

Registration number 248134

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Directors' Report and Financial Statements**

**for the year ended 31st December 2013**

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

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**COPE (Crisis Housing Caring Support) Limited**  
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**Directors and other information**

<b>Directors</b>	Mr. John Concannon Mr. Barry O' Sullivan Professor Andrew Murphy Fr. Martin Whelan Mr. Jonathan Duggan Ms Hannah Kiely Ms. Martina Kelly Mr. Peter Glavey Mr. Paul Dilger Mr. Sean Silke	(Chairperson)
<b>Secretary</b>	Mr. Barry Fitzpatrick	
<b>Company number</b>	248134	
<b>Registered office / Business Address</b>	Offices 2 - 5 Calbro House Tuam Road Galway	
<b>Auditors</b>	Paul Lennon & Company 13 Galway Technology Park Parkmore Galway	
<b>Bankers</b>	Bank of Ireland Eyre Square Galway	Allied Irish Bank Stephen Court 18-21 St Stephen's Green Dublin
	RaboDirect Charlemont Place Dublin 2	
<b>Solicitors</b>	William F. Semple & Co. Lough Corrib House Waterside Galway	RDJ Glynn Aengus House Long walk Galway
	Purdy Fitzgerald Kiltartan house Forster Street Galway	

**COPE (Crisis Housing Caring Support) Limited**  
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**Directors' report for the year ended 31st December 2013**

The directors present their report and the audited financial statements for the year ended 31st December 2013.

**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.

**Principal activity and business review**

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.

It is testament to the dedication, commitment and hard work of our staff and volunteers that despite a reduction of 2.75% in income all services were maintained in 2013. In fact, almost all our services managed to meet an increased demand during the year.

COPE Galway operated the following services during 2013:

Addressing Homelessness

Homelessness remains a challenge to overcome in Galway. The greatest obstacle to addressing homelessness is access to a home. COPE Galway continued to campaign on this issue. However private rented accommodation has become increasingly inaccessible in Galway due to high rents and short supply, and there is very little social housing available, especially for single people.

Fairgreen Hostel for men

With a capacity of 26 beds, the hostel operated at 92% occupancy in 2013. A total of 202 individuals were accommodated, with an average stay of 51 nights.

In November 2013, a visit to Castlerea Prison was organised with the aim of strengthening relations between the two services and to assist in the process of planning discharges from the prison. This visit has helped increase the knowledge of the prison staff of our service and ensured appropriate referrals to the emergency services.

2013 saw an increase in the number of heroin users, availing of the Fairgreen. Positive relationships were established with the drug service and more importantly the methadone clinic, where through effective advocacy, those clients willing to address their addiction were assessed and placed on a methadone maintenance program at the earliest opportunity. Effective care planning and case management ensured these clients progressed out of emergency accommodation with the relevant supports.

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**Directors' report for the year ended 31st December 2013**

..... continued

Winter Initiative

From December 3rd 2012 to March 10th 2013, the Winter Initiative operated from the Fairgreen Hostel. This was achieved by increasing bed capacity and extra staffing in the service. A total of 88 men were accommodated in the Winter Initiative. 23 of these were fully admitted to the Fairgreen, 8 returned to the family home, 2 moved into private rented accommodation and 3 others moved onto supported accommodation. The remainder of the men admitted stayed for a very short period of time before moving on.

The Winter Initiative Project 2013-2014 commenced at the beginning of December 2013 and will run until the end of March 2014.

Osterley Lodge Hostel for women and families

Accommodation is provided for up to 12 women and 8 children. Four family rooms are available for women with children. During 2013, 89 adult women and 35 children were accommodated. This included 18 families. 18% of adult residents were between the ages of 18-25 years. A total of 4,930 bednights and 9,900 meals were provided to women and children, ranging in age from 5 months to 60 years of age and the average stay per individual was 41 nights.

Teach Corrib, Day Centre

Teach Corrib provides a range of services targeted toward people who are homeless or at risk of homelessness. This includes the provision of information and referral to accommodation and mainstream services and assistance in securing welfare payments and long term accommodation. Food and access to washing and laundry facilities are also available. The service works with both single person households and families. The family support service also offers tenancy sustainment to ensure that families are equipped with the skills to sustain their homes.

