



Directors' Report and Financial Statements  
For the year ended 31<sup>st</sup> December 2013

CHARITY NUMBER CHY7680

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

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<b>CONTENTS</b>	<b>PAGE</b>
Reference and administrative details	<b>1</b>
The directors' report	<b>2</b>
Independent auditor's report to the members	<b>15</b>
Statement of Financial Activities	<b>17</b>
Statement of Financial Position	<b>19</b>
Cash flow statement	<b>20</b>
Accounting policies	<b>21</b>
Notes to the financial statements	<b>24</b>

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**YEAR ENDED 31st DECEMBER 2013**

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**The board of directors**

Katherine Meenan  
Robin Hanan  
Noel Wardick  
Michael O'Brien  
Johnny Sheehan  
Glenn Bradley  
Emer Kerrigan  
Davnet O'Driscoll  
Amy Anderson  
Nita Mishra  
Sharon Doyle

**Company secretary**

Amy Anderson (stepped down in November)  
Mark Cumming

**Registered office**

12 Parliament Street  
Dublin 2

**Auditor**

Grant Thornton  
Chartered Accountants  
& Registered Auditor  
24 - 26 City Quay  
Dublin 2

**Bankers**

Permanent TSB  
70 Grafton Street  
Dublin 2

**Solicitors**

Partners at Law  
8 Adelaide Street  
Dun Laoghaire  
Co.Dublin.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31st December 2013.

**CONSTITUTION, VISION, MISSION AND VALUES**

**Constitution**

Comhlámh is a company limited by guarantee and not having a share capital. Comhlámh is a registered charity (CHY7680) and company limited by guarantee, and is governed by a Voluntary Board.

**Comhlámh's Vision**

Our vision is of volunteers and development workers working in solidarity for a just, equitable and sustainable world.

**Comhlámh's Mission**

Our mission is to foster good practice and critical engagement in volunteering and action for development

**Comhlámh's Values**

The core values in achieving our vision and which underlie the overarching purpose of Comhlámh are:

- Solidarity – unity that produces or is based on a community of interests, objectives, and standards and results in mutual support within this community.
- Sustainability – the long-term maintenance of wellbeing which includes the concept of protecting and managing resources responsibly.
- Justice - the upholding of what is just, especially fair treatment and due reward in accordance, with honour, standards, and law.

**Supporting Values**

Other values which are fundamental to our vision and objectives are:

- Equality - equal rights for people regardless of what factors they might have that are different. Equality states that because they are human they must be equal.
- Diversity - encompasses acceptance and respect, understanding that each individual is unique, and recognising our individual differences.
- Independence - not to rely on or be controlled by others; self-subsistence or maintenance; direction of one's own affairs without interference, that is, self-governing.
- Transparency - ensure all relevant information is fully and freely available to the public.
- Accountability - liable to be held to account and be answerable for one's actions.

# COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND COMPANY LIMITED BY GUARANTEE

## THE DIRECTORS' REPORT

YEAR ENDED 31st DECEMBER 2013

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### STRUCTURE, GOVERNANCE AND MANAGEMENT

#### Board of Directors

Comhlámh is governed by a Board of Directors which provides leadership, strategic direction and controls the organisation. Each year nominations are sought for the Board of Directors based on a comprehensive skills matrix ensuring a range of knowledge and experience is represented. The Board of Directors is the primary decision-making body for Comhlámh members between AGMs. Annually, a Chairperson, Vice-chairperson, Treasurer and Staff Liaison Officer are nominated; the role and responsibilities of all Directors is set out in Comhlámh's Governance Manual. Board members are provided with initial induction and training, as and when, appropriate.

The Board is responsible for making strategic decisions on the plans, budgets and policies, defining the scope of Comhlámh's programmes and is accountable to the membership. On a daily basis the organisation is managed by the Head of Comhlámh. The Board meets every two months, unless agreed otherwise, ensuring that the organisation is performing and delivering as per proposals and the Strategic Plan, is adhering to financial procedures, remains solvent while expending the budget according to the annual plan, reviews the outcomes of the statutory audit and complies with all legal requirements.

Budgeting and expenditure are carried out under the principle of cost effectiveness. The Board work to an annual work plan and have structured into that an opportunity to review their performance during the year. Comhlámh has a Risk Register and Risk Action Plan for the entire organisation that is reviewed on a six monthly basis, with risk mitigation lying with the Board, Head of Comhlámh and staff.

The Board prepared for renewal in line with its M&A's in the lead up to the AGM. The Board maintains a skills matrix to ensure that it has the necessary skills sets to govern the organisation effectively. In 2013, four members of the Board stepped down due to the completion of their term of office. Due to additional space on the Board being available, nine candidates put themselves forward for 6 places, which necessitated an election at the AGM. The profile of the new Board members strengthened the skill set of the new Board. They included individuals with financial and communications expertise, as well as people from the private and development sectors.

Comhlámh implements a formal reserves policy. The policy seeks to hold in reserve funding for a minimum of 6 months normal activity. In the event that reserves held fall short of this target a formal fundraising plan is to be implemented to generate the required reserves. Reserves held at the end of the financial year fall short of our minimum target. An active fundraising plan has been commissioned and much work will be undertaken in 2014 to broaden our funding base and to commence the task of replenishing our reserves. The Treasurer has taken board-level responsibility for fundraising. Fundraising is now a board item on every board agenda.

There are currently two sub-groups of the Board: the Operations group which is made up of the Chair, Vice-chair, Treasurer and Head of Comhlámh; this sub-group covers risk management, health and safety, human resources, building and support, etc.; the finance sub-group, which covers risk management, organisational finances, fund-raising. The Operations group may exercise a decision-making role in relation to its areas of discussion. Issues, decisions or recommendations made by the Operations Group are reported back to the Board. At each Board meeting, the decision made by the Operations group are formalised or, if deemed necessary, reversed. The Funding group has an annual work plan and reports to the board on progress.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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The Board approved on-going work on a new draft Employees' Handbook. It is to cover employee's Terms and Conditions, Leave and Benefit and Policies and Procedures. The Handbook will be enhanced by further work on a range of policies and will be subject to regular review, in agreement with staff. The new Handbook is to be agreed with staff, before implementation.

