

CRO Number - 248134

**COPE (Crisis Housing Caring Support) Limited**

**Trustees' Report & Financial Statements**

**Year Ended 31 December 2015**

**(Company Limited by Guarantee having no share capital)**

**COPE (Crisis Housing Caring Support) Limited**  
**(Company Limited by Guarantee having no share capital)**

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# COPE (Crisis Housing Caring Support) LIMITED

(Company Limited by Guarantee having no share capital)

## Directors and Other Information

Directors	Mr John Concannon (Chair) Professor Andrew Murphy Fr Martin Whelan Ms Hannah Kiely Dr Martina Kelly Mr Peter Glavey Mr Paul Dilger Mr Sean Silke Mr John Royliston Ms Cáit Noone Mr Ronan McLoughlin Ms Karen Kilduff		
Secretary	Mr Barry Fitzpatrick		
Company Number	248134		
Charity Number	6339		
CRA Number	20011314		
Auditors	Paul Lennon & Company 13 Galway Technology Park Parkmore Galway		
Bankers	Bank of Ireland Eyre Square Galway	KBC Bank Ireland Sandwith St Dublin 2	Rabo Direct Charlemont Place Dublin 2
Solicitors	Purdy Fitzgerald Kiltartan House Forester Street Galway	William F Semple & Co Lough Corrib House Waterside Galway	RDJ Glynn Aengus House Dock Street Galway
Registered Office	Offices 2-5 Calbro House Tuam Road Galway		

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Directors' Report

The directors present their annual report and audited financial statements for the year ended 31 December 2015.

### Change in Financial Reporting Framework

This is the first set of financial statements prepared by COPE (Crisis Housing Caring Support) Limited in accordance with the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with accounting standards issued by the Financial Reporting Council, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"). The company transitioned from previously extant Irish and UK GAAP to SORP and FRS 102 as at 1 January 2014. An explanation of how the transition to SORP and FRS 102 has affected the reported financial position and financial performance is given in Note 2 to the Financial Statements.

COPE Galway is a local Galway organisation providing services and supports for people affected by Homelessness, Women and Children experiencing Domestic Violence, and Older People.

### Objectives, activities and achievements

#### Vision

Our Vision is an improved quality of life in a home of your own for people affected by homelessness, women and children experiencing domestic violence and older people.

#### Mission

Our Mission is to contribute to quality of life in a home of your own by supporting home, promoting community and reducing isolation.

#### Services

The company operated the following services during 2015:

#### Addressing Homelessness

In 2015 COPE Galway worked with 1,051 people who experienced homelessness in Galway. This comprised of 659 households with 369 children.

Our range of services are designed to prevent an episode of homelessness from occurring, offer emergency accommodation should this be necessary, assist with returning to a suitable home, and provide on-going support for as long as required to ensure that the tenancy is sustained in the long term. The biggest issue and primary reason for increased demands for our homeless services in 2015 continued to be the shortage of affordable and suitable housing options for people to move into due to the on-going and worsening housing crisis in Galway city, arising from shortage of supply and high rent levels. The knock on effect of this was people staying much longer in our emergency accommodation, others needing an emergency placement not being able to access it, and ultimately an increase in rough sleeping. On average, double the number of people sought a bed for a night in our Cold Weather Response in the latter months of 2015 with almost 13 people presenting per night, up from 6 the previous year.

Homelessness among families grew at an alarming rate over the course of the year and responding to this to ensure that families were provided with emergency accommodation and supported to secure a home proved very challenging for COPE Galway homeless services in 2015. A total of 56 families including 133 children were provided with emergency accommodation in 2015. This also was more than double the previous year when 27 families including 55 children were provided with emergency accommodation.

Addressing the emergency accommodation needs of homeless families placed considerable strain on services and resources during 2015 and required innovative responses on a day to day basis. Two additional emergency housing units were brought on stream over the course of the year bringing the number in operation by year end to five. In addition temporary arrangements continued in Osterley

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## Directors' Report

Lodge service for homeless women during 2015 to expand capacity to accommodate more families. However the most notable change in approach to responding to this need was the growing reliance on private emergency accommodation in the form of Hotels, Holiday Apartments and Bed & Breakfasts and the use of these for extended periods of time.

COPE Galway supports any initiatives which seek to address the chronic shortage of housing in whatever way possible. The Department of Environment, Community and Local Government issued a ministerial direction on January 27<sup>th</sup> 2015 instructing both Galway City and County Councils to ensure that at least 30% of the dwellings available for letting are allocated to specific categories of households including homeless households. This contributed to an increase in the numbers of COPE Galway clients securing social housing and having a home of their own. Cluid Housing (in partnership with COPE Galway and Galway Simon Community) successfully secured funding from the Capital Assistance Scheme for the acquisition of 16 units for single person households who are long term homeless. This will see 6 men and women who have been long term in COPE Galway emergency accommodation services moving into their own homes to live independently in the community. And a small number of landlords have also come on board working with COPE Galway on foot of public appeals for housing to be made available to rent for those the organisation is working with. Specific COPE Galway services available to respond to homelessness are detailed below:

**Teach Corrib Day Centre and Family Support Service**, provides a range of support services for single people and families experiencing or at risk of homelessness. This includes the provision of information, referral to accommodation and mainstream services, assistance in securing welfare payments, and access to food, washing and laundry facilities. During 2015 Teach Corrib Day Centre worked with 397 single person households and 159 families. Teach Corrib dealt with 4,857 presentations (4,133 single person households and 724 families), representing an increase of almost 15% on 2014 figures.

**COPE Galway Fairgreen Hostel** is a 26 bedroom emergency accommodation hostel for men who are homeless which responds to a wide range of need and operates to a harm reduction approach in working with those actively misusing alcohol and/or drugs. With a capacity of 26 beds, we worked at 99% occupancy in 2015. We had a total of 174 individuals stay with us in 2015, with an average stay of 59 nights.

**COPE Galway Osterley Lodge** provides emergency accommodation and a range of services and supports for single women and women with children who are experiencing homelessness with capacity to accommodate up to 12 women and 8 children at any given time, including four family rooms. The service had an occupancy rate of 97% in 2015. We accommodated 51 single women households with an average stay of 76 nights, and 15 families, including 38 children.

**Towards Independence Project at Bridge House** provides step down accommodation for single men who are homeless in emergency accommodation in COPE Galway Fairgreen Hostel. The project supported 17 men during 2015. Of those men five went on to secure independent private rented accommodation (this was made up of 4 moving into share accommodation and 1 moved into one bedroom accommodation), two moved to voluntary social housing (Galway Co-op Housing and Cluid), one moved to Galway Simon resettlement project. Three men were identified as not ready for housing and were offered support with assessing independent tourist hostel accommodation. There were six men living at the project at year end.

**Resettlement & Tenancy Support Service** provides structured support to men and women moving out of homelessness to independent living or at risk of homelessness due to tenancy breakdown. There is also a focus on supporting people to self-advocate to secure their rights and entitlements and to advocate on behalf of people in the areas of housing, health, social welfare and education and training. In 2015 we worked with 79 households (including the 17 men accommodated at Bridge House).