During 2013 Teach Corrib Day Centre worked with 426 single person households and 112 families. Teach Corrib dealt with 3,424 presentations (2,421 single people and 953 families). There were 484 referrals made on behalf of these clients. The number of families provided with assistance was up 22% compared to 2012.

Despite the housing crisis that Galway currently finds itself in, the Day Centre continues to support people to try to secure and maintain private rented accommodation. As part of this, the Family Support Service ran a very successful eight week course entitled 'Keeping your Home' which up skilled families in relation to sustaining their tenancy once they had secured it.

COPE Galway Resettlement and Tenancy Support Services

Our resettlement services provides support to single men and women who have moved into their own homes in the community, usually having spent some time in emergency accommodation in the Fairgreen Men's Hostel or Osterley Lodge Hostel for women. In 2013 we worked with 115 clients and undertook a total of 242 advocacy interventions on behalf of clients in the areas of housing, health, social welfare, education and utility service providers.

We continue to develop a Befriending panel of volunteers that provide one to one support for clients who may feel isolated.

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**Directors' report for the year ended 31st December 2013**

..... continued

Towards Independence project

The Towards Independence Project is a resettlement house located on the Dyke Road. The project can accommodate up to six men moving on from emergency accommodation at the Fairgreen Men's Hostel. The focus of the project is to support those men who are not ready to move immediately to independent living. The programme supports the men to address underlying factors which contributed to their homelessness and to identify and secure suitable longer term independent housing.

The project supported 20 men during 2013, of those men 12 went on to secure independent private rented accommodation and are linked in the Tenancy Support Service. One moved to supported housing and two moved to a residential detox unit. One returned home and another returned to the Fairgreen Hostel. There were 6 men living at the project at 31st December 2013.

Addressing domestic violence

COPE Galway Domestic Violence Services work to support women and their children experiencing domestic violence by providing refuge for those in need of safety and outreach support and information, and a dedicated child care facility.

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.

2013 was an extremely busy year for COPE Galway Domestic Violence services with over a 50% increase in drop-in visits to the service by women seeking support and information and a 16% increase in the number of women presenting to the Outreach service. Over 1,297 crisis calls were received by the Refuge and Outreach services combined.

In 2013 COPE Galway Domestic Violence services provided Refuge to 94 women with 104 children and 451 appointments were provided to women using the Outreach service. A lack of suitable move on accommodation within the rent caps has meant that women are staying longer than necessary in refuge and this in turn affects the number of women who cannot be accommodated due to lack of space. In 2013 we were able to accommodate a total of 215 women with 359 children.

The Outreach service also provides training and awareness on domestic violence to a range of voluntary and statutory agencies and delivers healthy relationship skills sessions to Transition and Senior Cycle secondary school students on request.

As part of our awareness raising work during 2013 we engaged in the MANUP campaign, a national campaign aimed at enlisting the support of men in combating domestic violence. In addition, we ran a Dating Abuse campaign locally through schools which had a focus on Healthy relationships - wristbands with the logo of the campaign 'Its Not Me Its U - No Excuse for Dating Abuse' were distributed to local schools.

Services for older people

Our services for older people support healthy ageing at home and we work in the community to enable older people to enjoy a quality of life in their own home. Healthy ageing, reducing the incidence of isolation and enabling peer support are the core of our work. Our work is supported by a large number of volunteers, students and community groups.

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**Directors' report for the year ended 31st December 2013**

..... continued

Community Catering

We produced and delivered 39,783 home delivered meals and catered 5,230 meals for Lunch Clubs in 2013.

Over 60% of our volunteers are aged 55 plus and in 2013 with the support of the Community Foundation of Ireland we developed a regular support forum which has enabled us to learn from our volunteers' experience of supporting older people and introduce new ways of delivering our service - ensuring the highest service possible. We have had talks, information sharing and of course a cup of tea and a scone!

Sonas Day Centre in Mervue

Sonas supports older people to live independently in their own homes and community and reduce the risk of isolation. The centre provides a safe and welcoming environment where older people can meet with staff and volunteers, access support and get practical help with daily tasks. We run health promoting activities and a weekly lunch club in the local GAA hall with about 20 older people attending on a regular basis. We also do home and hospital visits to reduce isolation for older people who have particular health care needs.