**Staff and Management**

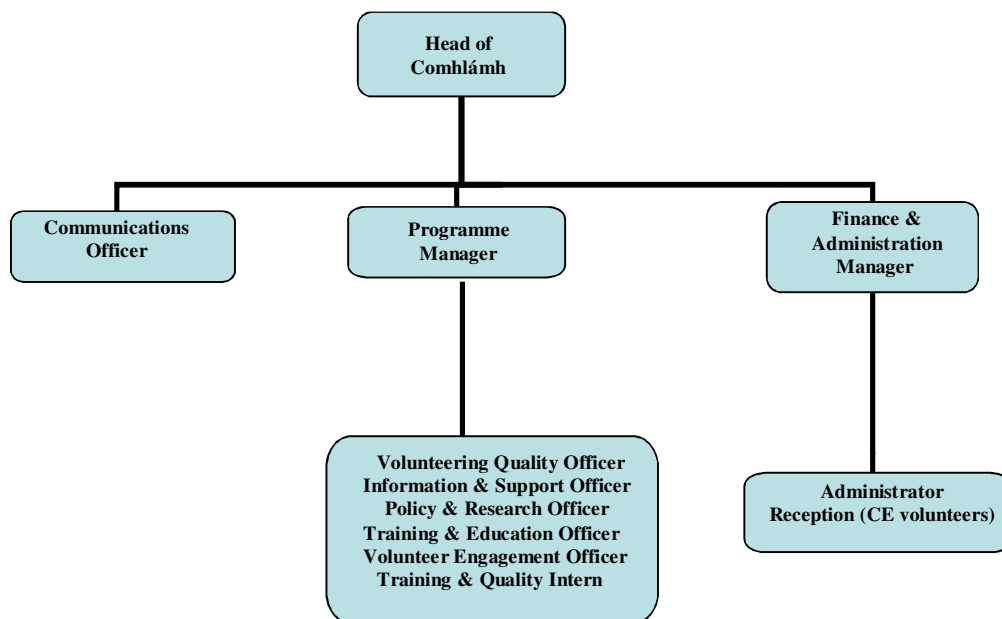
The executive management team oversees the implementation of programmes internally and reports to the Board.

An interim Head was appointed in January 2013 on a short-term contract of one month. A new Programme Manager was appointed in February 2013. A recruitment process was established to appoint a new Head of Comhlámh and Mark Cumming was appointed and took up his role in July 2013.

There were a number of changes and appointments at Programme Officer level. Fleachta Phelan was granted a two year career break which commenced in July. Funding for the Trade Policy Officer terminated at the end of 2012 but the Board committed Reserves to fund further work in this area for one day a week till the end of June. The post of Communications PO was recruited in July after being covered on a part-time basis since the end of 2012. A Research and Policy Officer was appointed in October. Through the CCVG scheme we have been able to recruit 2 part-time staff to work on Reception and Admin duties.

All staff bar one is on some manner of short-time working, from 2.5 days, 3 days, 4 days and 4.5 days.

The organogram below presents an overview of the staff structure:



**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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**OBJECTIVES AND ACTIVITIES**

Comhlámh's objectives for 2013, as set out in the strategic plan, were:

1. Be the leading independent voice and source of information on volunteering for development in Ireland.
2. Strengthen our role and position as coordinator and advocate of good practice in volunteering for development.
3. Promote and support volunteers and development workers to critically engage in volunteering and action for development.
4. Grow and engage our members and network to create societal and attitudinal change on development issues.

The main activities that contributed to the achievement of the objectives in 2013 were:

- Consolidating and strengthening the support we provide for the signatories to the Code of Good Practice, including through issuing detailed feedback to each on their self-audits; provision of capacity building grants; revising and strengthening the framework for minimum standards; and organising tailored training courses on debriefing and M&E
- Encouraging the continuous engagement of returned volunteers in international development through the implementation of the third and final year of an EU-funded project entitled “Back to the Future! Returned volunteers as multipliers on global development issues” – this work reached over 1,400 volunteers over the 3 years and many action projects have emerged from this including amongst others the launching of the ‘World’s Best News’ project and the Volunteering Stories initiative.
- Supporting development workers to protect their social welfare and pension rights while overseas, including through the administration of the Volunteer Development Worker (PRSI) Scheme and the Public Service Pension Scheme for Volunteer Development Workers;
- Delivering training for people considering their options in international volunteering and development, from the ‘Volunteering Overseas: Where do I start?’ course, to pre-departure training, through to coming home weekends, debriefing, and courses on continuing engagement including the Trade Justice course;
- Finalising and launching two significant research studies on the economic value of international volunteering, and modes and modalities of international volunteering, with extensive media coverage;
- Launching of our new unified website that integrates our two previous websites which includes a regular blog column on the work of the association, a rebranding of the old Volunteering Options (#volops) along with a new LinkedIn group that will assist people interested in responsible volunteering engage with Code of Good Practice Sending Agencies;
- Providing our partners, supporters and the general public with timely, reliable and useful information through our social media work, our publications including two editions of Focus magazine, our participation in Irish and international networks and conferences, the re-launching of the Comhlámh First Wednesday Debates and our policy work;
- Promoting good practice in international volunteering among the Irish public through organising the very successful Irish Aid Volunteer Fair, and providing information inputs at a range of other fairs, information sessions, and discussions.

# COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND COMPANY LIMITED BY GUARANTEE

## THE DIRECTORS' REPORT

YEAR ENDED 31st DECEMBER 2013

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- Commencing the process of re-invigorating existing Member Groups along with exploring new areas of interest for membership engagement on development issues.

### ACHIEVEMENTS AND PERFORMANCE

#### Code of Good Practice

- By the end of 2013, there were 34 signatory organisations to the CoGP. Minimum standards were revised and signed off through the Volunteering Options Working Group and validated at the Volunteer Sending Agency (VSA) peer support meetings. These were incorporated into a revised version of the COGP. An expert panel will be put in place to assess and sign off on the new system in early 2014.
- Comhlámh actively supported the networking and exchange of information among VSA signatories during the year through peer support meetings, and tailored trainings on conducting Debriefing and on Results Based Management. Further work to support debriefing will be rolled out in 2014.
- The VSA volunteering and development education committee met three times in 2013 and were involved in piloting a Learning Journal tool for volunteers. It was piloted with 17 volunteers in two programmes (UCDVO and Nurture Africa), and the results will be shared in 2014.
- A total of 33 VSAs participated in the two peer support meetings, with 68 participants overall.

#### Information and Support Services for Volunteers

- On behalf of Irish Aid, a Volunteering Fair was organised and held in October; it was attended by just over 250 people, and included the launching of the 'Volunteer Initiative' by the Minister of State for Trade and Development;
- Continued lack of funding impacted on the support services Comhlámh could offer to volunteers and development workers; we did, however, continue to organise referrals to counselling, debriefing, and careers advice, as well as running the "Coming Home Weekends" and "Moving Forward" days. Two staff have undertaken training as 'Debriefers' along with one undertaking training in 'Critical Incident Debriefing' which is allowing for some debriefing to be offered to returnees.
- Comhlámh continues to manage the Volunteer Development Worker (VDW) and Public Service Pension Scheme (PSPS), processing 199 applications in total. In early 2013, a draft circular was agreed with Irish Aid providing greater clarity for the scheme and Irish Aid requested the circular be issued by the Department of Finance which hopefully will happen in 2014;
- We also informed the public about good practice in international volunteering through talks, stand events, and responses to individual queries;

#### Policy work

- We published two new pieces of research that examined emerging best practice in international volunteering, and the specific contribution of international volunteering to the economy in Ireland, which generated much interest in policy circles including gaining widespread media coverage; arising from this a research advisory group will be established in 2014 with participation of VSAs and academics.
- Comhlámh had made a comprehensive submission as part of Irish Aid's White Paper consultation in 2012, and followed this up with a response to the One World, One Future – Ireland's Policy for International Development. We highlighted concerns regarding the place of Ireland's commercial / trading interests and how these would interface with our development objectives.



# COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND COMPANY LIMITED BY GUARANTEE

## THE DIRECTORS' REPORT

YEAR ENDED 31st DECEMBER 2013

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- Extensive engagement was had with MEP elected representatives and the Minister for Trade and Development on the need to support the European Parliament call for an extension to negotiations for Economic Partnership Agreements till 2016. Presentations were also made to the AWEPA parliamentary group at their conference in June on EU trade and investment policy and its impact on hunger.
- In partnership with France Volontaires , Clong, Zavod and FOCSIV, we agreed and endorsed a paper on the EU Humanitarian Aid Volunteer initiative and shared our perspectives with Irish Aid and MEPs;
- We also engaged proactively at Irish and EU level in policy fora, promoting both good practice in international volunteering and trade justice within civil society and to policy makers.
- The Trade Justice Group commenced a process of re-forming and re-thinking its role and its work; the group undertook an on-street petition exercise in partnership with Redress and other members of the Irish Clean Clothes Campaign to raise awareness of the need for a 'Living Wage' to be paid by garment companies to workers.

### Engagement of Volunteers

- In response to demand, Comhlámh ran four pre-decision making courses on overseas volunteering, which was twice the number that had been initially planned for the year. We also facilitated tailored pre-departure courses for four VSAs;
- As part of our work to support VSAs, we ran two training of trainers programmes that focused on facilitation skills and post-return training;
- At the post-return stage, we ran two Coming Home Weekends, two Moving Forward courses, and two 'What Next' courses, which resulted in a number of highly innovative action projects undertaken by returned volunteers. We also contributed to a range of continuous engagement sessions run by VSAs, reaching over 170 participants; the Trade Justice course was run in the autumn with 19 participants, resulting in some new members joining the trade justice group.
- Comhlámh's celebration for International Volunteer Day in December highlighted the work of the 'Back to the Future' project with displays of work produced by returned volunteers who had been supported to undertake action projects.
- The Focus magazine group produced 2 copies of Focus during the year. We estimate that Focus reaches 8,000 people. The group undertook an extensive review of Focus in the latter part of the year with a view to a new look Focus in 2014.
- The new website was launched in October. The new website allows for a clearer articulation of Comhlámh which had been undermined by the presence of 2 parallel websites. Efforts are underway to ensure the website and the social media strategy work synergistically together. There were 114,000 unique visitors to comhlahm.org and volunteeringoptions.org during the year
- The First Wednesday Debates were brought back in the autumn with debates held on themes generated from member's interests including the work of the Trade Group on 'who should protect those that make our clothes' and as part of Comhlámh's contribution to the 16 Days of Action on Gender Based Violence, a debate was held on the question of sex work titled 'Should we turn off the red light'.

### Networking

- Comhlámh was represented on the National Council of the Irish Development Education Association (IDEA), participated actively on its working groups and contributed to relevant IDEA submissions
- Comhlámh participated in the Dóchas Development Education Group during 2013
- Comhlámh participated in the annual IVCO conference of the global network of Volunteer Organisations – this was a useful platform to share our research on new models of volunteering.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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**Compliance**

Comhlámh, as a member of Dóchas strives to achieve compliance with the Irish Development NGO Code of Corporate Governance on a comply or explain basis.

Comhlámh is committed to best practice in the communication of images and messages in all its public policy statements as laid out in the Dóchas Code of Conduct on Images and Messages, reporting annually on this to Dóchas. Throughout 2013 we proactively referred to the Code in the context of our own publications, and promoted it externally with our service providers. We also engaged in educational activities regarding the Code in 2013, in particular with volunteers before they travelled overseas and with VSAs.

The Board approved signing up to the Statement of Guiding Principles for Fundraising of the ICTR, to be followed up in 2014.

Comhlámh is also signed up to the EU Transparency Code of Conduct.

**Monitoring and Evaluation**

Comhlámh monitors and evaluates its work on an on-going basis. In 2013, extensive work was put into the development of a comprehensive results-based framework (RBF), which will guide much of the organisation's activities over the period 2013 – 2015. The process included the collation of detailed baseline information: an external consultant was commissioned to conduct a survey with stakeholders and returned volunteers to inform the compilation of baselines. This will, in turn, facilitate both monitoring of activities, and the evaluation of longer-term impact. Management liaised extensively with Irish Aid around the development of the final RBF; this was very much guided by the organisation's restructuring.

Day-to-day monitoring and evaluation were ongoing throughout the year, through activities including regular course evaluations, workshop and meeting evaluations, and requests for feedback from key stakeholders. These activities are a critical part of Comhlámh's work, and enable us to reflect on an ongoing basis on what has been successful, and make adjustments, where needed.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

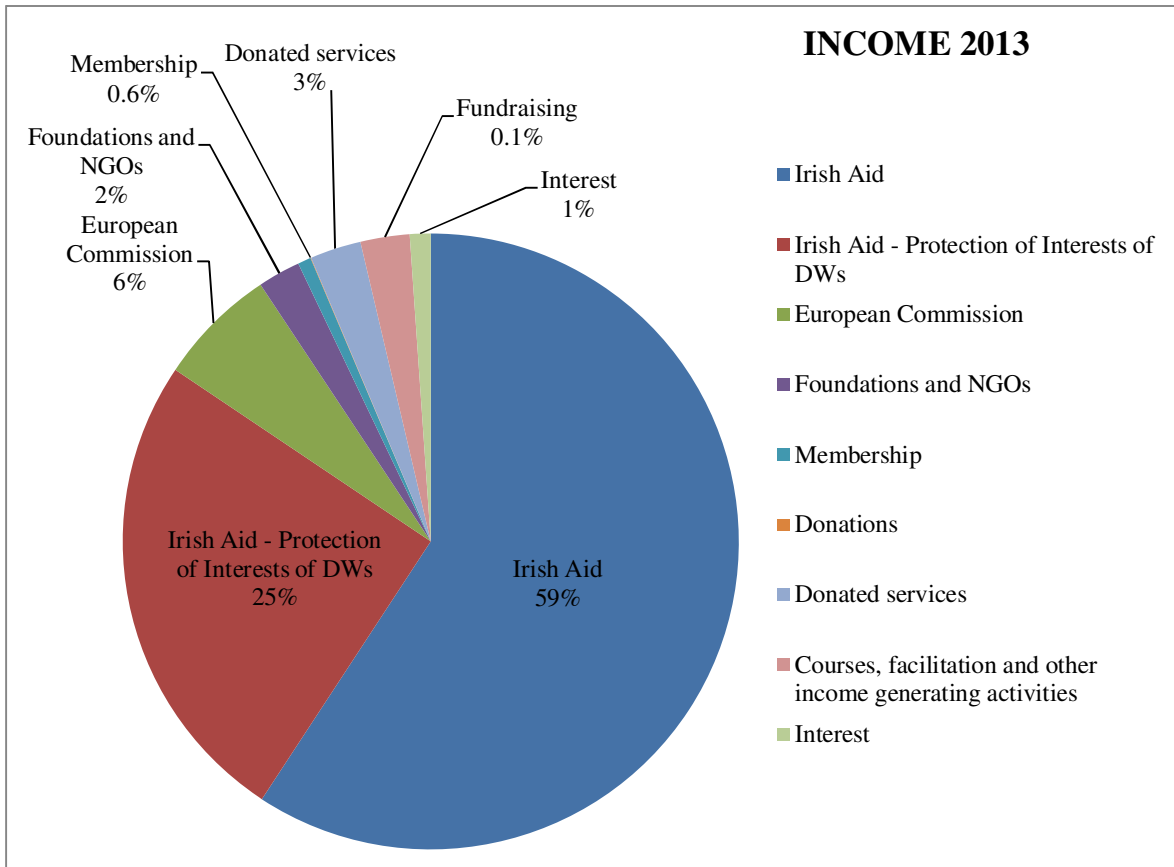
**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

