

NATIONAL COUNCIL FOR SPECIAL EDUCATION
AN CHOMHAIRLE NÁISIÚNTA UM OIDEACHAS SPEISIALTA

Report and Financial Statements

For year ending 31 December 2016

National Council for Special Education
Report and Financial Statements

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National Council for Special Education

Information

Members of the Council of the National Council for Special Education in 2016.

Mr Eamon Stack (Chairperson)

Prof. Sheelagh Drudy (Deputy Chairperson)

Ms Áine Lynch

Ms Anne Tansey

Ms Antoinette Nic Gearailt

Mr Don Mahon

Ms Eithne Fitzgerald

Mr Finian O'Shea

Ms Helen Guinan

Mr Joe Hayes

Mr Johnny Murphy

Ms Marian Meany

Mr Tom O'Sullivan

Chief Executive: Ms Teresa Griffin

The three year term of the previous Council ended 31 December 2015. The Minister for Education & Skills re-appointed Mr Eamon Stack as Chairperson from 1st January 2016. The remaining members of the Council were appointed from 27th July 2016. The NCSE and DES agreed alternative governance arrangements for the period prior to the Council being appointed. The term of office of the Chairperson and ordinary members of Council of the NCSE expires on 31st December 2018. The Chairperson along with the NCSE Chief Executive Officer have been nominated by the Council to sign on its behalf the accounts approved by Council for year ending 31st December 2016.

Head Office:

1-2 Mill Street, Trim, Co. Meath

Accountants:

Mazars, Block 3 Harcourt Centre, Harcourt Road, Dublin 2

Auditors:

The Office of the Comptroller and Auditor General, 3A Mayor Street Upper, Dublin 1

Bankers:

Bank of Ireland, College Green, Dublin 2

National Council for Special Education
Report of the Comptroller and Auditor General



Comptroller and Auditor General

Report for presentation to the Houses of the Oireachtas

National Council for Special Education

I have audited the financial statements of the National Council for Special Education for the year ended 31 December 2016 under the Education for Persons with Special Educational Needs Act 2004. The financial statements comprise the statement of income and expenditure and retained revenue reserves, the statement of financial position, the statement of cash flows and the related notes. The financial statements have been prepared in the form prescribed under Section 29 of the Act, and in accordance with generally accepted accounting practice.

Responsibilities of the Members of the Council

The Council is responsible for the preparation of the financial statements, for ensuring that they give a true and fair view and for ensuring the regularity of transactions.

Responsibilities of the Comptroller and Auditor General

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

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

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

Scope of audit of the financial statements

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

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

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

Opinion on the financial statements

In my opinion, the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Council as at 31 December 2016 and of its income and expenditure for 2016; and
- have been properly prepared in accordance with generally accepted accounting practice.

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

Matters on which I report by exception

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

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

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

Colette Drinan

For and on behalf of the
Comptroller and Auditor General

30 June 2017

National Council for Special Education

Statement of Responsibilities of the Council

The National Council for Special Education (NCSE) was established under the Education for Persons with Special Educational Needs Act 2004. Section 29 of the Act requires the NCSE to keep proper accounts of all income and expenditure of the NCSE, and of the sources of such income and the subject matter of such expenditure, and of the property, credits and liabilities of the NCSE. In preparing these financial statements in accordance with best practice the Council is required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the National Council for Special Education will continue in operation.

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

Signed:



Eamon Stack
Chairperson



Teresa Griffin
Chief Executive

Date: 30 June 2017

Date: 30 June 2017

National Council for Special Education

Statement on Internal Financial Control

Responsibility for the System of Internal Financial Control

On behalf of the members of the Council of the National Council for Special Education, I as chairman acknowledge responsibility for ensuring that an effective system of internal financial control is maintained and operated.

The system can only provide reasonable, and not absolute, assurance that the assets are safeguarded, transactions authorised and properly recorded, and that material errors or other irregularities are either prevented or would be detected in a timely period.

Key control procedures

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

- ensuring the NCSE complies with its financial obligations under the Act;
- clearly defining management responsibilities in a defined organisational structure with clear segregation of duties;
- developing and implementing appropriate control procedures;
- establishing appropriate committees of the Council to give greater focus on specific areas
- establishing an internal audit function; and
- establishing processes to identify and evaluate business risks.

