

**THE NATIONAL CHILDMINDING ASSOCIATION OF IRELAND
T/A CHILDMINDING IRELAND**

**DIRECTORS REPORT & FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31ST DECEMBER 2014**

The National Childminding Association of Ireland Limited
T/A *Childminding Ireland*

Directors' Report & Financial Statements
For The Year Ended 31st December 2014

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The National Childminding Association of Ireland Limited
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Directors' Report & Financial Statements
For The Year Ended 31st December 2014

COMPANY INFORMATION

DIRECTORS:	Marian Murray Elizabeth Butler Gwyneth Brophy Mary Walsh Deborah Markey Helen O'Connor (Resigned 07/06/2014) Gemma Trautt Anna Syron (Resigned 15/01/2014) Ida Lane Anne Claire Wall Eamon Kelly (Appointed 14/09/2014) Jean Courtney (Appointed 01/01/2015)
SECRETARY:	Deborah Markey
BANKERS:	Bank of Ireland, Greystones, Co. Wicklow.
AUDITORS:	Fitzsimons Howick McEvoy Chartered Certified Accountants Suite 3 Market Court Bray Co. Wicklow
SOLICITORS:	Augustus Cullen & Son 7 Wentworth Place, Co. Wicklow.
REGISTERED OFFICE:	9 Bulford Business Campus Kilcoole Co. Wicklow.
COMPANY REGISTRATION NO:	283469
CHY NO:	11504

The National Childminding Association of Ireland Limited
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Directors' Report & Financial Statements
For The Year Ended 31st December 2014

DIRECTORS' REPORT

The directors submit their Report and Audited Financial Statements for the year ended 31st December 2014.

1. Review of the Development of the Business

Childminding Ireland is a National Voluntary Childcare Organisation, funded by the Department of Children and Youth Affairs, (DCYA) to support National Early Years Policy and to develop quality standards in Childminding.

Strategic Review:

During 2014 Childminding Ireland underwent a wide ranging strategic review. This review culminated in a strategic planning day where a new strategic direction was agreed. The focus of this plan is underpinned by the following:

- Retention of Current Members
- Recruitment of new Members
- Lobbying of DCYA/Pobal in respect of Childminders interests
- Parental engagement

To reinforce the new strategic direction Childminding Ireland's Mission Statement was adapted to read:

Childminding Ireland, the National Association for Childminders, is committed to supporting quality development in family based care for Children.

In order to ensure that these strategic goals are achieved, it has been necessary to review all roles and resources within Childminding Ireland. The Board approved a restructuring rationale in November 2014 and it is expected that the restructuring will commence in quarter one 2015. Whilst it is not possible to determine the outcome of the restructuring, it is likely that costs will be incurred as a result. The Board of Childminding Ireland have undertaken significant governance training. They have also completed and signed off the Principles of Good Governance as set out in The Governance Code. The skills and experience available to the Board have been broadened to include two new Board members (the second to join 1st January 2015).

Operational Development:

Childminding Ireland was fortunate to be accepted onto the Donations Programme of Enclude IT. This allowed Childminding Ireland to avail of a high end Customer Relationship Management (CRM) database, training and support at a significantly reduced cost.

All Membership processes and procedures were reviewed and updated in order to maximise the benefits of the CRM. A new post, Head of Membership, was created in order to ensure focus on the Organisational strategic goals.

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DIRECTORS' REPORT

Increased Membership support:

Wishing to build on its on-going Membership support, especially around retention, Childminding Ireland has reviewed how it supports Members.

- A new style Member's Day and AGM was very successful, and resulted in a welcome increase in attendees.
- The CRM allows greater capacity to engage with members and offer support in a regular and more meaningful way.
- An on-line group discount scheme, which is free to Members, was commissioned. Childminding Ireland also developed a discounted tax advice service for its Members.
- In order to accommodate those minding children in the child's home Childminding Ireland developed and commenced a Nanny Membership.
- A Member's forum has been included in the specification for the new website. The Member's forum will allow Member's to interact in a secure setting.

Quality Initiatives:

The Board passed a resolution that Garda Vetting for Childminding is a mandatory requirement for Membership, effective from renewal/joining date 2015. Significant work was undertaken in 2014 to ensure the successful transition for any Member not yet Garda Vetted.