**FINANCIAL REVIEW**

**Income breakdown**

Total income for 2013 amounted to €690,256. This turnover figure includes the reimbursement of payments made on behalf of the PIDW. At the end of 2013 Comhlámh held €86,254 in funds provided by funders that are carried forward to 2014. These amounts are carried forward with the prior agreement of the relevant funders and constitute the organisations restricted funds.



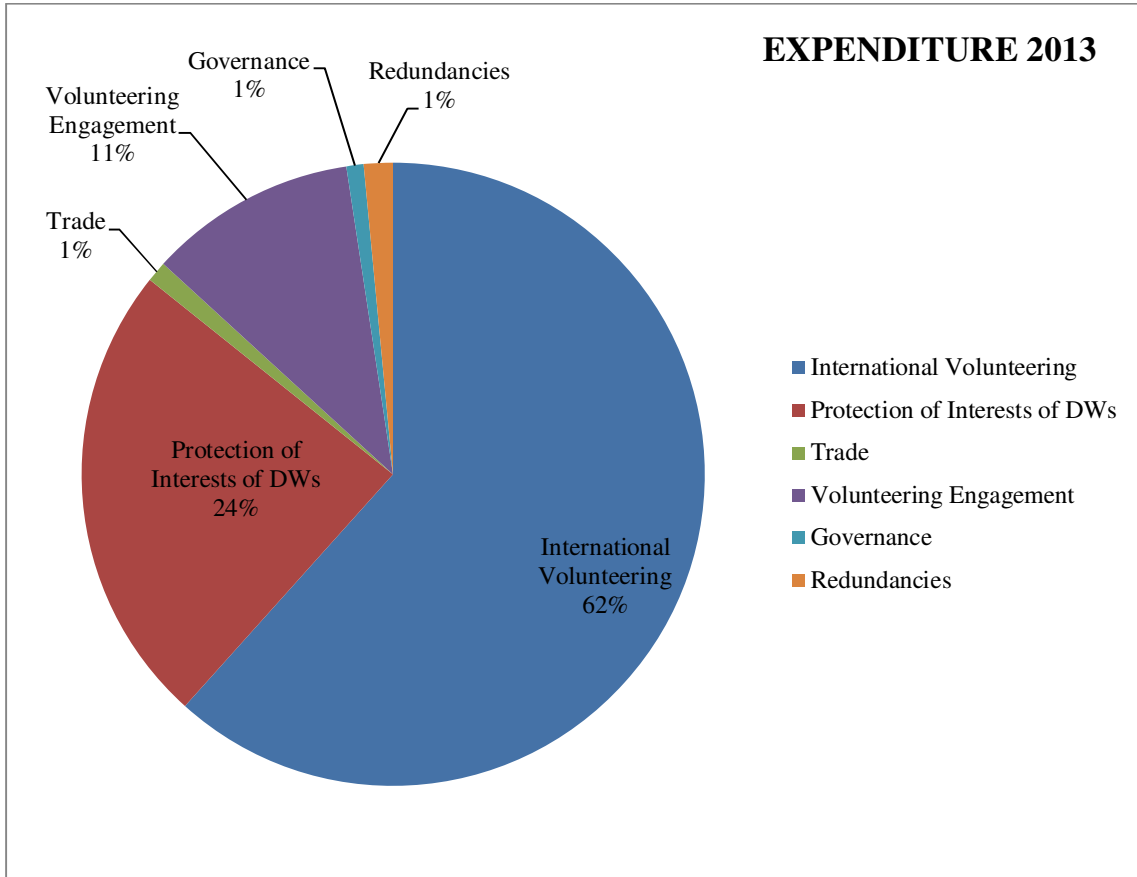
**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

**Expenditure breakdown**

Total expenditure for 2013 was €741,361 including the cost of payments made on behalf of the PIDW scheme.



**Reserves Policy**

Comhlámh is an organisation that sources the majority of its funding to deliver its strategic objectives from donor funders. We deem it necessary to maintain a level of reserves to ensure that Comhlámh's core activities could continue during a period of unforeseen difficulty with funding receipts.

It is intended that Reserves are used to cover periods of adjustment to late or reduced payments from existing funding sources. Holding of Reserves is intended to facilitate the continued implementation of our strategic objectives and to provide the organisation with time to find alternative funding, adjust our planned level of output or in extreme circumstances to facilitate an orderly wind up of services and the organisation.

The use of funds held as Reserves must be pre-approved by the Board. While the use of Reserves is at the discretion of the Board the use of funds must be in furtherance of Comhlámh's objectives

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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The calculation of the required level of reserves is an integral part of the organisation's planning, budget and forecast cycle.

It takes into account:

- Risks associated with each stream of income
- Planned activity level
- Organisational commitments

As a rule, Comhlámh reserves should be no more than 12 months running costs.

As a target, Comhlámh aims to hold normal reserves that should fund normal activity for a minimum period of six months.

In circumstances where the level of reserves held is less than the agreed targeted level a specific fundraising plan is to be put in place to achieve the targeted level. Until such a time as the targeted level is reached an update on the fundraising plan is to be presented at each board meeting. As at the year end, reserves held are below targeted levels and a specific fundraising plan is presented at each board meeting.

The reserves policy is reviewed by the board annually.