The system of internal financial control is based on a framework, which aims to provide regular management information, administrative procedures (including segregation of duties, authorisation limits and a documented procedure manual), and a system of delegation and accountability. In particular, it includes:

- a comprehensive budgeting system with an annual budget, which is reviewed and agreed by the Council prior to presentation to the Department of Education and Skills;
- an operational budget agreed by the Council based on prescribed budget limits set by the Department of Education and Skills;
- detailed review by the Executive and the Council of monthly and period to date financial reports which indicate financial performance against budget;
- regular review by the Executive and the Council of financial reports and key operational indicators; and
- clearly defined procurement and tendering guidelines.

The Council's monitoring and review of the effectiveness of the system of internal financial control is informed by the audit committee, the internal audit function and the Executive management team.

The Council appointed audit committee reviews the annual financial statements and oversees the effective implementation of the internal audit function and any issues arising in connection with external audit. The Audit Committee met twice in 2016 due to the absence of the Council for the first half of the year.

The Council appoint a finance committee which reviews the preparation of draft budgets, the implementation of the agreed operational budget, examines accounts and reviews financial controls.

National Council for Special Education

Statement on Internal Financial Control

Annual Review of Controls

I confirm that in respect of the year ended 31 December 2016 the Council conducted a review of the effectiveness of the system of internal financial control.

Signed:



Eamon Stack
Chairperson
National Council for Special Education

Date: 30 June 2017

National Council for Special Education

Statement of Income and Expenditure and Retained Revenue Reserves

for the year ended 31 December 2016

	Notes	2016 €	2015 As restated €
State Grant	2	8,022,747	7,986,298
Transfer from Capital Account	10	24,837	84,812
Other Income	3	<u>17,968</u>	<u>5,299</u>
		8,065,552	8,076,409
Expenditure	4	<u>(8,166,905)</u>	<u>(7,977,868)</u>
(Deficit) / Surplus for the year		<u>(101,353)</u>	<u>98,541</u>

Statement of Total Recognised Gains and Losses

Retained revenue reserves at beginning of year as previously reported		15,323	(347,690)
Prior period adjustment	17	-	<u>264,472</u>
Restated retained revenue reserves at beginning of year		<u>15,323</u>	<u>(83,218)</u>
Restated retained revenue reserves at end of year		<u>(86,030)</u>	<u>15,323</u>

All items of income and expenditure relate to continuing activities.

There were no other recognised gains or losses in the year, other than those dealt with in the Statement of Income and Expenditure and Retained Reserves.

Notes 1 to 18 form part of these financial statements.

Signed:



Eamon Stack
Chairperson



Teresa Griffin
Chief Executive

Date: 30 June 2017

Date: 30 June 2017

National Council for Special Education

Statement of Financial Position at 31 December 2016

	Notes	2016 €	2015 As restated €
FIXED ASSETS			
Tangible assets	7	371,856	396,693
CURRENT ASSETS			
Debtors & prepayments	8	304,349	418,348
Cash and cash equivalents		<u>265,163</u>	<u>3,253</u>
Total Current Assets		569,512	421,601
CREDITORS			
Amounts falling due within one year	9	(655,542)	(406,278)
NET CURRENT LIABILITIES / ASSETS		(86,030)	15,323
Total assets less current liabilities		<u>285,826</u>	<u>412,016</u>
FINANCED BY			
Retained Revenue Reserves		(86,030)	15,323
Capital Account	10	<u>371,856</u>	<u>396,693</u>
		<u>285,826</u>	<u>412,016</u>

Notes 1 to 18 form part of these financial statements.

Signed:



Eamon Stack
Chairperson



Teresa Griffin
Chief Executive

Date: 30 June 2017

Date: 30 June 2017

National Council for Special Education

Statement of Cash Flows for the year ended 31 December 2016

	Notes	2016 €	2015 As restated €
Reconciliation of operating deficit to net cash inflow from operating activities			
Operating (deficit)/surplus for year		(101,353)	98,541
Depreciation	7	92,921	99,674
Loss on disposal of tangible fixed assets	7	380	-
Transfer from Capital Account	10	(24,837)	(84,812)
Decrease/(increase) in debtors	8	113,999	(88,720)
Increase/(decrease) in creditors	9	<u>249,264</u>	<u>(33,311)</u>
Net cash inflow/(outflow) from operating activities		330,374	(8,628)
Cash flow from investing activities			
Payments to acquire tangible fixed assets	7	<u>(68,464)</u>	<u>(14,862)</u>
Increase/(decrease) in cash and cash equivalents		<u>261,910</u>	<u>(23,490)</u>
Cash and cash equivalents at 1 January		3,253	26,743
Cash and cash equivalents at 31 December		<u>265,163</u>	<u>3,253</u>
Increase/(decrease) in cash and cash equivalents		<u>261,910</u>	<u>(23,490)</u>

Notes 1 to 18 form part of these financial statements.

