

Brainwave-The Irish Epilepsy Association
T/A Epilepsy Ireland

Reports and Financial Statements
for the financial year ended
31 December 2017

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**REPORTS AND FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

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**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

DIRECTORS AND OTHER INFORMATION

DIRECTORS

Mr. M. Dowdall (Chairman)
Mr. T. Caravousanos
Mrs. T. Dagge
Dr. N. Delanty
Mr. D. Gray
Ms. C. Grieve
Dr. M. Hennessy
Dr. C. Linehan
Dr. B. Lynch
Mr. M. McLoughlin
Dr. B. McNamara
Ms. C. O'Dea
Mrs. C. Saarsteiner
Major General V. Savino
Dr. J. Senior
Dr. B. Sweeney
Dr. D. Webb

SECRETARY AND REGISTERED OFFICE

Ms. C. Grieve

249 Crumlin Road
Dublin 12

AUDITORS

Deloitte Ireland LLP
Chartered Accountants and Statutory Audit Firm
Deloitte & Touche House
Earlsfort Terrace
Dublin 2

BANKERS

Allied Irish Banks plc
Bank of Ireland
Permanent TSB
Rabobank
KBC Bank

SOLICITORS

McCann Fitzgerald
Solicitors
2 Harbourmaster Place
Custom House Dock
Dublin 1

CHARITY NUMBER

20010553
CHY (Revenue) 6170

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

DIRECTORS' REPORT

The directors present their annual report and the audited financial statements of the company for the financial year ended 31 December 2017.

OBJECTIVES AND ACTIVITIES

Brainwave, the Irish Epilepsy Association trading as Epilepsy Ireland is the national organisation committed to working for, and to meeting the needs of everyone with epilepsy in Ireland and their families and carers.

Epilepsy Ireland's vision is to achieve a society where no person's life is limited by epilepsy.

Epilepsy is one of the most common neurological disorders, affecting over 37,000 people in Ireland, including an estimated 10,000 children under the age of 16. There are at least 10,000 people in Ireland living with uncontrolled seizures, and for this group in particular, the consequences of epilepsy can be long-lasting and significant. It can affect the person's education, employment, psychological & social functioning, self-esteem and independent living. People with epilepsy must also cope with the physical impact of seizures, the side-effects of medications and for many, the social stigma and economic impact that can be associated with it. There is also an increased risk of mortality associated with epilepsy with an estimate 130 epilepsy-related deaths in Ireland each year.

2017 was the first year of Epilepsy Ireland's new Strategic Plan for the period 2017-2021. The plan was developed over an 18-month period with input from a wide range of stakeholders, including Epilepsy Ireland members, service users, volunteers, health professionals and staff. The Plan contains 21 strategic objectives, grouped under six overarching aims, which focus on our core areas of work:

- Strategic Aim 1: To provide quality and relevant support, information & advice, meeting the needs of people with epilepsy, their families and carers, professionals and the wider community.
- Strategic Aim 2: To communicate effectively with stakeholders; to raise awareness and to improve public understanding of epilepsy; and to advocate for the rights of those with epilepsy, their families and carers.
- Strategic Aim 3: To provide relevant training and education services to people with epilepsy, their families, and healthcare and other professionals.
- Strategic Aim 4: To undertake, encourage, fund and communicate research into the causes of, cures for, and management of epilepsy and the psychosocial effects of the condition.
- Strategic Aim 5: To support people with epilepsy by raising the funds necessary to ensure the short-term funding requirements and long term sustainability of the organisation.
- Strategic Aim 6: To operate a stable progressive organisation meeting all regulatory requirements and striving to implement best-practice standards in the areas of governance, organisational quality, human resources and financial management.

The Directors' acknowledge that the 2017 - 2021 Plan is ambitious and that challenges lie ahead in resourcing the 21 strategic objectives. However, the organisation is committed to protecting and maintaining existing services and activities, while also developing in new directions to ensure we continue to meet the needs of people with epilepsy and their families in Ireland.

ACHIEVEMENTS AND PERFORMANCE

In 2017, the charity reported net expenditure of €274,118 (2016: net income €61,166). Net expenditure of €200,000 had been forecasted by the Board, driven by increased utilisation of strategic reserves for Epilepsy Nursing and Research funding and from other planned activities as outlined below, categorised under each of the six Aims of the new Strategic Plan.

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Strategic Aim 1: To provide quality and relevant support, information & advice, meeting the needs of people with epilepsy, their families and carers, professionals and the wider community.

The organisation offers a range of support services including one-to-one support, outreach services, regional and online support groups, educational programmes, group-based self-management programmes, a nurse-led helpline and a range of seminars, events and publications. Services are provided by a network of 11 Community Resource Officers (CROs) based in Dublin, Cork, Galway, Limerick, Kilkenny, Killarney, Tullamore, Letterkenny and Dundalk in addition to the Information Officer, Community Epilepsy Specialist Nurse, Transition Nurse Co-ordinator and overseen by the Director of Services. Three new CROs were recruited in 2017 due to retirements.

For the third year in succession, demand for Epilepsy Ireland's services increased in 2017. There were 20,156 individual contacts with our services (an increase from 19,460 in 2016, 17,846 in 2015 and 14,750 in 2014). 9,750 of these contacts were on a one-to-one basis via our CROs, Information Officer, Training Manager and Epilepsy Nurses (2016: 8,577). We supported 3,175 unique individuals through our services (2016: 3,302) including 2,132 new service users (2016: 2,129).

Strong links with hospital epilepsy health services across the country continue to result in referrals to the services, in addition to a developing portfolio of existing and new activities including:

- 488 people took part in our Living Well With Epilepsy 'toolkit' programme (2016: 397) designed for people with a new diagnosis and parents of newly diagnosed children. Over 1,500 service users have availed of this service since 2014.
- There were 9 STEPS group-based self-management programmes for adults (2016:11) and 5 Parents STEPS Programmes (2016: 8). STEPS stands for Support and Training in Epilepsy Self-management and enables people to learn more about their epilepsy and become experts in their own epilepsy. Courses are delivered in a group setting, typically over 6 weeks. Since the programme was introduced in 2015, 27 courses have been delivered with over 200 participants.
- In 2017, a new group-based advanced self-management programme called INNERWISE was rolled out across the country. Originally piloted in Dublin in 2016, the programme focuses on improving mental health and wellbeing, managing stress and developing life management skills through tools that include meditation and mindfulness. 10 programmes were held in 2017 supporting 93 participants.
- There were also 66 support group events, 19 online support groups, 127 community events (talks, seminars etc.), 154 school outreaches, and 70 other presentations (e.g. workplaces, community groups etc.).

Evaluations of the Toolkit, STEPS and Innerwise programmes were conducted during the year, including quantitative and qualitative measures. Among the findings were:

- Service Users who had undertaken the Living Well With Epilepsy Toolkit programme self-reported a 51% increase in their knowledge of epilepsy; a 44% improved ability to manage their epilepsy and a 41% increase in their sense of overall wellbeing compared to baseline.
- STEPS participants reported a 35% increase in their knowledge and understanding of epilepsy; a 33% increase in their self-management skills and a 23% improvement in wellbeing.
- Outcomes from the Parents STEPS programme were extremely positive with over 70% increases reported on a wide range of measures including understanding of epilepsy; managing seizures and communicating with their child about epilepsy.
- Initial data from Innerwise found that 88% had improved feelings of wellbeing, 65-68% reported improvements on mental health measures and 80% reported a more positive outlook in relation to their epilepsy.