New Membership rules include an option to withdraw or decline an application for membership, were implemented and successfully tested.

Childminding Ireland's Child Protection Policy is in the process of being reviewed.

Childminding Ireland continued to grow its work in facilitating First Aid training, hosting 16 First Aid courses, including 6 accredited at QQI Level 5, promoting quality practice and safety.

Rebranding:

As part of the rebranding exercise a new logo was developed and launched. The chosen image reflects the home centred care which is a unique aspect of Childminding.

A tendering process was undertaken to develop a new website for Childminding Ireland. A web designer was selected and it is expected that the new web site will be live by the end of quarter one.

Collaboration:

Childminding Ireland collaborated with other organisations within the sector through:

- Draft Proposals for the Development of Better Start a new Early Years Initiative launched in 2014
- The National Children First Child Protection Committee
- Participation on the Boards of two Childcare Committees
- Participation on the NVCC
- Promoting Childminding through the media
- Childminding Quality Seminar run in conjunction with Dublin City Childcare Committee.

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DIRECTORS' REPORT

Main Challenges 2014

Getting the voice of the Childminder heard at policy level remains a significant challenge. Childminding Ireland continues to lobby and to be representative whenever relevant and possible. National Childcare policies must be expanded to include Childminding. The fact that Membership of Childminding Ireland is not among the qualifying criteria for the Childminding Development Grant (CMDG) is a missed opportunity for growth.

Principal Risks and Uncertainty

The unpredictability of funding levels remains a challenge for Childminding Ireland. Membership recruitment and retention patterns are difficult to predict.

Risk Management

Childminding Ireland is working to develop self-generated income whilst continuing to lobby for additional resources to help fund its vital work.

The change in strategic direction to focus primarily on Membership recruitment and retention in the short term is hoped to reduce the risk of unpredictability.

Future Developments in Activities

Childminding Ireland's Implementation Plan for 2015 was submitted to the DCYA/Pobal in October 2014, the Plan has been approved and funding is to continue at the 2014 level, enabling developments set out within the plan to be executed. The plan addresses key priorities outlined by DCYA and addresses issues of Member support and Organisational sustainability.

2. Results for the Period and State of Affairs as at 31st December 2014.

The Income & Expenditure Account and Balance Sheet for the year ended 31st December 2014 are set out on pages 9 & 10. The deficit for the year amounted to €9,804 compared with a surplus of €1,004 for the previous year. As a result of the foregoing, reserves were decreased by €9,804.

3. Dividends and Retention

The company is a non-profit making, voluntary organisation with charitable status. The members of the company are not entitled to payment by way of dividend.

4. Important Events since the year end.

There were no significant events after the end of the year.

The National Childminding Association of Ireland Limited
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DIRECTORS' REPORT

5. Taxation Status

The Company is exempt from Corporation Tax. This has been formally confirmed by notification from the taxation authorities.

6. Statement of Directors Responsibilities

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

Irish company law requires the directors to prepare financial statements giving a true and fair view of the state of affairs of the company and the surplus or deficit of the company for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with Irish Generally Accepted Accounting Practice (accounting standards issued by the Financial Reporting Council).

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

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

The directors 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 comply with the Companies Acts 1963 to 2013. 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.

Accounting Records

The directors acknowledge their responsibilities under section 202 of the Companies Act 1990 to keep proper books and records for the company. We maintain all source documentation and prepare our books and records from the source documents of the company. Our books and records are kept at 9 Bulford Business Campus, Kilcoole, Co. Wicklow.

7. Auditors

Fitzsimons Howick McEvoy are willing to continue as auditors in accordance with Section 160(2) of the Companies Act 1963

On Behalf of the Directors:

Gwyneth Brophy
DIRECTOR
GWYNETH BROPHY
Date: *11th March 2015*

Deborah Markey
DIRECTOR
DEBORAH MARKEY

The National Childminding Association of Ireland Limited
T/A *Childminding Ireland*

Directors' Report & Financial Statements
For The Year Ended 31st December 2014

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE NATIONAL
CHILDMINDING ASSOCIATION OF IRELAND LIMITED**

We have audited the financial statements of The National Childminding Association of Ireland Limited for the year ended 31st December 2014 which comprise the Income and Expenditure Account, the Balance Sheet, the related notes and the Cash Flow Statement . The financial reporting framework that has been applied in their preparation is Irish law and accounting standards issued by the Financial Reporting Council and Generally Accepted Accounting Practice in Ireland.