A proportion of the households – single persons and families – detailed in the figures above were either accommodated or supported by more than one COPE Galway service at different times over the course of 2015. The net figure for the number of households COPE Galway Homeless Service worked with in 2015 is 659. This figure comprised of 493 single people, 143 lone parents, and 23 two parent families (46 individuals). The 659 households comprised of a total 682 adults and 369 children giving a total of 1,051 individuals.

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## Directors' Report

Of the 659 households, 280 availed of a minimum of emergency accommodation, (and in some instances our day centre support and tenancy sustainment services also) and 379 availed of our range of support services excluding emergency accommodation. The figure also refers to 174 families.

### Addressing Domestic Violence

In 2015, we worked with 380 individual women and their 180 children.

We were unable to accommodate 288 women with 405 children who requested refuge on a total of 413 occasions due to lack of space. However, 29 individual women with 25 children were accommodated on the emergency couch-bed (on 37 occasions) as a crisis response.

Our Outreach Service for Galway City and County provided 780 face to face appointments. We accompanied 90 women to court on 205 occasions. And we responded to 1,100 crisis calls. Our aim in this area of our work is to support and empower women and their children experiencing domestic violence, and to work towards eliminating the structures in society which give rise to and tolerate such violence. Domestic Violence refers to the use of physical, sexual or emotional abuse in close adult relationships. Such abuse occurs in all social classes and is equally prevalent in both rural and urban Ireland.

### **Refuge**

The housing crisis has also had a very significant effect on our ability to respond to women in need of refuge. Women who were ready to move on continued to remain in our refuge due to the almost complete lack of rental accommodation available within the rent caps. This led to an increase of 27% in the numbers of women who sought safety but who could not be accommodated – 288 women (with 405 children) on 413 occasions in 2015.

### **Outreach Service**

The Outreach service provides information and support to women experiencing domestic violence in both Galway City and County. Appointments are provided in a range of locations depending on need, in areas such as Ballinasloe, Tuam, Gort, Portumna, Athenry and Headford. The service also provides training and awareness on domestic violence to a range of voluntary and statutory agencies.

In 2015 the service provided 780 appointments to women across the city and county.

### **Court Accompaniments**

Going to court can be a daunting experience for many women. In 2015, Waterside House staff provided 90 women with court accompaniment on 205 occasions for a variety of issues related to domestic violence including applications for Protection, Safety and Barring Orders as well as custody and access arrangements and breaches of existing court orders. This represents an increase of 35% in accompaniments compared to 2014.

### **Awareness Raising**

Waterside House continued its awareness raising in the area of Dating Abuse with an information day held in GMIT as well as ongoing sessions on Healthy Relationships delivered to secondary school students. The service also took part in the national MANUP campaign headed up by SAFE Ireland, the national representative organisation for domestic violence services. The campaign is aimed at garnering the support of men in addressing domestic violence.

### **Children**

The Childcare service in Waterside House provides direct support to children who are living in a domestic violence situation, and parenting support is offered to mothers who may be trying to support their children while also dealing with the impact of the violence on themselves.

Children have also been impacted by the lack of move on accommodation as they often don't understand why they are not living in a house like the other children in their school. Often children who have experienced domestic violence feel embarrassed and don't want to or don't have opportunities to discuss what has happened in their families with other children. For this reason, Waterside decided to

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## Directors' Report

pilot a community support group for a period of eight weeks for children who have experienced domestic violence. The aim of the group was to provide an environment where peer support could be accessed by children as well as enabling them to avail of a carefully designed programme facilitated by our childcare workers. Due to the positive feedback from both mothers and children it is intended to run another group in 2016.

### **Advocacy**

Funding for Play Therapy for children who have experienced domestic violence had been cut early in 2015 but following strong representations from the service, Tusla reinstated it as part of core funding at the end of the year. This is a vital service for children and feedback from both mothers and children has been very positive

### **New Refuge at Forster St.**

The development of the new refuge in Forster St was brought to planning stage during 2015. Meanwhile, we continue to engage in fundraising to support the project.

### Older People

In 2015, COPE Galway worked with 565 older people in Galway City and some areas of the County. This includes preparation and delivery of 55,000 meals to 401 people, an average of over 80 people attending weekly lunch clubs, and 84 people supported in our Sonas Day Centre and community support project.

COPE Galway's Older People's Services supports Healthy, Independent Ageing at Home and we do this across a range of services – Community Catering Meals on Wheels, Sonas Day Centre, a Community Support service and lunch clubs.

The majority of older people want to live independently at home and to stay connected to their communities, and we know that this has a very positive impact on health and wellbeing. Our focus is on promoting nutritional and social wellbeing.

### **Community Catering Meals on Wheels**

Our main service is Community Catering Meals on Wheels, producing and delivering meals to Older People across Galway city and parts of the county. Our meals are nutritionally balanced to suit older people and cater for a range of medically related meal requirements. For six years running, Community Catering has been awarded the Q mark from EIQA (Excellence Ireland Quality Award) for Hygiene and Food Safety at the highest possible level. As our mission is Healthy Independent Ageing at Home, this year we have produced a booklet for older people called "Good food and healthy eating advice for older people living independently" (following from a pilot project in partnership with Galway University Hospital). This is a practical and very useful resource for older people and will highlight the importance of good nutrition in maintaining health and independence.

### **Lunch Clubs**

Good social connections are also vital to health and wellbeing, and so we continue to develop and promote our lunch clubs for older people across the city. There are now seven lunch clubs organised by local communities with local volunteers, and giving older people an opportunity to get out and about and meet others for chat, fun and of course great meals.

### **Community Support Work**

COPE Galway also link in with a number of housing clusters around the city where older people are living and help them to address issues to improve their quality of life such as heating issues, security measures or accessing benefits. During 2015 we recruited and trained volunteer leaders to deliver Information and Advocacy support sessions to older people who attend lunch clubs. The sessions included information about some key benefits such as the Drugs Payment Scheme, Home Care Packages and Household Benefits Package, how to access entitlements, where to go for information, and identifying local issues and supports.

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## **Directors' Report**

### **Sonass Day Centre**

Our Sonass Day Centre in Mervue links in with the residents in that area and aims to promote independence and reduce isolation. Sonass offers a whole range of activities like arts & crafts, a film club, outings and help with access to practical support such as shopping, laundry, form filling and assistance with benefits. This year we continued a peer befriending programme which supports older volunteers to visit older people in their local community who are less mobile or who have health issues that result in them being confined to home.

### **Food Rescue**

COPE Galway are collecting surplus food from local food retailers on a weekly basis through a food rescue programme and distributing this for use in the organisation's services and to other local charities and organisations. This initiative is supported by local and national food retailers.