## **PLAN FOR THE FUTURE**

### **Membership**

Comhlámh recognises the need to engage and strengthen its membership. Over 2013 the discourse of 'returning to our roots' has been shared with members across a number of direct mailings that have gone to the current membership. Comhlámh recognises that a re-vamping of what Membership groups mean in Comhlámh is needed with renewal in terms of the functioning of groups which allows for Members to initiate and drive new areas of work that are burning for members at any particular time. This re-building will require an opening out again by Comhlámh to a holistic understanding of the agency of membership. This process has commenced slowly with the Trade and the Focus group. 2014 will see the advent of new groups, including a Creative Writing Group and hopefully regional groupings around Ireland. This is an organisational strategic priority. Out of this energy in the past, Comhlámh has made a crucial contribution to development practice and policy across a wide range of areas. The move to new premises in 2013 necessitated by the ending of the lease arrangement in Ballast House has been an opportunity to find a new home that will be conducive to membership engagement.

### **Staff and Management Structure**

During the last number of years the organisation has undergone a restructuring process that involved both management and staff roles. One of the biggest effects of this process was the restructuring of management that witnessed four positions lessen to three. Two new positions were developed from three previously existing ones and we are delighted to say that they have now been filled by Mark Cumming and Dervla King, both of whom have had a long history of commitment to and involvement with Comhlámh throughout the years. In 2013, the new management and staff structure worked towards the achievement of Comhlámh's strategic vision, mission and objectives.

# COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND COMPANY LIMITED BY GUARANTEE

## THE DIRECTORS' REPORT

YEAR ENDED 31st DECEMBER 2013

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### **Funding and fund-raising**

The organisation, having completed the final stages of its restructuring in mid 2013, worked to catch up with lost opportunities to fundraise arising from the disruptions in 2012. A number of funding streams were re-secured for 2013 and some will come through in 2014. An opportunity to engage in some consultancy work was undertaken in 2013 which, while financially very important, it crucially was synchronistic with our on-going objectives, without which it would not have been possible to undertake key work given the reduced staff and staff time.

The financial sustainability of the organisation is however in some question having dipped into reserves each year for the last 2 years. Irish Aid funding continued to reduce in 2013 over 2012. Its funding has declined as a share of our total funding from near to 90% 4 years ago to 75% now. It is imperative to diversify our base but also crucially to commence an active role in fund-raising as opposed to only relying on grant funding.

Comhlámh will continue to try and identify funding opportunities for all of the work that it is involved in so as to expand its donor base with particular attention paid towards the wider European environment and opportunities for unrestricted funding. A funding sub-group of the Board has been established which in the latter part of 2013 has done an extensive mapping of funding opportunities and fund-raising options including a Committed Giving campaign. These are to be further developed in 2014.

### **Responsible Volunteering**

Estimates of the numbers involved in International Volunteering suggest that over 2,000 people from Ireland each year are involved. Comhlámh has a critical role to support critical engagement with issues of volunteering and development within the wider public and this sector of people and the Volunteer Sending Agencies. We will continue to play a role of sectoral leader in the promotion of international volunteering standards nationally and at European and international levels. We continue to receive enquiries from other countries that look at the model of practice developed in Ireland. Comhlámh will continue to promote high standards in volunteering through the Volunteer Charter and Code of Good Practice.

### **Development Education and Continuous Engagement**

A Development Education perspective continues to cross-cut all of our work, especially the Code of Good Practice. We will continue to integrate it across all our work including trainings, courses etc. The move back to opening out to Membership drive groups in Comhlámh will provide a platform for those returning volunteers and development workers to take on issues they see as important. Comhlámh as part of its role in facilitating returnees integration back into life in Ireland and engagement in action for development will re-invigorate its connections with local development actors thereby working as a bridge way for people to work on local and global issues.

## **RESULTS**

The decrease in unrestricted reserves of €45,763 was caused by the payment of redundancies resulting from the restructure, costs associated with the relocation of Comhlámh premises and cover for those on maternity leave.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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**IMPORTANT EVENTS SINCE THE YEAR END**

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

**DIRECTORS**

The directors and secretary who served the company during the year were as follows:

Ronan Moore	Retired 23 <sup>rd</sup> May 2013
Helen Ryan	Retired 23 <sup>rd</sup> May 2013
Alice Mary Higgins	Retired 23 <sup>rd</sup> May 2013
Deirdre Duffy	Retired 23 <sup>rd</sup> May 2013
Michael O'Brien	
Johnny Sheehan	
Glenn Bradley	
Davnet O'Driscoll	
Amy Anderson	
Katherine Meenan	Appointed 23 <sup>rd</sup> May 2013
Robin Hanan	Appointed 23 <sup>rd</sup> May 2013
Noel Wardick	Appointed 23 <sup>rd</sup> May 2013
Nita Mishra	Appointed 23 <sup>rd</sup> May 2013
Sharon doyle	Appointed 23 <sup>rd</sup> May 2013
Emer Kerrigan	Appointed 23 <sup>rd</sup> May 2013

**HEAD OF COMHLÁMH REMUNERATION**

The new Head of Comhlámh was appointed on the 1<sup>st</sup> of July 2013 on a salary of €57,150.

A pension contribution of up to 6% of gross salary can be provided on a matching basis after completing 9 months of service.

**ACKNOWLEDGEMENTS**

Comhlámh would like to acknowledge the support it has received from various parties who have supported and engaged with our work on a voluntary basis:

- Peter Browne of BROWNE CORRIGAN CHARTERED SURVEYORS who provided pro-bono professional services related to our move to 12 Parliament Street.
- Rosemary MacCabe, a fashion columnist with the Irish Times, David Joyce, Equality Officer with the Irish Congress of Trade Unions and Clare Nally, an activist with The Clean Clothes Campaign Ireland, Sarah Benson, CEO of Ruhama, Nusha Yonkova, coordinator of anti-trafficking activities of the Immigrant Council of Ireland, Wendy Lyon, a blogger with the Feminist Ire collective and Kathryn McGarry is a Lecturer in Social Policy in the Department of Applied Social Studies, NUI Maynooth for their contributions to the First Wednesday Debates in 2013.
- Also a special thanks to Susan Cahill from Newstalk for her skilful moderation of the December First Wednesday debate.
- Conall O'Caomh from Value Added in Africa who provided valuable assistance in the recruitment process for the Head of Comhlámh and Natalie MacDermot from Concern who supported the Communications PO recruitment process.

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**THE DIRECTORS' REPORT**

**YEAR ENDED 31st DECEMBER 2013**

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**DIRECTORS' RESPONSIBILITIES**

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 Chartered Accountants in Ireland.

Irish company law requires the directors to prepare financial statements for each financial year 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 year. 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; 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 confirm that they have complied with the above requirements in preparing the financial statements.

The directors are responsible for keeping proper books of account that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements are prepared in accordance with accounting standards generally accepted in Ireland and comply with the Companies Acts, 1963 to 2013. The directors 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.