Respective responsibilities of directors and auditors

As explained more fully in the Directors' Responsibilities Statement set out on page 6 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.

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. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

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 31st December 2014 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.

The National Childminding Association of Ireland Limited
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Directors' Report & Financial Statements
For The Year Ended 31st December 2014

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE NATIONAL
CHILDMINDING ASSOCIATION OF IRELAND LIMITED**

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.

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.

David M. Howick

David M. Howick F.C.C.A.

For and on behalf of

Fitzsimons Howick McEvoy

Statutory Auditors

Market Court

Main Street

Bray

Co. Wicklow

Date: **16th March 2015**

The National Childminding Association of Ireland Limited
T/A Childminding Ireland

Directors' Report & Financial Statements
For The Year Ended 31st December 2014

INCOME & EXPENDITURE ACCOUNT
FOR YEAR ENDED 31ST DECEMBER 2014

	NOTES	Y/E 31/12/14 €	Y/E 31/12/13 €
Income		452,641	463,570
Staff Costs	2	287,813	301,864
Depreciation		3,417	4,271
Other Overheads		<u>171,215</u>	<u>156,431</u>
		462,445	462,566
Surplus/(Deficit) on Ordinary Activities before Taxation	3	(9,804)	1,004
Tax on Surplus/(Deficit) on Ordinary Activities		—	—
Surplus/(Deficit) for the Financial Period		(9,804)	1,004
Dividends: Paid		—	—
Proposed		—	—
Surplus/(Deficit) retained for Period		(9,804)	1,004
Surplus/(Deficit) brought forward		<u>26,408</u>	<u>25,404</u>
Surplus/(Deficit) carried forward		<u>16,604</u>	<u>26,408</u>

Continuing operations

None of the company's activities were acquired or discontinued during the above two financial periods.

Total recognised gains and losses

The company had no recognised gains or losses other than the surplus or deficit for the above two financial periods.

Approved by the Board on *11th March 2015*

On behalf of the Directors

Gwyneth Brophy
DIRECTOR
GWYNETH BROPHY

Deborah Markey
DIRECTOR
DEBORAH MARKEY

The National Childminding Association of Ireland Limited
T/A Childminding Ireland

Directors' Report & Financial Statements
For The Year Ended 31st December 2014

BALANCE SHEET AS AT 31ST DECEMBER 2014

	<u>NOTES</u>	<u>31/12/14</u>	<u>31/12/13</u>
		€	€
<u>Assets Employed:</u>			
<u>Fixed Assets:</u>			
Tangible Assets	4	13,666	17,083
<u>Current Assets:</u>			
Debtors & Prepayments	5	2,160	2,272
Cash at Bank and on Hand		778	7,053
		2,938	9,325
Creditors (Amount falling due within one year)	6	—	—
Net Current Assets / (Liabilities)		2,938	9,325
Total Assets Less Liabilities		<u>16,604</u>	<u>26,408</u>
<u>Financed By:</u>			
Surplus/(Deficit) carried forward		<u>16,604</u>	<u>26,408</u>

Approved by the board on *11th March 2015*

Gwyneth Brophy
DIRECTOR
GWYNETH BROPHY

Deborah Markey
DIRECTOR
DEBORAH MARKEY

The National Childminding Association of Ireland Limited
T/A Childminding Ireland

Directors' Report & Financial Statements
For The Year Ended 31st December 2014

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2014

1. ACCOUNTING POLICIES

(a) Accounting Convention

The accounts are prepared under the historical cost convention.

(b) Depreciation and Amortisation

The cost of fixed assets including leased assets is written off by equal instalments over their expected useful lives as follows:

Furniture, Fittings & Equipment - 20% Reducing Balance

(c) Foreign Currencies

The accounts are expressed in Euro (€).

(d) Comparisons

The comparison figures are for the year ended 31st December 2013.

2. EMPLOYEES AND REMUNERATION

The average number of persons employed by the Company during the period was 8 (2013 - 8).

