

## ANNUAL REPORT AND FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015



Registered Number: NI 063661

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# FOREWORD FOR THE YEAR ENDED 31 MARCH 2015

The annual accounts for the year ended 31 March 2015 have been prepared in accordance with the North/South Implementation Bodies Annual Reports and Accounts Guidance, other guidance which either Finance Departments may issue from time to time in respect of accounts and any other specific disclosures required by sponsoring Departments.

The annual accounts have been prepared so as to give a true and fair view of the income and expenditure and cash flows for the financial year and the state of affairs at the year-end except where agreed otherwise with Finance Departments, in which case the exception shall be described in the notes to the accounts.

### A Brief History & Statutory Background

Middletown Centre for Autism began offering services to children and young people with autism, their parents and the education professionals who work with them in 2007 following the completion of a detailed Memorandum of Understanding agreed between the Department of Education (Northern Ireland) and the Department of Education and Skills (Ireland) in 2004 and the appointment of the Centre's first Board of Directors and Chief Executive in 2007.

### The Centre is established as a company limited by guarantee.

The Board of Directors comprises of 5 Department of Education and Skills nominees and 5 Department of Education appointees. The Centre is a cross-border facility jointly funded by the Department of Education in Northern Ireland and the Department of Education and Skills (DES) in Ireland.

In April 2012 it was announced that the Centre would become a non-departmental public body in Northern Ireland.

The original plans for the Centre's development have been reviewed by officials from both departments and staff from the Centre. At the North South Ministerial Council education meeting of 15 June 2012, the Council announced that there would be "a limited expansion of services delivered by the Middletown Centre for Autism and the focus on ensuring a sustainable future for the Centre". The expansion of services has commenced.

### The Centre's remit:

The Centre has been given the remit to improve and enrich the educational opportunities for children and young people with autism, to provide support, advice, guidance and training to their parents and the professionals who work with them throughout the island of Ireland.

The Centre offers specialist, second level, autism support services that are currently providing school and home based support throughout Northern Ireland as well as an extensive training programme aimed at parents and school staff in both jurisdictions. This work is underpinned by the latest research and the Centre's own Research Department undertakes studies and disseminates information on evidence based educational developments in autism.

Established as an all-Ireland Centre of Excellence, Middletown Centre has engaged key professionals, experienced in working with children and young people with autism, to deliver a range of specialist services not previously available in Ireland.





### Results

The financial results for the year are set out on page 32.

The non financial results for the year are set out in the Chief Executive's Statement and Report for the Year on pages 18 - 30.

### **Principal activities**

The principal activities of the Centre are the establishment, development and management of the Centre for which the purpose shall be supporting the promotion of excellence in the development and co-ordination of education and allied services to children and young people with Autism throughout Ireland.

### **Financial Position**

At 31 March 2015 the Centre had cash at bank of £64,254 (2014: £57,450) and a deficit of reserves of £362,573 (2014: £364,410) split as follows:

	(362,573)
Pension Liability	(376,000)
General Reserves	£13,427

### **Fixed Assets**

During 2012 the Centre and Departments agreed a programme of work to complete the refurbishment of part of the estate to meet the requirements identified in the Joint Inspection Report and to support the expansion of services agreed with the Departments following the North South Ministerial meeting in June 2012. Most of this refurbishment work was completed in July 2013 and theCentre is working with the Departments to finalise a programme for the remaining work.

Details of fixed assets are set out in note 6 to the accounts.

### **Pension Scheme**

The valuation of the company's NILGOSC pension scheme at 31 March 2013, for the purposes of FRS 17, showed a funding deficit of £376K.

This deficit represents the difference between the liabilities of the pension fund and the value of its underlying assets; it does not represent an immediate commitment, as the cash flow required to meet the deficit relates to future pension contributions. Therefore, this liability is expected to arise over the long-term rather than the immediate future. The valuation of the pension schemes assets under FRS 17 is different from the triennial actuarial valuation which determines the contributions required to reduce the deficit.

A guarantee agreement dated 16 November 2007 is in place between NILGOSC, Department of Education for Northern Ireland and Department of Education and Skills in Ireland whereby the Departments guarantee payment in full of any pension liabilities of Middletown Centre for Autism Limited if the Centre ceases to exist or is otherwise unable to discharge its pension liabilities.

### Research

The Centre's training, learning support, assessment and guidance work is underpinned by focused research work. Details of the research carried out by the Centre are included in the Chief Executive's statement.

### **Planned Future Developments**

At the North South Ministerial Council education meeting of 15 June 2012, the Council announced that there would be "a limited expansion of services delivered by the Middletown Centre for Autism and the focus on ensuring a sustainable future for the Centre"

The Centre, in agreement with the funding Departments, has commenced an expansion of its services.

Further details can be found in the Chief Executive's Statement and Report for the Year on pages 18 – 30.

### Post Balance Sheet Events

There are no post balance sheet events requiring disclosure.

## **Charitable Donations**

Middletown Centre for Autism Limited made no charitable donations during the year.

### Directors

The directors of the company who have served at any time during the financial year are as listed below.

Dr Laurence Crowley CBE Chairman Prof Mary Hanratty CBE Vice Chair Mr Harry Mullan Mrs Goretti Newell Mrs Daphne O Kane Mrs Ethel Ruddock Mr Leo Kinsella Mr James O'Grady Mr Michael Travers Ms Christine Sheridan

Further information on the directors is included on pages 11 to 13.

## Statement of directors' responsibilities

The directors are responsible for preparing the financial statements in accordance with applicable law and regulations.

Company law requires the directors, to prepare the with preparing the auditors' report) of which the financial statements for each financial year. Under company's auditors are unaware; and that law the directors have elected to prepare the financial statements in accordance with United The directors have taken all the steps that they Kingdom Generally Accepted Accounting Practice ought to have taken as directors in order to make (United Kingdom Accounting Standards and themselves aware of any relevant audit information applicable law). The financial statements are and to establish that the company's auditors are required by law to give a true and fair view of the aware of that information. state of affairs of the company and of the surplus or deficit of the company for that year.

In preparing these financial statements, the directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis, unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006 and all Regulations to be construed as one with that Act. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Statement of disclosure of information to auditors

### So far as the directors are aware:

There is no relevant audit information (information needed by the company's auditors in connection

### Employees with a disability

Middletown Centre for Autism Limited is an equal opportunities employer and welcomes disabled persons as employees.

### Equality

Middletown Centre for Autism Limited in carrying out its functions has a statutory responsibility, to have due regard to the need to promote equality of opportunity.

Its rules for the recruitment and management of staff create an inclusive culture in which diversity is fully valued; where appointment and advancement is based on merit; and where there is no discrimination on grounds of gender, marital status, domestic circumstances, sexual orientation, race, colour, ethnic status and membership of the travelling community, in order to comply with legislative requirements in Northern Ireland and Ireland.

### **Employee Involvement**

Middletown Centre for Autism Limited implements its business strategy through its staff. In achieving business objectives, the involvement of staff in the planning and decision making process is key. Staff involvement is maximised through the combined use of appropriate access to expert advice and training opportunities in order to enable them to exercise the responsibilities effectively.

### **Payment to Suppliers**

Middletown Centre for Autism Limited is committed to the prompt payment of bills for goods and services received in accordance with the UK Late Payment Of Commercial Debts (Interest) Act 1998, as amended by the Late Payment Commercial Debts Regulations 2002 - Statutory Instrument 2002 No. 1674 and the Irish Prompt Payment of Accounts Act, 1997, as amended by the European Communities (Late Payment in Commercial Transactions) Regulations 2002.

Unless otherwise stated in the contract, payment is due within 30 days of the receipt of the goods or services, or presentation of a valid invoice or similar demand, whichever is later.

### Health & Safety

The policy of the Board is to ensure the continued safety, health and welfare of the employees at work by maintaining a safe and healthy work environment based on compliance with the provisions of Health and Safety at Work (Northern Ireland) Order 1978.

### Directors' Register of Interests

None of the Board Members, members of the key management staff or other related parties has undertaken any material transactions with the Centre during the year other than those disclosed in emoluments of senior post holders and remuneration report. A register of members' interests is available and can be inspected on application to the Chief Executive's office.

### Auditors

In accordance with article 392 of the Companies Act 2006, a resolution proposing that PKF-FPM Accountants Limited be reappointed as auditors of the company will be put to the Annual General Meeting.

### **Responsibilities of the Accountable Person**

The responsibilities of the Chief Executive, as the Accountable Person for Middletown Centre for Autism Limited, including responsibility for the propriety and regularity of the public finances and for the keeping of proper records, are set out in the Management Statement and Financial Memorandum of the Company.

This report was approved by the Board on 25 June 2015

and signed on its behalf by

JGCooper

Mr JG Cooper **Chief Executive** 

25 June 2015

Date



# CHAIRMAN'S STATEMENT

I have pleasure in presenting Middletown Centre for Autism's Annual Report for the year ended 31 March 2015.