Signed:



Eamon Stack
Chairperson



Teresa Griffin
Chief Executive

Date: 30 June 2017

Date: 30 June 2017

National Council for Special Education

Notes (forming part of the financial statements)

These notes form an integral part of and should be read in conjunction with the accompanying financial statements.

1. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

1.1 Basis of Preparation

The financial statements have been prepared in compliance with Financial Reporting Standard 102 “The Financial Reporting Standard Applicable in the UK and Republic of Ireland” (“FRS102”). The financial statements have been prepared on the accruals basis of accounting, with the exception of income as detailed in Note 1.4 below, and in accordance with generally accepted accounting principles under the historical cost convention. The statements have been prepared on a going concern basis, which assumes that the NCSE will be able to meet the mandatory repayment for the foreseeable future.

1.2 Reporting currency

The financial statements of the Council are presented in Euro (“€”) which is also the functional currency of the Council. Transactions denominated in foreign currencies are recorded at the rate of exchange ruling at the dates of the transactions. Monetary assets and liabilities denominated in foreign currencies are translated into euro at year end rates. The resulting exchange differences are dealt with in the determination of income and expenditure for the financial year.

1.3 Accounting Period

The Financial Statements cover the year 1 January 2016 to 31 December 2016.

1.4 Income

Income is on a cash receipts basis and represents the amount paid directly to the NCSE by the Department of Education and Skills for the year by way of grant in accordance with Section 43 of the Education for Persons with Special Educational Needs Act 2004.

1.5 Tangible Fixed Assets

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided on a straight line basis at rates which are estimated to write off the cost of the assets over their expected useful lives as follows:

Furniture & fittings	10 years
Office Equipment	5 years
Computer Equipment	5 years
Leasehold Refurbishment	19 years
Computer Software	3 years

National Council for Special Education

Notes (forming part of the financial statements)

1.5 Tangible Fixed Assets *(continued)*

The carrying values of tangible fixed assets are reviewed for impairment when events or changes in circumstances indicate that the carrying value may not be recoverable. The estimated useful lives, residual values and depreciation methods are reviewed, and adjusted as appropriate, at the end of each financial year.

NCSE policy on procurement and disposal of NCSE fixed assets is set out in its Financial Policies and Procedure Manual which is in line with Department of Finance circulars, the Public Financial Procedures and the Code of Practice for Governance of State Bodies.

1.6 Capital Account

The Capital Account represents the unamortised value of the income used to finance fixed assets.

1.7 Employee benefits

The Council provides a range of benefits to employees, including paid holiday arrangements.

Short term benefits

Short term benefits, including holiday pay, are recognised as an expense in the period in which the service is received.

Retirement benefit cost

Section 25 (5) of the EPSEN Act, provides that staff of the National Council for Special Education are civil servants. The Civil Service Superannuation Schemes are defined benefit schemes which are unfunded and administered by the Department of Public Expenditure and Reform. There is no charge in the financial statements for any liabilities which may arise in respect of these staff.

Benefit entitlements of staff will be a function of their service with the Council and of their previous service in the civil or public service, where appropriate. The Council is not funded in respect of such benefit entitlements.

As a result, the requirements in FRS 102 with regard to defined benefit plans are not deemed to apply and no further disclosures are considered necessary.

1.8 Use of judgement and estimates

In preparing these financial statements, management has made judgements, estimates and assumptions that affect the application of the entities accounting policies and the reported amounts of assets, liabilities, income and expenses. Actual results may differ from these estimates. Estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to estimates are recognised prospectively.