### **Supports**

#### **Advocacy**

In addition to providing our range of services and supports 365 days a year across ten different locations in Galway City, we also believe we play a valuable role in representing the voice of our clients at local, regional and national levels. At the core of our work with clients is a day to day focus on supporting them to exercise their voice to access services, supports and benefits to which they are entitled. We also contribute to policy and structural changes at a national level. In 2015 we continued to compile local census figures to help inform and contribute to discussions regarding the worsening housing and homeless crises. We produced a pre-budget submission to highlight issues affecting our clients including, for example, measures to support older people to remain living at home. And we supported national and local initiatives to raise awareness of and address the issue of domestic violence.

### **Client involvement**

By involving our clients in as many ways as possible we believe our services will keep improving and will better suit people's needs. Client participation is encouraged in many different ways – key working is at the heart of our work and client participation is at the core of this in order to achieve progress. We also look for ways across all our services to communicate better with clients, to receive and provide feedback, to involve clients in decision making and planning, and to encourage their involvement in activities and social outings.

We have some formal ways to encourage client participation; for example we have 2 client forums in place (SURF & VOICE), and both of these forums were reviewed in 2015. We have a client involvement organisational committee which meets every 6 – 8 weeks approximately with client representation, and we also have 2 client representatives on our Board of management.

In order to make sure we are following best practice we have rated ourselves against the Feantsa Participation Best practice standards and the results were generally positive. We now putting some new ideas arising from this review into practice across our services. We are also drawing up a client participation policy.

### **Volunteers**

We have approximately 250 volunteers across our range of services. The majority are associated with our Community Catering service, but many also now work in our shop, and in many varied roles – all of which ultimately improve the outcomes for those availing of our services. We very much appreciate the time and expertise offered to us by our volunteers, who we are dependent on to enable us to deliver our range of services.

As well as offering their time and expertise across our services, our volunteers and our volunteer forum are also very generous in supporting our fundraising efforts and for 2 years now they have run a successful table quiz in aid of our services.

Our volunteer coordinator works towards ensuring our volunteers have the "Best in the West" experience with COPE Galway and to this end we are currently reviewing ourselves against best practice in this area.

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## **Directors' Report**

### **Fundraising**

COPE Galway depends on the generosity of the public to ensure we can deliver the range and quality of our services. People assist our work in many ways such as making regular monthly or once off donations, taking part in events, organising corporate days to revitalise our services, volunteering, and supporting our charity shop with clothes donations. In 2015 we increased the proportion of regular, dependable income through monthly donations. This regular, predictable income is crucial in enabling us to deliver services and supports. 15% of our funding in 2015 came from donations and fundraising activities. Some examples of how we have used income from fundraising in 2015 were to expand our response to domestic violence against women across the county by supporting an additional outreach worker, to support our Sonas Day Centre for Older People in Mervue, contributing towards the upgrading of some housing in the community for use as emergency accommodation by families and individuals (with a lot of assistance from our corporate partners also), continuing to develop our Community Catering service, providing basic essentials to people moving from homelessness into new homes and providing counselling and psychotherapeutic sessions to women who have experienced domestic violence.

Our single biggest fundraising and awareness raising event of 2015 was our corporate Sleepout which took place on December 4<sup>th</sup> and raised over €110,000 (despite the efforts of storm Desmond to thwart it). This event succeeds due to the commitment and generosity of the business community who are also supported in their fundraising efforts by colleagues, family and friends and we are very appreciative of this support and the opportunity the event offers to highlight the current housing and homelessness crises.

We keep in touch regularly with our donors via newsletters and offer opportunities to visit our services and see first-hand the impact of our work. Christmas brings with it a huge amount of activity across all our services and thanks to all our staff and volunteers and many supporters, we were able to make Christmas special for so many of our clients. This Christmas 727 presents were distributed, 231 Food hampers delivered, 80 people attended parties, and 378 Christmas dinners were provided across services and lunch clubs. This year also thanks to the new homeless giftbox appeal we received delivery of over 1,000 shoeboxes. We also gave out 60 vouchers, and delivered 90 bags of turf/coal!

### **Charity Shop**

The COPE Galway shop in St Augustine St Galway was opened in 2013 to raise regular funds. Staffed by one full time manager and a team of volunteers, it sells good quality clothes for women, men and children, occasion wear, accessories, jewellery, books, DVDs, CDs and small bric a brac.

Sales were strong in 2015 with many people complimenting the shops layout and the quality of stock. All involved work hard to maintain standards of quality and presentation.

In the spring of 2015 the COPE Galway shop entered the Gradam Sheosaimh Uí Ogartaigh which promotes the use of Irish in businesses. How the Irish and English languages are integrated into the shop was reviewed and signage was updated to include Gaeilge. The shop was given a judges special award.

### **Thank you**

COPE Galway very much appreciates each and every person, company, and group who has helped us in our work in 2015. Our staff are at the heart of our work and the determination and energy they demonstrate on a daily basis is making a real difference in the lives, and quality of life of so many people in Galway. Our volunteers support this work and give generously of their time and talents, and our service for our clients is greatly enhanced, or would not be possible without their involvement. And all of our work is dependent on the support we receive from our funders, our grantors, our donors, the business community, the educational institutions, all the groups and associations who fundraise for us or donate goods and produce, our shop customers, and last but by no means least - the public of Galway. Without all your support we could not continue to offer the range, volume, and quality of services and supports available across all our 10 locations in the city and make a real difference in people's lives.

**Thank you sincerely.**

# COPE (Crisis Housing Caring Support) Limited

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## Directors' Report

### Financial Review

In a challenging environment of limited resources and funding, it continues to be a significant challenge to meet the ever increasing demand for services. Nevertheless, with the aid of sound financial management and the dedication and hard work of both its staff and volunteers COPE Galway has maintained all services and support to those affected by homelessness, women and children experiencing domestic violence and older people and in fact, in some instances increased services.

Following several successive years of funding cuts, we are pleased to note that there were no reductions in statutory funding in 2015. We hope that as the prevailing economic conditions and public finances improve, some of the cuts of the past number of years may be reversed.

The COPE Galway operating income for 2015 was just over €4.25m. 74% of total income was received from statutory bodies (HSE 37%, Galway City Council 18%, Tusla 18%, Other 1%). A further 11% was generated from service charges. The remaining 15% of income came from the generosity of the public in the form of donations and support for our fundraising activities.

A further €602,400 has been raised specifically for the development of our new refuge at Forster St.

The total costs of operating our services in 2015 was €4.3m analysed as follows:

Services:	84%
Administration:	9%
Fundraising:	7%

The retained surplus for the financial year amounted to €546,048 (2014: €409,198) and this was transferred to reserves at the year end. This surplus included income of €600,000 which is restricted and can only be used to finance the building of the new refuge.

A full analysis of reserves at 31<sup>st</sup> December 2015 is presented in the Statement of Movement in Funds on page 18.

At the end of the year the company has assets of €2,652,991 (2014: €2,035,573) and liabilities of €334,542 (2014: €263,181). The net assets of the company have increased by €546,048.

