

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited
(a company limited by guarantee and not having a share capital)

**Directors' Report and
Financial Statements**

for the year ended 31 December 2011

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

(a company limited by guarantee and not having a share capital)

Directors' Report and Financial Statements

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The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

(a company limited by guarantee and not having a share capital)

Directors and other information

Directors

Liz Carroll
Ann-Marie Kilshaw
Mark Bennett
Peter Byrne

Registered Office

26 Clare Street,
Dublin 2.

Secretary

Liz Carroll

Auditors

LHM Casey McGrath
Chartered Certified Accountants
and Registered Auditors,
6 Northbrook Road,
Dublin 6.

Business Address

The Greenhouse
17 St. Andrew Street
Dublin 2.

Bankers

Bank of Ireland
College Green,
Dublin 2.

Solicitors

Lee & Sherlock
Unit 5A, Ground Floor,
Block F, Nutgrove Office Park,
Rathfarnham,
Dublin 14.

Registered Number

106860

Date of Incorporation

24 April 1985

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Directors' Report

for the year ended 31 December 2011

The directors present their report and the financial statements for the year ended 31 December 2011.

Principal Activity

The principal activity of the company is to promote the personal development of young people through practical environmental conservation, education and training activities. The company is a registered charity under the Charities Act, 1973.

Results And Dividends

The surplus for the year after providing for depreciation and taxation amounted to € 42,249 (2010 : € 52,641).

Surpluses are retained for the future promotion of personal development of young people through practical environmental conservation, education and training activities and dividends are not paid.

Review of Activity and Future Developments

Both the level of activity and the year end financial position were satisfactory and the directors expect that the present level of activity will be sustained for the foreseeable future.

Principal Risks and Uncertainties

The directors have responsibility for, and are aware of the risks associated with the operational activities of the company. They are confident that adequate systems of internal control provide reasonable assurance against such risks. The internal control systems aim to ensure compliance with laws and policies, ensure efficient and effective use of the company's resources, safeguards the company's assets, and maintains the integrity of the financial information produced.

Financial information is subject to detailed and regular review at director level allowing for continuous monitoring of the company's operations and financial status. The directors continuously monitor and plan for the financial sustainability of the organisation in a ever changing external environment.

In addition to the application of internal procedures the company is subject to statutory external audit, with rigorous reporting to external funders. The company has developed procedures and practices throughout the organisation to ensure compliance with funders rules and regulations. The company will continue to improve these systems to ensure it maintains the highest standard of transparency and accountability.

Directors

In accordance with the Articles of Association, at each Annual General Meeting all members of the National Council shall retire from office.

Directors and their Interests

The organisation was incorporated for charitable purposes, is limited by guarantee and does not have a share capital. Every member is liable for the debts and liabilities of the organisation in the event of a winding up of such amount as may be required but may not exceed €1.27.

Political Contributions

The company made no political donations during the year, as defined by the Electoral Act 1997.

Going Concern

The directors consider that the organisation has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Directors' Report

for the year ended 31 December 2011

Directors' Responsibilities

The directors are responsible for preparing the Director's Report and Financial Statements in accordance with applicable law and Generally Accepted Accounting Practice in Ireland including the accounting standards issued by the Accounting Standards Board.

Company law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the company and of the surplus of the company for that year. In preparing these financial statements the directors are required to:

select suitable accounting policies and apply them consistently;

make judgements and estimates that are reasonable and prudent;

state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

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 accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2012 and all regulations to be construed as one with those acts. 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.

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 with appropriate expertise and the provision of adequate resources to the financial function. The books of account of the company are maintained at The Greenhouse, 17 St. Andrew Street, Dublin 2..

Auditors

The auditors, LHM Casey McGrath, have indicated their willingness to continue in office in accordance with the provisions of Section 160(2) of the Companies Act, 1963.

On behalf of the board

Liz Carroll

Director

Ann-Marie Kilshaw

Director

Date: 10 October 2012

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

(a company limited by guarantee and not having a share capital)

Independent Auditors' Report to the Members of The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

We have audited the financial statements of The Irish Environmental Conservation Organisation For Youth for the year ended 31 December 2011 on pages 6 to 15. These financial statements have been prepared under the accounting policies set out on page 9.

This report is made solely to the company's members as a body in accordance with the requirements of the Companies Acts 1963 to 2012. Our audit work has been undertaken so that we might state to the company's members those matters that we are required to state to them in the audit report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company or the company's members as a body for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As described on page 3 the company's directors are responsible for the preparation of financial statements in accordance with applicable law and the accounting standards issued by the Accounting Standards Board (Generally Accepted Accounting Practice in Ireland).

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

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. 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 financial statements are in agreement with the books of account.

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

We read the Directors' Report and consider the implications for our report if we become aware of any apparent misstatement within it.