National Council for Special Education

Notes (forming part of the financial statements)

2.	INCOME	2016 €	2015 €
	The Department of Education and Skills made the following funds available to the Council:		
	Grant to the Council (Vote 26 - Subhead: A11.5 Pay & Non Pay)	<u>8,022,747</u>	<u>7,986,298</u>
3.	OTHER INCOME	2016 €	2015 €
	PRD Refund (Note 5)	12,669	-
	Rental income	5,269	5,269
	Freedom of Information	<u>30</u>	<u>30</u>
		<u>17,968</u>	<u>5,299</u>
4.	EXPENDITURE	2016 €	2015 As restated €
	Printing, postage and stationery	169,400	115,039
	Rent and rates	383,648	364,371
	Telephone	201,689	159,077
	Light and heat	54,571	40,135
	Repairs and maintenance	114,409	92,479
	Training and development	68,675	31,043
	Travel and subsistence expenses ¹	215,242	243,103
	Meeting expenses ²	16,948	18,978
	General expenses	4,890	5,665
	Research expenditure	133,432	234,811
	IT expenses	185,964	182,196
	Outsourced Services & Consultancy fees ³	96,643	19,493
	Internal Audit fee	13,022	17,468
	External Audit fee	10,000	11,200
	Accountancy fees	9,363	7,713
	Legal Fees	3,951	1,393
	Wages & salaries (Note 5)	5,907,773	5,853,144
	Employers' PRSI	483,984	480,886
	Loss on Disposal of Assets	380	-
	Depreciation	<u>92,921</u>	<u>99,674</u>
	Total Expenditure	<u>8,166,905</u>	<u>7,977,868</u>

¹ Foreign travel and subsistence expenses in the year amounted to €1,281. All other travel and subsistence expenses were domestic.

² The NCSE did not incur any entertainment expenditure in the year.

³ Outsourced Services & Consultancy fees were incurred in relation to communication services, an organisational review and payroll consultancy.

National Council for Special Education

Notes (forming part of the financial statements)

5. WAGES AND SALARIES

Government policy in relation to the pay of the chief executive and all state body employees is being implemented. The number of staff employed by the NCSE at year end 2016 was 99 (2015: 99), made up of 79 Local Services staff (2015: 69) and 20 Head Office staff (2015: 20).

Expenditure on salaries for Local Services staff amounted to €4,656,575 (2015: €4,498,020) and Head Office staff salaries to €1,251,198 (2015: €1,355,124) giving a total of €5,907,773 (2015: €5,853,144).

Superannuation contributions of €254,098 were deducted from staff salaries during the year (2015: €281,215). The NCSE was advised during the year that superannuation had been overpaid in previous years and a refund of €287,095 was due in respect of serving staff in the NCSE (see Note 17). A further amount was being calculated in respect of retired staff. This latter figure was estimated at €70,000 but at closing of the accounts for 2016 it had not been finalised and agreed. In addition, a refund of €12,669 for the Pension Related Contribution of these staff was reimbursed to the NCSE in 2016.

The NCSE remitted €145,978 to DPER for superannuation deductions up to August 2016 and from that point no further remittances will be made until the balance of €178,975 owed to the NCSE has been cleared (see Note 8).

Pension related deductions of €321,130 were made from staff salaries during the year (2015: €407,139). The NCSE remitted €308,461 to the Department of Education & Skills which was net of the €12,669 in refunds as referenced above.

Range of total employee benefits		Number of employees	
From	To	2016	2015
€60,000 -	€69,999	45	53
€70,000 -	€79,999	3	2
€80,000 -	€89,999	1	1
€90,000 -	€99,999	3	4
€100,000 -	€109,999	-	-
€110,000 -	€119,999	-	-
€120,000 -	€129,999	-	-
€130,000 -	€139,999	1	1

6. EXPENSES, DIRECTORS' FEES AND CEO REMUNERATION

Council members are not paid fees in respect of their role as Council members of the NCSE. Council members are entitled to claim travel & subsistence expenses, in 2016 this amounted to €8,521 (2015: €25,709).

The Chief Executive Officer (CEO) is a civil service Assistant Secretary General. The salary scale of the CEO was €136,496 in 2016 (2015: €130,706). The CEO is a member of the superannuation scheme for Established Civil Servants and pension entitlements do not extend beyond the standard entitlements of the scheme – see also Note 1.7. Employee Benefits.