An important theme of the 2017-2021 Strategic Plan is the need to engage and support younger people (teens and young adults with epilepsy). In 2017, the annual family fun day took place in July at Fort Lucan, Dublin and the new helpline for teens and their parents launched in 2016 was continued. This is managed by the Epilepsy Transition Nurse, a post funded by Epilepsy Ireland and based at the National Children's Hospital Group. The overall aim of the role is to develop new best practice pathways for teenagers with epilepsy transitioning from children's to adult's services.

DIRECTORS' REPORT (CONTINUED)

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

One of the most significant and innovative projects undertaken in 2017 was the 'Seizure the Day' film. Run in partnership with Helium Arts throughout the year, the project involved over 40 young adults with epilepsy via four regional workshops and a 5-day 'film camp' in the writing, acting, filming and production of a fictional film about epilepsy inspired by their own experiences. The film was screened at the Irish Film Institute in October and feedback from participants and their families from their involvement has been excellent.

The 2017 National Epilepsy Conference took place in Sligo in September with over 150 people attending to learn about the latest developments in epilepsy care from 10 expert speakers. We also undertook a review of epilepsy information materials in 2017 which resulted in the publication of a new range of resources including 'Epilepsy Explained', 'Safety & Seizures' and 'Epilepsy & Driving'. A new version of the Epilepsy Management iPhone app was launched in February. The app aims to support people with epilepsy and parents of children with epilepsy to record information about their seizures (including video), identify potential triggers and seizure patterns, set important reminders, send emergency texts, organise medical appointments, measure missed medications and collect important data on their epilepsy. Unfortunately, the weekly Online Support Group service was suspended during 2017 due to the closure of the service provider. The service had been in operation since 2012.

The epilepsy.ie site remains an important source of information for people with epilepsy in Ireland and the site will undergo a redevelopment in 2018. There were 312,554 page views recorded in 2017 (2016: 307,261) from 60,847 individual users (2016: 53,610). Facebook and Twitter also continue to be important communication vehicles for two-way communication between Epilepsy Ireland and service users. At 31 December 2017, there were 11,993 Facebook followers (2016: 10,402).

Strategic Aim 2: To communicate effectively with stakeholders; to raise awareness and to improve public understanding of epilepsy; and to advocate for the rights of those with epilepsy, their families and carers.

A predominant epilepsy awareness theme for 2017 concerned epilepsy in the workplace. In February, ahead of International Epilepsy Day, Epilepsy Ireland and brain-injury charity Headway collaborated for the second year on the 'I See Beyond' campaign highlighting the issue of hidden disability in the workplace. This was in response to data from the 2016 campaign which found that 7 in 10 people would not feel comfortable telling their employer they had a hidden disability and 9 in 10 employees in Ireland show that workplaces lack awareness of hidden disabilities. A series of short videos were produced to highlight examples of how employees with epilepsy and acquired brain injury can contribute in the workplace as equals. The campaign also featured the National Hidden Disability Awards to honour and recognise employers who displayed excellence in supporting people with hidden disabilities. Awards were presented by Brent Pope in August with Hays plc crowned as overall winners. A national survey of 1,000 members of the public conducted by Amárach Research showed the positive impact of the I See Beyond campaign with an increase of 36% of people compared to 2016 who would feel comfortable telling their employer they have a hidden disability. Media coverage for the campaign included the Sunday Times and TV3, while other significant epilepsy awareness coverage in 2017 included the RTE TV Today show, Newstalk and a cover feature in the Irish Examiner Feelgood magazine.

Continuing the theme, Epilepsy Ireland also published a new information resource for employers on epilepsy in the workplace addressing many of the common concerns and questions employers often have and aiming to reduce the myths and misunderstandings that can surround the condition. We also undertook a survey of over 300 people with epilepsy in 2017 on their experiences of the condition within the workplace. A similar survey had been conducted in 2012 and it was very encouraging to see that 58% of respondents felt comfortable in telling their employer and colleagues about their epilepsy (compared to 44% in 2012) and that just 33% found that their employer's/ colleagues' attitudes changed following disclosure (compared to 50% in 2012). However, significant work remains to be done on raising epilepsy awareness, with almost 1/3 of respondents reporting discrimination and just half of respondents feeling there is enough support in the workplace.

DIRECTORS' REPORT (CONTINUED)

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

For the first time in 2017, Epilepsy Ireland marked Purple Day, an international grassroots effort dedicated to increasing awareness about epilepsy on March 26th 2017. Over 30 landmarks throughout Ireland turned purple for the day and we hope to build on this for future years.

International SUDEP (Sudden Unexpected Death in Epilepsy) Action Day took place on October 23rd 2017 and Epilepsy Ireland took the opportunity to raise awareness of sudden death in epilepsy and to highlight risks and risk-management. We also undertook a study of over 300 people with epilepsy to understand more about SUDEP awareness and about communications on the subject between patients and health professionals. Over 40% of participants were not aware of SUDEP but importantly, the vast majority indicated a preference for being told about it as early as possible after diagnosis, regardless of the perceived risk. The findings challenge traditional assumptions and we hope that they will kickstart a new conversation on SUDEP in Ireland.

The biggest advocacy issue of 2017 concerned the use and risks of the epilepsy drug sodium valproate in women of childbearing potential. Epilepsy Ireland and a number of other charities involved in the FACS (Foetal Anti Convulsant Syndrome) Forum continued to advocate for new measures to reduce the risks of children being affected by in utero exposure to the drug and for better supports for families affected by FACS. Following the European Medicines Agency's (EMA) announcement of a new review into the 2014 valproate risk minimisation measures, we took part in the EMA's consultation process in April and participated in stakeholder meetings in the autumn. The issue received considerable media attention including on RTE's Prime Time and also significant political and policy attention. At the year end, discussions were ongoing with the Department of Health, HSE and Health Products Regulatory Authority and progress was being made on a number of key demands around safety, awareness and patient communication. A new ruling on the matter was expected from the EMA in early 2018.

Other advocacy issues during the year included proposed legislation and access to medicinal cannabis; free travel for people with epilepsy and the need for reasonable accommodations for students with epilepsy sitting state examinations.

Strategic Aim 3: To provide relevant training and education services to people with epilepsy, their families, and healthcare and other professionals.

Our training programme in Epilepsy Awareness & the Administration of Buccal Midazolam (BM) for health and allied health professionals continued to grow in 2017. 188 training courses were provided (2016: 152; 2015: 117) by our Training Manager and CRO team with 1,835 people attending the courses (2016: 1,571; 2015: 1,102). Almost 600 training days have been provided since 2009 and demand for this potentially life-saving emergency training continues to grow. At year-end, plans were in place to provide BM administration demonstrations for parents of children with epilepsy in 2018 across the country.

The *Training For Success* (TFS) one-year pre-employment programme at IT Sligo is one of Epilepsy Ireland's flagship services. Running since 1998 and funded by the Mayo Sligo Leitrim Education & Training Board (MSLETB), TFS provides a practical and inspirational experience for up to 14 young people with epilepsy each year who, because of their condition have experienced difficulties in progressing their educational and career aspirations.

