

Company Registration No. 298396 (Republic of Ireland)

**DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY
LIMITED BY GUARANTEE**

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

COMPANY INFORMATION

| | | |
|--------------------------|---|------------------------------|
| Directors | Eileen Ryder Elaine Forsyth Tony Duggan Ciaran Walsh Seamus Brennan Cian Ó Lonargáin Rosemarie Keenan | (Appointed 21 February 2019) |
| Secretary | Seamus Brennan | |
| Company number | 298396 | |
| Registered office | 45 Upper Georges Street Dun Laoghaire Co. Dublin | |
| Auditor | HSM 13 Sussex Street Dun Laoghaire Co. Dublin | |
| Business address | 45 Upper Georges Street Dun Laoghaire Co. Dublin | |
| Bankers | Bank of Ireland Dun Laoghaire Co. Dublin | |

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

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DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

DIRECTORS' REPORT

FOR THE YEAR ENDED 31 DECEMBER 2019

The directors present their annual report and financial statements for the year ended 31 December 2019.

Principal activities

The principal activity of the company is the provision of an integrated and networked response to support the needs of individuals and communities in dealing with drug and drug related issues in the Dun Laoghaire Rathdown area.

Directors and secretary

The directors who held office during the year and up to the date of signature of the financial statements were as follows:

Eileen Ryder

Elaine Forsyth

Tony Duggan

Donal Geoghegan

(Retired 12 December 2019)

Ciaran Walsh

Seamus Brennan

Cian Ó Lonargáin

Rosemarie Keenan

(Appointed 21 February 2019)

Results and dividends

The results for the year are set out on page 7.

Supplier payment policy

The directors acknowledge their responsibility for ensuring compliance, in all material respects, with the provisions of the European Communities (Late Payment in Commercial Transactions) Regulations 2012. Procedures have been implemented to identify the dates upon which invoices fall due for payment and to ensure that payments are made by such dates. Such procedures provide reasonable assurance against material non-compliance with the Regulations. The payment policy during the year under review was to comply with the requirements of the Regulations.

Accounting records

The company's directors are aware of their responsibilities, under sections 281 to 285 of the Companies Act 2014 as to whether in their opinion, the accounting records of the company are sufficient to permit the financial statements to be readily and properly audited and are discharging their responsibility by ensuring that sufficient company resources are available for the task.

The accounting records are held at the company's business premises, 45 Upper Georges Street Dun Laoghaire Co. Dublin.

Auditor

In accordance with the company's articles, a resolution proposing that HSM be reappointed as auditor of the company will be put at a General Meeting.

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

DIRECTORS' REPORT (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

Statement of disclosure to auditor

Each of the directors in office at the date of approval of this annual report confirms that:

- so far as the director is aware, there is no relevant audit information of which the company's auditor is unaware, and
- the director has taken all the steps that he / she ought to have taken as a director in order to make himself / herself aware of any relevant audit information and to establish that the company's auditor is aware of that information.

This confirmation is given and should be interpreted in accordance with the provisions of section 330 of the Companies Act 2014.

The entity has availed of the small companies exemption contained in the Companies Act 2014 with regard to the requirements for exclusion of certain information in the Directors' report.

On behalf of the board

Ciaran Walsh
Director
27 May 2020

Cian Ó Lonargáin
Director
27 May 2020

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

DIRECTORS' RESPONSIBILITIES STATEMENT

FOR THE YEAR ENDED 31 DECEMBER 2019

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

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

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

- select suitable accounting policies for the company financial statements and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for ensuring that the company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the company, enable at any time the assets, liabilities, financial position and surplus or deficit of the company to be determined with reasonable accuracy, enable them to ensure that the financial statements and Directors' Report comply with the Companies Act 2014 and enable the financial statements to be audited. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

On behalf of the board

Ciaran Walsh
Director
27 May 2020

Cian Ó Lonargáin
Director

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

INDEPENDENT AUDITOR'S REPORT

TO THE MEMBERS OF DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

Opinion

We have audited the financial statements of Dun Laoghaire Rathdown Outreach Project Company Limited By Guarantee (the 'company') for the year ended 31 December 2019 which comprise the income and expenditure account, the balance sheet and the related notes. The relevant financial reporting framework that has been applied in their preparation is the Companies Act 2014 and FRS 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland*.

