costs and Settlements		
Legal costs and settlements for the year can be analysed under:		
Legal fees - legal proceedings	466	4,544
Conciliation and arbitration payments	-	-
Settlements	-	-
	466	4,544
In 2018, legal costs of €9,780 and settlements of €45,645 were paid by the ETB's insurers.		
(c) Travel and Subsistence		
Travel and subsistence costs comprise:		
Domestic		
- expenses paid to Board Members	15,627	19,762
- expenses paid for Board Members	-	-
- expenses paid to employees	526,693	462,473
	542,320	482,235
International		
- expenses paid to Board Members	-	-
- expenses paid for Board Members	-	-
- expenses paid to employees	7,333	2,064
	7,333	2,064
Total	549,653	484,299
(d) Hospitality		
Hospitality costs incurred were:		
Staff Hospitality	12,664	12,837
Other	220	150
	12,884	12,987

Waterford and Wexford 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 31st December 2018 were:

Board member	Statutory Meetings €	Interview Boards €	Attendance at Conferences / Seminars €	Board of Management	Other €	Total €	No. Board Meetings Attended / Held
Cllr Malcolm Byrne	326	-	-	-	-	326	3/8
Cllr Ger Carthy	192	-	-	-	-	192	3/8
Cllr Kathleen Codd-Nolan**	507	926	189	-	1,553	3,175	7/8
Mr Geoffrey Collins	459	39	-	-	-	498	8/8
Cllr Tom Cronin	233	-	-	-	-	233	3/8
Mr David Doyle***	379	1,002	448	124	1,516	3,469	6/8
Mr John Evoy	19	22	-	-	23	64	3/8
Cllr Mary Farrell	131	481	-	67	-	679	4/8
Mr Mark FitzGerald	-	-	-	-	-	-	3/8
Cllr Jim Moore****	300	235	-	77	1,065	1,677	6/8
Cllr Barbara Anne Murphy	316	157	-	53	33	559	8/8
Ms Nessa Murphy	280	-	254	76	17	627	8/8
Cllr Pat Nugent	-	-	-	-	-	-	8/8
Cllr Michael J. O'Ryan	1,163	-	381	-	-	1,544	6/8
Cllr Fionntan O'Suilleabhain	215	-	-	67	-	282	7/8
Cllr Lola O'Sullivan	265	85	-	-	239	589	5/8
Cllr Mary Roche*	111	-	-	-	203	314	7/8
Ms Mary Ryan	189	70	-	-	42	301	3/8
Ms Aine Ui Fhoghú	221	106	-	-	-	327	4/8
Mr John Wall	157	-	-	-	60	217	1/8
Ms Finola Walsh*****	16	-	-	35	503	554	1/8
Total	5,479	3,123	1,272	499	5,254	15,827	

*Member up to November 2018

**ETBI Representative

***National Parents' Association for ETB Schools

****Chairperson

*****Appointed member in March 2018

25 Chief Executive's Travel Expenses

	2018 €	2017 €
Domestic Travel	8,836	7,626
Foreign Travel	-	-
Total	8,836	7,626

Waterford and Wexford Education and Training Board

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

26 Capital Commitments

At the date of approval of the financial statements WWETB had committed and contracted for:

	€
1 St Paul's Community College ASD Unit	1,762,568
2 Seiskar College - Boiler Works	25,865
3 Seiskar College - Summer Works	12,904
4 Coláiste an Átha - Heating Works	4,739
	<hr/>
	1,806,076

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 Deduction

€2,343,081 was deducted from staff by way of pension levy and paid over to the Department of Education & Skills.

29 Annual Contribution to Education and Training Boards Ireland

WWETB made a contribution of €42,700 to ETBI in 2018.

30 Charitable Status

WWETB is a charity registered with the Charities Regulator - charity number 20083281

31 Connected Persons Transactions

WWETB had no transactions with connected persons in 2018.