Following discussions with MSLETB in 2017, it was agreed that from the 2017/18 term, TFS would become a QQI (FETAC) Level 5 rather than the previous Level 4. This significant change will provide students with better progression options and a stronger qualification, particularly in terms of access to further education. We believe that the course and its upgraded syllabus will provide an even better solution for young adults' needs and expectations as we enter the Programme's 20th year in 2018. All 14 places for the 2017/18 term were filled.

DIRECTORS' REPORT (CONTINUED)

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

Strategic Aim 4: To undertake, encourage, fund and communicate research into the causes of, cures for, and management of epilepsy and the psychosocial effects of the condition.

The Epilepsy Ireland Research Funding Scheme was set up in 2009 to provide epilepsy researchers in Ireland with an avenue to access funding for quality, high-impact research. Since then, over €900,000 has been invested in a total of 11 Irish-led projects. Four projects funded by Epilepsy Ireland were active in 2017, with three of these projects, all co-funded by Epilepsy Ireland and the Health Research Board (HRB) concluding.

In February, results from the SENSE study on the role and impact of Epilepsy Specialist Nurses (ESNs) in Ireland were launched by Minister Marcella Corcoran Kennedy. The three-year study was conducted by Prof. Agnes Higgins and colleagues from Trinity College Dublin. It found that ESNs improved coordination and continuity of care; improved patient knowledge and satisfaction; reduced attendance at Emergency Departments; improved access to services and communication between professionals; while remaining cost neutral. It concluded that the ESN service should be expanded nationally and that specialist ESN services should be provided in the areas of women's health, intellectual disability, mental health, older age groups and children/adolescents. The study continues to have a major role in ongoing advocacy efforts to develop and improve epilepsy services in Ireland.

Dr Veronica Lambert at Dublin City University also completed her study on parent-child dialogue about epilepsy and its associated stigma. A number of papers from the study were published including in the leading Epilepsy & Behaviour journal. The study also led to the creation of a new community of practice and a website (talkingaboutepilepsy.ie) with accessible information on the previous experiences of children with epilepsy and their parents about talking about epilepsy.

Dr Naomi Elliott's How 2 Tell Study at Trinity College Dublin on the issue of epilepsy disclosure was also completed in 2017. The purpose of the study was to design a set of educational tools to help adults with epilepsy learn about the best strategies to employ in telling other (family, friends, employers, work colleagues etc) about their epilepsy. The experiences of almost 50 people with epilepsy were studied and a range of resources including a smartphone app, website, videos and printed resources were produced. The resources are an important element of the support provided by Epilepsy Ireland's support team in addressing the often difficult issue of disclosure with service users.

Prof David Henshall's three-year study at RCSI entitled "MicroRNAs in the mechanism of ketogenic diet therapies and as biomarkers in paediatric epilepsy" continued throughout 2017 and will run for two more years, aiming to better understand how the diet works and help predict in advance which children will benefit from ketogenic treatment.

Also in 2017, a small grant was made to a project at Queens University Belfast examining whether untrained pet dogs have the ability to predict epileptic seizures and alert their owners. Funding for the Epilepsy Deaths Register for Ireland, a partnership with UK charity SUDEP Action, University College Cork and Sheffield University also continued in 2017. Launched in 2015, the Register aims to drive research and learn more about epilepsy deaths and how they might be prevented.

We also collaborated in a number of other research initiatives including:

- The Epilepsy Partnership In Care (EPIC) project being conducted by the HSE's Epilepsy Clinical Care Programme and focusing on patient-centred care
- Promoting volunteer participation in epilepsy studies being undertaken at UCC, UCD and Liverpool University.
- Agreeing to formally collaborate on RCSI projects on sodium valproate risk minimisation and on the new Epilepsy Patient Portal (a web app which will give epilepsy patients access to interact with their electronic health record).
- A new DCU project promoting public involvement (PPI) in health research.
- The HSE/ E-health Ireland Epilepsy Lighthouse Project aiming to improve patient care through investment in technology solutions such as the Patient Portal and genomic sequencing.

DIRECTORS' REPORT (CONTINUED)

ACHIEVEMENTS AND PERFORMANCE (CONTINUED)

In October 2017, a new call for funding proposals was announced by Epilepsy Ireland inviting applications for research projects of up to a three-year duration to a maximum of €50,000 p.a. A total of 15 applications were received and at year end, the evaluation process was underway.

Proposals funded under this call will begin in September 2018, subject to co-funding agreement with the HRB.

Strategic Aim 5: To support people with epilepsy by raising the funds necessary to ensure the short-term funding requirements and long term sustainability of the organisation.

Epilepsy Ireland's main source of funding is through HSE Service Level Agreements (SLAs) with Community Healthcare Organisations (CHOs) across the country. These agreements support posts and costs relating to many of our service activities nationwide. However, a series of funding cuts in recent years has meant that despite increasing demand, HSE funds are not sufficient to meet the ongoing costs of the services provided. In 2017, there was a shortfall of €175,154 (2016: €155,753), which has been met by fundraising and by utilising general reserves.

As a result, our need to raise funds annually from the public and from other sources has increased in the past decade, necessitating increased investment in fundraising. Total non-grant income in 2017 was €797,761, a decrease from €851,545 in 2016 but an increase of €87,535 when adjusted for a one-off donation of €141,319 received in 2016. However, fundraising costs also increased in 2017 to €326,541 (2016: €256,125).

A number of new fundraising initiatives were introduced in 2017 including the EI Charity Lunch and the 'Four Peaks' Challenge. We also continued our partnership with Dublin Chamber of Commerce and were delighted to be selected as the Permanent TSB Charity of the Year for 2017/2018. The Saddle Up For Epilepsy cycle in Mayo, the annual raffle and Rose Week continued to be important components of our fundraising calendar in 2017.

The organisation's Reserves are outlined in Note 21 to the accounts. The Board has designated reserves for utilisation in special strategic activities including the funding of the Transition Epilepsy Specialist Nurse position; undertaking epilepsy awareness campaigns; providing funding for current and future research projects and a premises reserve. In addition, the Board maintains a reserve to facilitate implementation of the 2017-2021 Strategic Plan. Overall designated reserves were reduced by €164,564 in 2017, while general reserves were reduced by €175,154 to cover the HSE funding shortfall.

Strategic Aim 6: To operate a stable progressive organisation meeting all regulatory requirements and striving to implement best-practice standards in the areas of governance, organisational quality, human resources and financial management.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The Epilepsy Ireland voluntary Board of directors are committed to the highest standards of corporate governance and understand that this is a key obligation in ensuring best practice in the operation of the organisation's activities.

Central to this is the Board membership which has the appropriate skills and experience and has an effective executive. The Board is comprised of 17 volunteer members drawn from a variety of backgrounds and experiences and is responsible for the leadership, strategy and control of the organisation. Two new directors were appointed in 2017, Mr Tony Caravousanos and Ms Clare O'Dea. Ms Norma Mitchell stepped down as a director after 6 years of service.