Basis of 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 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.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Independent Auditors' Report to the Members of The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

..... continued

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 31 December 2011 and of its surplus and cash flows for the year then ended; and
- have been properly prepared in accordance with the Companies Acts 1963 to 2012 and all regulations to be construed as one with those acts.

We have obtained all the information and explanations 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.

Damien Kealy

For and on behalf of

LHM Casey McGrath

Chartered Certified Accountants

and Registered Auditors,

6 Northbrook Road,

Dublin 6.

Date: 10 October 2012

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Income and Expenditure Account

For The Year Ended 31 December 2011

		2011	2010
	Notes	€	€
Income resources-continuing activities			
Grants from governments and other co-funders	2	346,534	376,583
Other income	2	198,101	141,264
Total incoming resources		<u>544,635</u>	<u>517,847</u>
Resources expended			
Management and administration		(439,955)	(396,927)
Programmes and services		(69,681)	(68,848)
Total resources expended		<u>(509,636)</u>	<u>(465,775)</u>
Net income from operating activities		34,999	52,072
Interest receivable and similar income	4	7,250	569
Net incoming resources		<u>42,249</u>	<u>52,641</u>
Total funds at beginning of year		659,905	607,264
Total funds at end of year	9	<u><u>702,154</u></u>	<u><u>659,905</u></u>

There are no recognised gains or losses other than the surplus or deficit for the above two financial years.

On behalf of the board

Liz Carroll
Director

Ann-Marie Kilshaw
Director

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Balance Sheet

as at 31 December 2011

	<i>Notes</i>	2011 €	2010 €
Fixed Assets			
Tangible assets	6	4,645	5,396
Current Assets			
Debtors	7	51,589	42,489
Cash at bank and in hand		866,436	813,365
		<u>918,025</u>	<u>855,854</u>
Creditors: amounts falling due within one year	8	<u>(220,516)</u>	<u>(201,345)</u>
Net Current Assets		<u>697,509</u>	<u>654,509</u>
Total Assets Less Current Liabilities		<u>702,154</u>	<u>659,905</u>
Funded by			
Restricted funds	9	500,000	-
Unrestricted funds	9	202,154	659,905
		<u>702,154</u>	<u>659,905</u>
Total Funds		<u>702,154</u>	<u>659,905</u>

On behalf of the board

Liz Carroll
Director

Ann-Marie Kilshaw
Director

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Cash Flow Statement

for the year ended 31 December 2011

	<i>Notes</i>	2011 €	2010 €
Reconciliation of operating surplus to net cash inflow from operating activities			
Operating surplus		34,999	52,072
Depreciation		1,789	2,417
(Increase) in debtors		(9,100)	(7,338)
Increase in creditors		19,207	(28,203)
		<u>46,895</u>	<u>18,948</u>
Net cash inflow from operating activities		<u>46,895</u>	<u>18,948</u>
Cash Flow Statement			
Net cash inflow from operating activities		46,895	18,948
Returns on investments and servicing of finance	12	7,250	569
Capital expenditure	12	(1,038)	(3,018)
		<u>53,107</u>	<u>16,499</u>
Increase in cash in the year		<u>53,107</u>	<u>16,499</u>
Reconciliation of net cash flow to movement in net debt			
Increase in cash in the year	13	53,107	16,499
Net funds at 1 January 2011	13	813,329	796,830
		<u>866,436</u>	<u>813,329</u>
Net funds at 31 December 2011	13	<u>866,436</u>	<u>813,329</u>

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Statement of Accounting Policies

for the year ended 31 December 2011

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

Accounting convention

The financial statements are prepared in accordance with generally accepted accounting principles under the historical cost convention and comply with financial reporting standards of the Accounting Standards Board.

Income

Income represents the total value, excluding value added tax, of funding contributions received or receivable during the year. Discretionary donations are recognised as having been received when duly acknowledged by an appointed officer of the organisation.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost or valuation, less accumulated depreciation. Depreciation is provided at rates calculated to write off the cost less residual value of each asset over its expected useful life, as follows:

Computer equipment	-	33.3% Straight Line
Fixtures and fittings	-	25% Reducing Balance

Leasing

Rentals payable under operating leases are charged against income on a straight line basis over the lease term.

Taxation

As the Company is unregistered for Value Added Tax, expenditure, assets and liabilities are stated inclusive of this irrecoverable taxation where applicable. No provision for corporation tax is made in the Financial Statements, as the Company is exempt from Corporation tax on its surplus and chargeable gains.

Foreign currencies

Transactions in foreign currencies are recorded at the rate ruling at the date of the transactions or at a contracted rate. The resulting monetary assets and liabilities are translated at the balance sheet rate or the contracted rate and the exchange differences are dealt with in the income and expenditure account.