### Future Developments

The directors are not expecting to make any significant changes in the general operations in the near future.

COPE Galway will continue working to achieve our vision of "Improved quality of life in a home of your own". As already outlined more than once in this report, the current housing crisis is currently the single biggest obstacle to achieving this vision. We will continue in our efforts to source and secure houses through local landlords and investors and by purchase.

Our Strategic Plan "Working Together towards Home & Community 2013 – 2015" has been reviewed and with some changes in focus will be extended for a further period.

### Principal Risks and uncertainties

The Directors have identified that the key risks and uncertainties the organisation faces relate to the chronic lack of housing for clients of our services, the risk of a decrease in the level of funding (from statutory and fundraising sources) and the potential increase in compliance requirements in accordance with company, health and safety, taxation and other legislation.

The company mitigates these risks as follows:

- continually monitoring the level of activity, preparing and monitoring its budgets targets and projections.
- developed a strategic plan which will allow for the diversification of funding and activities; and
- closely monitoring emerging changes to regulations and legislation on an on-going basis.

Internal control risks are minimised by the implementation of procedures for authorisation of all transactions and projects. Procedures are in place to ensure compliance with health and safety of staff, volunteers, clients and visitors to the centres.

# **COPE (Crisis Housing Caring Support) Limited**

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## **Directors' Report**

### **Structure, Governance and Management**

The organisation is a company limited by guarantee. The company does not have a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding one Euro (€1).

The company was established under a Memorandum of Association which established the objects and powers of the company and is governed under its Articles of Association and managed by a Board of Directors.

The charity has been granted charitable tax status under Sections 207 and 208 of the Taxes Consolidation Act 1997, Charity No CHY 6339 and is registered with the Charities Regulatory Authority.

COPE Galway has been providing social services in Galway since the 1970s. Originally called Galway Social Service Council, the organisation was established by the Galway Diocese. In 1996 the name was changed to Galway Voluntary Social Services Limited, in 2000 the name was changed to COPE (Crisis Housing Caring Support) Limited and in 2008 the organisation was re-launched as COPE Galway to signify that all the services are provided in Galway city and county.

In accordance with best governance practice, COPE Galway continues to operate to the highest standards of transparency and accountability. As an organisation we manage our resources efficiently in order to deliver the best possible service at the least cost.

COPE Galway were among the first signatories to the Governance Code for the Community & Voluntary sector in Ireland. We continue to comply with the Governance Code and we confirm that a review of our organisation's compliance with the principles in the Code was conducted for 2015. This review was based on an assessment of our organisational practice against the recommended actions for each principle. The review sets out actions and completion dates for any issues that the assessment identifies need to be addressed.

We are also signed up to the Statement of Guiding Principles for Fundraising, and the Voluntary Regulation Code for Housing Associations.

Our Board of Management is also 100% voluntary.

In order to deliver our wide range of services, COPE Galway employs over 100 people as social care professionals, childcare workers, chefs, cleaners, community support workers, drivers, fundraisers, and administrators. We are supported by over 250 volunteers of all ages who give so generously of their time and talents.

# COPE (Crisis Housing Caring Support) Limited

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## Directors' Report

### Directors and secretary

The present membership of the board is listed in the information page.

Mr Barry Fitzpatrick held the position of company secretary for the duration of the financial year.

Mr Barry O' Sullivan retired as director on the 27<sup>th</sup> March 2015

Mr Jonathan Duggan retired as director on the 27<sup>th</sup> November 2015

Fr Martin Whelan and Professor Andrew Murphy retired by rotation in March 2015 and offered themselves for re-election. They were duly re-elected.

### Accounting Records

The Directors acknowledge their responsibilities under Sections 281 to 285 of the Companies Act 2014 to keep adequate accounting records for the company.

In order to comply with the requirements of the act, a full time financial controller is employed. The accounting records of the company are kept at the registered office and principal place of business at 2-5 Calbro House, Tuam Road, Galway.

### Audit Committee

The audit committee has been established to assist the Board of Directors in meeting its responsibilities in;

- (i) preparing the Annual Report and financial statements in accordance with applicable Irish law and accounting framework (SORP and FRS 102) and
- (ii) ensuring the company maintains proper accounting records.

The committee is a sub-committee of the Board of Directors.

Directors who sat on the audit committee in 2015 were:

Hannah Kiely	BA, BAAD, Cert IoD, Dip IoD
John Royliston	MSc

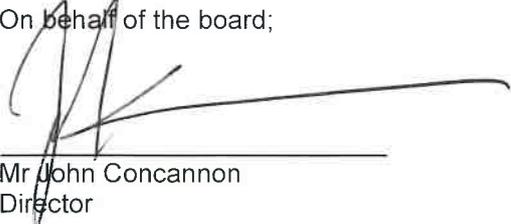
The committee met three times in relation to the 2015 audit and considered the effectiveness of financial internal controls and procedures, the 2014 audit plan and audit completion.

The only non-audit service provided by the auditor is the preparation of the annual Corporation Tax return and this should not impact on the objectivity of the auditor.

### Auditors

In accordance with Section 383 (2) of the Companies Act 2014, the auditors, Paul Lennon & Company will continue in office.

On behalf of the board;

  
Mr John Concannon  
Director

  
Mr John Royliston  
Director

DATE: 15/4/2016

# COPE (Crisis Housing Caring Support) Limited

Year Ended 31 December 2015

## Directors' Responsibilities Statement

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with Irish law and regulations.

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 the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the accounting standards issued by the Financial Reporting Council, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"). 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 to the financial year end and of the profit or loss of the company for the financial year and otherwise comply with the Companies Act 2014.

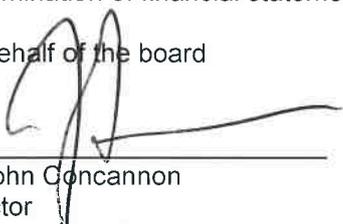
In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with 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. Legislation in Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the board

  
\_\_\_\_\_  
Mr John Concannon  
Director

  
\_\_\_\_\_  
Mr John Royliston  
Director

DATE: 15/4/2016

# **COPE (Crisis Housing Caring Support) Limited**

**(Company Limited by Guarantee having no share capital)**

## **Independent Auditors Report to the Members of COPE (Crisis Housing Caring Support) Limited by Guarantee for the year ended 31 December 2015**

We have audited the financial statements of COPE (Crisis Housing Caring Support) Limited for the year ended 31 December 2015, which comprises of the Statement of Financial Activities (incorporating Income & Expenditure Account), the Balance Sheet, the Statement of Changes in Funds, The Statement of Cashflows and the related notes. The financial reporting framework that has been applied in their preparation is the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with accounting standards issued by the Financial Reporting Council, including FRS 102. FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102").