**BOOKS OF ACCOUNT**

The directors believe that they have complied with the requirements of Section 202 of the Companies Act, 1990 with regard to books of account by employing a person with appropriate expertise and by providing adequate resources to the financial function. The books of account are held at the company's premises at 2nd Floor, Ballast House, Aston Quay, Dublin 2.

**AUDITOR**

The auditor, Grant Thornton, who were appointed during the period, will continue in office in accordance with section 160(2) of the Companies Act 1963.

Signed on behalf of the directors

Johnny Sheehan  
Director

Glenn Bradley  
Director

Approved by the directors on 10<sup>th</sup> May 2014



**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**

**YEAR ENDED 31st DECEMBER 2013**

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We have audited the financial statements of Comlámh for the year ended 31 December 2013 which comprise of the primary statements such as the Statement of Financial Activities, the Statement of Financial Position, the Cash Flow Statement and related notes. The financial reporting framework that has been applied in their preparation is Irish law and accounting standards issued by the Financial Reporting Council and promulgated by the Institute of Chartered Accountants in Ireland (Generally Accepted Accounting Practice in Ireland)..

**RESPECTIVE RESPONSIBILITIES OF DIRECTORS AND AUDITOR**

As explained more fully in the Directors' Responsibilities Statement set out on page 2 to 14 the directors are responsible for the preparation of the financial statements giving a true and fair view. 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 [APB's] Ethical Standards for Auditors.

This report is made solely to the company's shareholders, 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 shareholders those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's shareholders as a body, for our audit work, for this report, or for the opinions we have formed.

**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 Directors' 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.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS**

**THE YEAR ENDED 31st DECEMBER 2013**

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**OPINION ON FINANCIAL STATEMENTS**

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 31 December 2013 and of its deficit for the year then ended; and
- have been properly prepared in accordance with the requirements of the Companies Acts 1963 to 2013.

**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY 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.

**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

We have nothing to report in respect of the provisions in the Companies Acts 1963 to 2013 which require us to report to you if, in our opinion the disclosures of directors' remuneration and transactions specified by law are not made.

24 - 26 City Quay  
Dublin 2

10<sup>th</sup> May 2014

TURLOUGH MULLEN FCA  
For and on behalf of  
GRANT THORNTON  
Chartered Accountants  
& Registered Auditor

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31st DECEMBER 2013**

	<u>Notes</u>	<u>Restricted funds</u>	<u>Unrestricted funds</u>	<u>TOTAL 2013</u>	<u>TOTAL 2012</u>
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
<u>Voluntary income</u>					
Donations		–	218	218	11
<u>Activities for generating funds</u>					
Fundraising		–	–	–	1,057
<u>Investment income</u>					
Bank interest		–	7,572	7,572	7,193
<b>Incoming resources from charitable activities</b>					
Irish Aid		408,864	–	408,864	522,540
Irish Aid: Protection of Interest of DWs		173,827	–	173,827	251,398
Trocaire		7,500	–	7,500	24,999
Concern		8,000	–	8,000	9,000
Idea		–	–	–	1,500
VSO		–	–	–	1,800
European Commission		43,317	–	43,317	129,347
Courses and facilitation		–	17,565	17,565	16,533
Sale of resources		–	143	143	153
Membership and AGM		–	4,630	4,630	5,608
Donated services	<b>1</b>	18,620	–	18,620	15,120
<b>Other incoming resources</b>					
ATM - Hosted project		–	–	–	14,636
<b>TOTAL INCOMING RESOURCES</b>		<b>660,128</b>	<b>30,128</b>	<b>690,256</b>	<b>1,000,895</b>
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>	<b>2</b>	630,561	74,781	705,342	875,489
<b>Governance cost</b>	<b>3</b>	5,335	1,110	6,445	7,095
<b>Other resources expended</b>					
Donated services	<b>1</b>	18,620	–	18,620	15,120
ATM - Hosted project		–	–	–	13,926
Redundancies		10,954	–	10,954	30,804
<b>TOTAL RESOURCES EXPENDED</b>		<b>665,470</b>	<b>75,891</b>	<b>741,361</b>	<b>942,434</b>
<b>NET RESOURCES INCOMING(EXPENDED)</b>	<b>4</b>	<b>(5,342)</b>	<b>(45,763)</b>	<b>(51,105)</b>	<b>58,461</b>
Fund balances brought forward at 1/1/13		<u>91,596</u>	<u>133,579</u>	<u>225,175</u>	<u>166,714</u>
Fund balances carried forward at 31/12/13		<u>86,254</u>	<u>87,816</u>	<u>174,070</u>	<u>225,175</u>

All of the activities of the company are classed as continuing. The company has no recognised gains or losses other than the results for the year as set out above.

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES**

**YEAR ENDED 31st DECEMBER 2013**

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These financial statements were approved by the directors on the 10<sup>th</sup> May 2014 and are signed on their behalf by:

Johnny Sheehan  
Director

Glenn Bradley  
Director

**The accounting policies and notes on pages 21 to 29 form part of these financial statements.**

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL POSITION**

**31st DECEMBER 2013**

	Note	2013 €	€	2012 €	€
<b>FIXED ASSETS</b>					
Tangible assets	8		12,962		5,686
<b>CURRENT ASSETS</b>					
Debtors	9	21,566		15,516	
Cash at bank		173,648		222,346	
		195,214		237,862	
<b>CREDITORS: Amounts falling due within one year</b>	<b>10</b>	<u>26,683</u>		<u>17,018</u>	
<b>NET CURRENT ASSETS</b>			168,531		220,844
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>			181,493		226,530
<b>CREDITORS: Amounts falling due after more than one year</b>	<b>11</b>		7,423		1,355
			<u>174,070</u>		<u>225,175</u>
<b>THE FUNDS OF THE CHARITY</b>					
Restricted funds	13		86,254		91,596
Unrestricted funds			87,816		133,579
<b>MEMBERS' FUNDS</b>			<u>174,070</u>		<u>225,175</u>

These financial statements were approved by the directors and authorised for issue on 10<sup>th</sup> May 2014, and are signed on their behalf by:

Johnny Sheehan  
Director

Glenn Bradley  
Director

**The accounting policies and notes on pages 21 to 29 form part of these financial statements.**

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**CASH FLOW STATEMENT**

**YEAR ENDED 31st DECEMBER 2013**

	Note	2013 €	€	2012 €	€
<b>NET CASH (OUTFLOW)/INFLOW FROM OPERATING ACTIVITIES</b>	<b>14</b>		(41,330)		(114,613)
<b>CAPITAL EXPENDITURE</b>					
Payments to acquire tangible fixed assets		(14,159)		(2,849)	
<b>NET CASH OUTFLOW FROM CAPITAL EXPENDITURE</b>			(14,159)		(2,849)
<b>CASH (OUTFLOW)/INFLOW BEFORE FINANCING</b>			(55,489)		(117,462)
<b>FINANCING</b>					
Capital element of finance leases		6,791		(1,262)	
<b>NET CASH OUTFLOW FROM FINANCING</b>			6,791		(1,262)
<b>(DECREASE)/ INCREASE IN CASH</b>	<b>15</b>		(48,698)		118,724

The accounting policies and notes on pages 21 to 29 form part of these financial statements

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**ACCOUNTING POLICIES**

**YEAR ENDED 31st DECEMBER 2013**

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**Basis of preparation**

The financial statements have been prepared in accordance with accounting standards generally accepted in Ireland and Irish statute comprising the Companies Acts 1963 to 2013. The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice (SORP) (Revised 2005) “Accounting and Reporting by Charities”. The financial statements are presented in euro (€) under the historical cost convention.