DIRECTORS' REPORT (CONTINUED)

STRUCTURE, GOVERNANCE AND MANAGEMENT (CONTINUED)

The Board governs the organisation within the context of the organisation's Strategic and operational plans and with reference to budgets reviewed by the Finance & Audit sub-committee and approved by the Board. The CEO manages the operation of the charity with delegated responsibility to the executive team. At its regular meetings, the Board is appraised of progress against the operational plan by the executive and receives reports on the current financial position from the Finance & Audit sub-committee. Reports from other sub-committees including the Nominations sub-committee, Quality & Safety sub-committee and Remuneration sub-committee are given as appropriate. Seven board meetings were held in 2017 (2016:7).

Epilepsy Ireland has attained Practical Quality Assurance System for Small Organisations (PQASSO) Quality Mark Level 1 from the UK-based Charities Evaluation Service. PQASSO is the leading quality assurance system developed for the non-profit sector, enabling charities to demonstrate standards of excellence in areas such as governance practices, financial and risk management, systems for measuring outcomes and paths to continuous improvement.

At the Annual General Meeting on 15th November 2017, members passed a special resolution to adopt a new Constitution incorporating changes mandated by the 2014 Companies Act and the Charities Regulatory Authority. The new Constitution also included a number of voluntary amendments proposed by the Board following an extensive review during the year designed to strengthen the organisation's governance and administration. The objects and powers of the company were updated to be more reflective of the services we provide, the wider work that we do and our overall mission. Term limits for board members and officers were introduced along with a new requirement that at least 25% of board members must have a direct family link to epilepsy.

In July 2017, the Board passed a resolution to adopt the Statement of Guiding Principles for Fundraising and confirmed that Epilepsy Ireland is committed to complying with the Statement. The Board is also working to an action plan to achieve full compliance with the Governance Code for Community, Voluntary and Charitable Organisations, and expects to achieve full compliance during 2018.

Risks and uncertainties

The Board has approved a risk management policy for the organisation and maintains a risk register detailing all organisational risks and the mitigation measures in place to minimise these risks. Risks are analysed under human resources, information technology, fundraising, finance, services, governance/strategic and are rated as high, medium or low risks based on the likelihood of occurrence and potential impact.

The principal risks and uncertainties currently facing the organisation are those associated with income and expenditure. As described in Strategic Aim 5 (above), the economic climate of the past decade has had a significant impact on HSE funding and the ability of the public to support charities.

However, fundraising performance remains strong while HSE funding has stabilised. The Finance & Audit sub-committee continues to closely monitor income and expenditure and provide timely recommendations to the board for any interventions it may consider necessary. The directors are satisfied that the level of funding, backed up by available reserves are satisfactory and that costs are being appropriately managed by the executive. The board recognises however that many of the aims outlined in the 2017-2021 Strategic Plan are dependent on securing additional sources of funds.

In recent times, reputational issues within the wider sector have had an impact on public confidence and have led to an increased regulatory environment and associated costs for charities. The Board is committed to ensuring that all appropriate steps are taken to ensure that the charity maintains the highest standards of governance, quality and transparency. The Board is also committed to ensuring that it is itself equipped with the skills, knowledge and diversity required to meet these challenges.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

DIRECTORS' REPORT (CONTINUED)

Internal controls

The board has established procedures of compliance which addressed the board's wider responsibilities – to maintain, review and report on internal controls, especially all financial operations.

The company has policies and procedures in relation to the receipt, recording and control of all income received.

The Finance & Audit sub-committee reports directly to the Board through the Treasurer and Chair on all aspects of controls and risks. A detailed budget is prepared, reviewed and approved annually by the board. The budgeted expenditure is monitored to ensure alignment with plans and with financial resources available.

RESULTS FOR THE FINANCIAL YEAR	2017	2016
	€	€
Net (expenditure)/income for the financial year	(274,118)	61,166

DIRECTORS AND SECRETARY

A list of current directors is shown on page 2. The directors, and secretary, who served at any time during the financial year except as noted, were as follows:

Directors:

Mr. M. Dowdall
Mr. T. Caravousanos (appointed 29th May 2017)
Mrs. T. Dagge
Dr. N. Delanty
Mr. D. Gray
Ms. C. Grieve
Dr. M. Hennessy
Dr. C. Linehan
Dr. B. Lynch
Mr. M. McLoughlin
Dr. B. McNamara
Mrs. N. Mitchell (resigned 15th November 2017)
Ms. C. O'Dea (appointed 29th May 2017)
Mrs. C. Saarsteiner
Major General V. Savino
Dr. J. Senior
Dr. B. Sweeney
Dr. D. Webb

Secretary:

Ms. C. Grieve

POST BALANCE SHEET EVENTS

There have been no significant events affecting the company since the financial year end.

ACCOUNTING RECORDS

The measures that the directors have taken to secure compliance with the requirements of sections 281 to 285 of the Companies Act 2014 with regard to the keeping of accounting records, are the employment of appropriately qualified accounting personnel and the maintenance of computerised accounting systems. The company's accounting records are maintained at the company's registered office at 249 Crumlin Road, Dublin 12.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

DIRECTORS' REPORT (CONTINUED)

DISCLOSURE OF INFORMATION TO AUDITORS

In the case of each of the persons who are directors at the time the directors' report and financial statements are approved:

- A) So far as the director is aware, there is no relevant audit information of which the company's auditors are unaware; and
- B) each director has taken all steps that ought to have been taken by the director in order to make himself/herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

AUDITORS

The auditors, Deloitte Ireland LLP, Chartered Accountants and Statutory Audit Firm, continue in office in accordance with Section 383(2) of the Companies Act 2014.

Approved by the Board and signed on its behalf by:

Mark Dowdall
Director

Michael McLoughlin
Director

Date

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

DIRECTORS' RESPONSIBILITIES STATEMENT

The directors are responsible for preparing the directors' report and the financial statements in accordance with the Companies Act 2014.

Irish company law requires the directors to prepare financial statements for each financial year. Under the law, the directors have elected to prepare the financial statements in accordance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland issued by the Financial Reporting Council ("relevant financial reporting framework"). Under company law, the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company as at the financial year end date and of the profit or loss of the company for the financial year and otherwise comply with the Companies Act 2014.

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

- select suitable accounting policies for the company and the financial statements and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with the applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- 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 ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and profit or loss of the company to be determined with reasonable accuracy, enable them to ensure that the financial statements and directors' report comply with the Companies Act 2014 and enable the financial statements to be audited. 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.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website.

Independent auditor's report to the members of Brainwave – The Irish Epilepsy Association T/A Epilepsy Ireland

Report on the audit of the financial statements

Opinion on the financial statements of The Irish Epilepsy Association T/A Epilepsy Ireland (the 'company')

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the company as at 31 December 2017 and of its incoming resources and application of resources; including its income and expenditure for the financial year then ended; and
- have been properly prepared in accordance with the relevant financial reporting framework and, in particular, with the requirements of the Companies Act 2014.

The financial statements we have audited comprise:

- the Statement of Financial Activities;
- the Balance Sheet;
- the Cash Flow Statement; and
- the related notes 1 to 25, including a summary of significant accounting policies as set out in note 1.

The relevant financial reporting framework that has been applied in the preparation of the financial statements is the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council ("the relevant financial reporting framework"). The relevant financial reporting framework that has been applied in the preparation of the parent company financial statements is the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are described below in the "Auditor's responsibilities for the audit of the financial statements" section of our report.