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2019 and of its deficit for the year then ended;
- have been properly prepared in accordance with FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland; and
- have been prepared in accordance with the requirements of the Companies Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditor's *responsibilities for the audit of the financial statements* section of our report. We are independent of the company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and the provisions available for small entities, in the circumstances set out in note 10 to the financial statements, and we have fulfilled our other ethical responsibilities in accordance with these requirements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

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

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

Other information

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

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

We have nothing to report in this regard.

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

Opinions on other matters prescribed by the Companies Act 2014

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

- the information given in the directors' report is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the company were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

Matters on which we are required to report by exception

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

We have nothing to report in respect of our obligation under the Companies Act 2014 to report to you if, in our opinion, the disclosures of directors' remuneration and transactions specified by sections 305 to 312 of the Act are not made.

Responsibilities of directors for the financial statements

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

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

Auditor's responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the IAASA's website at: [http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-\(Ireland\)/ISA-700-\(Ireland\)](http://www.iaasa.ie/Publications/Auditing-standards/International-Standards-on-Auditing-for-use-in-Ire/International-Standards-on-Auditing-(Ireland)/ISA-700-(Ireland)). This description forms part of our auditor's report.

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

INDEPENDENT AUDITOR'S REPORT (CONTINUED)

TO THE MEMBERS OF DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

The purpose of our audit work and to whom we owe our responsibilities

This report is made solely to the company's members, as a body, in accordance with section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Eoin Hodkinson (Statutory Auditor)
for and on behalf of HSM

27 May 2020

Chartered Accountants
Statutory Auditor

13 Sussex Street
Dun Laoghaire
Co. Dublin

**DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY
LIMITED BY GUARANTEE**

INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 31 DECEMBER 2019

| | Notes | 2019 € | 2018 € |
|---|-------|-----------------------|---------------------|
| Income | | 421,691 | 451,010 |
| Administrative expenses | | (426,965) | (448,238) |
| (Deficit)/surplus before taxation | | <u>(5,274)</u> | <u>2,772</u> |
| Tax on (deficit)/surplus | | - | - |
| (Deficit)/surplus for the financial year | | <u><u>(5,274)</u></u> | <u><u>2,772</u></u> |

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

BALANCE SHEET

AS AT 31 DECEMBER 2019

| | Notes | 2019 € | € | 2018 € | € |
|---|-------|-----------------|---------------|-----------------|---------------|
| Fixed assets | | | | | |
| Tangible assets | 4 | | 923 | | - |
| Current assets | | | | | |
| Debtors | 5 | 26,039 | | 6,079 | |
| Cash at bank and in hand | | 48,106 | | 71,051 | |
| | | <u>74,145</u> | | <u>77,130</u> | |
| Creditors: amounts falling due within one year | 6 | <u>(34,814)</u> | | <u>(31,602)</u> | |
| Net current assets | | | 39,331 | | 45,528 |
| Total assets less current liabilities | | | <u>40,254</u> | | <u>45,528</u> |
| Reserves | | | | | |
| Income and expenditure account | 8 | | <u>40,254</u> | | <u>45,528</u> |

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and in accordance with Financial Reporting Statement 102 'The Financial Statement Reporting Standard applicable in the UK and Republic of Ireland'.

The financial statements were approved by the board of directors and authorised for issue on 27 May 2020 and are signed on its behalf by:

Ciaran Walsh
Director

Cian Ó Lonergáin
Director

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

Company information

Dun Laoghaire Rathdown Outreach Project Company Limited By Guarantee is a limited company domiciled and incorporated in Republic of Ireland. The registered office is 45 Upper Georges Street, Dun Laoghaire, Co. Dublin and it's company registration number is 298396.

1.1 Accounting convention

These financial statements have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), as adapted by Section 1A of FRS 102, and the requirements of the Companies Act 2014.

The financial statements are prepared in euros, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest €.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Income and expenditure

Income and expenses are included in the financial statements as they become receivable or due.

Expenses include VAT where applicable as the company cannot reclaim it.