Government grants

Grants are credited to deferred revenue. Grants towards capital expenditure are released to the income and expenditure account over the expected useful life of the assets. Grants towards revenue expenditure are released to the income and expenditure account as the related expenditure is incurred.

Comparatives

The comparatives have been regrouped and restated, where necessary, in line with current year.

Restricted reserves

Restricted reserves are maintained at a level which ensures that the organisation's core activity could continue during a period of unforeseen difficulty. Restricted reserves for this purpose are calculated as the estimated running costs of the organisation for a period of 12 months. Due to the uncertainty associated with these reserves, they are maintained in a readily realisable form. The amount of reserves required for this purpose are reviewed on an annual basis by the board of directors.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Notes to the Financial Statements for the year ended 31 December 2011

1. Limited by Guarantee

The organisation was incorporated for charitable purposes, is limited by guarantee and does not have a share capital. Every member is liable for the debts and liabilities of the Company in the event of a winding up for such amount as may be required but not to exceed €1.27.

2. Income

Income comprises of Grants from Governments and other co-funders

	2011	2010
	€	€
Income resources-continuing activities		
Grants from government and other co-funders	346,534	376,583
Other Income	198,101	141,264
	<u>544,635</u>	<u>517,847</u>

3. Operating surplus

Operating surplus is stated after charging:

	2011	2010
	€	€
Depreciation of tangible assets	1,789	2,417
Operating lease rentals		
- Land and buildings	30,000	1,100
Auditors' remuneration	4,032	2,688
	<u>35,821</u>	<u>6,205</u>

4. Interest receivable and similar income

	2011	2010
	€	€
Bank interest	7,250	569
	<u>7,250</u>	<u>569</u>

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Notes to the Financial Statements for the year ended 31 December 2011

..... continued

5. Employees

Number of employees

The average monthly numbers of employees
(including the directors) during the year were:

	2011	2010
	Number	Number
Training and Activities	8	7
Administration	1	1
Directors	1	1
	<hr/>	<hr/>
	10	9
	<hr/> <hr/>	<hr/> <hr/>
 <i>Employment costs</i>	 2011	 2010
	€	€
Wages and salaries	295,605	288,161
Social welfare costs	31,070	30,484
	<hr/>	<hr/>
	326,675	318,645
	<hr/> <hr/>	<hr/> <hr/>

5.1. Directors' emoluments

The Directors do not receive any remuneration or compensation in relation to the performance of their office.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

(a company limited by guarantee and not having a share capital)

Notes to the Financial Statements for the year ended 31 December 2011

..... continued

6. Tangible assets

	Computer equipment	Fixtures & fittings	Total
	€	€	€
Cost			
At 1 January 2011	22,019	12,364	34,383
Additions	-	1,038	1,038
At 31 December 2011	<u>22,019</u>	<u>13,402</u>	<u>35,421</u>
Depreciation			
At 1 January 2011	19,851	9,136	28,987
Charge for the year	722	1,067	1,789
At 31 December 2011	<u>20,573</u>	<u>10,203</u>	<u>30,776</u>
Net book values			
At 31 December 2011	<u>1,446</u>	<u>3,199</u>	<u>4,645</u>
At 31 December 2010	<u>2,168</u>	<u>3,228</u>	<u>5,396</u>

7. Debtors

	2011 €	2010 €
<i>Amounts falling due within one year:</i>		
Other debtors	10,300	1,200
Prepayments and accrued income	<u>41,289</u>	<u>41,289</u>
	<u>51,589</u>	<u>42,489</u>

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Notes to the Financial Statements for the year ended 31 December 2011

..... continued

8. Creditors: amounts falling due within one year	2011	2010
	€	€
Bank loans and overdrafts	-	36
Other taxes and social welfare costs	7,789	20,833
Other creditors	-	10,214
Accruals and deferred income	<u>212,727</u>	<u>170,262</u>
	<u>220,516</u>	<u>201,345</u>
 <i>Other taxes and social welfare costs:</i>		
	2011	2010
	€	€
P.A.Y.E./P.R.S.I.	<u>7,789</u>	<u>20,833</u>
	<u>7,789</u>	<u>20,833</u>
 9. Reconciliation of movements in members' funds		
	2011	2010
	€	€
Unrestricted funds 1 January 2011	659,905	607,264
Surplus for the year	42,249	52,641
Transfer to restricted funds	(500,000)	-
Unrestricted funds 31 December 2011	<u>202,154</u>	<u>659,905</u>
	2011	2010
	€	€
Restricted funds 1 January 2011	-	-
Transfer from unrestricted funds	<u>500,000</u>	<u>-</u>
Restricted funds 31 December 2011	<u>500,000</u>	<u>-</u>

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Notes to the Financial Statements for the year ended 31 December 2011

..... continued

10. Financial commitments

At 31 December 2011 the company had annual commitments under non-cancellable operating leases as follows:

	Land and buildings	
	2011	2010
	€	€
Expiry date:		
Within one year	8,500	8,500
Between one and five years	114,228	142,785
	<u>122,728</u>	<u>151,285</u>

The organisation currently occupies part of the property at 17 Saint Andrew Street, Dublin 2. The annual rental charge from the Office of Public Works in regard to the entire property is currently set at €340,000 part of which is subvented by the Department of the Environment, Community and Local Government (DoECLG) as set out in an agreement - to date the Department of the Environment Heritage and Local Government have subvented the rent in 2011 to the value of €280,000. The organisation occupies approximately 50% of the available space in the property. This results in an implied rental obligation of €30,000 for 2011. However the Directors are currently in discussions with the DoECLG to clarify the terms of the agreement as they are disputing a number of the terms being applied which are not in keeping with the Organisations understanding of their obligations. These negotiations are currently ongoing and the Directors are confident that a favourable outcome will be achieved, resulting in a reduced rent for 2011.

11. Ultimate controlling party

The ultimate controlling parties of the organisation are the members themselves.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

(a company limited by guarantee and not having a share capital)

Notes to the Financial Statements for the year ended 31 December 2011

..... continued

12. Gross Cash Flows

	2011 €	2010 €
Returns on investments and servicing of finance		
Interest received	7,250	569
	<u>7,250</u>	<u>569</u>
Capital expenditure		
Payments to acquire tangible assets	(1,038)	(3,018)
	<u>(1,038)</u>	<u>(3,018)</u>

13. Analysis of changes in net funds

	Opening balance €	Cash flows €	Closing balance €
Cash at bank and in hand	813,365	53,071	866,436
Overdrafts	(36)	36	-
	<u>813,329</u>	<u>53,107</u>	<u>866,436</u>

14. Approval of financial statements

The financial statements were approved by the board on 10 October 2012.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Appendix 1

The following Operating Statement and Schedule of Expenses do not form part of the audited financial statements.

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

(a company limited by guarantee and not having a share capital)

Detailed Income and Expenditure Account for the year ended 31 December 2011

	2011		2010	
	€	€	€	€
Income				
Grants from governments and other co-funders		64,860		120,669
Leargas		28,419		12,500
Department of Children and Youth Affairs				
- Youth Service Grant Scheme		144,003		155,109
- Young Peoples Facilities and Services Fund		81,000		88,074
Irish Aid - Development Education Grant Scheme		77,251		82,500
Other Income		149,102		58,995
		<u>544,635</u>		<u>517,847</u>
Administrative expenses	<u>509,636</u>		<u>465,775</u>	
		<u>(509,636)</u>		<u>(465,775)</u>
Operating surplus		<u>34,999</u>		<u>52,072</u>
Other income and expenses				
Interest receivable				
Bank deposit interest		7,250		569
		<u>7,250</u>		<u>569</u>
Net surplus for the year		<u><u>42,249</u></u>		<u><u>52,641</u></u>

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Administrative expenses

for the year ended 31 December 2011

	2011 €	2010 €
Personnel Costs		
Core wages	295,605	288,161
Employer's PRSI contributions	31,070	30,484
Staff Expenses	7,248	9,955
Staff Training	1,202	470
Membership	2,336	213
	<u>337,461</u>	<u>329,283</u>
Financial Costs		
Bank interest and charges	582	444
	<u>582</u>	<u>444</u>
Establishment		
Couriers	24	12
Rent payable	30,000	1,100
Rates	-	250
Insurance	4,920	6,322
Printing, postage and stationery	1,393	1,931
Computer costs	5,236	6,147
Depreciation on computer equipment	722	1,414
Depreciation on Fixtures & Fittings	1,067	1,003
	<u>43,362</u>	<u>18,179</u>
<i>Greenhouse</i>		
Light and heat	9,659	6,869
Cleaning	-	544
Repairs and maintenance	5,009	6,988
Recycling	194	-
Telephone	6,998	7,819
Building management costs	25,120	14,000
	<u>46,980</u>	<u>36,220</u>
	<u>90,342</u>	<u>54,399</u>
Motor and Travel		
Entertaining	1,108	841
	<u>1,108</u>	<u>841</u>

The Irish Environmental Conservation Organisation for Youth - Unesco Clubs Limited

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Administrative expenses

for the year ended 31 December 2011

	2011	2010
	€	€
General Administration		
Advertising	2,487	1,143
Legal and professional	-	2,121
Programmes and services	69,681	68,848
Audit	4,032	2,688
Consultancy Fees	1,376	2,892
Bad debts	-	650
Staff Welfare	1,865	1,768
General expenses	702	698
	<hr/>	<hr/>
	80,143	80,808
	<hr/>	<hr/>
	509,636	465,775
	<hr/> <hr/>	<hr/> <hr/>