Waterford and Wexford Education and Training Board

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

30 Waterford and Wexford ETB provides educational services from the properties listed below:

WWETB Property Register				
Description	Location	Status	Annual Rent	Lease Expiry
Administration Offices				
Dungarvan	F13 Dungarvan Shopping Centre	Leased	94,339	2028
Wexford	Archive Store, Ardavan, Co. Wexford	Leased	10,980	2036
Wexford	Ardavan, Co. Wexford	Leased	18,750	2036
Wexford	Ardavan, Co. Wexford	Leased	156,250	2036
Wexford	Car Parking, Wexford Town	Leased	1,500	Vacated Feb-18
281,819				
Schools				
Bridgetown College	Bridgetown, Co. Wexford	Owned	N/A	N/A
Bunclody Vocational College	Irish Street, Bunclody, Co. Wexford	Owned	N/A	N/A
Old Boys School site (PLC Site)	Irish Street, Bunclody, Co. Wexford	Owned	N/A	N/A
Colaiste Abbain	Adamstown, Co. Wexford	Owned	N/A	N/A
Colaiste an Atha	Kilmuckridge, Co. Wexford	Owned	N/A	N/A
Colaiste an Atha (Land at St. Joseph's)	Kilmuckridge, Co. Wexford	Rented	8,000	no lease
Colaiste Cathal Naofa	Dungarvan, Co. Waterford	Owned	N/A	N/A
Creagh College	Creagh, Gorey, Co. Wexford	PPP*	N/A	N/A
Enniscorthy Voc. College	Milehouse Rd, Enniscorthy	Owned	N/A	N/A
Kennedy College	Stephensland, New Ross	Owned	N/A	N/A
Meanscoil San Nioclás	Ring, Dungarvan, Co. Waterford	Owned	N/A	N/A
St Paul's Community College	Paddy Brown's Road, Waterford City	Owned	N/A	N/A
St. Declan's Community College	Kilmacthomas, Co. Waterford	Owned	N/A	N/A
Selskar College	Westgate, Wexford	Owned	N/A	N/A
WCFE - Main Building	Parnell Street, Waterford City	Owned	N/A	N/A
WCFE	Johnstown, Waterford City	Leased	48,402	2018***
WCFE	12 Durand's Court, Waterford City	Leased	68,500	2017***
WCFE	10B & 2A Durand's Court, Waterford City	Leased	52,000	2017***
WCFE	11 Durand's Court, Waterford City	Leased	24,600	2017***
WCFE	9B Durand's Court, Waterford City	Leased	29,000	no lease***
WCFE	Burchall House, Parnell Street, Waterford	Leased	35,000	2020
263,502				
Centres				
Adult Education Centre	Ozanam Street, Waterford	Leased	431	2030
Adult Education Centre	Dungarvan, Co Waterford	Owned	N/A	N/A
Further Education & Training Centre	Unit 1 Seapoint Ind Park, Tramore	Leased	25,857	2021
Further Education & Training Centre	Unit 2 & 3, Seapoint Ind Park, Tramore	Leased	105,875	2018**
Adult Education Centre	Cappoquin, Co. Waterford	Leased	20,200	2020
Adult Learning Centre	The Avenue, Gorey, Co. Wexford	Owned	N/A	N/A
Adult Literacy Centre	Railway Square, Waterford	Leased	30,000	2021
Adult Literacy Centre	Dungarvan, Co Waterford	Owned	N/A	N/A
Adult Literacy Centre	Westgate, Wexford	Owned	N/A	N/A
Adult Literacy Centre	Butlersland, New Ross, Co Wexford	Leased	112,818	2033
Adult Literacy Centre	Ryland Road, Bunclody, Co. Wexford	Leased	60,824	2020
Outdoor Education Centre	Ramsgrange, Co. Wexford	Owned	N/A	N/A
VTOS Centre	2,4,8,10A Durand's Court, Waterford	Leased	214,000	2017
VTOS Centre	Kilmacthomas, Co. Waterford	Leased	21,279	2027
VTOS Centre & ALC	Gonzaga House, Weafer St, Enniscorthy	Leased	63,500	2026
Youthreach	Springvalley, Enniscorthy	Leased	60,000	2029
Youthreach	Butlersland, New Ross	Leased	87,245	2033
Youthreach	Whitemills Industrial Estate, Wexford	Leased	42,000	2025
Youthreach	63 O'Connell St, Waterford	Leased	147,500	2038
Youthreach	64 O'Connell St, Waterford	Leased	50,738	Vacated Aug-18
Youthreach/Subia Centre	Lacken Road, Waterford	Leased	31,462	2023
Youthreach	Ring na Sillogue, Dungarvan	Leased	32,000	2014****
Refugee Resettlement Programme	Francis Street, Wexford	Rented	5,208	no lease
Refugee Resettlement Programme	St Marys & St Michaels Parish	Rented	15,300	no lease
Refugee Resettlement Programme	Manor St John Waterford	Rented	12,000	no lease
BTEI Programme	Allied Hub Whitemills	Leased	13,186	no lease
NZEB Building	Old Dublin Road, Enniscorthy, Co. Wexford	Leased	28,520	2023
FABLAB Building	Milehouse Road, Enniscorthy, Co. Wexford	Leased	10,978	2019
1,172,019				