National Council for Special Education

Notes (forming part of the financial statements)

7. TANGIBLE FIXED ASSETS

	Leasehold Refurbishment	Office Equipment	Furniture	Computer Equipment	Computer Software	Total
Cost	€	€	€	€	€	€
At 31 December 2015	610,351	65,268	275,182	539,557	391,215	1,881,573
Additions	-	285	9,323	28,447	30,409	68,464
Disposals	-	-	-	(652)	-	(652)
At 31 December 2016	<u>610,351</u>	<u>65,553</u>	<u>284,505</u>	<u>567,352</u>	<u>421,624</u>	<u>1,949,385</u>
Accumulated Depreciation						
At 31 December 2015	353,361	61,493	235,944	449,756	384,326	1,484,880
Charge for the year	32,124	1,413	14,129	34,756	10,499	92,921
Disposals	-	-	-	(272)	-	(272)
At 31 December 2016	<u>385,485</u>	<u>62,906</u>	<u>250,073</u>	<u>484,240</u>	<u>394,825</u>	<u>1,577,529</u>
Net Book Value						
At 31 December 2015	<u>256,990</u>	<u>3,775</u>	<u>39,238</u>	<u>89,801</u>	<u>6,889</u>	<u>396,693</u>
At 31 December 2016	<u>224,866</u>	<u>2,647</u>	<u>34,432</u>	<u>83,112</u>	<u>26,799</u>	<u>371,856</u>
Prior year						
	Leasehold Refurbishment	Office Equipment	Furniture	Computer Equipment	Computer Software	Total
Cost	€	€	€	€	€	€
At 31 December 2014	610,351	65,065	271,111	528,969	391,215	1,866,711
Additions	-	203	4,071	10,588	-	14,862
Disposals	-	-	-	-	-	-
At 31 December 2015	<u>610,351</u>	<u>65,268</u>	<u>275,182</u>	<u>539,557</u>	<u>391,215</u>	<u>1,881,573</u>
Accumulated Depreciation						
At 31 December 2014	321,237	59,676	222,798	414,039	367,456	1,385,206
Charge for the year	32,124	1,817	13,146	35,717	16,870	99,674
Disposals	-	-	-	-	-	-
At 31 December 2015	<u>353,361</u>	<u>61,493</u>	<u>235,944</u>	<u>449,756</u>	<u>384,326</u>	<u>1,484,880</u>
Net Book Value						
At 31 December 2014	<u>289,114</u>	<u>5,389</u>	<u>48,313</u>	<u>114,930</u>	<u>23,759</u>	<u>481,505</u>
At 31 December 2015	<u>256,990</u>	<u>3,775</u>	<u>39,238</u>	<u>89,801</u>	<u>6,889</u>	<u>396,693</u>

National Council for Special Education

Notes (forming part of the financial statements)

8. DEBTORS AND PREPAYMENTS	2016	2015
	€	As restated €
Prepayments	118,814	129,058
Debtors	6,560	2,195
Refund of superannuation contributions (Note 5)	<u>178,975</u>	<u>287,095</u>
	<u>304,349</u>	<u>418,348</u>
All debtors are due within one year.		
9. CREDITORS	2016	2015
Amounts falling due within one year	€	€
Supplier creditors	100,469	65,091
VAT payable	17,966	8,627
PSWT	9,201	7,765
Payroll deductions	236,884	3,039
Provision for holiday pay	208,729	281,212
Accruals	<u>82,293</u>	<u>40,544</u>
	<u>655,542</u>	<u>406,278</u>
10. CAPITAL ACCOUNT	2016	2015
	€	€
Opening Balance	396,693	481,505
Income used to acquire assets	68,464	14,862
Loss on disposal of assets	(380)	-
Amortisation in line with asset depreciation	<u>(92,921)</u>	<u>(99,674)</u>
Transfer to Income and Expenditure Account	<u>(24,837)</u>	<u>(84,812)</u>
Closing Balance	<u>371,856</u>	<u>396,693</u>

National Council for Special Education

Notes (forming part of the financial statements)

11. COMMITMENTS UNDER OPERATING LEASES

The NCSE operates a network of 33 offices throughout the State including its Headquarters in Trim, County Meath. The majority of offices are rented from Government funded entities. Five offices are operated through lease agreements* between the NCSE and commercial bodies.