1.3 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

| | |
|------------------------------|---------------------|
| Leasehold land and buildings | 10% straight line |
| Fixtures and fittings | 33.3% straight line |

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to surplus or deficit.

1.4 Impairment of fixed assets

At each reporting period end date, the company reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any). Where it is not possible to estimate the recoverable amount of an individual asset, the company estimates the recoverable amount of the cash-generating unit to which the asset belongs.

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

Recoverable amount is the higher of fair value less costs to sell and value in use. In assessing value in use, the estimated future cash flows are discounted to their present value using a pre-tax discount rate that reflects current market assessments of the time value of money and the risks specific to the asset for which the estimates of future cash flows have not been adjusted.

If the recoverable amount of an asset (or cash-generating unit) is estimated to be less than its carrying amount, the carrying amount of the asset (or cash-generating unit) is reduced to its recoverable amount. An impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the impairment loss is treated as a revaluation decrease.

Recognised impairment losses are reversed if, and only if, the reasons for the impairment loss have ceased to apply. Where an impairment loss subsequently reverses, the carrying amount of the asset (or cash-generating unit) is increased to the revised estimate of its recoverable amount, but so that the increased carrying amount does not exceed the carrying amount that would have been determined had no impairment loss been recognised for the asset (or cash-generating unit) in prior years. A reversal of an impairment loss is recognised immediately in surplus or deficit, unless the relevant asset is carried at a revalued amount, in which case the reversal of the impairment loss is treated as a revaluation increase.

1.5 Cash at bank and in hand

Cash at bank and in hand are basic financial assets and include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.6 Financial instruments

The company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the company's balance sheet when the company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Classification of financial liabilities

Financial liabilities and equity instruments are classified according to the substance of the contractual arrangements entered into. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

1 Accounting policies

(Continued)

Basic financial liabilities

Basic financial liabilities, including creditors, bank loans, loans from fellow group companies and preference shares that are classified as debt, are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

1.7 Derivatives

Derivatives are initially recognised at fair value at the date a derivative contract is entered into and are subsequently remeasured to fair value at each reporting end date. The resulting gain or loss is recognised in surplus or deficit immediately unless the derivative is designated and effective as a hedging instrument, in which event the timing of the recognition in surplus or deficit depends on the nature of the hedge relationship.

A derivative with a positive fair value is recognised as a financial asset, whereas a derivative with a negative fair value is recognised as a financial liability.

1.8 Taxation

The company has obtained exemption from the Revenue Commissioners in respect of corporation tax, it being a company not carrying on a business for the purposes of making a profit. DIRT tax is payable on any interest income received in excess of €32.

1.9 Employee benefits

The costs of short-term employee benefits are recognised as a liability and an expense, unless those costs are required to be recognised as part of the cost of stock or fixed assets.

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the company is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

1.10 Leases

Rentals payable under operating leases, including any lease incentives received, are charged to income on a straight line basis over the term of the relevant lease except where another more systematic basis is more representative of the time pattern in which economic benefits from the lease asset are consumed.

2 Operating (deficit)/surplus

| | 2019 | 2018 |
|---|------|------|
| Operating (deficit)/surplus for the year is stated after charging/(crediting): | € | € |
| Fees payable to the company's auditor for the audit of the company's financial statements | 984 | 984 |

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

3 Employees

The average monthly number of persons (including directors) employed by the company during the year was 16 (2018 - 16).

4 Tangible fixed assets

| | Leasehold land and buildings € | Fixtures and fittings € | Total € |
|------------------------------------|---|-------------------------------|----------------|
| Cost | | | |
| At 1 January 2019 | 209,784 | 65,788 | 275,572 |
| Additions | - | 1,384 | 1,384 |
| | <u>209,784</u> | <u>67,172</u> | <u>276,956</u> |
| At 31 December 2019 | 209,784 | 67,172 | 276,956 |
| | <u>209,784</u> | <u>66,249</u> | <u>276,033</u> |
| Depreciation and impairment | | | |
| At 1 January 2019 | 209,784 | 65,788 | 275,572 |
| Depreciation charged in the year | - | 461 | 461 |
| | <u>209,784</u> | <u>66,249</u> | <u>276,033</u> |
| At 31 December 2019 | 209,784 | 66,249 | 276,033 |
| | <u>209,784</u> | <u>66,249</u> | <u>276,033</u> |
| Carrying amount | | | |
| At 31 December 2019 | - | 923 | 923 |
| | <u>-</u> | <u>923</u> | <u>923</u> |
| At 31 December 2018 | - | - | - |
| | <u>-</u> | <u>-</u> | <u>-</u> |