We are independent of the company in accordance with the ethical requirements that are relevant to our audit of the financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which ISAs (Ireland) require us to report to you where:

- the directors' use of the going concern basis of accounting in preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The directors are responsible for the other information. The other information comprises the information included in the Reports and Financial Statements for the financial year ended 31 December 2017, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

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Independent auditor's report to the members of Brainwave – The Irish Epilepsy Association T/A Epilepsy Ireland

Other information (Continued)

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Responsibilities of directors

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view and otherwise comply with the Companies Act 2014, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (Ireland) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (Ireland), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of the auditor's report. However, future events or conditions may cause the entity to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

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**Independent auditor's report to the members of Brainwave – The Irish Epilepsy Association
T/A Epilepsy Ireland**

Auditor's responsibilities for the audit of the financial statements (Continued)

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that the auditor identifies during the audit.

This report is made solely to the company's members, as a body, in accordance with Section 391 of the Companies Act 2014. 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.

Report on other legal and regulatory requirements

Opinion on other matters prescribed by the Companies Act 2014

Based solely on the work undertaken in the course of the audit, we report that:

- We have obtained all the information and explanations which we consider necessary for the purposes of our audit.
- In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited.
- The financial statements are in agreement with the accounting records.
- In our opinion the information given in the directors' report is consistent with the financial statements and the directors' report has been prepared in accordance with the Companies Act 2014.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report.

We have nothing to report in respect of the provisions in the Companies Act 2014 which require us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by law are not made.

.....
For and on behalf of Deloitte Ireland LLP
Chartered Accountants and Statutory Audit Firm
Deloitte & Touche House, Earlsfort Terrace, Dublin 2

Date:

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

	Notes	Restricted Funds 2017 €	Unrestricted Funds 2017 €	Total Funds 2017 €	Restricted Funds 2016 €	Unrestricted Funds 2016 €	Total Funds 2016 €
INCOME FROM:							
Donations and Legacies	3	40,164	304,396	344,560	-	484,080	484,080
Charitable Activities	4	886,013	137,853	1,023,866	912,730	128,951	1,041,681
Other Trading Activities	5	57,435	234,543	291,978	85,246	133,713	218,959
Investment Income	6	-	2,207	2,207	-	823	823
Other Income	7	-	13,938	13,938	-	18,732	18,732
Total		<u>983,612</u>	<u>692,937</u>	<u>1,676,549</u>	<u>997,976</u>	<u>766,299</u>	<u>1,764,275</u>
EXPENDITURE ON:							
Charitable activities	8	953,226	463,264	1,416,490	934,243	330,906	1,265,149
Raising funds	9	23,089	303,452	326,541	48,590	207,535	256,125
Other	10	168,264	39,372	207,636	156,185	15,156	171,341
Total		<u>1,144,579</u>	<u>806,088</u>	<u>1,950,667</u>	<u>1,139,018</u>	<u>553,597</u>	<u>1,692,615</u>
Net (expenditure)/income before movement on investments and taxation							
		(160,967)	(113,151)	(274,118)	(141,042)	212,702	71,660
Unrealised gain on quoted investments		-	-	-	-	(10,494)	(10,494)
Taxation	11	-	-	-	-	-	-
Net (expenditure)/income	13	(160,967)	(113,151)	(274,118)	(141,042)	202,208	61,166
Transfers between funds	21	175,154	(175,154)	-	155,753	(155,753)	-
Net movement in funds		14,187	(288,305)	(274,118)	14,711	46,455	61,166
Total funds brought forward at 1 January 2017	21	<u>17,369</u>	<u>1,569,866</u>	<u>1,587,235</u>	<u>2,658</u>	<u>1,523,411</u>	<u>1,526,069</u>
Total funds carried forward at 31 December 2017	21	<u>31,556</u>	<u>1,281,561</u>	<u>1,313,117</u>	<u>17,369</u>	<u>1,569,866</u>	<u>1,587,235</u>

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**BALANCE SHEET
AS AT 31 DECEMBER 2017**

	<i>Notes</i>	2017 €	2016 €
Fixed Assets			
Tangible assets	<i>14</i>	145,211	150,830
Financial assets	<i>15</i>	-	223,748
		<u>145,211</u>	<u>374,578</u>
Current Assets			
Stock	<i>16</i>	6,425	3,935
Debtors	<i>17</i>	103,475	42,977
Cash at bank and in hand	<i>18</i>	1,413,218	1,455,703
		<u>1,523,118</u>	<u>1,502,615</u>
Current Liabilities			
Creditors: Amounts falling due within one year	<i>19</i>	(355,212)	(289,958)
		<u>1,167,906</u>	<u>1,212,657</u>
Net Current Assets			
		<u>1,313,117</u>	<u>1,587,235</u>
TOTAL NET ASSETS	<i>22</i>	<u>1,313,117</u>	<u>1,587,235</u>
FUNDS OF THE CHARITY:			
Restricted funds	<i>21</i>	31,556	17,369
Unrestricted funds			
- General funds	<i>21</i>	577,085	700,826
- Designated funds	<i>21</i>	704,476	869,040
TOTAL FUNDS		<u>1,313,117</u>	<u>1,587,235</u>

The financial statements were approved and authorised for issue by the Board of Directors on and signed on its behalf by:

Mark Dowdall
Director

Michael McLoughlin
Director

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**STATEMENT OF CASH FLOWS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

RECONCILIATION OF NET (EXPENDITURE)/INCOME TO CASH USED IN CHARITABLE ACTIVITIES

	2017	2016
	€	€
Net (expenditure)/income for the year	(274,118)	71,660
<i>Adjustments for:</i>		
Depreciation	10,519	12,860
Increase in debtors	(60,498)	(341)
Increase in creditors	65,254	207
(Increase)/decrease in stock	(2,490)	3,783
Net Cash flows from operating activities	(261,333)	88,169
Cash flows from investing activities		
Purchase of tangible assets	(4,900)	-
Investments Realised	223,748	-
Net cash provided by investing activities	218,848	-
Change in cash and cash equivalents in the reporting year	(42,485)	88,169
Cash and cash equivalents at the beginning of the reporting year	1,455,703	1,367,534
Cash and cash equivalents at the end of the reporting year	1,413,218	1,455,703
Reconciliation to cash at bank and in hand:		
Cash and cash equivalents at the end of financial year	1,413,218	1,455,703

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

1. ACCOUNTING POLICIES

The following accounting policies are applied consistently in dealing with items which are considered material in relation to the company's financial statements:

Basis of Preparation

The financial statements have been prepared under the historical cost convention, modified to include certain items at fair value, and in accordance with the Statement of Recommended Practice (SORP 2015)) "Accounting and Reporting by Charities" in accordance with the Financial Reporting Standard applicable in the UK (which has been recognised as best practice for financial reporting by charities in Ireland) and Republic of Ireland (FRS 102), issued by the Financial Reporting Council, and the Companies Act 2014.