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 that we are required to state to them in the audit 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 or 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 explained more fully in the Directors' Responsibilities Statement set out on page 13, 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. Our responsibility is to audit and express an opinion on the financial statements in accordance with Irish law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors including "APB Ethical Standard – Provisions Available for Small Entities (Revised)", in the circumstances set out in Note 20 to the financial statements.

### **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 annual report 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 any apparent material misstatements or inconsistencies we consider the implications for our report.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Independent Auditors Report to the Members of COPE (Crisis Housing Caring Support) Limited by Guarantee for the year ended 31 December 2015 (contd.)

### Opinion on financial statements

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 2015 and its profit for the 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

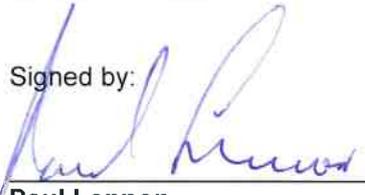
### Matters on which we are required to report by the Companies Act 2014

- 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.

### Matters on which we are required to report by exception

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.

Signed by:

  
\_\_\_\_\_  
**Paul Lennon**

For and on behalf of:  
Paul Lennon & Company  
Incorporated Public Accountants  
Statutory Audit Firm

Date: 13<sup>th</sup> April 2016

13 Galway Technology Park  
Parkmore  
Galway

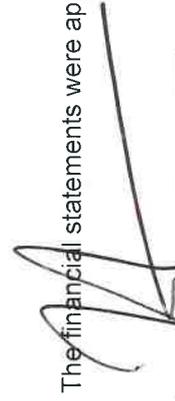
# COPE (Crisis Housing Support) Limited

(Company Limited by Guarantee having no share capital)

## Statement of Financial Activities (incorporating Income & Expenditure Account)

	Notes	2015 Unrestricted €	2015 Designated €	2015 Restricted €	2015 Total €	2014 Total €
<b>Income &amp; Endowments from:</b>						
Donations & Legacies		290,102	147,516	600,000	1,037,618	783,349
Charitable Activities	5	450,555	49,951	3,190,487	3,690,993	3,607,797
Other Trading Activities		120,051			120,051	111,302
Investments	6	4,033			4,033	5,977
Other		4,791			4,791	1,590
<b>Total Income</b>		<b>869,532</b>	<b>197,467</b>	<b>3,790,487</b>	<b>4,857,486</b>	<b>4,510,015</b>
<b>Expenditure on</b>						
Raising Funds						
Fundraising		210,976	20,869		231,845	194,464
Shop		75,207			75,207	76,137
Charitable Activities	7 9					
Homelessness			18,590	2,329,924	2,348,514	2,259,106
Domestic Violence			26,237	924,707	950,944	923,994
Older People			21,528	640,411	661,939	600,277
Other	8	12,388		30,601	42,989	46,830
<b>Total Expenditure</b>		<b>298,571</b>	<b>87,224</b>	<b>3,925,643</b>	<b>4,311,438</b>	<b>4,100,807</b>
<b>Net income/(expenditure)</b>		<b>570,961</b>	<b>110,243</b>	<b>(135,156)</b>	<b>546,048</b>	<b>409,208</b>
<b>Transfer between funds</b>		<b>(575,287)</b>	<b>(139,268)</b>	<b>714,555</b>	<b>0</b>	<b>0</b>
<b>Net movement in Funds</b>		<b>(4,326)</b>	<b>(29,025)</b>	<b>579,399</b>	<b>546,048</b>	<b>409,208</b>

The financial statements were approved by the Board of Directors on 15<sup>th</sup> April 2016. They were signed on its behalf by:

  
Mr John Concannon  
Director

  
Mr John Royliston  
Director

DATE: 15/4/2016

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Balance Sheet on as at 31st December 2015

	Notes	2015 €	2014 (as restated) €
<b>Fixed Assets</b>			
Property, Plant and Equipment	12	1,286,256	1,310,945
<b>Current Assets</b>			
Stock		7,206	4,253
Debtors	13	195,922	164,021
Cash at Bank and in hand		1,163,609	556,364
		<u>1,366,737</u>	<u>724,638</u>
<b>Creditors: amounts falling due within one year</b>	14	<u>(334,542)</u>	<u>(263,180)</u>
<b>Net Current Assets</b>		<b>1,032,195</b>	<b>461,458</b>
<b>Net Assets</b>		<b><u>2,318,451</u></b>	<b><u>1,772,403</u></b>
<b>The Funds of the Charity</b>			
Unrestricted Funds			
- General Funds		9,744	14,070
- Designated Funds		597,066	626,091
Restricted Funds			
- Capital Funds		<u>1,711,641</u>	<u>1,132,242</u>
<b>Total Funds</b>		<b><u>2,318,451</u></b>	<b><u>1,772,403</u></b>

The financial statements were approved by the Board of Directors on 15<sup>th</sup> April 2016. They were signed on its behalf by:

  
\_\_\_\_\_  
Mr John Concannon  
Director

  
\_\_\_\_\_  
Mr John Royleston  
Director

DATE: 15/4/2016

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Statement of Movement in Funds

	Unrestricted General €	Unrestricted Designated €	Restricted Capital €	Total €
Balance 01/01/14 (restated)	(13,467)	213,818	1,162,843	1,363,194
Net Income/(Expenditure) 2014	27,537	371,605	(30,601)	409,209
Balance at 31/12/14	14,070	626,091	1,132,242	1,772,403
Net Income/(Expenditure) 2015	(4,326)	(29,025)	579,399	546,048
Balance at 31/12/15	9,744	597,066	1,711,641	2,318,451

The General reserve represents the free funds of the charity which are not designated for particular purposes.

Designated Reserves represents funds of the charity which have been designated for particular purposes or services.

Restricted capital reserves represent the following:

- the capital grants awarded to acquire tangible fixed assets, depreciated in line with the related assets (€1,111,641) and
- a donation towards the development of a new domestic violence refuge (€600,000)

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Statement of Cashflows

	<u>2015</u>	<u>2014</u>
<b>Cashflow from Operating Activities</b>		
Cash generated from operations	625,545	231,315
<b>Net Cash generated from operating Activities</b>	<b>625,545</b>	<b>231,315</b>
<b>Cash flows from investing activities</b>		
Purchase of tangible assets	(18,300)	(3,812)
Net cash used in investing activities	<u>(18,300)</u>	<u>(3,812)</u>
<b>Cash flows from financing activities</b>		
Net cash used in financing activities	<u>-</u>	<u>-</u>
<b>Net increase/(decrease) in cash and cash equivalents</b>	<b>607,245</b>	<b>227,503</b>
<b>Cash and cash equivalents at beginning of year</b>	<b>556,364</b>	<b>328,861</b>
<b>Cash and cash equivalents at end of year</b>	<b>16</b> <u><b>1,163,609</b></u>	<u><b>556,364</b></u>

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Accounting Policies

### 1. ACCOUNTING POLICIES

This is the first set of financial statements prepared by COPE (Crisis Housing Caring Support) Limited in accordance with the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with accounting standards issued by the Financial Reporting Council, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"). The company transitioned from previously extant Irish and UK GAAP to SORP and FRS 102 as at 1 January 2014. An explanation of how transition to FRS 102 has affected the reported financial position and financial performance is given in Note 3. COPE (Crisis Housing Caring Support) Limited is a Company Limited by guarantee and is a public benefit entity incorporated in Ireland with a registered office at 2-5 Calbro House, Tuam Road, Galway

The significant accounting policies adopted by the Company and applied consistently are as follows:

#### (a) Basis of preparation

The Financial Statements are prepared on the going concern basis, under the historical cost convention, and comply with the financial reporting standards of the Financial Reporting and the Companies Act 2014 and in accordance with the Statement of Recommended Practice for charities.