The Centre, now in its eighth year, has continued to grow and to develop the services which it offers throughout Ireland to children and young people with autism, their parents, carers and professionals who work with them. It has through the work and the expertise of its staff gained recognition as a provider of high quality specialist services throughout the island. The Centre is one of the first cross border initiatives and is funded by the two governments. It works on an all Ireland basis and the principal objectives are:

- the provision of a Specialist Training Service
- the provision of a Learning Support and Assessment Service
- the provision of a Research and Information Service

This year has been one of significant expansion and progress. Some of the matters I would like to highlight are:

- The development and delivery of a comprehensive programme of specialist training for some 7,805 professionals from the education and health sectors in Ireland, both North and South during the year.
- The delivery of a comprehensive training programme for 4,141 parents throughout Ireland during the year.
- The provision of a trans-disciplinary Learning Support and Assessment service in Northern Ireland dealing directly with children and young people with autism, the professionals who support them and their parents and the commencement of a similar service in Ireland.

- Hosting the Centre's first and very successful International Conference held in early January 2015 at the City North Hotel, Dublin which attracted over 1000 delegates from all over Ireland over two days.
- The publication of comprehensive research bulletins and the continuing work on innovative research projects which involve schools throughout Ireland and international higher education partners.

Our financial statements for the year ended 31 March 2015 upon which our auditors PKF-FPM Accountants Limited have reported on without reservation, are set out in pages 32 to 47. The accounts are maintained in pounds sterling and are also reported upon in Euros. Our income for the year amounted to £2,133,577 (€2,753,432 virtually all of which has been in the form of grants from the two administrations. Our expenditure of £2,131,740 (€2,750,894) closely matches our income and can be apportioned as follows:

- Service delivery £2,036,461 €2,627,934
- Overheads and infrastructure costs £94,205 €121,574
- Interest payable and similar charges £1.074 €1,386

During this past year I met with both Ministers of Education and have been impressed by their commitment to the future development of the Centre. They both recognise the value of the services being developed and delivered by the Centre.

The Board is committed to building on the joint Ministerial agreement for the future development of the Centre and will work closely with the Department of Education NI and the Department of Education and Skills, Ireland to ensure that appropriate plans are in place to meet the needs of children and young people with autism throughout Ireland.

I would like to acknowledge the valuable work and contribution of my fellow members of the Board, who through their broad backgrounds in education, public service and administration in the UK and Ireland have provided enthusiastic support and wise counsel throughout the year.

I also wish to pay tribute to the support and work of the dedicated staff under the leadership of our Chief Executive Officer Mr Gary Cooper for their great commitment to the work at the Centre.

The Centre has through the combined efforts of the Board, staff and our colleagues and Ministers in the funding Departments has become an essential partner in delivering new and innovative educational services to children and young people with autism throughout Ireland. I and my colleagues on the Board look forward to continuing to build on our achievements in future years.

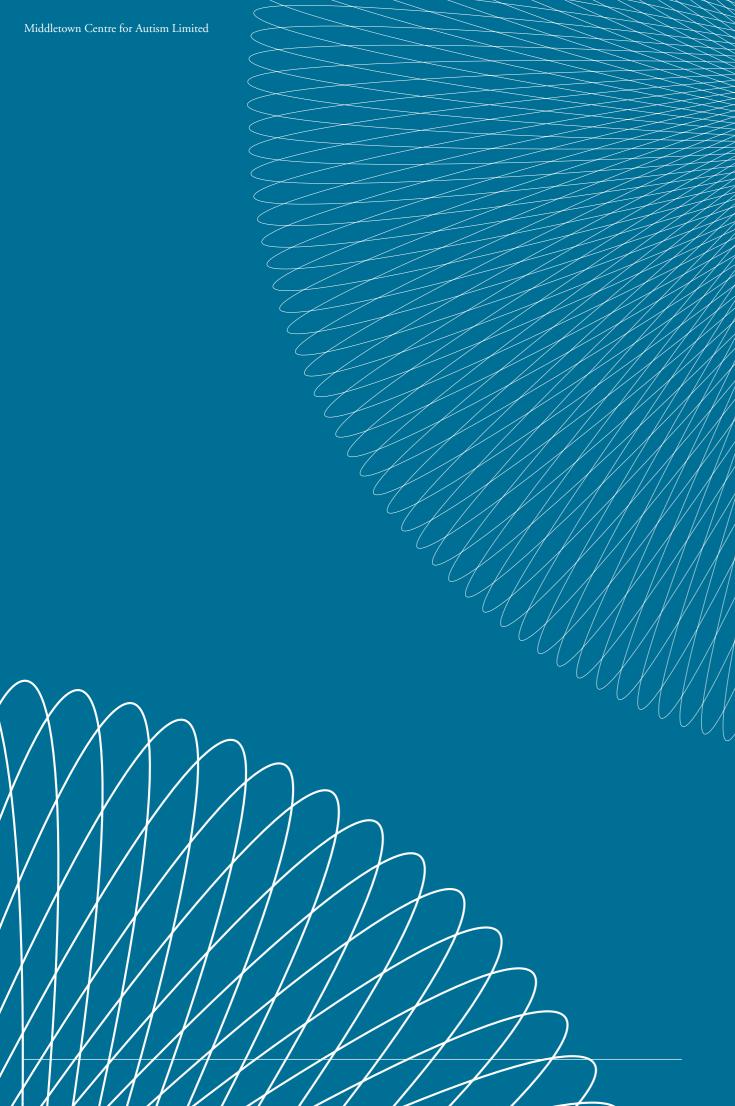


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Dr Laurence Crowley Chairman

25 June 2015

Date



# **BOARD MEMBERS AND ADVISERS**

### Chairman – Dr Laurence Crowley CBE

Dr Laurence Crowley CBE is Chairman. He is a former Governor of the Bank of Ireland and the founding Executive Chairman of the UCD Michael Smurfit Business School. He is the former Chairman of Gaisce the President's Award and Chairman of a number of Irish companies. He also serves as Chairman of the Centre's Finance and Personnel Committee.

### Vice-Chairperson – Professor Mary Hanratty CBE

Professor Mary Hanratty CBE has worked as Director of Nursing and Midwifery Education for the Southern and Eastern Health and Social Services Boards, where she was involved in developing education programmes for nurses involved in the care of children and young people with autism. She is a Non Executive Director with the Northern Ireland Ambulance Trust and serves on the Centre's Finance and Personnel Committee and Service Development Committee.

### Mr Leo Kinsella

Mr Leo Kinsella is the Local Health Manager with the Health Service Executive for the Cavan/ Monaghan area and is responsible for all primary, community and continuing care services in the two counties. He has held a number of senior managerial appointments in the Health Sector and serves on the Centre's Planning and Buildings and Audit and Governance Committees.

### Mr Harry Mullan

Mr Harry Mullan has served as a Non Executive Director and Chairman in Health and Social Services and Education Boards in Northern Ireland. He has experience of addressing the needs of children with special needs through his work in education and health. He is Chairman of the Centre's Audit and Governance Committee.

### Mr Michael Travers

Mr Michael Travers is a retired School Inspector. He joined the Inspectorate in 1998 and retired at the end of September 2010. Prior to this he was principal of St. Michael's House Special School, Raheny, a special school for children with moderate general learning disability. He was widely recognised for his knowledge and expertise in Special Education and was assigned to the Special Education Business Unit of the Inspectorate for most of his career. As well as Inspection work in schools, Michael provided information and advice to Special Education Sections of the Department in relation to litigation issues and Special Education policy. Michael was a member of the Inspection Team that produced the report An Evaluation of Education Provision for Children with Autistic Spectrum Disorders 2006. He also served on the NCCA committee on Special Education and contributed to a number of international projects that were organised by the European Agency for Development in Special Needs Education. In 2014 he was awarded a Master in Philosophy degree for postgraduate work in special education undertaken in St Patrick's College, Dublin City University. Mr Travers serves on the Centre's Service Planning and Assurance and Audit and Governance Committee.

### Mrs Goretti Newell

Mrs Goretti Newell is the former principal of St Patrick's Boys National School, Hollypark, Co Dublin and Schools Programme Manager with Special Olympics Ireland. She is a Board member of Willow Park School, Blackrock Co Dublin and Ballyowen Meadows Special School, which is under the auspices of Beechpark Services for children with Autism. She serves on the Centre's Planning and Buildings Committee and is Chair of the Service Planning and Assurance Committee.

# **BOARD MEMBERS AND ADVISERS**

### Mrs Daphne O'Kane

Mrs Daphne O'Kane has extensive experience of working with children with Autism Spectrum Disorders as a School Principal and when she was Head of Pre-School Services for Children with Special Education Needs in Bromley Education Department and through her membership of the Special Educational Needs and Disability Tribunal. She serves on the Centre's Planning and Buildings Committee, the Service Planning and Assurance and Audit and Governance Committees.

### Mr James O' Grady

Mr James O'Grady is a Policy Advisor within the Department of Health and Children. He is a former Director of Disability Services with the Mid Western Health Board, from 2000-2003 and was Assistant Chief Executive with the same Board from 2003-2004. On the establishment of the HSE in January 2005 he was appointed National Manager, Disability. Within his current post Mr O'Grady has chaired a number of working groups set up to develop a number of national policies and strategies on various disability services. He has also led a number of cross-departmental groups tasked with developing joint strategies in relation to early intervention services for children with developmental delay, including children with autism. Mr O'Grady has worked collaboratively with the Department of Education and Skills in developing both the competencies and strategies to support children with special needs in the education system and he has also worked with the Department of the Environment in developing a Housing strategy for persons with a disability. He serves on the Centre's Planning and Buildings and Finance and Personnel Committees.