5 Debtors

| | 2019 € | 2018 € |
|---|---------------|--------------|
| Amounts falling due within one year: | | |
| Service charges due | 26,039 | 6,079 |
| | <u>26,039</u> | <u>6,079</u> |

6 Creditors: amounts falling due within one year

| | 2019 € | 2018 € |
|--|---------------|---------------|
| Other creditors including tax and social insurance | 3,516 | - |
| Accruals | 31,298 | 31,602 |
| | <u>34,814</u> | <u>31,602</u> |

7 Members' liability

The company is limited by guarantee, not having a share capital and consequently the liability of members is limited, subject to an undertaking by each member to contribute to the net assets or liabilities of the company on winding up such amounts as may be required not exceeding €2.

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 DECEMBER 2019

8 Income and expenditure account

| | 2019 | 2018 |
|--------------------------------|---------------|---------------|
| | € | € |
| At the beginning of the year | 45,528 | 42,756 |
| (Deficit)/surplus for the year | (5,274) | 2,772 |
| At the end of the year | <u>40,254</u> | <u>45,528</u> |

9 Operating lease commitments

Lessee

Operating lease payments represent rents payable by the company for its premises.

10 Non-audit services provided by auditor

In common with many businesses of our size and nature we use our auditor to assist with the preparation of the financial statements.

11 Approval of financial statements

The directors approved the financial statements on the 27 May 2020

**DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY
LIMITED BY GUARANTEE**

MANAGEMENT INFORMATION

FOR THE YEAR ENDED 31 DECEMBER 2019

**DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY
LIMITED BY GUARANTEE**

**DETAILED TRADING AND INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDED 31 DECEMBER 2019**

| | 2019 | | 2018 |
|------------------------------------|----------------|---|----------------|
| | € | € | € |
| Income | | | |
| Funding | 407,653 | | 435,300 |
| Sundry income | 14,038 | | 15,710 |
| | <u>421,691</u> | | <u>451,010</u> |
| Administrative expenses | (426,965) | | (448,238) |
| Operating (deficit)/surplus | <u>(5,274)</u> | | <u>2,772</u> |

DUN LAOGHAIRE RATHDOWN OUTREACH PROJECT COMPANY LIMITED BY GUARANTEE

SCHEDULE OF ADMINISTRATIVE EXPENSES FOR THE YEAR ENDED 31 DECEMBER 2019

| | 2019 | 2018 |
|---|-------------|-------------|
| | € | € |
| Administrative expenses | | |
| Wages and salaries | 302,939 | 325,253 |
| Social security costs | 20,797 | 22,065 |
| Staff training | 11,358 | 8,279 |
| Sessional staff | 6,928 | - |
| Staff team building | 3,712 | - |
| Programme tutors | 210 | - |
| Staff supervision | 3,280 | 3,500 |
| Materials costs | 1,146 | 4,112 |
| Health and safety | 3,811 | 1,270 |
| Rent and rates | 32,501 | 32,501 |
| Power, light and heat | 6,099 | 7,211 |
| Repairs and maintenance | 7,308 | 16,306 |
| Insurance | 6,358 | 8,798 |
| Computer running costs | 3,032 | - |
| Hire of equipment (not operating lease) | 1,661 | - |
| Motor, travel and subsistence | 689 | 792 |
| Legal and professional fees | 3,129 | 2,190 |
| Audit fees | 984 | 984 |
| Bank charges | 387 | 435 |
| Printing and stationery | - | 90 |
| Advertising | 579 | 620 |
| Telecommunications | 2,932 | 2,998 |
| Office supplies | 2,671 | 9,810 |
| Refreshments | 3,329 | - |
| Sundry expenses | 664 | 1,024 |
| Depreciation | 461 | - |
| | <hr/> | <hr/> |
| | 426,965 | 448,238 |
| | <hr/> <hr/> | <hr/> <hr/> |