Community Support

Our Community Support worker supports groups of older people to ensure that their community is supportive, age friendly and provides opportunities for getting together thus reducing the incidences of isolation. Lunch clubs for older people in the city are a key focus of the work and this year we produced a Lunch Club Toolkit- A Guide to setting up a lunch club for older people. It is available on our website and offers practical tips and ideas for setting up a lunch club and was developed with support from the Ireland Funds.

There are Lunch Clubs in; Mervue, Ballybane, Renmore, City Centre, Westside, and Colaiste Iognaid. They provide a great way for the community to come together and support healthy ageing, to make new friends and share good food.

We also started an advocacy project with support from the Community Foundation of Ireland to enable older people to discuss the issues that are important to them and issues of concern in their local community. It has helped us to gain more insight in relation to what's important in making an environment a positive one for older people; concerns around safety, improved access to services and the importance having social contact and positive things to do.

**There are many other aspects of our work in 2013 which we believe are noteworthy**

**Strategy**

Following widespread consultation both internally and externally, COPE Galway adopted a new strategy and have been progressing many areas during 2013. Of particular note in achieving our strategy are:

**Charity Shop**

We opened a new charity shop in November in St Augustine St. The shop sells high quality second hand clothes, accessories, jewellery, books and bric-a-brac, and will provide vital funds for COPE Galway to help deliver front-line services to vulnerable and isolated people in Galway city and county.

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**Directors' report for the year ended 31st December 2013**

..... continued

**New Refuge**

Following an extensive search for a new refuge facility, No. 47 Forster Street was donated to COPE Galway by the Sisters of Mercy in early 2013. The site is ideal for a Domestic Violence Refuge. Its location facilitates easy access to the range of housing, legal, health and social services which are vital to women during a time of crisis. The building and the site is also very secure, affording women and children both the physical safety and psychological reassurance so necessary when out of home due to violence. The building will be redeveloped to accommodate a modern state of the art Domestic Violence Refuge facility to service the needs of Galway City and County and the wider western region. Local professionals came on board with us on a pro bono basis to develop a set of plans for the renovation, and indicative costings. A plan is now in place to secure the necessary funds comprising of a mixture of state and public revenue.

**Advocacy**

COPE Galway are committed to advocating for our clients at individual, local and national levels. Our strategy emphasises our role in working with our clients and a wide range of key stakeholders to bring about improved quality of life in a home of their own and to address the challenges faced in this regard. We continue to advocate on a daily basis at an individual level. We have also worked on a range of campaigns in 2013, most notably issues relating to rent cap levels, and social welfare payments for under 20's. A positive outcome (with some influence from COPE Galway) was that the Rent Supplement Cap levels for Galway City increased by the Department of Social Protection with effect from June 17th 2013.

**Public Profile**

We are also committed to improving our public profile in particular relating to the issues we face in our work and our advocacy role. In 2013 we launched a new website, which better outlines and highlights our work across our range of services. We have also improved our social media presence in promoting information relating to our work using our facebook page in the main. And we have improved our communications directly to our donors with the development of newsletters which provide an insight into our work, clients, volunteers, and events. Another aspect of our work is an educational one. We link in with schools, health care providers and networks to offer information, awareness and skills in terms of identifying and addressing issues at a preventative or early stage in order to break cycles of homelessness and / or domestic violence. Examples of this are highlighted in the sections above.

**Client Involvement**

We are committed to involving our clients in the delivery and development of our services. We promote a wide range of ways for this to happen across all our services and we are particularly grateful to those who have taken part in our forums in order to contribute to services. A client expo event was organised in April of 2013 to recognise the work of the forums and to highlight the many opportunities for our clients to become involved. Also in 2013 both of our client forums took part in a project with the Huston School of Digital Film and Media and each produced a short film on the theme of My Space in Galway.



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**Directors' report for the year ended 31st December 2013**

..... continued

**Measuring Impact**

Measuring the impact of our work is of utmost importance to us across the whole range of services and supports we provide. For this reason we introduced a new tool in 2013 - The Outcome Star. The Outcomes Star is a tool for supporting and evidencing change when working with adults who are in touch with support agencies and services. It was developed by Triangle Consulting and is widely used in many sectors in the UK. The Outcomes Star™ has proved enormously popular with workers, managers, service users and commissioners because it helps improve keywork and provides evidence of outcomes, it is engaging, visual and collaborative, and it counts the things that really count. This is now being used in our homeless and domestic violence services.