### **Mrs Ethel Ruddock**

Mrs Ethel Ruddock has a background in education and she was responsible for training and support for new Principals, Vice Principals, Beginning Teachers, School Senior Management Teams and Board of Governors in the South Eastern Education and Library Board area. Through this work she developed a considerable understanding of the needs of children with autism and their teachers. She is a member of the Centre's Finance and Personnel Committee, Service Planning and Assurance as well as the Planning and Building Committee.

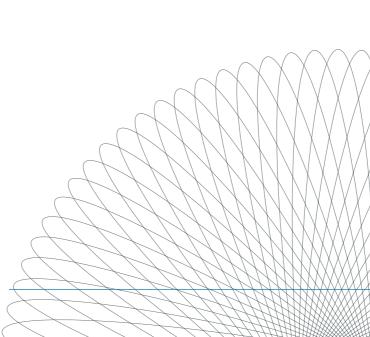
### Mrs Christine Sheridan

Mrs Christine Sheridan is a HR Business Partner with the Northern Ireland Housing Executive with 24 years' experience in the key areas of Recruitment & Selection, Interpretation & Application of Employment Legislation, Industrial Relations, Employee Relation, Policy Advice & Guidance, Delivering Presentations & Training Courses and Policy Development. She is a chartered member of the Institute of Personnel & Development and serves on the Centre's Finance and Personnel Committee.

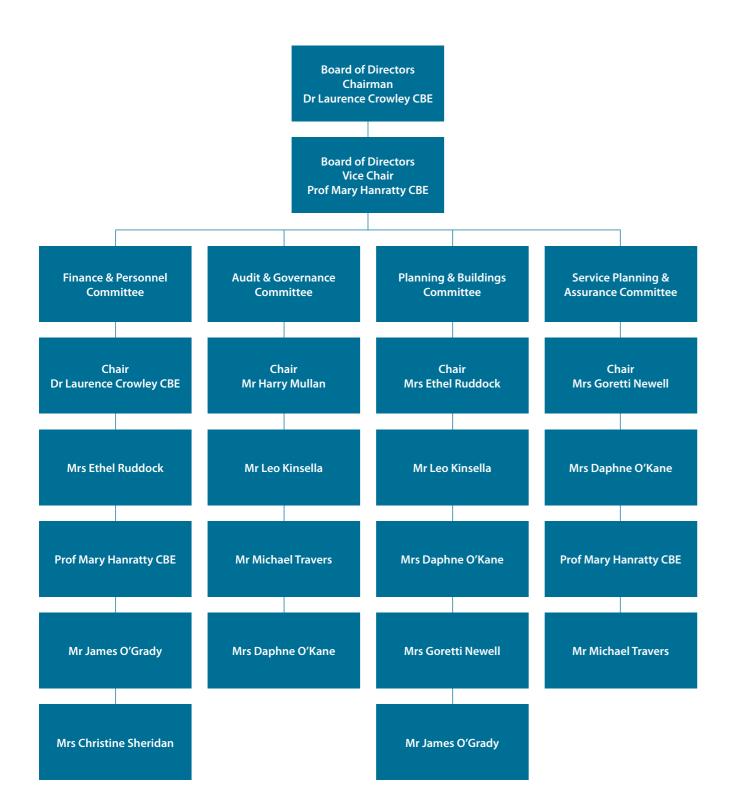
### **Board Structures**

The Centre's Board of Directors comprises 5 Department of Education appointees and 5 Department of Education and Skills nominees. The Board of Directors meet at least eight times a year and its members serve on the Centre's four committees:- Audit and Governance Committee, Service Planning and Assurance, Planning and Buildings Committee and Finance and Personnel Committee.

The Board and its Committees are serviced by the Centre's Chief Executive Officer and Senior Management Team.



# **BOARD STRUCTURES IN** MIDDLETOWN CENTRE FOR AUTISM



### Secretary

Annsgate Limited Capital House 3 Upper Queen Street Belfast BT1 6PU

### **Registered** Office

Middletown Centre for Autism Limited 35 Church Street Middletown Co Armagh BT60 4HZ

### Auditors

PKF-FPM Accountants Limited Dromalane Mill The Quays Newry Co. Down BT35 8QS

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### **Registered No:**

NI063661

### Bankers

Bank of Ireland 11 Upper English Street Armagh Co. Armagh BT61 7BH

### **Solicitors**

Arthur Cox Solicitors Capital House 3 Upper Queen Street Belfast BT1 6PU

# CHIEF EXECUTIVE'S REPORT FOR THE YEAR

I have pleasure in presenting this account of the operation of Middletown Centre for Autism, detailing the work undertaken by the Centre from April 2014 to March 2015.

Over the past year the Centre and its staff have delivered services to three main groups throughout Ireland:

- Professionals working in the autism sector, mainly those based in the education sector but including some health professionals who are school based; places are also provided for some staff working in the voluntary sector
- Parents (and guardians) and family members of children and young people with autism. The Centre's work with this group is provided within an educational context.
- Children and young people with autism.

It has been a year of outstanding success for the Centre built on the second year of our expansion programme which had been formally announced at the North South Ministerial Council meeting of 15 June 2012. Business targets have been met in all areas and exceeded in a significant number.

Throughout the year the Centre has continued to develop and deliver an extensive range of training opportunities to both parents of children and young people with autism and the educational professionals who support them. In addition, the Centre's Research Department has continued to develop and publish its Research Bulletins as well as undertake research in the area of autism and sensory difficulties and comprehensive followup on all children and young people who were referred to the Centre. Findings from the research follow-up work are integrated into the Centre's training programme and are also used as the basis of resource development. The Learning Support and Assessment Service has also expanded its work

with young people referred to the service from the Education Authority in Northern Ireland. During the course of the year the service has expanded into the Republic of Ireland with a pilot programme involving 14 children from areas across the country.

### **Our Training Service**

Training is a key feature of the Centre's work and during the course of last year over 14,000 delegates attended training delivered by the Centre (this is an increase of 75% on the previous years figure). Indeed since training commenced from the Centre in December 2007, a total in excess of 44,000 delegates have received specialist second level training from the Centre. Internal evaluation processes reflect that these sessions are rated highly and are valued by those attending These are very commendable figures and reflect greatly the growing interest and demand for high calibre training in all aspects of autism provision.



Ministers and Board meet some parents and teachers who use the Centre

During the course of the year the Centre developed a number a new models of training which reflect the changing needs of both parents and professionals. Five week training programmes were developed further and offered to parents in Ballyshannon, Cork, Dublin, Oranmore, Balbriggan, Newcastle, Galway, Lisburn, Belfast, and Donegal. In addition to this, Joint Events involving Parents and Professionals were held in Dundalk, Dublin, Limerick, Belfast, Kilkenny, Portlaoise, Omagh and Newry. These involved international speakers such as Lynn Moxon, Ros Blackburn, Rita Jordan, Laura Klinger, Gina Davis, Lenny Thornton, Adam Harris, Mike Chapman and Fiona Knott. Of particular significance was the continuing development of the Centre's Blended Intervention Approaches which was hosted this year in St Joseph's School in Galway (an adapted version of this training also took place in Monaghan in the context of the Republic of Ireland Summer School). I would wish to put on record my particular thanks to the special school sector both in Northern Ireland and in Ireland who host a significant number of our training sessions.

Training for professional staff is a key feature of the Centre's work and staff provide a range of evening, half-day, full-day and multi-day training sessions for professionals across Northern Ireland and Ireland. This is predicated on a formal training schedule, which is developed annually and circulated to every school in Ireland and Northern Ireland. Its content includes sessions delivered by the Centre's own staff and also key speakers from the world of autism world-wide. The Centre has expanded its training beyond one-day sessions and this year provided a wide range of five week parent and professional programmes delivered across the island. These sessions were delivered by both Centre staff and invited, recognised, experts in the field of autism. These longer sessions gave education staff and parents the opportunity to have a longer learning relationship with the tutor and build supportive networks.

### Autism Specific Continuous Professional Development Programmes

A key feature of the Centre's training development this year was the introduction of the "Make" and Take" events which afforded attendees the opportunity to join a workshop for the production of visual strategy resources which could then be taken home with them. This was of particular value to parents/teachers of newly diagnosed children who had attended the five week trainings in the Republic of Ireland. Other training developments included "Autism and Siblings" training delivered in Naas and new parent training in art, music and drama delivered in Belfast, West Cork and at the Centre itself.

The Centre continued to develop its series of Master-class Trainings. Among those contributing were Andy McDonnell, Lynn Moxon, Laura Klinger and Brian McClean. These were very successful events attracting a diverse sector of influential educationalists both from Northern Ireland and from the Republic of Ireland and meeting the learning needs of experienced professionals with advanced learning needs.



The Centre is developing an Associate Trainer Programme and this is limited in the initial stage to the delivery of the Attention Autism training, an innovative social communication skills programme developed by Gina Davis, Specialist SLT. Teachers from schools or education authorities who have trained their own school/colleagues and show a flair for delivery of the programme are invited to train teachers in their local area as part of the Middletown team. The Centre provides the resources and a quality assurance programme and the schools provide the staff. It is a way of acknowledging the great work going on in many schools of providing CPD and of meeting the need for this training delivery.