**Incoming resources**

- (i) Income from voluntary donations is recognised when received.
- (ii) Grants from the government and other agencies have been included as income from activities in furtherance of the charity’s objects and accounted for on a receivable basis.
- (iii) Interest income is recognised on a receivable basis.

**Recognition of expenditure**

Expenditure is included when incurred, and includes attributable VAT which cannot be recovered.

Grants payable for development projects are included in the Statement of Financial Activities (SOFA) when approved by the Trustees and agreed with the recipient organisation. The value of such grants unpaid at the year-end is accrued.

The majority of costs are directly attributable to specific activities. Certain shared staff costs are apportioned to activities in furtherance of the objects of the charity support costs. Other overhead costs are not apportioned and are shown as full administration or fundraising costs.

**Fundraising costs**

These include the salaries and direct fundraising expenditure to promote fundraising, including events.

**Support costs**

Support costs represent the cost to head office of administering projects. The resources expended on charitable activities have been classified to comply with SORP 2005. Such costs include the direct costs of the charitable activities together with those Support costs (Finance and Administration cost) incurred that enable these activities to be undertaken. These have been allocated across the activities based on headcount.

**Costs of managing and administering the charity**

These represent costs incurred running and managing the organisation, including managing and safeguarding the charity’s assets, organisation administration and compliance with constitutional and statutory requirements.

**Donated services/gifts in kind**

Services donated are included in income at market value and the corresponding charge made to costs.

**Capitalisation and depreciation of tangible fixed assets**

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation of fixed assets is provided on cost in equal instalments over the estimated useful lives of the assets. The annual rates of depreciation are as follows:

Shop fittings	20% straight line
Computer equipment	25% straight line

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**ACCOUNTING POLICIES**

**YEAR ENDED 31st DECEMBER 2013**

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**Finance lease agreements**

Where the company enters into a lease which entails taking substantially all the risks and rewards of ownership of an asset, the lease is treated as a finance lease. The asset is recorded in the balance sheet as a tangible fixed asset and is depreciated in accordance with the above depreciation policies. Future instalments under such leases, net of finance charges, are included within creditors. Rentals payable are apportioned between the finance element, which is charged to the income and expenditure account on a straight line basis, and the capital element which reduces the outstanding obligation for future instalments.

**Funds accounting**

Funds held by the charity are:

*Unrestricted funds* – these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees.

*Designated fund* – these are funds which have been set aside for particular purposes by the company itself, in furtherance of the company's charitable objects.

*Restricted funds* – these are funds that can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

**Reserves policy**

In order to secure the long term viability of Comhlámh and to maintain the smooth operation of the organisation, it is critical to ensure that the organisation has adequate reserves.

The Organisation implements a Reserves Policy to ensure that a satisfactory level of reserves are held to:

- Meet contractual liabilities such as lease agreements, statutory staff payments and payments to creditors.
- Maintain a required level of funding available for programmes during times of financial difficulty where fundraising income is diminished.
- Meet unanticipated expenses such as repairs and maintenance, currency variances and legal costs.
- Cover day to day expenditure of Comhlámh.
- Ensure there is adequate funding should any winding up costs ever arise.
- Provide for any other unanticipated expenditure of significance.

The Board may designate unrestricted reserves for specific future expenditure such as sinking funds to cover repairs to fixed assets (or as required under the terms of any lease relating to premises etc.) and any other potential future requirement(s).

**Investment policy**

The Trustees of Comhlámh are restricted from investing the funds of the charity in long-term investments as all monies held by the charity are deemed to be immediately available for charitable use.

**Pension scheme**

The charity operates a defined contribution scheme for employees. The assets of the scheme are held and managed separately from those of the charity. The annual contributions are charged to the Statement of



**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**ACCOUNTING POLICIES**

**YEAR ENDED 31st DECEMBER 2013**

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Financial Activities (SOFA).

**Taxation**

No charge to taxation arises due to the exempt status of the Company and its subsidiary. Irrecoverable value added tax is expensed as incurred.

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

**1. DONATED SERVICES**

18 CMS user licences were donated by the Salesforce Foundation, the market value of the licences was €15,120 (2012: €15,120). Other Consultancy work with a value of €3,500 (2012: €Nil) was provided by Arthur Ryan Property Consultants at no cost. Total donated services for the year came to €18,620 (2012: €15,120).

**2. CHARITABLE ACTIVITIES**

	<b>2013</b>	2012
	€	€
International Volunteering	445,648	472,565
Protection of Interest of DWs	173,882	250,787
Volunteer Engagement	78,073	75,826
Trade	7,739	76,311
	<u>705,342</u>	<u>875,489</u>

**3. GOVERNANCE**

	<b>2013</b>	2012
	€	€
Audit remuneration	6,150	6,150
Board meetings	89	892
AGM costs	131	53
Recruitment costs	75	-
	<u>6,445</u>	<u>7,095</u>

**4. FUNDS OF THE CHARITY**

	<b>Brought forward</b>	<b>Net for</b>	<b>Carried forward</b>
	<b>1 Jan 13</b>	<b>year</b>	<b>31 Dec 13</b>
	€	€	€
Restricted Funds	91,596	(5,342)	86,254
Unrestricted Funds	133,579	(45,763)	87,816
Total funds	<u>225,175</u>	<u>(51,105)</u>	<u>174,070</u>