**Volunteering**

COPE Galway depends on our panel of very committed volunteers to enable us to deliver our range of services. We very much appreciate the time and expertise offered to us by our volunteers, and are committed to ensuring that they have a positive and enriching experience during their time with us. In order to progress on this commitment we recognise how important it is to dedicate a resource to volunteer management. During 2013, in recognition of the importance of this role, we committed some resources and now have a Volunteer Coordinator in place on a part time basis.

**Governance**

COPE Galway assure you of our on-going commitment to best practice governance standards across all our services and structures.

We comply with the Governance Code for community, voluntary and charitable organisations in Ireland. We confirm that a review of our organisation's compliance with the principles in the Code was conducted during 2012 and early 2013. This 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 needs to be addressed.

In May 2013 we became one of the first organisations to voluntarily sign up to the Governance Code for Community and Voluntary Organisations in Ireland. Similarly, we adopted the Statement of Guiding Principles for Fundraising in January 2013. A full statement of our commitment to Best Practice in Governance is available on our website (<http://www.copegalway.ie>).

This became critically important as 2013 came to a close with the charity sector nationally attracting extremely poor publicity regarding salary payments and top ups to senior staff. This seriously eroded public confidence and trust in the charitable sector during the Christmas season. We depend on the generosity of the public in order to raise some of the funds required to deliver our services. The public expect us and all charities to be run and to be managed to the highest possible standards. In this regard we want to reassure our generous supporters that we do, and always have operated to the highest standards of transparency and accountability.

Finally, the directors would like to thank our very loyal supporters, and funders for their continued support of our work on behalf of the community of Galway.

**Results and dividends**

The results for the year are set out on page 12.

**COPE (Crisis Housing Caring Support) Limited**  
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**Directors' report for the year ended 31st December 2013**

..... continued

**Directors of the Company**

The present membership of the board is listed on the 'Directors and other information page'

John Grealish resigned as Director on the 18th July 2013.

Bernadette Mullarkey resigned as Director on the 27th November 2013.

Paul Dilger and Sean Silke were appointed as Directors on the 30th September 2013.

**Books of Account**

The measures taken by the directors to ensure compliance with the requirements of Section 202, Companies Act, 1990, regarding proper books of account are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel and appropriate expertise and the provision of adequate resources to the financial function. The books of account of the company are maintained at the Registered Office.

**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 Generally Accepted Accounting Practice in Ireland 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 during 2013 were:

Jonathan Duggan	FCA (Chair)
Hannah Kiely	BA, BAAD, Cert IoD, Dip IoD
John Grealish	FCA - Resigned as Director on 18th July 2013


The committee met twice in relation to the 2013 audit and considered the effectiveness of financial internal controls and procedures, the 2013 audit plan and audit completion.


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

**Auditors**

The auditors, Paul Lennon & Company, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

This report was approved by the Board and signed on its behalf by

  
\_\_\_\_\_  
**Mr. Jonathan Duggan**  
**Director**

  
\_\_\_\_\_  
**Mr. John Concannon**  
**Director**

Date: 27.3.14

**COPE (Crisis Housing Caring Support) Limited**  
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**Statement of Directors' responsibilities for the members' financial statements**

The directors are responsible for preparing the Annual Report and the financial statements in accordance with applicable Irish law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board and published by the institute of Incorporated Public Accountants.

Irish company law requires the directors to prepare financial statements for each financial period which give a true and fair view of the state of affairs of the company and of the surplus or deficit of the company for that period.

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

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

The directors confirm that they have complied with the above requirements in preparing the financial statements.

The directors are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure the financial statements are prepared in accordance with accounting standards generally accepted in Ireland and with Irish statute comprising the Companies Acts 1963 to 2013 and all Regulations to be construed as one with those Acts. They are responsible for ensuring that the company otherwise complies with the provisions of those Acts relating to financial statements in so far as they are applicable to the company.

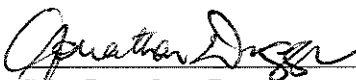
They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

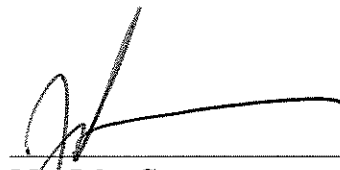
Where financial statements are to be published on the web, the directors are responsible for the maintenance and integrity of the corporate and financial information included on the company's website.