### A successful international conference



**Conference speakers Dr Peter Vermeulen and** Prof. Tony Attwood with MCA staff.

In many respects the highlight of the training calendar was undoubtedly the Centre's first International Conference held in early January 2015 at the City North Hotel at Gormanston, Dublin. Original estimates were quickly exceeded and during the course of the 2 days the conference attracted over 1000 delegates. The programme was both varied and innovative with key note speakers including Prof. Roy Richard Grinker, Dr Peter Vermeulen, Dr Patricia Daly, Prof. Tony Attwood and Damien Milton. The Conference also afforded the Centre an opportunity to showcase it's own work with individual case studies presented and school staff and parents given the opportunity to contribute to these presentations. The Conference also provided the forum for this year's Best Practice Day which once again illustrated the extremely positive and productive work that is being carried out in schools across the entire Island. I would like to record my thanks to the Conference Planning Group who organised such an inspirational two day Conference. I, like many others look forward to the next Conference in 2017!



The Centre's Board and Staff were particularly pleased that the Conference was jointly opened by both Education Ministers. Their interest in and commitment to the Centres work was much in evidence and this was endorsed further when they made a joint visit to the Centre in March.



**CEO** with Ministers O Dowd and O Sullivan

A great deal of time was devoted during this period to developing the Centre's IT structure and the capability of hosting training sessions on line. This has been a welcome addition to the Centre's training portfolio. Equally important this year has been the ongoing development of securing accreditation for some of the Centre's training sessions. This work will be developed throughout the course of 2015/2016.

# CHIEF EXECUTIVE'S REPORT FOR THE YEAR

### Using research to inform

Research continues to underpin all that the Centre does. During the last year four research bulletins were published covering the themes of: Visual Strategies, Transitions Vol 2, Enabling Education and Anxiety Vol. 2. The high calibre of these documents has been recognised by many not least the National Autistic Society who continue to publish them on its E- Learning Community of which the Centre was asked to become a founding member. To date the Centre's Research Bulletins are the most read and downloaded documents on the NAS site.

The Research Department has also this year completed work on "Sensory Processing & Activity Choices Research" as well as completing research work on behalf of the National Council for Special Education (NCSE) notably developing the quality standards currently being used in the evaluation of autism provision in Irish schools. The Centre sits on the steering group of this important piece of national work as well as contributing detailed country case-studies. A major focus of its work has centred on the Case Study work emanating from follow up case studies on those children and young people referred to the Learning Support and Assessment Service.

As part of the Centre's lead role in delivering on certain aspects of the Autism Strategy, the Research Department has been developing two resources for teachers and other educational professionals. These resources will be based on the single and multi-case study work already conducted by the Centre's Research Department and are designed to address common areas of difficulty that have been identified by the Centre's trans-disciplinary team. Research work has also been enhanced this year with the supervision of two PhD students based in Trinity College Dublin and Limerick University.

The two areas being researched are:- a) The strategies used and the experiences of parents and professionals in the transition from preschool to primary school of children with autism b) accessing the efficacy of sensory rooms for children with autism in the Republic of Ireland.

### Supporting children

The Learning Support and Assessment Service's work continues to expand in Northern Ireland and has now also commenced in the Republic of Ireland thus ensuring that educationalists in both jurisdictions can refer children and young people who despite extensive first level intervention and support continue to encounter difficulties. In Northern Ireland to date 71 children have been directly referred to the service with a further 790 receiving direct support and a further 597 receiving indirect support.



Working with young people

These pupils are referred to the service by the The Centre recognises that all staff as well as the Education Authority to the Centre's trans-Board of Directors have an important role in disciplinary teams who work with children in their promoting the work of the Centre and fostering school, home and community settings. The Centre relationships with those particularly linked to the in its approach focuses on a capacity building first level services and statutory organisations. model in the school and which also involves a great deal of collaborative working with a wide range of The Centre has played host to a wide range of external agencies. Whole school referrals are also stakeholders throughout the course of the year as undertaken and involve the MCA team working well as meeting with a wide cross section of those with the child's parents and staff to provide a more particularly in the voluntary sector who are delivering first level autism services. The development "autism competent" learning environment. of these relationships is not merely for an exchange Initiatives have included the establishment of a sensory "lounge", more integration of children and of information, but is designed to complement and young people in learning support units in the add value to the provision of existing services for general classroom environments, training for the wider autism community. parents and staff, delivering model lessons and helping with autism policies. The work is in the process of being evaluated and results will be available soon. Early results seem to indicate that it is a highly successful programme: a positive direction in which to develop the service.

Centre.

In the Republic of Ireland a total of 14 Referrals were made last year through the pilot project with referrals being made by a group consisting of The Inspectorate, NEPs and DES. In addition to these referrals a further 40 children have received indirect support. The work in both jurisdictions aims to improve the capacity of local service providers to understand autism better and to make the necessary adjustments in their teaching environments. Similarly the team works with parents at home and in the community to provide a comprehensive learning support programme.

### Listening to our stakeholders

The Centre's staff are mindful of the extensive range of stakeholders and interested parties and the need for an effective dissemination of the Centre's work and plans.



During the year the Centre commissioned independent research to ascertain the views of key groups on the full range of services provided by the

The methods used in this research were qualitative. One of the aims was to identify and report on the views of participants and users of all of the Centre's services. The research methods were designed to elicit views, responses, attitudes and experiences of people and, where possible, to quantify them.

### Service users' responses

Respondents were asked to rate their experience of using the Centre's services on a scale from a high of 5 down to a low of 1 where 5 is "excellent" and 1 is "poor". Ratings were gathered on "quality", "how informative" the service was, "usefulness" and "accessibility". The findings are presented below (Tables 1 to 5). All of the services received high ratings on quality and informativeness with 9 out of ten respondents giving a rating of 4 or 5. Ratings for "usefulness" and "accessibility" were also comparatively high overall, though for Training just over 6 out of 10 respondents (62%) gave usefulness and accessibility a score of 5.

All respondents said that they would recommend MCA Training, Information, Learning Support and Assessment and Research. Just one respondent said that they would not recommend Advice.

TABLE	1	Rating	g of Tra	ining	N=74 (%)				
from a high of 5 down to a low of 1 where 5 is "excellent" and 1 is "poor"									
5	4	3	2	1					
		_		-					

80	19	1	0	0	Quality
80	19	1	0	0 0 how informat	
62	31	7	0	0	Usefulness
62	23	9	4	1 Accessibility	
Would you recommend?				Yes =	100%

TABLE	2	Rating of Adv		Rating of Advice		vice	N=16 (%)	
from a high of 5 down to a low of 1 where 5 is "excellent" and 1 is "poor"								
5	4	3	2	1				
88	6	0	6	0	Quality			
88	6	0	6	0	how informative			
75	19	0	6	0	Usefulness			
69	25	0	6	0	Accessibility			
Would	d you re	ecomm	end?	Yes =	88% No = 6%			

TABLE 3	Rating of Information	N=35 (%)
from a big	h of 5 down to 2 lov	w of 1 whore 5 is "exce

from a high of 5 down to a low of 1 where 5 is "excellent" and 1 is "poor"

	5	4	3	2	1	
	77	17	3	3	3 0 Quality	
	63	26	9	3	0 how informative	
	69	20	9	0	3	Usefulness
77 20 0 0					3 Accessibility	
	Would	d you re	ecomm	end?	Yes =	100%

TABLE	4	Suppo	g of Lea ort and sment		N=9 (%)		
from a high of 5 down to a low of 1 where 5 is "excellent" and 1 is "poor"							
5	4	3	2	1			
89	0	11	0	0	Quality		
78	11	11	0	0	how informative		
89	11	0	0	0	Usefulness		
67 22 11 0 0 Accessibility							
Would	d you re	ecomm	end?	Yes =	100%		

TABLE	5	Rating	g of Res	earch	N=13 (%)			
from a high of 5 down to a low of 1 where 5 is "excellent" and 1 is "poor"								
5	4	3	2	1				
62	31	8	0	0	Quality			
69	23	8	0	0	how informative			
77	8	15	0	0	Usefulness			
69	23	8	0	0 Accessibility				
Would	l you re	ecomm	end?	Yes =	100%			

### Collaborative working.

The Centre staff has continued to deliver and develop collaborative working arrangements with a number of service delivery agencies such as the Regional Training Unit in Northern Ireland and the Special Education Support Service in the Ireland. The Centre's research staff have also been tasked with delivering against a number of commitments in N Ireland's Autism Strategy 2013-2020 and Action Plan 2013-2016. The Centre will identify detailed actions to meet these commitments in its Corporate plan.