Brainwave-The Irish Epilepsy Association T/A Epilepsy Ireland is a company incorporated in Ireland under the Companies Act 2014. The address of the registered office is 249 Crumlin Road, Dublin 12. The nature of the company's operations and its principal activities are set out in the Directors' Report on pages 3 to 11. In accordance with Section 1180(8) of the Companies Act, 2014, the company is exempt from including the word "Limited" in its name. The company is limited by guarantee and has no share capital. In prior years companies not trading for gain for the members were not within the scope of company law requirements with regard to formats and content of financial statements which applied to for profit companies thus permitting the adoption of a format appropriate to a charity. Accordingly, the company adopted and reported its performance in accordance with the format provided for in the Charities SORP and in particular reports its performance for the financial year in the format of the SORP's Statement of Financial Activities (SOFA).

The functional currency of Brainwave-The Irish Epilepsy Association T/A Epilepsy Ireland is considered to be euro because that is the currency of the primary economic environment in which the company operates.

Going Concern

The company forecasts and projections, taking account of reasonable possible changes in performance, show that the company will be able to operate within the level of its current cash and investment resources. The Board have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. Thus they continue to adopt the going concern basis of accounting in preparing the annual financial statements. Accordingly, these financial statements do not include any adjustments to the carrying amount and classification of assets and liabilities that may arise if the company was unable to continue as a going concern.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

1. ACCOUNTING POLICIES (CONTINUED)

Fixed Assets

Fixed assets are stated at cost less accumulated depreciation. Depreciation is charged at the following annual rates:

Premises	:	1% straight line
Fixtures and fittings	:	20% straight line
Computer and office equipment	:	20% reducing balance

Financial Assets

Financial assets are stated at fair value and all gains and losses are recognised in the Statement of Financial Activities.

Retirement benefits

Retirement benefits for certain employees are funded by contributions from the company and the employees. Payments are made to a pension trust which is financially separate from the company. These payments are included in expenditure in the year in which they are paid. The scheme is a defined contribution scheme.

Income

Public donations and similar income arising from fundraising events are accounted for when received. As with many similar charitable organisations, independent groups from time to time organise fundraising activities. However, as amounts collected this way are outside the control of the company, they are not included in the financial statements until received by the company.

Buccal Midazolam (BM) Training Income is recognised when receivable.

Revenue Grants

Revenue grants received and receivable are credited to the Statement of Financial Activities on the basis of the allocated amount for that financial year.

Deferred Income

Deferred income represents monies received in advance in respect of specific projects to be undertaken in a future period.

This income will be released to the Statement of Financial Activities in the financial year in which the expenditure is incurred.

Stock

Stocks are valued at the lower of cost and net realisable value.

1. ACCOUNTING POLICIES (CONTINUED)

Fund Accounting

The following funds are operated by the Charity

General Funds - unrestricted

General Funds represent amounts which are expendable at the discretion of the Board of Directors in furtherance of the objective of the charity which have not been designated for other purposes. Such funds may be held in order to finance working capital or capital expenditure.

Designated Funds

Designated funds are unrestricted funds earmarked by the Board of Directors for particular purposes.

Restricted Funds

Restricted funds represent income, which has been received and recognised in the financial statements, which is subject to specific conditions imposed by the donors or grant making institutions.

Foreign Currencies

Transactions are recorded at the rates of exchange ruling at the date of transaction. Assets and liabilities denominated in foreign currencies are translated at the rate of exchange ruling at the balance sheet date. Foreign exchange profits and losses are dealt with in the statement of financial activities in the financial year in which they occur.

Financial Instruments

Financial assets and financial liabilities are recognised when the company becomes a party to the contractual provisions of the instrument. Financial liabilities are classified according to the substance of the contractual arrangements entered into.

(i) Financial assets and liabilities

All financial assets and liabilities are initially measured at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction. If an arrangement constitutes a finance transaction, the financial asset or financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Financial assets are derecognised when and only when a) the contractual rights to the cash flows from the financial asset expire or are settled, b) the company transfers to another party substantially all of the risks and rewards of ownership of the financial asset, or c) the company, despite having retained some significant risks and rewards of ownership, has transferred control of the asset to another party and the other party has the practical ability to sell the asset in its entirety to an unrelated third party and is able to exercise that ability unilaterally and without needing to impose additional restrictions on the transfer.

Financial liabilities are derecognised only when the obligation specified in the contract is discharged, cancelled or expires.

Balances that are classified as payable or receivable within one year on initial recognition are measured at the undiscounted amount of the cash or other consideration expected to be paid or received, net of impairment.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

2. CRITICAL ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

In the application of the company's accounting policies, which are described in note 1, the directors are required to make judgements, estimates and assumptions about the carrying amounts of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates. The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period or in the period of the revision and future periods if the revision affects both current and future periods.

There were no significant judgements and estimates made by the directors for the current financial year.

3. DONATIONS AND LEGACIES

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Collections	-	173,949	173,949	204,874
Donations	40,164	96,036	136,200	265,820
Memberships	-	12,376	12,376	13,386
Legacies	-	22,035	22,035	-
	<u>40,164</u>	<u>304,396</u>	<u>344,560</u>	<u>484,080</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
HSE funding (service level agreements & national lottery)	774,915	-	774,915	764,265
Solas/FAS (Training For Success)	114,949	-	114,949	123,843
Health Research Board	(11,076)	-	(11,076)	24,622
Buccal Midazolam (BM) training programme	-	129,991	129,991	113,415
Other grants	7,225	-	7,225	1,900
Other income generating services	-	7,862	7,862	13,636
	<u>886,013</u>	<u>137,853</u>	<u>1,023,866</u>	<u>1,041,681</u>

In 2017, €11,076 was owed back to the Health Research Board (HRB) for unused research funding grants which had been previously awarded in research grants under the HRB/MRCG Joint Funding Scheme. However the total cost was less than the total amount received from HRB. This money is due to be refunded back to the HRB.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

5. OTHER TRADING ACTIVITIES

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Raffles and lotteries	57,435	20,313	77,748	74,533
Campaigns and appeals	-	89,441	89,441	62,832
Fundraising events	-	124,789	124,789	81,594
	<u>57,435</u>	<u>234,543</u>	<u>291,978</u>	<u>218,959</u>

6. INVESTMENT INCOME

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Interest income	-	2,207	2,207	(1,767)
Investment income	-	-	-	2,590
	<u>-</u>	<u>2,207</u>	<u>2,207</u>	<u>823</u>

7. OTHER INCOME

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Miscellaneous income	-	13,938	13,938	18,732
	<u>-</u>	<u>13,938</u>	<u>13,938</u>	<u>18,732</u>

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

8(a). EXPENDITURE ON CHARITABLE ACTIVITIES

Activity	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Information and support	498,107	226,570	724,677	699,356
Training and education	242,057	97,233	339,290	285,823
Awareness	101,147	33,167	134,314	132,966
Advocacy	68,130	26,216	94,346	87,869
Research	43,785	80,078	123,863	59,135
	<u>953,226</u>	<u>463,264</u>	<u>1,416,490</u>	<u>1,265,149</u>

Activity	Activities Undertaken Directly €	Grant funding of activities €	Support costs (Note 8(b)) €	Total 2017 €	Total 2016 €
Information and support	250,483	-	474,194	724,677	699,356
Training and education	45,997	-	293,293	339,290	285,823
Awareness	13,617	-	120,697	134,314	132,966
Advocacy	400	-	93,946	94,346	87,869
Research	1,309	97,958	24,596	123,863	59,135
	<u>311,806</u>	<u>97,958</u>	<u>1,006,726</u>	<u>1,416,490</u>	<u>1,265,149</u>