In so far as the directors are aware:

- there is no relevant audit information (information needed by the company's auditors in connection with preparing their report) of which the company's auditors are unaware, and
- the directors have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

On behalf of the board

  
\_\_\_\_\_  
**Mr. Jonathan Duggan**  
**Director**

  
\_\_\_\_\_  
**Mr. John Concannon**  
**Director**

Date: 27.3.14

**Independent auditors' report to the members of  
COPE (Crisis Housing Caring Support) Limited  
(A Company Limited by Guarantee and not having a Share Capital)**

We have audited the financial statements of COPE (Crisis Housing Caring Support) Limited for the year ended 31st December 2013 which comprise the income and expenditure account, the balance sheet, the cash flow statement and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the company's members, as a body, in accordance with Section 193 of the Companies Act, 1990. 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 auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of directors and auditors**

As described in the statement of directors' responsibilities the company's directors are responsible for the preparation of the financial statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board and published by the Institute of Incorporated Public Accountants.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board.

We report to you our opinion as to whether the financial statements give a true and fair view in accordance with Generally Accepted Accounting Practice in Ireland and are properly prepared in accordance with the Companies Acts 1963 to 2013. We also report to you whether in our opinion: proper books of account have been kept by the company; and whether the information given in the Directors' Report is consistent with the financial statements. In addition, we state whether we have obtained all the information and explanations necessary for the purposes of our audit and whether the company's balance sheet and its income and expenditure account are in agreement with the books of account.

We also report, to the members if, in our opinion, any information specified by law regarding directors' remuneration and directors' transactions is not disclosed and, where practicable, include such information in our report.

We report to you whether in our opinion the information given in the directors' report is consistent with the financial statements. The information given in the directors' report includes that specific information presented in the Operating and Financial Review that is cross referred from the Business Review section of the directors' report.

**Independent auditors' report to the members of COPE (Crisis Housing Caring Support) Limited (continued)**  
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**Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board . An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

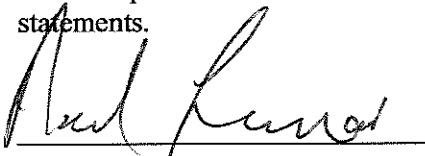
**Opinion**

In our opinion the financial statements:

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs as at 31st December 2013 and of its loss and cash flows for the year then ended ; and
- have been properly prepared in accordance with the Companies Acts 1963 to 2013.

We have obtained all the information and explanations, which we consider necessary for the purposes of our audit. In our opinion proper books of account have been kept by the company. The financial statements are in agreement with the books of account

In our opinion the information given in the directors' report is consistent with the financial statements.



**Paul Lennon for and on behalf of**  
**Paul Lennon & Company**  
**Statutory Auditors**  
**Registration No: II1153**

**13 Galway Technology Park**  
**Parkmore**  
**Galway**

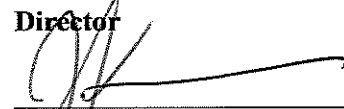
**Date:** 27<sup>th</sup> March 2014

**This is certified a true copy.**

On behalf of the board



**Mr. Jonathan Duggan**  
**Director**



**Mr. John Concannon**  
**Director**


**Date:** 27. 3. 14

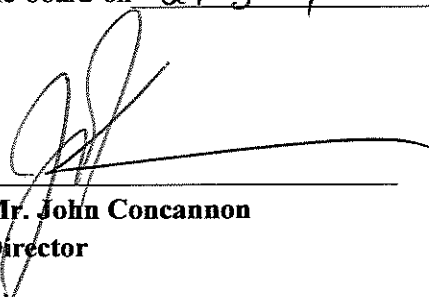
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**Profit and loss account for the year ended 31st December 2013**