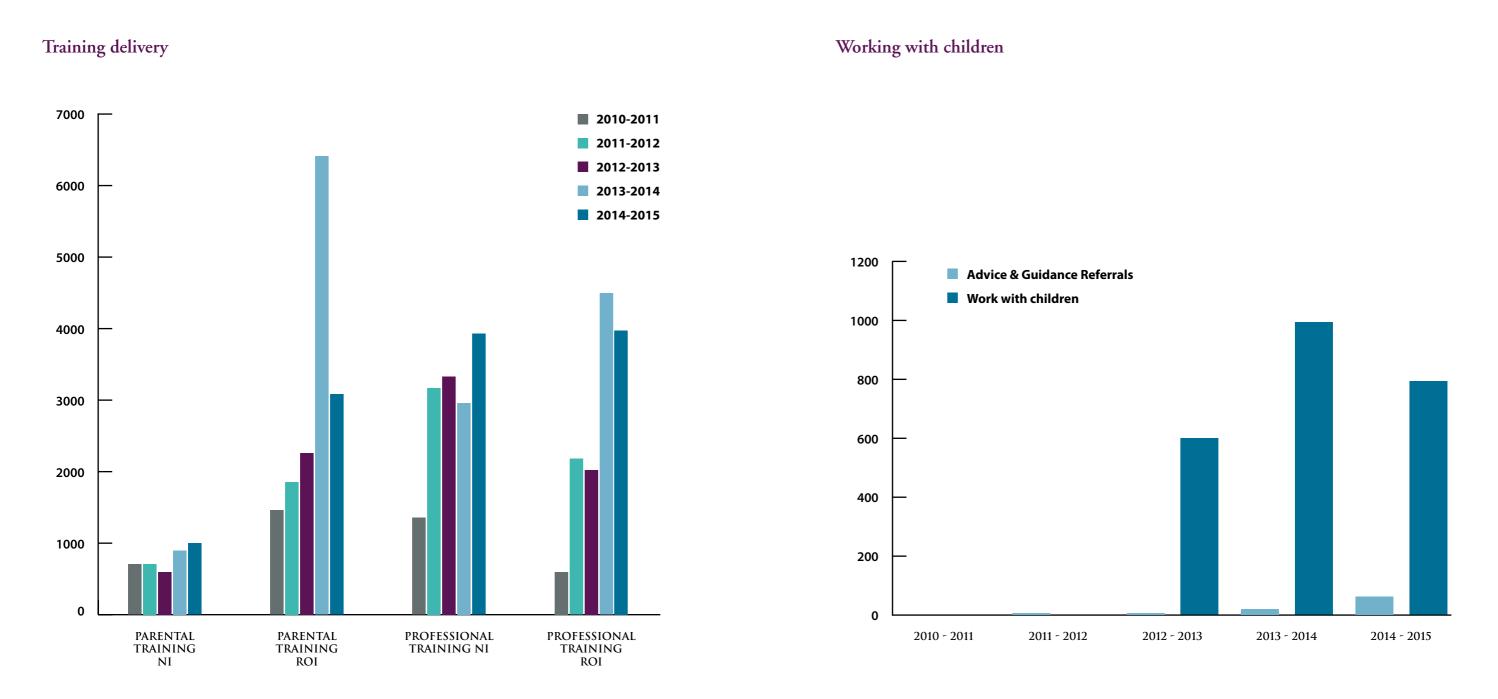


Centre staff with Keith Mc Allister QUB

The Centre has been keen this year to build on its links with the teacher training colleges providing specialist input to courses for aspiring teachers and other professionals. Centre staff have been asked to provide input into the core training of students at Stranmillis University College, St Mary's University College Belfast and also for further Education Lecturers at the University of Ulster. In addition to this the Centre also delivers on the SESS supported Post Graduate Diploma in St Angela's College, Sligo.

The Centre has also been developing links with the Further Education sectors in N Ireland and Ireland, providing support for young people transitioning into further education.

# SUMMARY OF SERVICES DELIVERED DURING THE YEAR



### The contribution of our staff and Directors

In closing I would like to pay tribute to the work and commitment of the Centre staff and Directors. The Centre is most fortunate in the calibre of staff it employs whose dedication and commitment ensure that high quality services are delivered across the island of Ireland. I would also like to pay tribute to the dedication of the Board of Directors and to thank them for the interest and guidance they give to the work and development of the Centre. The ongoing expansion of the Centre's services has this year necessitated the recruitment of new members of staff and I was delighted to welcome such a committed, enthusiastic and highly professional group of individuals to join our specialist team here at Middletown.

I trust that you will find this report informative and reflective of the work that the Centre has been engaged in over the last twelve months.

JGCooper

J G Cooper Chief Executive Officer

25 June 2015

Date

# STATEMENT ON INTERNAL CONTROL

### 1. Scope of responsibility

As Accountable Person, I have responsibility for maintaining a sound system of internal control that supports the achievement of Middletown Centre for Autism's policies, aims and objectives, whilst safeguarding the public funds and departmental assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Government Accounting Northern Ireland and Public Finance Procedures.

I provide assurance in respect of expenditure incurred by the Centre on programmes and schemes funded by the Department of Education and the Department of Education and Skills. I am responsible for maintaining administrative structures which enable the Centre to discharge its statutory duties which takes into account working with the Centre's sponsoring departments, other education bodies and partners both in Northern Ireland and the Republic of Ireland.

The achievement of these responsibilities is discussed at regular review meetings with officials of the Department of Education and Department of Education and Skills as detailed in the Management Statement and Financial Memorandum.

### 2. The purpose of the system of internal control

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an on-going process designed to identify and prioritise the risks to the achievement of departmental policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and

economically. The system of internal control has been in place in Middletown Centre for Autism for the year ended 31 March 2015 and up to the date of approval of the annual report and accounts, and accords with the Finance Departments' guidance.

### 3. Capacity to handle risk

Leadership has been given to the risk management process by senior management ensuring that all service managers review and evaluate their key risks and controls on a regular basis. The Board has a Risk Management Strategy and Policy which are developed under the leadership of the CEO and Senior Management Team and are endorsed by the Audit and Governance Committee. These documents specify the risk management process within the Centre and set out the roles and responsibilities of officers and members. Internal Audit has provided assistance and guidance to the Senior Management Team concerning the evaluation of risks and the completion of the required documentation.

In endorsing the Risk Management Strategy and Policy the Audit and Governance Committee has identified specific risks outside the control of the Centre's management that have the potential to impede the work of the Centre and have therefore been identified on the Centre's Risk Register. Among these are the differentials in service provision between Northern Ireland and the Republic of Ireland with perceived issues of inequality of access to the Centre's services; and the inherited responsibility for the convent building and its upkeep, including those parts which have been listed as well as necessary renovation work to block B to support the agreed expansion of the Centre's services. Agreement has been reached with the funding Departments on a division of responsibility for the longer term maintenance of the convent and residual estate issues, while the agreed expansion plan for the Centres services addresses some of the differentials in service

provision. Any one of these risks has the potential to be an obstacle to the achievement of the Centre's aims and objectives.

### 4. The risk and control framework

The Risk Management Strategy for the Centre details a formal process for identifying, assessing, managing and monitoring risks faced by the Centre, including a prioritisation methodology based on risk ranking of impact and likelihood. Each manager is responsible for

- Identifying risks for their service
- likelihood; and
- Establishing an adequate control mechanism, commensurate with the perceived level of risk.

The Board, through its committees, maintains and reviews the system of internal control within the Centre's three divisions by continually monitoring the service being provided to clients to ensure it meets objectives set in the respective divisional Business Plans. Updates on Business Plans are provided to relevant committees on a regular basis. The Chairperson • Evaluating these risks in terms of impact and of the Audit and Governance Committee reports to the Board as a whole on audit activity including risk management on a regular basis. The Board undertakes an annual review of its committees and an assessment of its performance .The Board has developed and carries out performance appraisal of This information is forwarded to the Senior Management Team who determines whether the the Chief Executive and Senior Management Team. The Board approves all expenditure and resource relationship between risk and control is appropriate. These risks are then incorporated into the Board allocation plans and reviews these regularly through risk register. Risk management is also a feature its Finance and Personnel Committee. The Board within the corporate and business planning process. has also established a Service Planning and Assurance The Senior Management Team has considered the Committee and a Planning and Buildings Committee Board's objectives as detailed in the corporate plan to provide it with the capacity to offer strategic oversight and scrutiny in these aspects of the work and from these have identified corporate risks. of the Centre. No significant issues of internal 5. Review of Effectiveness control have been identified in the past year.

As Accountable Person, I have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and the executive managers within the Centre who have responsibility for the development and maintenance of the internal control framework, and comments made by the external auditors in their management letter and other reports.

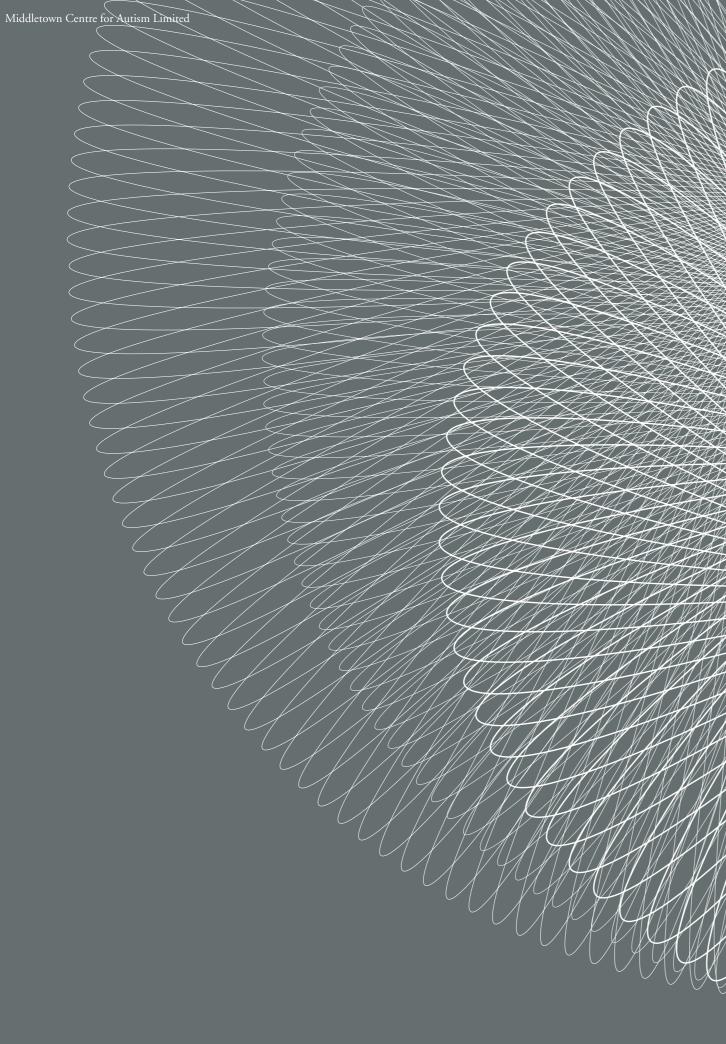
I have been advised on the implications of the result of my review of the effectiveness of the system of internal control by the Board, the Audit and Governance Committee and a plan to address weaknesses and ensure continuous improvement of the system is in place.