8(b). ANALYSIS OF SUPPORT COSTS

	2017 €	2016 €	Basis of allocations
Fundraising activities - Staff costs (Note 9)	208,115	136,585	Fundraising from % time spent on activities
Charitable activities			
Charge for financial year			
Information and support	474,194	468,322	By department
Training and education	293,293	251,043	By department
Awareness	120,697	104,752	By department
Advocacy	93,946	87,869	By department
Research	24,596	26,063	By department
(Note 8a)	<u>1,006,726</u>	<u>938,049</u>	
Total	<u>1,214,841</u>	<u>1,074,634</u>	

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017

9. EXPENDITURE ON RAISING FUNDS

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Raising donations, legacies, corporate donations and regular giving	-	68,447	68,447	34,117
Fundraising activities – campaigns appeals and events	23,089	26,890	49,979	85,423
Support costs (Note 8(b))	-	208,115	208,115	136,585
	<u>23,089</u>	<u>303,452</u>	<u>326,541</u>	<u>256,125</u>

10. OTHER EXPENDITURE

	Restricted funds €	Unrestricted funds €	Total 2017 €	Total 2016 €
Maintenance and repairs	2,993	29,435	32,428	10,053
Office expenses	92,851	-	92,851	77,434
Finance and governance	71,837	-	71,837	68,698
Depreciation	583	9,937	10,520	12,860
Sundry	-	-	-	2,296
	<u>168,264</u>	<u>39,372</u>	<u>207,636</u>	<u>171,341</u>

11. TAXATION

No charge to taxation arises due to the charitable status of the company. The company is registered as a charity with the Revenue Commissioners under CHY No. 6170.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

12. EMPLOYEES AND REMUNERATION	2017	2016
Average number of persons employed	28	27
	<u> </u>	<u> </u>
Service delivery	14	14
Fundraising	6	5
Administration	4	4
Training	4	4
	<u> </u>	<u> </u>
	28	27
	<u> </u>	<u> </u>
The staff costs comprise:	€	€
Information & support	359,821	349,469
Training & education	221,705	204,084
Awareness	91,744	86,400
Advocacy	71,410	72,851
Research	18,696	21,609
Administration	125,049	123,265
Fundraising	194,568	136,585
Other compensation costs	16,998	8,517
Redundancy costs	13,547	-
	<u> </u>	<u> </u>
	1,113,538	1,002,780
	<u> </u>	<u> </u>
Included in the above are costs as follows:		
Employer's PRSI	97,866	88,942
	<u> </u>	<u> </u>
Retirement benefits (note 23)	63,328	48,177
	<u> </u>	<u> </u>

The number of employees whose salaries (excluding employer pension contributions) were greater than €60,000 were as follows:

	2017	2016
	Number	Number
€60,001 - €70,000	1	1
€70,001 - €80,000	-	-
€80,001 - €90,000	1	1
	<u> </u>	<u> </u>

The total remuneration for key management personnel for the financial year amounted to €191,846 (2016: €199,915). Remuneration included salaries, employer PRSI and pension contributions.

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
T/A EPILEPSY IRELAND**

**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

13. NET (EXPENDITURE)/ INCOME	2017	2016
	€	€
The net (expenditure)/income for the financial year is arrived at after charging/(crediting):		
Directors' remuneration and emoluments	-	-
Depreciation	10,519	12,860
Operating lease payments	8,150	6,900
Bank deposit interest	(2,207)	1,767
	<u> </u>	<u> </u>

14. FIXED ASSETS			Computer and office equipment	
	Premises	Fixtures and fittings	€	Total
	€	€		€
Cost:				
At 1 January 2017	122,470	32,206	110,576	265,252
Additions	-	-	4,900	4,900
At 31 December 2017	<u>122,470</u>	<u>32,206</u>	<u>115,476</u>	<u>270,152</u>
Depreciation:				
At 1 January 2017	11,475	30,071	72,876	114,422
Charge for financial year	1,225	774	8,520	10,519
At 31 December 2017	<u>12,700</u>	<u>30,845</u>	<u>81,396</u>	<u>124,941</u>
Net Book Amount:				
At 31 December 2017	<u>109,770</u>	<u>1,361</u>	<u>34,080</u>	<u>145,211</u>
Net Book Amount: At 31 December 2016	<u>110,995</u>	<u>2,134</u>	<u>37,701</u>	<u>150,830</u>

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

15. FINANCIAL ASSETS	2017 €	2016 €
Quoted investments: fair value		
At 1 January	223,748	234,242
Movement in fair value	-	(10,494)
Realised during year	(223,748)	-
At 31 December	<u>-</u>	<u>223,748</u>
Quoted investments: cost	<u>-</u>	<u>250,000</u>
16. STOCK	2017 €	2016 €
Stock of fundraising materials	6,425	3,935
There are no material differences between the replacement cost and the balance sheet amounts.		
17. DEBTORS: Amounts falling due within one year	2017 €	2016 €
Debtors	24,095	34,998
Prepayments	30,297	7,979
Accrued Income	49,083	-
	<u>103,475</u>	<u>42,977</u>
18. CASH AT BANK AND IN HAND	2017 €	2016 €
Cash at bank and in hand	1,315,399	1,355,424
Amounts held on behalf of Irish Epilepsy League	97,819	100,279
	<u>1,413,218</u>	<u>1,455,703</u>

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

19. CREDITORS: Amounts falling due within one year	2017 €	2016 €
Creditors	105,546	117,556
Accruals	107,910	18,800
Deferred income (Note 19a)	22,250	30,164
Amounts held on behalf of Irish Epilepsy League	97,819	103,311
PAYE/PRSI/USC	21,687	20,127
	<u>355,212</u>	<u>289,958</u>

19a. DEFERRED INCOME

Deferred Income comprises of grants for specific service delivery projects carried out by the Epilepsy Ireland. This income is released as the associated project costs are incurred for the relevant project.

	2017 €	2016 €
Balance at start of financial year	30,164	-
Amount received in the financial year	22,250	30,164
Amount released to income in the financial year	(30,164)	-
Balance at end of financial year (Note 19)	<u>22,250</u>	<u>30,164</u>

20. FINANCIAL INSTRUMENTS

The carrying value of the company's financial assets and liabilities are summarised by category below:

	2017 €	2016 €
Financial assets		
<i>Measured at undiscounted amounts receivable</i>		
• Debtors (Note 17)	<u>54,392</u>	<u>34,998</u>
Financial liabilities		
<i>Measured at undiscounted amount payable</i>		
• Creditors (Note 19)	<u>105,546</u>	<u>117,556</u>

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

21. ANALYSIS OF FUNDS

	Opening balance 1 January 2017 €	Incoming resources €	Resources expended €	Transfers €	Closing balance 31 December 2017 €
Restricted funds					
Young Adult Film Project	-	30,164	(30,164)	-	-
Health Service Executive	4,813	774,914	(942,604)	175,154	12,277
Training For Success	-	114,949	(114,949)	-	-
Research funding	2,678	46,359	(49,037)	-	-
Saddle Up For Epilepsy	9,878	-	(2,939)	-	6,939
Other Grants	-	17,226	(4,886)	-	12,340
	<u>17,369</u>	<u>983,612</u>	<u>(1,144,579)</u>	<u>175,154</u>	<u>31,556</u>
Unrestricted funds					
General	700,826	692,937	(641,524)	(175,154)	577,085
Designated					
- Epilepsy specialist nurses	156,374	-	(86,799)	-	69,575
- Premises reserve	250,000	-	(29,435)	-	220,565
- Research provision	212,666	-	(48,330)	-	164,336
- Awareness campaigns	50,000	-	-	-	50,000
- Strategic Plan implementation	200,000	-	-	-	200,000
	<u>869,040</u>	<u>-</u>	<u>(164,564)</u>	<u>-</u>	<u>704,476</u>
TOTAL FUNDS	<u>1,587,235</u>	<u>1,676,549</u>	<u>(1,950,667)</u>	<u>-</u>	<u>1,313,117</u>

HSE-funded services are only partially funded and €175,154 has been transferred from General Unrestricted funds to meet the full cost of providing the services.