		<b>Continuing operations</b>	
		<b>2013</b>	<b>2012</b>
	<b>Notes</b>	<b>€</b>	<b>€</b>
<b>Receipts</b>			
Health Service Executive Western Area		2,248,211	2,310,438
Galway City Council		873,151	927,049
Other		<u>836,713</u>	<u>833,719</u>
		3,958,075	4,071,206
Amortisation of Grants		30,601	30,601
Operating expenses		<u>(4,004,842)</u>	<u>(4,067,346)</u>
<b>Retained (Deficit)/Surplus</b>	<b>13</b>	<u><u>(16,166)</u></u>	<u><u>34,461</u></u>

The financial statements were approved by the board on 27.3.14 and signed on its behalf by

  
 \_\_\_\_\_  
**Mr. Jonathan Duggan**  
 Director


  
 \_\_\_\_\_  
**Mr. John Concannon**  
 Director

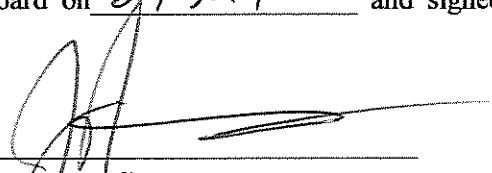
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**Balance sheet as at 31st December 2013**

		2013	2012
	Notes	€	€
<b>Fixed Assets</b>			
Tangible assets	7	1,203,963	1,247,365
<b>Current Assets</b>			
Stocks	8	4,771	4,771
Debtors	9	179,618	216,323
Cash at bank and in hand		328,856	313,587
		<u>513,245</u>	<u>534,681</u>
<b>Creditors: amounts falling due within one year</b>	<b>10</b>	<b>(551,977)</b>	<b>(570,048)</b>
<b>Net Current liabilities</b>		<b><u>(38,732)</u></b>	<b><u>(35,367)</u></b>
<b>Total Assets Less Current Liabilities</b>		<b>1,165,231</b>	<b>1,211,998</b>
<b>Creditors: amounts falling due after more than one year</b>			
Capital Grants	11	(1,162,843)	(1,193,444)
<b>Net assets</b>		<b><u><u>2,388</u></u></b>	<b><u><u>18,554</u></u></b>
<b>Capital and Reserves</b>			
Profit and loss account	13	<u>2,388</u>	<u>18,554</u>

The financial statements were approved by the board on 27.3.14 and signed on its behalf by

  
 \_\_\_\_\_  
**Mr. Jonathan Duggan**  
 Director

  
 \_\_\_\_\_  
**Mr. John Concannon**  
 Director

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Cash Flow Statement**  
**for the year ended 31st December 2013**

	Notes	2013 €	2012 €
<b>Reconciliation of (Deficit)/Surplus to net cash inflow from operating activities</b>			
Retained (Deficit)/Surplus		(16,166)	34,461
Depreciation		49,997	61,939
Amortisation of grants		(30,601)	(30,601)
(Increase) in stocks		-	1,421
Decrease in debtors		36,705	7,061
(Decrease) in creditors		(18,071)	67,844
<b>Net cash inflow from operating activities</b>		<u>21,864</u>	<u>142,125</u>
 <b>Cash Flow Statement</b>			
<b>Net cash inflow from operating activities</b>		21,864	142,125
<b>Capital expenditure</b>	14	(6,595)	-
<b>Increase in cash in the year</b>		<u>15,269</u>	<u>142,125</u>
 <b>Reconciliation of net cash flow to movement in net funds (Note 15)</b>			
<b>Increase in cash in the year</b>		15,269	142,125
<b>Net funds at 1st January 2013</b>		313,587	171,462
<b>Net funds at 31st December 2013</b>	15	<u>328,856</u>	<u>313,587</u>



**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Notes to the financial statements for the year ended 31st December 2013**

**1. Statement of accounting policies**

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

**1.1. Basis of preparation**

The audited financial statements have been prepared on the going concern basis, under the historical cost convention in accordance with accounting standards generally accepted in Ireland and Irish statute comprising the Companies Acts 1963 to 2013. Accounting Standards generally accepted in Ireland in preparing financial statements giving a true and fair view are those issued by the Accounting Standards Board and published by the Institute of Incorporated Public Accountants.

**1.2. Tangible fixed assets and depreciation**

**Depreciation**

Depreciation is provided on all tangible fixed assets, at rates calculated to write off the cost less residual value, of each asset systematically over its expected useful life, as follows:

Land and buildings	-	2% Straight Line over fifty years
Office Equipment	-	15% Straight Line
Fixtures, fittings and equipment	-	15% Straight Line
Motor vehicles	-	12.5% Straight Line

**1.3. Stock**

Stock is valued at the lower of cost and net realisable value.