JGCooper

J G Cooper Chief Executive Officer

25 June 2015

Date



# **REMUNERATION REPORT**

### **Board Members**

The Members of the Board have received remuneration for their duties carried out as Directors of the Centre at a rate and on such conditions as determined by the Department of Education for those Directors appointed by the Department and on such conditions as determined by the Department of Education and Skills for those Directors appointed by the Department of Education and Skills.

Board members also receive travelling allowances for expenditure incurred, at such rates and on such conditions as determined by and subject to the approval of the Department of Education or Department of Education and Skills. No Board members receive or make pension contributions through their role as a Board member.

### Chief Executive and Second Tier Officers

The remuneration of the Chief Executive and all other officers is based upon agreed outcomes of the Education and Library boards Joint Negotiating Committee's procedures and approved annually by both the Department of Education and Department of Education and Skills.

### Staff Service Contracts

Officer appointments are in accordance with the Joint Negotiating Council (JNC) for the Education and Library Boards terms and conditions and in particular are in accordance with the Staff Commission for Education and Library Boards Code of Procedures on Recruitment and Selection. Unless otherwise stated, the officers covered by this report hold appointments until their retirement. The normal period of notice is 1 month. Policy on termination payments in relation to premature retirement are in accordance with Local Government Regulations and the redundancy provisions.

### Benefits in Kind

No Director or senior post holders received noncash benefits (benefits in kind) in this year.

# INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF MIDDLETOWN CENTRE FOR AUTISM LIMITED

(A company limited by guarantee, not having a share capital)

We have audited the financial statements of Middletown Centre for Autism Limited for the year ended 31 March 2015 which comprises the Income and Expenditure Account, the Balance Sheet, the Cashflow Statement, the Accounting Policies and the related notes.

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described on pages 5 and 6 the company's directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statement in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practice Board's Ethical Standards for Auditors.

Scope of the 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 company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Foreword and other reports and statements to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of an apparent misstatements or inconsistencies we consider the implications for our report.

**Opinion on financial statements** In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2015 and of its results and cash flow for the year then ended;
- have been properly prepared in accordance with the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Foreword and other reports and statements for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

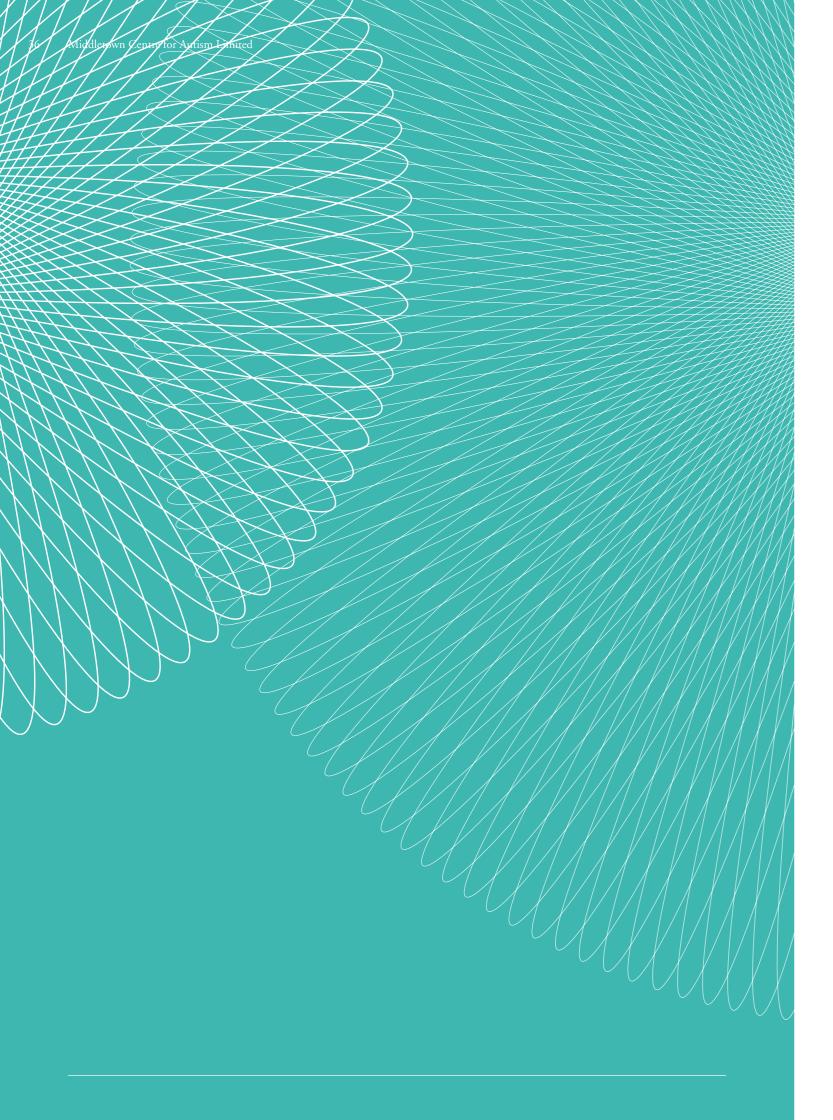
- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law have not been made; or
- we have not received all the information and explanations we require for our audit.

Eag M Grmach

Feargal P McCormack (Senior Statutory Auditor) for and on behalf of **PKF-FPM Accountants Limited** Chartered Accountants & Statutory Auditors Dromalane Mill The Quays Newry Co. Down **BT35 8QS** 

25 June 2015

Date



# INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2015

	NOTES	2015	2015	2014	2014
Income	2	£2,133,577	€2,753,432	£1,492,994	€1,788,617
Other operating expenses	3	£2,130,666	€2,749,508	£1,489,582	€1,784,500
Operating Surplus		£2,911	€3,925	£3,412	€4,117
Interest payable and similar charges		(£1,074)	(€1,386)	(£1,001)	(€1,199)
Surplus on ordinary activities before taxation		£1,837	€2,539	£2,411	€2,918
Taxation	4	(£367)	(€507)	(£2,898)	(€3,508)
(Deficit) / Surplus for the year		£1,470	€2,032	(£487)	(€590)

All amounts above relate to continuing activities of the company.

The company has no recognised gains or losses other than those included in the results above.

There is no material difference between the surplus on ordinary activities before taxation and the deficit for the year stated above and their historical cost equivalents.

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Dr Laurence Crowley Chairman

25 June 2015

Date

JGCooper

J G Cooper Chief Executive Officer

25 June 2015

Date

# BALANCE SHEET AS AT 31 MARCH 2015

	NOTES	2015	2015	2014	2014
Fined Access	NOTES	2013	2013	2014	2014
Fixed Assets					
Tangible fixed assets	6	£322,138	€445,189	£368,404	€445,922
Current Assets					
Debtors	7	£5,462	€7,548	£5,057	€6,121
Cash at bank and in hand		£64,254	€88,798	£57,451	€69,539
		£69,716	€96,346	£62,508	€75,660
<b>Current Liabilities</b>					
Creditors: amounts falling due within one year	8	(£56,656)	(€78,298)	(£50,918)	(€61,633)
Net Current Assets		£13,060	€18,049	£11,590	€14,027
Total assets less current liabilities		<b>£3</b> 35,198	€463,238	£379,994	€459,949
Long Term Liabilities					
Deferred credits - capital grants	9	(£322,138)	(€445,189)	(£368,404)	(€445,922)
Provisions for liabilities	10	(£376,000)	(€519,626)	(£376,000)	(€455,118)
		(£698,138)	(€964,815)	(£744,404)	(€901,040)
Net Liabilities		(£362,940)	(€501,577)	(£364,410)	(€441,091)
Reserves	11				
General Reserves		£13,060	€18,049	£11,590	€14,027
Pension Liability		(£376,000)	(€519,626)	(£376,000)	(€455,118)
		(£362,940)	(€501,577)	(£364,410)	(€441,091)

The financial statements were approved by the board of directors on 25 June 2015 and were signed on its behalf by:

bearley Camera

Dr Laurence Crowley Chairman

25 June 2014

Date

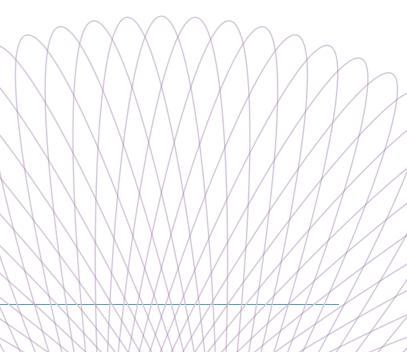
J G Cooper Chief Executive Officer 25 June 2014