The financial statements are prepared in Euro which is the functional currency of the company.

#### (b) Statement of Financial Activities

##### Income

All incoming resources are included in the Statement of Financial Activity (incorporating Income and Expenditure Account) when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received. The following specific policies are applied to particular categories of income:

- **Donations and Legacies**  
Donations, gifts and legacies are included in full in the Statement of Financial Activity when receivable.
- **Income from Charitable Activities**  
Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.  
  
Rent receipts are recognised when received and Meal receipts are recognised on an invoice basis.
- **Donated services and facilities** are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- **Other Trading and Investment income** is included when received.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Accounting Policies

### Expenditure

Expenditure is recognised on an accrual basis as a liability is incurred. Expenditure includes any VAT, and is reported as part of the expenditure to which it relates:

- Costs of generating funds comprise the costs associated with attracting voluntary income, the costs of the fundraising department including costs in relation to fundraising events and the operating costs of the Charity Shop.
- Charitable activities expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.
- All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned as set out in Note 9.

### (c) Tangible fixed assets

#### (i) Cost

Property, plant and equipment are recorded at historical cost or deemed cost, less accumulated depreciation and impairment losses.

Freehold premises are stated at cost less accumulated depreciation and accumulated impairment losses

Equipment and fixtures and fittings are stated at cost less accumulated depreciation and accumulated impairment losses.

#### (ii) Depreciation

Depreciation is provided on property, plant and equipment, on a straight-line basis, so as to write off their cost less residual amounts over their estimated useful economic lives.

The estimated useful economic lives assigned to property, plant and equipment are as follows:

Buildings	2% straight line on cost
Motor vehicles	12.5% straight line on cost
Office Equipment,	15% straight line on cost
Fixtures and Fitting & equipment	15% straight line on cost

The company's policy is to review the remaining useful economic lives and residual values of property, plant and equipment on an on-going basis and to adjust the depreciation charge to reflect the remaining estimated useful economic life and residual value.

Fully depreciated property, plant & equipment are retained in the cost of property, plant & equipment and related accumulated depreciation until they are removed from service. In the case of disposals, assets and related depreciation are removed from the financial statements and the net amount, less proceeds from disposal, is charged or credited to the profit and loss account.

The building donated to COPE Galway during the year ended 31<sup>st</sup> December 2014 for the new refuge will not be depreciated until it is substantially ready for use.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Accounting Policies

### (d) Taxation

No charge to current or deferred taxation arises as the charity has been granted charitable status under Sections 207 and 208 of the Taxes Consolidation Act 1997, Charity No CHY 6339. The charity is eligible under the "Scheme of Tax Relief for Donations to Eligible Charities and Approved Bodies under Section 848A Taxes Consolidation Act, 1997" therefore income tax refunds arising from donations exceeding €250 per annum are included in unrestricted funds.

Irrecoverable value added tax is expensed as incurred.

### (e) Retirement Benefits

Retirement benefits are met by payments to a PRSA scheme. Contributions are charged to the statement of financial activities in the year in which they fall due. The assets are held separately from those of the company in an independently administered fund. Differences between the amounts charged in the statement of financial activities and payments made to PRSA are treated as assets or liabilities.

### (f) Stocks

Stocks comprise consumable items and goods held for resale. Inventories are stated at the lower of cost and net realisable value. Where stock is received in a non-exchange transaction, stock is valued at the fair value of the stock received that being the price the entity would have to pay if that stock were purchased on an open market basis. Cost is calculated on a first in, first out basis and includes invoice price, import duties and transportation costs. Net realisable value comprises the actual or estimated selling price less all further costs to completion or to be incurred in marketing, selling and distribution.

At the end of each reporting period inventories are assessed for impairment. If an item of stock is impaired, the identified inventory is reduced to its selling price less costs to complete and sell and an impairment charge is recognised in the profit and loss account. Where a reversal of the impairment is recognised the impairment charge is reversed, up to the original impairment loss, and is recognised as a credit in the statement of financial activities.

### (g) Interest Receivable

Interest received on the company's investments is recorded as income in the year in which it is earned and included in unrestricted funds.

### (h) Trade and other debtors

A provision for impairment of trade receivables is established when there is objective evidence that the company will not be able to collect all amounts due according to the original terms of receivables. The amount of the provision is the difference between the asset's carrying amount and the present value of estimated future cash flows, discounted at the effective interest rate. All movements in the level of provision required are recognised in the statement of financial activities.

### (i) Cash and cash equivalents

Cash and cash equivalents include cash on hand, demand deposits and other short-term highly liquid investments.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Accounting Policies

### (j) Trade and other creditors

Trade and other creditors are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised at the transaction price.

### (k) Fund Accounting

The following funds are operated by the Charity

#### *Restricted Funds*

Restricted Funds represent grants, donations or other income received which can only be used for particular purposes specified by the grantors or donors binding on the Directors. Such purposes are within the overall aims of the charity.

#### *Unrestricted Funds*

Unrestricted Funds represent amounts which are expendable at the discretion of the Directors in furtherance of the objectives of the charity and 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 Directors for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements. The designations have an administrative purpose.

### (l) Sinking Fund

A stock condition survey is currently being conducted on the company's buildings. The outcome of this survey will help the directors to determine the level of sinking fund required over the coming years to meet the costs of major renovations and repairs. While awaiting the results of the survey the directors have decided to establish a sinking fund in 2015 by transferring €10,000 from general unrestricted reserves to this fund, which is included in designated reserves.

### (m) Employee Benefits

The company provides a range of benefits to employees, including paid holiday arrangements and contribution to PRSA scheme.

#### (i) *Short term benefits*

Short term benefits, including holiday pay and other similar non-monetary benefits, are recognised as an expense in the period in which the service is received.

#### (ii) *Retirement benefits*

The Company operates a PRSA Plan for its employees on a voluntary basis. This is a pension plan under which the company pays fixed contributions into a separate fund in the employee's name.

The company has no further payment obligations once the contributions have been paid.

# **COPE (Crisis Housing Caring Support) Limited**

**(Company Limited by Guarantee having no share capital)**

## **Notes to the Accounts**

### **2. TRANSITION TO FRS 102**

Prior to 1 January 2014 the company prepared its financial statements under previously extant Irish GAAP. From 1 January 2014 (transition date) the company has elected to present its annual financial statements in accordance with the Statement of Recommended Practice (SORP) for charities preparing their accounts in accordance with FRS 102 and the Companies Act 2014.