NOTE 30 (Property) Continued

	Location	Status	Annual Rent	Lease Expiry
Training Centres				
Waterford Training Centre	Waterford Industrial Park	owned	N/A	N/A
Wexford Training Centre	Whitemills North Industrial Est.	owned	N/A	N/A
Satellite Training Units	Unit 210 Waterford Ind. Estate	Leased	319,800	2018**
Satellite Training Units	Eurobase IDA Indust. Park, Waterford	Leased	67,650	2022
Satellite Training Units	Unit 8A, Kilcohan Ind. Park, Waterford	Leased	12,013	2022
Satellite Training Units	Unit 9, Kilcohan Ind. Park, Waterford	Leased	23,616	2022
Satellite Training Units	Unit 10, Kilcohan Ind. Park, Waterford	Leased	23,616	2022
Satellite Training Units	Unit 11, Kilcohan Ind. Park, Waterford	Leased	23,616	2022
Satellite Training Units	Unit 12, Kilcohan Ind. Park, Waterford	Leased	24,844	2022
Satellite Training Units	Unit 14, Kilcohan Ind. Park, Waterford	Leased	25,852	2022
Satellite Training Units	Unit 13A, Kilcohan Ind. Park, Waterford	Leased	28,339	2022
Satellite Training Units	Unit 15, Kilcohan Ind. Park, Waterford	Leased	24,403	2022
Satellite Training Units	Yard between Units 11 and 12	Leased	12,300	2022
Satellite Training Units	Unit 3, Durand's Court, Waterford	Rented	40,560	N/A
Satellite Training Units	Unit 5, Durand's Court, Waterford	Rented	23,837	N/A
Satellite Training Units	Unit 6, Durand's Court, Waterford	Rented	23,837	N/A
			674,283	
Properties not currently in use				
Old Youthreach Centre	66 O'Connell St, Waterford	Owned	N/A	N/A
Properties leased to 3rd parties				
Old Convent of Mercy site	Irishtown, New Ross, Co. Wexford	Owned	N/A	N/A
OVERALL TOTAL ANNUAL RENT:			2,391,623	

*Creagh 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.

**Currently in discussions regarding lease

*** Decision not to renew lease as it might affect ability to move to College Street

**** It is planned to renew this lease

Waterford and Wexford Education and Training Board

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

31 Approval of the Financial Statements

The Financial Statements for year ended 31/12/2018 were approved by the Board of Waterford and Wexford ETB on 26/03/2019