**1.4. Pensions**

The pension costs charged in the financial statements represent the contribution payable by the company during the year.

The regular cost of providing retirement pensions and related benefits is charged to the profit and loss account over the employees' service lives on the basis of a constant percentage of earnings.

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Notes to the financial statements for the year ended 31st December 2013**

..... continued

**1.5. Recognition of Income**

Grants are recognised when there is reasonable assurance that the grant will be received and all attaching conditions have been complied with. Restricted contributions and donations are recorded in or deferred to a period in which the related expenditure is charged. Grants awarded to assist with capital expenditure are credited to deferred income and are released to the profit and loss account on a straight line over the expected useful life of the related asset.

COPE Galway received the following grants during the year:

€1,719 funding for Court Accompaniment in 2013 was provided by the Commission for the Victims of Crime, an independent body operating under the aegis of the Department of Justice and Law Reform. This was all accounted for in 2013.

€2,000 funding for COSC Awareness Raising Grant Scheme 2013 was received from Department of Justice and Law Reform. This was all accounted for in 2013.

€9,200 funding for 2013 Marriage, Child and Bereavement Counselling was received from the Family Support Agency (Department of Children and Youth Affairs). €6,690 was spent and accounted for in 2013; the balance is carried forward and will be spent in first six months of 2014.

€47,580 funding was received during the year from the Department of Children and Youth Affairs under the Community Childcare Subventions Scheme (CCSS) operated by Pobal. €780 related to 2012 and the remaining €46,800 was all accounted for in 2013.

**2. Company Status**

The company is limited by guarantee not having a share capital. The liability of each member, in the event of the company being wound up, is €1.27 each.

**3. Retained (Deficit)/Surplus**

	2013	2012
	€	€
Retained (Deficit)/Surplus is stated after charging:		
Depreciation and other amounts written off tangible assets	49,997	61,939
Auditors' remuneration	<u>6,172</u>	<u>6,252</u>
and after crediting:		
Amortisation of Grants	30,601	30,601

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Notes to the financial statements for the year ended 31st December 2013**

..... continued

**4. Employees**

**Number of employees**

The average numbers of employees during the year were:

	<b>2013</b>	<b>2012</b>
	<b>Number</b>	<b>Number</b>
Operations	65	64
Administration	6	7
	71	71

**Employment costs**

	<b>2013</b>	<b>2012</b>
	<b>€</b>	<b>€</b>
Wages and salaries	2,830,569	2,907,665
Social welfare costs	274,242	277,960
Other pension costs	68,344	63,547
	3,173,155	3,249,172

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

	<b>2013</b>	<b>2012</b>
	<b>Number</b>	<b>Number</b>
Salary range €70,000 - €80,000	1	1

The salary paid to the CEO for 2013 was €54,455 (Part-time minimum 25 hours).

Both of these employees are members of the COPE Galway PRSA Scheme and an employer's contribution of 5% was made on their behalf.

**Directors Remuneration**

No directors received 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.

**5. Directors of the Company**

The present membership of the board is listed on the 'Directors and other information' page

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Notes to the financial statements for the year ended 31st December 2013**

..... continued

**6. Pension costs**

The Company operates a defined contribution pension scheme. The Company commenced a PRSA scheme in November 2009. The Pension costs is a combination of PRSA and defined contribution pension scheme and amounted to €68,344 (2012 - €63,547)

<b>7. Tangible fixed assets</b>	<b>Land and buildings</b>	<b>Office Equipment</b>	<b>Fixtures, fittings and equipment</b>	<b>Motor vehicles</b>	<b>Total</b>
	€	€	€	€	€
<b>Cost</b>					
At 1st January 2013	1,536,325	131,800	509,026	25,250	2,202,401
Additions	-	-	6,595	-	6,595
At 31st December 2013	<u>1,536,325</u>	<u>131,800</u>	<u>515,621</u>	<u>25,250</u>	<u>2,208,996</u>
<b>Depreciation</b>					
At 1st January 2013	337,988	123,736	475,782	17,530	955,036
Charge for the year	30,727	2,735	13,379	3,156	49,997
At 31st December 2013	<u>368,715</u>	<u>126,471</u>	<u>489,161</u>	<u>20,686</u>	<u>1,005,033</u>
<b>Net book values</b>					
At 31st December 2013	<u>1,167,610</u>	<u>5,329</u>	<u>26,460</u>	<u>4,564</u>	<u>1,203,963</u>
At 31st December 2012	<u>1,198,337</u>	<u>8,064</u>	<u>33,244</u>	<u>7,720</u>	<u>1,247,365</u>