The comparative figures in respect of the 2014 financial statements have been restated to reflect the company's adoption of SORP and FRS 102 from the date of transition at 1 January 2014.

Set out below are the changes in accounting policies which reconcile net income for the financial year ended 31 December 2014 and the total equity as at 1 January 2014 and 31 December 2014 between Irish GAAP as previously reported and SORP and FRS 102.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 3. FRS 102 PRINCIPLE ADJUSTMENTS

The reconciliation of the income & expenditure prepared in accordance with Irish GAAP and in accordance with FRS 102 for the year ended 31 December 2014 and the reconciliation of the amount of total equity at 31 December 2014, before and after the application FRS 102, is as follows:

		Profit for the Year ended 31/12/2014 €	Donated Asset Reserve 31/12/2014 €	Total Reserves at 01/01/2014 €	Total Reserves at 31/12/2014 €
<b>As Reported under Irish GAAP</b>		<b>73,954</b>	<b>150,000</b>	<b>2,388</b>	<b>226,342</b>
<u>FRS 102 Adjustments</u>					
Holiday pay Accrual	(a)	(11,448)		(50,774)	(62,222)
<u>SORP Adjustments</u>					
Government grants to Reserves	(b)	-	-	1,162,843	1,162,843
Opening Deferred income To Reserves	(c)	-	-	248,737	248,737
Recognise donated asset as Income	(d)	150,000	(150,000)	-	-
Recognise income previously Deferred	(e)	227,303	-	-	227,303
Reverse amortisation of Government grants 2014	(f)	(30,601)			(30,601)
<b>As Reported under SORP and FRS 102</b>		<b>409,208</b>	<b>-</b>	<b>1,363,194</b>	<b>1,772,402</b>

#### (a) Holiday Pay Accrual

##### *Irish GAAP*

Under Irish GAAP provisions for holiday pay accrual were not recognised and holiday pay was charged to the income & expenditure account as it was paid.

##### *FRS 102*

FRS 102 requires short-term employees' benefits to be charged to the statement of financial activities as the employees service is received.

##### *Impact*

This has resulted in the company recognising a liability for holiday pay of €50,774 on the transition to FRS 102. In the year 31<sup>st</sup> December 2014 an additional charge of €11,458 was recognised in the statement of financial activities and the liability at the 31<sup>st</sup> December 2014 was €62,232.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### (b) Government Grants

#### *Irish GAAP*

Under Irish GAAP Capital Grants were recognised in Creditors greater than one year and amortised to the income and expenditure account over the useful economic life of the asset.

#### *Under SORP for Charities*

All income from grants must be recognised in the Statement of Financial Activities when the criteria for their recognition is met

#### *Impact*

The balance of the government grants of €1,162,843 has been transferred from long term liabilities to Restricted Reserves at the transition date.

### (c) Deferred Income balance at transition date

#### *Irish GAAP*

Under Irish GAAP income was deferred and realised to the income & expenditure account when the associated expenditure was incurred.

#### *SORP for Charities*

All income must be recognised in the Statement of Financial Activities when the criteria for their recognition is met

#### *Impact*

Deferred income balance at the 1<sup>st</sup> January 2014 of €248,737, previously included in Creditors due within one year is released to Designated Reserves at the transition date.

### (d) Donated Asset

#### *Irish GAAP*

Under Irish GAAP the donation of the building in 2014 was brought straight to the Statement of Total Recognised Gains and Losses.

#### *Under SORP for Charities*

Under SORP for charities Donated assets must be recognised as income when the criteria for their receipt are met.

#### *Impact*

This resulted in the company recognising the donated asset at its fair value of €150,000 as income in the Statement of Financial Activities for 2014

### (e) Income previously deferred in 2014

#### *Irish GAAP*

Under Irish GAAP income was deferred and only released to the income and expenditure account when the associated expenditure was incurred.

#### *Under SORP for Charities*

All income must be recognised in the Statement of Financial Activities when the criteria for their recognition is met

#### *Impact*

Income received in 2014 of €227,303, which was previously deferred under GAAP is now recognised as income in 2014

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### (f) Reversal of Capital Grant amortisation

#### *Irish GAAP*

Capital Grants were recognised as creditors greater than one year and amortised to the income & expenditure account over the useful economic life of the asset.

#### *Under SORP for Charities*

All Income must be recognised in the Statement of Financial Activities when the criteria for their recognition is met

#### *Impact*

Government grants previously amortised to the income and expenditure account are reversed as Government grants are transferred to Restricted Reserves at the transition date.

## 4. CRITICAL ACCOUNTING JUDGEMENTS AND ESTIMATES

The preparation of these financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses.

Judgements and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

### (a) *Establishing useful economic lives for depreciation purposes of property, plant and equipment*

Long-lived assets, consisting primarily of property, plant and equipment, comprise a significant portion of the total assets. The annual depreciation charge depends primarily on the estimated useful economic lives of each type of asset and estimates of residual values. The directors regularly review these asset useful economic lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset useful lives can have a significant impact on depreciation and amortisation charges for the period. Detail of the useful economic lives is included in the accounting policies.

### (b) *Providing for doubtful debts*

The company makes an estimate of the recoverable value of trade and other debtors. The company uses estimates based on historical experience in determining the level of debts, which the company believes, will not be collected. These estimates include such factors as the current credit rating of the debtor, the ageing profile of debtors and historical experience. Any significant reduction in the level of customers that default on payments or other significant improvements that resulted in a reduction in the level of bad debt provision would have a positive impact on the operating results. There is currently no provision in the accounts, however this is reviewed on an on-going basis.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 5. INCOME

All income derives from activities in the Republic of Ireland.

The company received the following state grants during the year:

	2015	2014
	€	€
Health Service Executive (Social Inclusion)	1,402,036	1,875,044
Health Service Executive (Older People)	154,000	154,000
Tusla – The Child & Family Agency	772,489	200,621
Galway City Council- Homelessness	805,166	861,210
Childcare Subvention (Dept of Children and Youth Affairs)	46,800	46,800
Early Years ICT (Dept of Children and Youth Affairs)	500	500
COSC (Dept of Justice, Equality and Law Reform – DJELR)	1,000	1,800
Commission for Supporting Victims of Crime (DJELR)	2,200	2,200
Galway Roscommon Education and Training Board	900	1,000
Galway City Council – Arts Grant	500	500
Galway City Council – Social Inclusion	450	300
National Lottery	500	200

The company also received grants from the following non-state bodies during the year:

The Ireland Funds- Promising Ireland Campaign	30,000	20,000
The Ireland Funds – Amber Fund	4,000	6,000
Community Foundation For Ireland (CFFI)	3,800	4,130
Iris O'Brien Foundation	10,000	-
IPB Our Digital Community	2,500	-

### 6. INVESTMENT INCOME

	2015	2014
	€	€
Interest received	4,033	5,977

### 7. EXPENDITURE

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly; others are apportioned as set out below:

	Total	Fundraising	Homeless	Dom Violence	Older People
Support Services	393,004	11,337	234,291	79,357	68,020
Governance	7,411	569	4,049	1,661	1,132

Support services include senior management, finance, budgeting and accounting, payroll, human resources, communications and advocacy, volunteer co-ordination and all related overheads. The costs of these services have been allocated on the basis of headcount at 31<sup>st</sup> December 2015.