	<u>12 m/e</u> <u>31/12/14</u>	<u>12 m/e</u> <u>31/12/13</u>
The Staff costs were comprised of:	€	€
Staff Costs	255,805	271,014
Social Welfare Costs	26,812	25,661
Employers' Pension	5,196	5,189
	<u>287,813</u>	<u>301,864</u>

PENSION

The company operates a defined contribution scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge represents contributions payable by the company to the fund and amounted to €5,196 (2013-€5,189). There were no outstanding or prepaid contributions at the balance sheet date.

3. DEFICIT ON ACTIVITIES

The surplus on activities is stated after charging

	<u>12 m/e</u> <u>31/12/14</u>	<u>12 m/e</u> <u>31/12/13</u>
Auditors Fees (Including VAT)	€ <u>2,276</u>	€ <u>2,275</u>

The National Childminding Association of Ireland Limited
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NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31ST DECEMBER 2014

4. TANGIBLE FIXED ASSETS

	<u>FURNITURE , FITTINGS & EQUIPMENT</u>	<u>TOTAL</u>
<u>Cost</u>	<u>€</u>	<u>€</u>
At 1 st January 2014	123,030	123,030
Additions during period	-	-
Disposals	-	-
At 31 st December 2014	<u>123,030</u>	<u>123,030</u>
<u>Depreciation</u>		
At 1 st January 2014	105,947	105,947
Disposals	-	-
Charge for Year	<u>3,417</u>	<u>3,417</u>
At 31 st December 2014	<u>109,364</u>	<u>109,364</u>
<u>Net Book Value</u>		
At 31 st December 2014	<u>13,666</u>	<u>13,666</u>
At 31 st December 2013	<u>17,083</u>	<u>17,083</u>

5. DEBTORS & PREPAYMENTS

	<u>31/12/14</u>	<u>31/12/13</u>
	<u>€</u>	<u>€</u>
Prepayments	<u>2,160</u>	<u>2,272</u>

6. CREDITORS

	<u>31/12/14</u>	<u>31/12/13</u>
	<u>€</u>	<u>€</u>
<u>Amount falling due within one year</u>		
Bank Overdraft	-	-
Accruals - Audit Fees	-	-
- PAYE/PRSI	-	-
	<u>-</u>	<u>-</u>

7. CALLED UP SHARE CAPITAL

The company is limited by guarantee and does not have a share capital.

8. APPROVAL OF FINANCIAL STATEMENTS

The Financial Statements were approved by the Directors on the *11th March 2015*

The National Childminding Association of Ireland Limited
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CASH FLOW STATEMENT
AS AT 31ST DECEMBER 2014

	<u>12 m/e</u> <u>31/12/2014</u>
	€
Net Deficit for the year	(9,804)
Depreciation Charges	<u>3,417</u>
	(6,387)
Decrease in Prepayments	112
Cash Surplus/(Deficit) from operations	(6,275)
Balance as at 01/01/2014	<u>7,053</u>
Balance as at 31/12/2014	<u>778</u>

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SUPPLEMENTARY INFORMATION NOT FORMING PART OF THE FINANCIAL STATEMENTS

OPERATING STATEMENT FOR THE YEAR ENDED
31ST DECEMBER 2014

	<u>Y/e 31/12/14</u>	<u>Y/e 31/12/13</u>
	€	€
<u>Income:</u>		
Pobal – NCIP Funding from OMCYA	340,000	335,372
H.S.E. – Core Funding	-	23,876
Other Income – Members Subs etc.	<u>112,641</u>	<u>104,322</u>
	<u>452,641</u>	<u>463,570</u>
<u>Expenditure:</u>		
Membership Expenditure	70,925	61,420
Staff Costs	287,813	301,864
Training, Seminars & Conferences	2,648	3,484
Office Administration	48,693	47,645
Advertising & Promotion	4,786	2,837
Printing & Stationery	17,418	15,401
Sundries	1,128	1,559
Bank Charges	860	1,608
Newsletters	4,788	5,022
Travelling & Subsistence	5,778	6,555
Board Meetings Expenditure	6,475	7,156
AGM Costs	2,426	1,406
Website Design	492	-
Bank Interest	6	63
Depreciation	3,417	4,271
Audit/Accountancy & Professional Fees	<u>4,792</u>	<u>2,275</u>
 Total Overheads	 462,445	 462,566
 Surplus/(Deficit) for year	 <u>(9,804)</u>	 <u>1,004</u>