The NCSE letting agreements with 5 commercial bodies:

- Lease 1 for 4 years 9 months expired January 2015⁴, annual rent €16,638
- Lease 2 for 1 year commencing 1st July 2016, annual rent €5,395
- Lease 3 for 4 years 11 months expired November 2016, annual rent €7,200
- Lease 4 for 3 years commencing 1st August 2015, annual rent €14,760
- Lease 5 for 4 years 9 months commencing 1st August 2015, annual rent €10,000

The annual rental charged to the Income & Expenditure account for these lease agreements amounted to €53,993 (2015: €42,243). The NCSE has the following annual commitments under operating leases which expire:

	2016 €	2015 €
within 1 year	22,033	29,233
during the years 2 to 5	24,760	24,760
expiring thereafter	-	-

*These agreements are not subject to rent reviews.

At the year end, the Council has outstanding commitments under operating leases that fall due as follows:

	2016 €	2015 €
within 1 year	46,793	32,858
later than one year but within five years	31,943	56,703
later than five years	-	-
	<u>78,736</u>	<u>89,561</u>

12. PREMISES

The NCSE occupies premises at 1-2 Mill Street, Trim, Co. Meath under a rental agreement with OPW. This agreement which commenced in 2004, is for a term of 20 years. In addition, the Council has rental agreements on 32 other properties in various locations nationally. The total annual rental charge included in the financial statements for 2016 is €383,648 (2015: €364,371).

⁴ Agreement is in place to hold premises while alternative accommodation is sourced

National Council for Special Education

Notes (forming part of the financial statements)

13. CONTINGENT ASSETS AND LIABILITIES

A contingent liability arises where an event has taken place that gives the NCSE a possible obligation whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the NCSE. Contingent liabilities also arise in circumstances where a provision would otherwise be made but either it is not probable that an outflow of resources will be required or the amount of the obligation cannot be measured reliably. Contingent liabilities are not recognised in the Balance Sheet but are disclosed in a note to the accounts.

A contingent asset arises where an event has taken place that gives the Council a possible asset whose existence will only be confirmed by the occurrence or otherwise of uncertain future events not wholly within the control of the Council. Contingent assets are not recognised in the Balance Sheet but are disclosed in a note to the accounts.

14. FUNDING POSITION

NCSE income is a grant from the Department of Education and Skills which is provided to meet liabilities maturing during the year, as opposed to expenditure incurred during the year. Any deficit is met by future funding provided to the NCSE by the Department of Education and Skills.

15. POST BALANCE SHEET EVENTS

As of the 20th March 2017, the management of the Special Education Support Service, the National Behaviour Support Service and the Visiting Teacher Service for Children who are Deaf/Hard of Hearing and for Children who are Blind/Visually Impaired transferred to the National Council for Special Education.

16. COUNCIL MEMBERS – DISCLOSURE OF INTERESTS

The Council has adopted procedures in accordance with the Department of Finance Code of Practice for the Governance of State Bodies in relation to the disclosures of interests of Council Members.

One Council member was paid an amount of €3,126 during the year in respect of professional services provided in respect of the Comprehensive Review of the Special Needs Assistants Scheme. These services were unrelated to their role as a Council member (2015: € nil).

National Council for Special Education

Notes (forming part of the financial statements)

17. PRIOR PERIOD ADJUSTMENT

The prior period adjustment arises as a result of the following:

The NCSE was advised during 2016 that superannuation had been overpaid in previous years and a refund of €287,095 was due from DPER in respect of serving staff in the NCSE.

The prior period adjustment can be quantified as follows:

Income & Expenditure	2015 As originally presented	2015 Adjustment	2015 Prior period adjustment	2015 Restated
	€	€	€	€
Wages & Salaries	5,875,767	(22,623)	-	5,853,144

Decrease to reflect refund due in respect of 2015 contributions

Balance Sheet	2015 As originally presented	2015 Adjustment	2015 Prior period adjustment	2015 Restated
	€	€	€	€
Debtors	131,253	22,623	264,472	418,348
<i>Increase to reflect refund due</i>				
Retained Reserves	(271,772)	22,623	264,472	15,323
<i>Increase to reflect reduction of staff costs in prior years</i>				

18. APPROVAL OF FINANCIAL STATEMENTS

The financial statements were approved by the Chairperson and CEO on 30 June 2017.