Governance costs consist of external audit fees only. Because all Directors are voluntary there are no other governance costs. Governance costs have been allocated on the basis of total annual expenditure.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 8. NET INCOME IS STATED AFTER CHARGING

	2015	2014
	€	€
Depreciation	42,989	46,830

### 9. STAFF NUMBERS AND COSTS

	2015	2014
The average number of employees was as follows:		
Homelessness	59	57
Domestic Violence	21	20
Older People's Services	19	17
Fundraising	4	3
Support services	<u>6</u>	<u>6</u>
	<u>109</u>	<u>103</u>

The aggregate payroll costs of these employees were as follows:

	2015	2014
	€	€
Wages & Salaries	2,935,670	2,818,292
Employers PRSI Contributions	300,457	284,149
Retirement Benefits	<u>71,575</u>	<u>70,156</u>
	<u>3,307,702</u>	<u>3,172,597</u>

The number of employees whose salary was greater than €70,000 was 1, as follows:

	2015 Number	2014 Number
Salary range €70,000 - €80,000	1	1

The salary paid to the CEO for 2015 was €53,251 (part-time minimum 25 hours).

Both of the employees above are members of the COPE Galway PRSA scheme and employers contributions of 5% were made on their behalf during the year.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 10. DIRECTORS REMUNERATION AND TRANSACTIONS

No Directors receive any remuneration for their services as directors. Peter Glavey is the staff representative on the Board of Directors and he is paid a salary for his role as Residential Hostel Worker in line with COPE Galway salary scales for that role. Given his role on the Board of Directors his remuneration costs must be included in key management compensation below.

Key management includes the Board of Directors (executive and non-executive), all members of the Company Management and the Company Secretary. The compensation paid or payable to key management for employee services is shown below:

	2015	2014
	€	€
<b>Key management compensation</b>		
Salaries and PRSA costs	235,720	228,198

Ms Hannah Kiely is a Director of COPE Galway. She is also the Chief Executive Officer of HC Financial Advisers Limited, who are advisors to COPE Galway on their PRSA scheme.

### 11. TAX ON SURPLUS ON ORDINARY ACTIVITIES

No charge to current or deferred taxation arises as the charity has been granted charitable status under Sections 207 and 208 of the Taxes Consolidation Act 1997.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 12. TANGIBLE FIXED ASSETS

	Land & Buildings	Office Equipment	Fixtures and Fittings	Motor Vehicles	Total
	€	€	€	€	€
<b>Costs</b>					
At beginning of year	1,690,137	131,800	515,621	25,250	2,362,808
Additions in year	-	-	-	18,300	18,300
At end of year	1,690,137	131,800	515,621	43,550	2,381,108
<b>Depreciation</b>					
At beginning of year	399,442	128,931	499,648	23,842	1,051,863
Charge for Year	30,727	1,943	6,626	3,693	42,989
At end of year	430,169	130,874	506,274	27,535	1,094,852
<b>Net book value</b>					
At 31 December 2015	1,259,968	926	9,347	16,015	1,286,256
At 30 December 2014	1,290,695	2,869	15,973	1,408	1,310,945
<b>In respect of prior year</b>					
	Land & Buildings	Office Equipment	Fixtures & Fittings	Motor Vehicles	Total
	€	€	€	€	€
<b>Costs</b>					
At beginning of year	1,536,325	131,800	515,621	25,250	2,208,996
Additions in year	153,812	-	-	-	153,812
At end of year	1,690,137	131,800	515,621	25,250	2,362,808
<b>Depreciation</b>					
At beginning of year	368,715	126,471	489,161	20,686	1,005,033
Charge for Year	30,727	2,460	10,487	3,156	46,830
At end of year	399,442	128,931	499,648	23,842	1,051,863
<b>Net book value</b>					
At 31 December 2014	1,290,695	2,869	15,973	1,408	1,310,945
At 30 December 2013	1,167,610	5,329	26,460	4,564	1,203,963

There were no assets held under finance lease included in the tangible fixed assets.

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 13. DEBTORS

	2015	2014
	€	€
Trade debtors	131,837	97,973
Prepayments	64,085	66,048
	<u>195,922</u>	<u>164,021</u>

The fair values of trade and other receivables approximate to their carrying amounts.

### 14. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015	2014
	€	€
Trade creditors	78,222	71,117
Accruals and other creditors	256,320	192,064
	<u>334,542</u>	<u>263,181</u>

Amounts owing in respect of payroll taxes included in the amount for accruals and other creditors above were

84,391	78,441
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### 15. RECONCILIATION OF OPERATING SURPLUS TO NET CASH INFLOW/(OUTFLOW) FROM OPERATING ACTIVITIES

	2015	2014
	€	€
Net Incoming Resources	546,048	409,208
<b>Adjustments for</b>		
Depreciation	42,989	46,830
Donation of Building	-	(150,000)
<b>Changes in Working Capital</b>		
Movement in Stock	(2,953)	518
Movement in Debtors	(31,901)	15,597
Movement in Creditors	71,362	(90,838)
Net cash generated from operating activities	625,545	231,315

# COPE (Crisis Housing Caring Support) Limited

(Company Limited by Guarantee having no share capital)

## Notes to the Accounts

### 16. ANALYSIS OF CASH AND CASH EQUIVALENTS

	31 Dec 2014 €	Flow €	31 Dec 2015 €
Cash in Hand	556,364	607,245	1,163,609

### 17. SHARE CAPITAL AND MEMBERS LIABILITIES

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding one Euro (€1).

### 18. CAPITAL COMMITMENTS

There were no capital commitments at the year ended 31 December 2015.

### 19. RETIREMENT BENEFITS INFORMATION

	2015 €	2014 €
Retirement Benefits	<u>71,575</u>	<u>70,156</u>

Contributions outstanding at year end amounted to €23,102 (2014: €21,726).

The charity operates PRSA scheme that is open to substantially all the employees of the charity.

### 20. APB ETHICAL STANDARDS – PROVISIONS AVAILABLE TO SMALL ENTITIES

As a small entity under the provisions of the APB in relation to Ethical Standards we engage our auditor to submit the corporation tax return.

### 21. POST BALANCE SHEET EVENTS

There have been no significant events affecting the charity since the year-end.

### 22. APPROVAL OF THE FINANCIAL STATEMENTS

The Directors approved the financial statements on the 15<sup>th</sup> April 2016.