<b>8. Stocks</b>	<b>2013</b>	<b>2012</b>
	€	€
Finished goods and goods for resale	<u>4,771</u>	<u>4,771</u>

<b>9. Debtors</b>	<b>2013</b>	<b>2012</b>
	€	€
Debtors	116,568	146,264
Prepayments and accrued income	63,050	70,059
	<u>179,618</u>	<u>216,323</u>

**COPE (Crisis Housing Caring Support) Limited**  
**(A Company Limited by Guarantee and not having a Share Capital)**

**Notes to the financial statements for the year ended 31st December 2013**

..... continued

<b>10.</b>	<b>Creditors: amounts falling due within one year</b>	<b>2013</b>	<b>2012</b>
		€	€
	Trade creditors	82,541	62,533
	Deferred Income	238,737	298,827
	Accruals and Other Creditors	230,699	208,688
		<u>551,977</u>	<u>570,048</u>
<b>11.</b>	<b>Creditors: amounts falling due after more than one year</b>	<b>2013</b>	<b>2012</b>
		€	€
	Capital Grants	1,162,843	1,193,444
		<u>1,162,843</u>	<u>1,193,444</u>

Capital grants are amortised to the profit and loss account over the useful life of the related asset.

**12. Related party transactions**

**Name & Relationship**

**Ms. Hannah Kiely** **Director**

Ms. Hannah Kiely is a Director of Cope (Crisis Housing Caring Support) Limited. She is also the Chief Executive Officer of HC Financial Advisers Limited, who are advisors to Cope (Crisis Housing Caring Support) Limited on their pension scheme.

**Mr. Peter Glavey** **Director**

Mr. Peter Glavey is a Director of Cope (Crisis Housing Caring Support) Limited. He is also employed by Cope (Crisis Housing Caring Support) Limited as a Residential Hostel Worker and he is paid a salary for this role in line with COPE (Crisis Housing Caring Support) Limited salary scales for that role. He is the staff representative on the Board of Directors.

No directors received any remuneration for their services as directors.

**COPE (Crisis Housing Caring Support) Limited**  
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**Notes to the financial statements for the year ended 31st December 2013**

..... continued

**13. Reconciliation of movements in funds**

	<b>2013</b>	<b>2012</b>
	€	€
<b>At 1st January 2013</b>	18,554	(548,922)
Prior Year Adjustment	-	533,015
Balance at 1st January 2012 restated	18,554	(15,907)
Retained (Deficit)/Surplus for the year	(16,166)	34,461
<b>At 31st December 2013</b>	<u>2,388</u>	<u>18,554</u>

**14. Gross Cash Flows**

	<b>2013</b>	<b>2012</b>
	€	€
<b>Capital expenditure</b>		
Payments to acquire tangible assets	(6,595)	-
	<u>          </u>	<u>          </u>

**15. Analysis of changes in net funds**

	<b>Opening balance</b>	<b>Cash flows</b>	<b>Closing balance</b>
	€	€	€
Cash at bank and in hand	313,587	15,269	328,856
<b>Net funds</b>	<u>313,587</u>	<u>15,269</u>	<u>328,856</u>

**16. Accounting Periods**

The current accounts are for a full year. The comparative accounts are for a full year.

**COPE (Crisis Housing Caring Support) Limited**  
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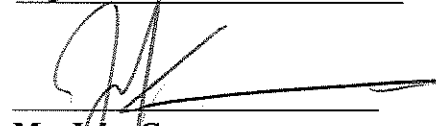
**Notes to the financial statements for the year ended 31st December 2013**

..... continued

**17. Approval of financial statements**

The financial statements were approved by the Board on 27.3.14 and signed on its behalf by

  
**Mr. Jonathan Duggan**  
**Director**

  
**Mr. John Concannon**  
**Director**