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

**5. ANALYSIS OF TOTAL EXPENSES**

	<b>International Volunteering</b>	<b>Protection of Interest DW's</b>	<b>Volunteer Engagement</b>	<b>Alternatrade</b>	<b>Governance</b>	<b>Other Indirect Costs</b>	<b>Total 2013</b>	<b>Total 2012</b>
	€	€	€	€	€	€	€	€
Rent	35,418	-	-	-	-	-	35,418	33,480
Rates	6,075	-	-	-	-	-	6,075	5,140
Electricity	3,269	-	-	-	-	-	3,269	3,292
Salaries	266,816	-	51,407	7,416	-	10,954	336,593	422,146
Telephone	2,732	-	681	-	-	-	3,413	4,178
Postage and couriers	3,804	-	1,000	161	-	-	4,965	5,525
Insurance	2,473	-	-	-	-	-	2,473	2,520
Bank Charges	731	-	-	-	-	-	731	1,187
Conference/Course	1,422	-	4,267	-	-	-	5,689	5,628
Contributions RDW's	-	173,882	-	-	-	-	173,882	250,650
Event expenses	1,895	-	3,345	-	131	-	5,371	7,337
Membership subs	1,053	-	-	-	-	-	1,053	942
IT and equipment	29,844	-	1,602	-	-	-	31,446	15,994
Cleaning & maintenance	12,792	-	-	-	-	-	12,792	1,854
Office expenses	1,698	-	292	-	-	-	1,990	2,601
Publications and resources	10,592	-	7,710	-	-	-	18,302	37,005
Recruitment	3,469	-	-	-	75	-	3,544	180
Advertising	6,135	-	68	-	-	-	6,203	6,495
Consultancy	41,876	-	5,154	-	-	-	47,030	58,109
Sundry	667	-	-	-	-	-	667	2,475
Training	8,727	-	-	-	-	-	8,727	3,360
Travel	3,592	-	2,406	152	8	-	6,158	5,390
Audit Fee	-	-	-	-	6,150	-	6,150	6,150
Board Meetings	577	-	140	10	81	-	808	892
AGM Costs	-	-	-	-	-	-	-	53
	<b>445,657</b>	<b>173,882</b>	<b>78,072</b>	<b>7,739</b>	<b>6,445</b>	<b>10,954</b>	<b>722,749</b>	<b>882,403</b>

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

**6. OPERATING SURPLUS**

Operating (deficit)/surplus is stated after crediting:

	<b>2013</b>	2012
	€	€
Directors' remuneration	–	–
Depreciation of owned fixed assets	4,668	6,872
Depreciation of assets held under finance lease agreements	2,215	1,072
Auditor's fees	<u>6,150</u>	<u>6,050</u>

**7. PARTICULARS OF EMPLOYEES**

The average number of staff employed by the company during the financial year amounted to 8(2012: 9) and there were no employees with emoluments for the year falling within €60,001 to €70,000 in 2013 (2012: 1).

The aggregate payroll costs of the above were:

	<b>2013</b>	2012
	€	€
Wages and salaries	302,386	417,677
Social welfare costs	30,125	49,933
Staff pension costs	4,082	8,317
	<u>336,593</u>	<u>475,927</u>

**8. TANGIBLE FIXED ASSETS**

	<b>Brought forward 1 Jan 13</b>	<b>Additions</b>	<b>Carried forward 31 Dec 13</b>
	€	€	€
<b>COST</b>			
Fixtures & Fittings	43,777	3,390	47,167
Computer Equipment	<u>27,339</u>	<u>10,769</u>	<u>38,108</u>
	<u>71,116</u>	<u>14,159</u>	<u>85,275</u>
	<b>Brought forward 1 Jan 13</b>	<b>Charges</b>	<b>Carried forward 31 Dec 13</b>
	€	€	€
<b>DEPRECIATION</b>			
Fixtures & Fittings	42,138	2,094	44,232
Computer Equipment	<u>23,292</u>	<u>4,789</u>	<u>28,081</u>
	<u>65,430</u>	<u>6,883</u>	<u>72,313</u>

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

	<b>Brought forward 1 Jan 13 €</b>	<b>Carried forward 31 Dec 13 €</b>
<b>NET BOOK VALUE</b>		
Fixtures & Fittings	1,639	2,935
Computer Equipment	4,047	10,027
	<u>5,686</u>	<u>12,962</u>

**Finance lease agreements**

Included within the net book value of €12,962 is €6,644 (2012 - €214) relating to assets held under finance lease agreements. The depreciation charged to the financial statements in the year in respect of such assets amounted to €2,215 (2012 - €1,072).

**9. DEBTORS**

	<b>2013 €</b>	<b>2012 €</b>
Trade debtors	-	-
Prepayments and accrued income	21,566	15,516
	<u>21,566</u>	<u>15,516</u>

**10. CREDITORS: Amounts falling due within one year**

	<b>2013 €</b>	<b>2012 €</b>
Trade creditors	11,394	572
Other creditors including taxation and social welfare: PAYE and social welfare	7,803	9,683
Finance lease agreements	1,436	713
Accruals and deferred income	6,050	6,050
	<u>26,683</u>	<u>17,018</u>

**11. CREDITORS: Amounts falling due after more than one year**

	<b>2013 €</b>	<b>2012 €</b>
Finance lease agreements	<u>7,423</u>	<u>1,355</u>

**COMHLÁMh DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

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**12. COMMITMENTS UNDER FINANCE LEASE AGREEMENTS**

Future commitments under finance lease agreements are as follows:

	<b>2013</b>	2012
	€	€
Amounts payable within 1 year	1,436	713
Amounts payable between 2 to 5 years	7,423	1,355
	<u>8,859</u>	<u>2,068</u>

**13. COMPANY LIMITED BY GUARANTEE**

The company is limited by guarantee and has no share capital.

**14. RECONCILIATION OF OPERATING SURPLUS TO  
NET CASH (OUTFLOW)/INFLOW FROM OPERATING ACTIVITIES**

	<b>2013</b>	2012
	€	€
Net resources (expended) / incoming	(51,105)	58,461
Depreciation	6,883	6,320
(Increase)/decrease in debtors	(6,050)	(6,096)
(Decrease)/increase in creditors	8,942	(173,298)
Net cash (outflow) from operating activities	<u>(41,330)</u>	<u>(114,613)</u>

**15. RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET CASH**

	<b>2013</b>		2012	
	€	€	€	€
(Decrease)/increase in cash in the period	(48,698)		(118,724)	
Cash outflow in respect of finance leases	<u>(6,791)</u>		<u>1,262</u>	
		(55,489)		(117,462)
Change in net funds		(55,489)		(117,462)
Net funds at 1 January 2013		220,278		337,740
Net funds at 31 December 2013		<u>164,789</u>		<u>220,278</u>

**COMHLÁMH DEVELOPMENT WORKERS IN GLOBAL SOLIDARITY: IRELAND  
COMPANY LIMITED BY GUARANTEE**

**NOTES TO THE FINANCIAL STATEMENTS**

**YEAR ENDED 31st DECEMBER 2013**

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**16. ANALYSIS OF CHANGES IN NET CASH**

	At 1 Jan 2013 €	Cash flows €	At 31 Dec 2013 €
Net cash:			
Cash in hand and at bank	<u>222,346</u>	<u>(48,698)</u>	<u>173,648</u>
Debt:			
Finance lease agreements	<u>(2,068)</u>	<u>(6,791)</u>	<u>(8,859)</u>
Net funds	<u><u>220,278</u></u>	<u><u>(55,489)</u></u>	<u><u>164,789</u></u>