€12,277 of HSE funds, made up predominantly of National Lottery grants received late in the year are being carried forward for use in 2018 in addition to €6,939 of restricted fundraising income and €12,340 in other grants to be utilised in 2018. The Board has designated reserves for utilisation in special strategic activities including the funding of a Transition Epilepsy Specialist Nurse position; undertaking epilepsy awareness campaigns; providing funding for current and future research projects and for upgrading/relocating the charity's head office in Crumlin. In addition, the Board maintains a reserve to facilitate implementation of the 2017-2021 Strategic Plan. In 2018, the Epilepsy Specialist Nurse reserve was reduced in line with the full cost of providing that service; the Premises reserve was reduced following internal renovations at Head Office, while the Research Reserve was reduced to cover the costs of research investment not covered by restricted funds. There were no movements in other designated reserves. Overall designated reserves were reduced by €164,564 in 2017.

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

22. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Restricted Funds €	Unrestricted Funds €	Closing Balance €
Fixed assets	-	145,211	145,211
Current assets	31,556	1,491,562	1,523,118
Liabilities	-	(355,212)	(355,212)
	<u>31,556</u>	<u>1,281,561</u>	<u>1,313,117</u>

In respect of prior year

	Restricted Funds €	Unrestricted Funds €	Closing Balance €
Fixed assets	-	374,578	374,578
Current assets	17,369	1,485,246	1,502,615
Liabilities	-	(289,958)	(289,958)
	<u>17,369</u>	<u>1,569,866</u>	<u>1,587,235</u>

23. RETIREMENT BENEFITS

The company operates a defined contribution scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost €63,328 (2016: €48,177) is charged to the Statement of Financial Activities in the financial year in which it arises. There was €25,153 payable at the financial year-end (2016: €3,765).

24. CONSTITUTION

The company is limited by guarantee and does not have a share capital. Every member of the company undertakes, if necessary during the time they are a member or within one year after they cease to be a member, to contribute to the assets of the company an amount not exceeding €1.

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**NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

25. COMMITMENTS

The company has committed to spending the following on research projects in the coming years:

	2017	2016
	€	€
Within one year	35,071	120,853
Between two and five years	10,000	25,070
	<u><u> </u></u>	<u><u> </u></u>

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:-

	2017	2016
	€	€
- Within 1 year	18,740	8,150
- Between one and two years	33,705	3,795
- Between two and five years	23,240	-
	<u><u> </u></u>	<u><u> </u></u>

SUPPLEMENTARY INFORMATION

(NOT COVERED BY THE INDEPENDENT AUDITORS' REPORT)

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
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**SCHEDULE 1: DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

<i>Schedules</i>	2017 €	2016 €
PAY COSTS		
Salaries and wages	921,799	857,144
Employer's PRSI	97,866	88,942
Pension	63,328	48,177
Life Assurance	16,998	8,517
Redundancy costs	13,547	-
Total pay costs	1,113,538	1,002,780
NON-PAY COSTS		
Staff travel and expenses	58,991	65,498
Epilepsy specialist nurses	161,094	125,168
Maintenance and repairs	36,185	10,052
Office expenses	2(a) 97,506	96,614
Finance and governance	2(b) 102,809	82,242
Direct service costs	2(c) 143,503	128,449
Awareness projects	2(d) 22,085	28,214
Epilepsy research	98,367	33,072
Direct fundraising costs	105,756	104,965
Depreciation	10,519	12,860
Sundry expenses	314	2,701
Total non-pay costs	837,129	689,835
TOTAL GROSS EXPENDITURE	1,950,667	1,692,615
NON-GRANT INCOME		
Fundraising income	639,247	705,039
Memberships	12,376	13,386
Other income	143,931	132,297
Bank interest	2,207	823
	797,761	851,545
TOTAL NET EXPENDITURE BEFORE GRANT INCOME	(1,152,906)	(841,070)

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
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**SCHEDULE 1: DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017 (CONTINUED)**

	2017	2016
	€	€
TOTAL NET EXPENDITURE BEFORE GRANT INCOME	(1,152,906)	(841,070)
GRANTS		
HSE Service Agreement – CHO 4 (South)	111,603	111,603
HSE Service Agreement – CHO 7 (Dublin S, Dublin W, Kildare, Wicklow)	483,997	481,881
HSE Service Agreement – CHO 5 (South East)	45,813	45,813
HSE Service Agreement – North East		23,878
HSE Service Agreement – CHO 2 (West)	3,800	3,800
HSE Service Agreement – CHO 1 (North West)	47,288	35,349
HSE Service Agreement – CHO 3 (Mid West)	20,423	20,423
HSE Service Agreement – CHO 8 (Midlands)	39,451	22,768
Training for success	114,949	123,843
Health research board	(11,076)	24,622
National lottery	22,540	18,750
TOTAL GRANT INCOME	878,788	912,730
		71,660
Unrealised gain on quoted investments	-	(10,494)
NET (EXPENDITURE)/ INCOME FOR FINANCIAL YEAR	(274,118)	61,166

**BRAINWAVE-THE IRISH EPILEPSY ASSOCIATION
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**SCHEDULE 2: SUPPLEMENTARY SCHEDULES TO THE
DETAILED INCOME AND EXPENDITURE ACCOUNT
FOR THE FINANCIAL YEAR ENDED 31 DECEMBER 2017**

(a) OFFICE EXPENSES	2017	2016
	€	€
Light, heat and power	6,312	8,343
Communication costs (telephone, mail, internet)	37,880	39,534
Stationery	16,322	21,538
Postage, printing & vouchers	36,992	27,199
	97,506	96,614
	€	€
(b) FINANCE AND GOVERNANCE	2017	2016
	€	€
Rents & Rates	38,662	30,128
Insurance	10,869	8,931
Audit fee	11,950	19,723
Bank charges	7,025	6,128
Professional fees	34,303	17,332
	102,809	82,242
	€	€
(c) DIRECT SERVICE COSTS	2017	2016
	€	€
Literature and newsletters	28,933	26,080
Training services	45,821	39,489
Meetings, events, programmes	58,974	50,723
Conference costs	9,775	12,157
	143,503	128,449
	€	€
(d) AWARENESS PROJECTS	2017	2016
	€	€
Awareness campaigns	8,623	9,143
Affiliations	4,298	10,906
Media services	9,164	8,165
	22,085	28,214
	€	€