JGCooper

Date

# CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2015

	NOTES	2015	2015	2014	2014		
Net cash inflow from operating activities	12	£8,244	€19,163	£9,727	€12,732		
Returns on investment and servicing of finance	12	(£1,074)	(€1,386)	(£1,001)	(€1,199)		
Taxation	4	(£367)	(€507)	(£2,898)	(€3,508)		
Capital expenditure and fin	Capital expenditure and financial investment						
Payments to acquire tangi- ble fixed assets	6	£11,251	€15,549	£162,039	€196,134		
Net cash inflow before financing		£18,054	€32,818	£167,867	€204,159		
Financing							
Capital funding received	9	(£11,251)	(€15,549)	(£162,039)	(€196,134)		
Movement in cash in the year	13	£6,804	€17,270	£5,828	€8,025		



# NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2015

### 1.1. Accounting Convention

The accounts have been prepared in accordance with the historical cost convention. Without limiting the information given, the accounts are prepared on an accruals basis and comply with the accounting and disclosure requirements of the Companies Act 2006, the Irish Companies' Acts 1963 to 2013, the accounting standards issued or adopted by the Accounting Standards Board and accounting and disclosure requirements issued by the Department of Education, NI and the Department of Education and Skills, ROI, insofar as those requirements are appropriate.

### 1.2. Tangible fixed assets

The cost of tangible fixed assets is their purchase cost, together with any incidental expenses of acquisition.

Depreciation is calculated so as to write off the cost, or valuation of tangible fixed assets, over the expected useful economic lives of the assets concerned. The principal annual rates used for this purpose are:

## 15%

Fixtures & Fittings Reducing balance basis

## $33^{1}/_{3}\%$

Computer Equipment Straight line basis

## 25%

**Telecoms** Equipment Straight line basis

## 15%

**Building Improvements** Reducing balance

### 1.3. Government Grants

Revenue grants receivable are recognised in the year in which they are received. Grants receivable as a contribution towards expenditure on a fixed asset are credited to a capital grant reserve and released to the income and expenditure account in the same proportion as the depreciation charged on the relevant assets.

### 1.4. Foreign Currencies

The accounts are maintained in sterling and are also reported on in Euro at our year end. Monetary assets and liabilities denominated in foreign currencies are translated at the rates of exchange prevailing at the accounting date. Transactions in foreign currencies are recorded at the date of the transactions. All differences are taken to the income and expenditure account.

### **1.5.** Pensions Arrangements

The Board's employees belong to two principal schemes, the Teachers' Superannuation Scheme (TSS) and the Northern Ireland Local Government Officer's Superannuation Committee Scheme (NILGOSC).

The Teachers' Superannuation Scheme is a contributory scheme administered by the Department of Education. The conditions of the Superannuation (NI) Order 1972, the Teachers' Superannuation Regulations (NI) 1977 and subsequent amendments apply to the scheme. The scheme is presently notionally funded. The rate of the employer's contribution is determined from time to time by the Government actuary and advised by the Department of Finance and Personnel. The scheme is administered by the Department of Education, Rathgael House, Balloo Road, Bangor.

The Northern Ireland Local Government Officers' Superannuation Committee Scheme is a defined benefit pension scheme, the assets of the schemes being held in separate trustee administered funds. The scheme is administered by NILGOSC, Holywood Road, Belfast.

The fund is valued every three years by a professionally qualified independent actuary, the rates of contribution payable being determined by the trustees of the scheme based on advice of the actuary. In the intervening years the continuing appropriateness of the rates are reviewed. Pension costs are charged to the Statement of Financial Activities on a systematic basis based on the actuary's calculations. The company pays no other post retirement benefits to its employees.

### 1.6. Taxation

Current tax represents the amount expected to be paid or recovered in respect of taxable profits for the year and is calculated using the tax rates and laws that have been enacted or substantially enacted at the balance sheet date.

Deferred tax is recognised in respect of all timing differences that have originated but not reversed at the balance sheet date where transactions or events have occurred at that date that will result in an obligation to pay more tax in the future, or a right to pay less tax in the future. Timing differences are temporary differences between the company's taxable profits and its results as stated in the financial statements.

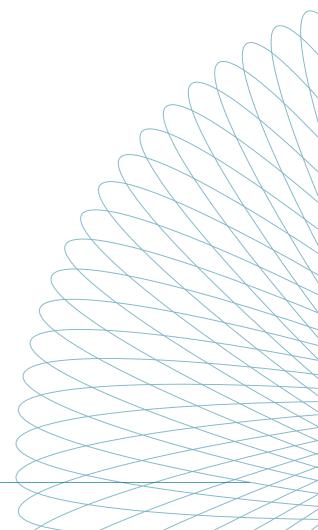
Deferred tax is measured on an undiscounted basis at the tax rates that are anticipated to apply in the periods in which the timing differences are expected to reverse, based on tax rates and laws that have been enacted or substantially enacted by the balance sheet date.

### 1.7 Limited Liability Agreement

The Executive Committee, on behalf of the company, have entered into a Limited Liability agreement with their auditors. The auditors' liability is limited to an amount which is considered fair and reasonable. This has been disclosed in line with Companies legislation.

### 2. Income

The income of the company has been derived from funding received from Department of Education, Northern Ireland and Department of Education and Skills, Republic of Ireland.



### 3. Other operating expenses

	2015	2015	2014	2014
Administration	£2,036,461	€2,627,934	£1,401,819	€1,679,359
Establishment	£94,205	€121,574	£87,763	€105,141
	£2,130,666	€2,749,508	£1,489,582	€1,784,500

### 4. Tax on profit on ordinary activities

ANALYSIS OF CHARGE In the year	2015	2015	2014	2014
Current tax:				
Corporation tax at 20% (2014: 20%)	£367	€507	£482	€583
Prior years' tax (2012 & 2013):				
Corporation tax at 20%	-	-	£2,416	£2,925
	£367	€507	£2,898	€3,508

### 5. Staff Costs

	STAFF NO.S	2015	2015	STAFF NO.S	2014	2014
Remuneration of Senior Management	4	£299,136	€358,367	4	£299,657	€358,991
Other Employees Remuneration	31	£1,188,980	€1,562,082	22	£711,355	€852,208
	35	£1,488,116	€1,920,449	26	£1,011,012	€1,211,199
Wages and salaries & subcontract costs		£1,215,896	€1,569,143		£803,461	€962,551
Social security costs		£84,920	€109,591		£65,364	€78,307
Pension costs		£187,300	€241,715		£142,187	€170,341
		£1,488,115	€1,920,449		£1,011,012	€1,211,199

The following amounts were also paid to the Chairman and Directors from the Department of Education and the Department of Education and Skills:

	2015	2015
Department of Education	£11,279	€14,556
Department of Education and Skills	£10,573	€13,645

One Director a nominee of the Department of Education and Skills as Public/Civil Servants was not entitled to claim remuneration.

Details on the pension arrangements are given in Note 1.5.

The salaries of Senior Managers, including the Chief Executive Officer, are paid in accordance with terms agreed by the Joint Negotiating Council for the Education and Library Boards. They are paid according to the following scales:

Chief Executive Officer - Scale 68 - 73, £57,995 - £62,787

Heads of Division (3) - Scale 64 - 67, £54,437 - £57,083

2014	2014
£7,721	€9,777
£7,491	€9,485

# 6. Tangible Fixed Assets

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	FIXTUR FITT	ES AND Ings		PUTER PMENT	TELE	COMS	BUILI Improv		TO	ΓAL
Cost	£	€	£	€	£	€	£	€	£	€
At 1 April 2014	193,060	233,683	136,837	165,630	17,449	21,121	262,916	318,238	610,262	738,672
Additions	883	1,220	8,910	12,313	-	-	1,458	2,015	11,251	15,549
Exchange movement	-	33,123	-	23,477	-	2,993	-	45,107	-	104,699
At 31 March 2015	193,943	268,026	145,747	201,420	17,449	24,114	264,374	365,360	621,513	858,920

Depreciation										
At 1 April 2014	87,918	106,417	96,913	117,306	17,449	21,121	39,578	47,906	241,858	292,750
Charge for year	14,782	20,428	17,747	24,526	-	-	24,988	34,533	57,517	79,488
Exchange movement	-	15,085	-	16,626	-	2,993	-	6,790	-	41,493
At 31 March 2015	102,700	141,930	114,660	158,458	17,449	24,114	64,566	89,229	299,375	413,731

Net Book Value										
31 March 2015	91,243	126,096	31,087	42,962	-	-	199,808	276,131	322,138	445,189
31 March 2014	105,142	127,266	39,924	48,324	-	-	223,338	270,332	368,404	445,922

## 7. Debtors

	2015	2015	2014	2014
Sundry Debtor	£5,462	€7,548	£5,057	€6,121
	£5,462	€7,548	£5,057	€6,121

# 8. Creditors: amounts falling due within one year

	2015	2015	2014	2014
Sundry Creditors and Accruals	£56,289	€77,790	£48,020	€58,124
Corporation Tax	£367	€507	£2,898	€3,508
	£56,656	€78,298	£50,918	€61,632

## 9. Deferred Income

	2015	2015
Balance at 1 April 2014	£368,404	€445,922
Capital Grants Received	£11,251	€15,549
Release to Income & Expenditure Account	(£57,517)	(€79,488)
Exchange movement	-	€63,206
Balance at 31 March 2015	£322,138	€445,189

2014	2014
£275,829	€333,868
£162,039	€196,134
(£69,464)	(€84,080)
-	-
£368,404	€445,922

## 10. Provisions

	2015	2015	2014	2014
Pensions Provision	£376,000	€519,626	£376,000	€455,118

### 11. Reserves

	GENERAL	RESERVES	PENSION	LIABILITY	TO	TAL
At 1 April 2014	£11,590	€14,027	(£376,000)	(€455,118)	(£364,410)	(€441,091)
Income	£2,133,577	€2,753,432	-	-	£2,133,577	€2,753,432
Expenditure	(£2,132,107)	(€2,751,401)	-	-	(£2,132,107)	(€2,751,401)
Exchange movement	-	€1,990	-	(€64,508)	-	(€62,518)
At 31 March 2015	13,060	18,049	(376,000)	(519,626)	(362,940)	(501,577)

# 12. Reconciliation of Deficit for the Year to Net Cash Inflow from Operating Activities

	2015	2015	2014	2014
Operating surplus for the year	£2,911	€3,925	£3,412	€4,117
Adjustments for non cash	transactions			
Depreciation	£57,517	€79,488	£69,464	€84,080
Transfer from capital grant reserve	(£57,517)	(€79,488)	(£69,464	(€84,080)
Adjustments for movements in working capital	-	-	-	-
Decrease/ (Increase) in debtors	(£405)	(€1,427)	£6,982	€8,155
(Decrease) / Increase in creditors	£5,738	€16,666	(£667)	€460
	£5,333	€15,238	£6,315	€8,615
Net cash inflow from operating activities	£8,244	€19,163	£9,727	€12,732

### Returns on investments and servicing of finance

Interest paid	(£1,074)	(€1,386)

(£1,001)	(€1,199)

## 13. Analysis of Change in Cash and Cash Equivalents

	2014	2014	2014	2014
Cash at bank and in hand at 1st April 2014	£57,450	€69,539	£51,623	€61,218
Increase in Cash and Cash Equivalents	£6,804	€17,270	£5,828	€8,025
Cash at Bank and in Hand at 31 March 2015	£64,254	€88,798	£57,450	€69,539

## 14. Pension costs

### Defined benefit

The company participates in a defined benefit scheme in the UK, operated by NILGOSC. The most recent full actuarial valuation was as of 31 March 2013 by a qualified independent actuary, Scott Campbell FIA for and on behalf of Aon Hewitt.

### The major assumptions used by the actuary were:

	2013	2012
Rate of increase in salaries	5.2%	4.8%
Rate of increase in pension payment	2.8%	2.5%
Discount rate	4.5%	4.8%
Expected return on assets	6.9%	5.7%

### The long term expected rates of return are as follows:

	2013	2012	
Equities	7.8%	6.2%	
Government bonds	2.8%	4.1%	
Corporate bonds	3.8%	4.1%	
Property	7.3%	4.4%	
Cash	0.9%	3.5%	
Other assets	7.8%	6.2%	

### The assets in the scheme are as follows:

	2013
Equities	£510,000
Government bonds	£73,000
Corporate bonds	£3,000
Property	£52,000
Cash	£32,000
Other assets	£4,000
	£674,000
Total fair value of assets	£674,000
Present value of scheme liabilities	£1,050,000
Net pension liability	(£376,000)
Experience gains on assets	£52,000
Experience gain on liabilities	· ·

	2013
Equities	£510,000
Government bonds	£73,000
Corporate bonds	£3,000
Property	£52,000
Cash	£32,000
Other assets	£4,000
	£674,000
Total fair value of assets	£674,000
Present value of scheme liabilities	£1,050,000
Net pension liability	(£376,000)
Experience gains on assets	£52,000
Experience gain on liabilities	-

## Analysis of the amount charged to operating profit:

	2013
Current Service Cost	£79,000
Curtailments and Settlements	-
Total Operating Charge	£79,000

## Analysis of the amount credited to other finance income:

	2013
Expected return on pension scheme assets	£30,000
Interest on pension scheme liabilities	(£38,000)
Net Return	(£8,000)

## Movement in deficit during the year:

	2013
Deficit in the scheme at 1 April 2012	(£376,000)
Current service cost	(£79,000)
Employer contributions	(£90,000)
Exceptional past service gain	-
Net return on assets	£169,000
Actuarial gains / (losses)	(£376,000)
Deficit in scheme at 31 March 2013	(£376,000)

# 15. Related Parties

There were no related party transactions requiring disclosure in the year ended 31 March 2015.

The Directors' Register of Interests is maintained at the registered office of the company. It is available to the public and may be accessed by contacting the Company Secretary.

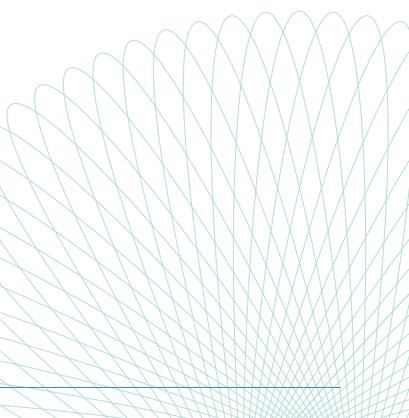
### 16. Financial Commitments

There were no future commitments requiring disclosure at the year end.

## History of experience gains and losses:

	2013
Difference between the expected and the actual return of assets:	
Amount	£52,000
Value of assets	£674,000
Percentage of assets	7.7%
Experience Gains / (Losses) on Liabilities:	
Amount	-
Present value of liabilities	£741,000
Percentage of present value of liabilities	0.0%
Actuarial Gains / Losses recognised in statement of recognised gains and losses	:
Amount	(£376,000)

Amount	(£376,000)
Present value of liabilities	£741,000
Percentage of present value of liabilities	(50.7)%



# APPENDIX 1

## Detailed Income and Expenditure Account for the year ended 31 March 2014

	2015	2015	RESTATED 2014	RESTATED 2014	
Income					
Grants received from Department of Education	£1,072,353	€1,383,897	£773,064	€926,136	
Grants received from Department of Education and Skills	£1,061,074	€1,369,342	£719,530	€862,002	
Sundry income	£150	€194	£400	€479	
	£2,133,577	€2,753,432	£1,492,994	€1,788,617	
Overhead expenses					
Administration	£2,036,461	€2,627,934	£1,401,819	€1,679,359	
Establishment	£94,205	€121,574	£87,763	€105,141	
Depreciation	-	-	-	-	
Interest payable and similar charges	£1,074	€1,386	£1,001	€1,199	
	£2,131,740	€2,750,894	£1,490,583	€1,785,699	

Details of capital grants received are disclosed in Note 9.

# APPENDIX 2

## Overhead Expenses for the year ended 31 March 2015

	2015	2015	2014	2014
Administration	·		'	•
Salaries and wages	£1,488,116	€1,920,449	£1,011,012	€1,211,199
Audit and accountancy	£8,641	€11,151	£11,859	€14,207
Subscriptions	£19,407	€25,045	£21,084	€25,259
Teaching materials	£56,033	€72,312	£33,689	€40,360
DFP procurement	-	-	£380	€455
Catering supplies	£6,041	€7,796	£3,160	€3,786
Computer expenses & ICT support	£8,866	€11,441	£17,256	€20,673
Travel & subsistence	£174,122	€224,709	£105,673	€126,597
Training provision	£114,067	€147,206	£100,520	€120,424
Facility hire	£2,777	€3,584	£749	€897
Conference expenses	£49,450	€63,816	-	-
Recruitment	£26,992	€34,834	£19,025	€22,792
Legal & professional	£6,030	€7,782	£3,379	€4,048
Advertising and promotion	£8,845	€11,415	£3,030	€3,630
Telephone	£19,473	€25,130	£18,203	€21,807
Printing, postage and stationery	£37,837	€48,830	£40,133	€48,080
Cleaning and hygiene	£3,319	€4,283	£1,631	€1,954
(Profit) / loss on foreign exchange		(€168)		(€17)
Leasing payments	-	-	£2,292	€2,746
General office supplies	£6,446	€8,319	£8,744	€10,462
	£2,036,461	€2,627,934	£1,401,819	€1,679,359

# APPENDIX 2 CONTINUED

# Overhead Expenses for the year ended 31 March 2015

	2015	2015	2014	2014
Establishment				
Light and heat	£34,386	€44,376	£42,501	€50,916
Repairs	£47,758	€61,633	£24,134	€28,914
Insurance	£18,842	€24,316	£17,511	€20,978
Rates	(£6,781)	(€8,751)	£3,617	€4,333
	£94,205	€121,574	£87,763	€105,141
	·	·	·	·
Depreciation				
Fixtures and fittings	£14,782	€20,428	£17,120	€20,722
Computer equipment	£17,747	€24,526	£13,653	€16,526
Telecoms equipment	-	-	-	-
Building improvements	£24,988	€34,533	£38,691	€46,832
Release of deferred income	(£57,517)	(€79,488)	(£69,464)	(€84,080)
	-	-	-	-
Interest payable and similar charges				
Bank charges	£1,074	€1,386	£1,001	€1,199

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Registered Number: NI 063661