

**North Munster Money Advice & Budgeting Service Company Limited by  
Guarantee**

**Annual Report and Audited Financial Statements**

**for the financial period from 5 July 2018 (date of incorporation) to 31 December  
2019**

**Company Number: 629811**

**North Munster Money Advice & Budgeting Service Company Limited by  
Guarantee  
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**North Munster Money Advice & Budgeting Service Company Limited by  
Guarantee  
TRUSTEES' AND OTHER INFORMATION**

<b>Trustees</b>	Edel Browne (Appointed 5 December 2018) John Lambe (Appointed 5 December 2018) Joe Sullivan (Appointed 5 July 2018) Anne Galvin (Appointed 5 July 2018) Derek Halpin (Appointed 5 July 2018, Resigned 7 October 2019)
<b>Company Secretary</b>	Joe Sullivan (Appointed 5 July 2018)
<b>Company Number</b>	629811
<b>Registered Office and Principal Address</b>	19 Davis Street Tipperary Town Tipperary
<b>Auditors</b>	Mazars Chartered Accountants and Statutory Audit Firm 98 Henry Street Limerick
<b>Bankers</b>	Allied Irish Bank 52 Baggot Street, Dublin 4
<b>Solicitors</b>	Ormonde Solicitors 6A Wallace House Canada Street Waterford  Paul Kingston & Co Solicitors 10 St. Michael Street Tipperary Town Co. Tipperary

# **North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

## **TRUSTEES' ANNUAL REPORT**

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

The trustees present their Trustees' Annual Report, combining the Directors' Report and Trustees' Report, and the audited financial statements for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019.

The financial statements are prepared in accordance with the Companies Act 2014, FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their financial statements in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Trustees' Report contains the information required to be provided in the Trustees' Annual Report under the Statement of Recommended Practice (SORP) guidelines. The trustees of the company are also charity trustees for the purpose of charity law and under the company's constitution are known as members of the board of trustees.

In this report the trustees of North Munster Money Advice & Budgeting Service Company Limited by Guarantee ("North Munster MABS") present a summary of its purpose, governance, activities, achievements and finances for the financial period from 5th July 2018 (date of incorporation) to 31st December 2019.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the company's website. Legislation in Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

The charity is in the process of becoming a registered charity and hence the report and results are presented in a form which complies with the requirements of the Companies Act 2014 and, although not obliged to comply with the Statement of Recommended Practice, the organisation has implemented its recommendations where relevant in these financial statements.

The charity is limited by guarantee not having a share capital.

### **Mission, Objectives and Strategy**

#### **Mission Statement**

The mission of the charity is to provide a free, confidential and independent Money Advice and Budgeting Service, which identifies, supports, educates and advocates for those experiencing or at risk of over-indebtedness, especially those on low income.

#### **Objectives**

The main object for which the Charity is established is the relief of poverty and economic hardship through the provision of a free, confidential and independent Money Advice and Budgeting Service, which identifies, supports, educates and advocates for those experiencing or at risk of over-indebtedness, especially those on low income.

To assist in the attainment of the main object the following subsidiary objects were developed:

- (a) To provide an independent, free, confidential and non-judgemental Money Advice and Budgeting Service to individuals and families in the area to facilitate them to cope with their immediate debt problems and become financially independent in the long term;
- (b) To provide an Approved Intermediary Service under the provisions of the Personal Insolvency Act 2012, as amended;
- (c) To educate and impart skills for money management to low income families, individuals and relevant target groups within the area through money management education;
- (d) To co-operate within the area with statutory and voluntary bodies and agencies and to facilitate the combination, co-ordination and integration by those bodies and agencies of the various schemes and initiatives provided by them within the area;
- (e) To identify and facilitate access to credit where appropriate and to negotiate with creditors on behalf of clients when necessary, relevant and appropriate;
- (f) To highlight changes in policy and practice which need to be implemented at local and/or national level to combat economic hardship, financial exclusion and over-indebtedness;
- (g) To implement any national programmes and initiatives that may be developed from time to time in furtherance of the main object of North Munster MABS including targeted programmes for particularly vulnerable clients such as those in mortgage arrears;
- (h) Any such activities as might be prescribed by the Minister or the Citizen Information Board.

#### **Strategy**

North Munster MABS was founded as part of a restructure of Money Advice & Budgeting Service's nationwide. The transfer of undertakings included the transfer of the annual work plans of six former companies within its service area. The Board further developed an Action Plan 2019 which focused on four priorities:

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- a. Sustaining and enhancing MABS service offer, quality and availability;
- b. Governance and organisational development of the new regional company;
- c. Change management and building the capacity of our staff; and
- d. Communications, money management education and social policy.

#### **Structure, Governance and Management**

##### **Structure**

North Munster MABS founded in 2018, is a charity incorporated under the Companies Act 2014 and is limited by guarantee. The Governance of North Munster MABS is conducted in accordance with its Constitution. North Munster MABS is governed and directed by a voluntary board which comprises people with varied backgrounds and skill sets. Its function is to provide leadership, develop strategy, formulate effective policies and oversee their implementation, ensure good governance and financial control. The board is provided with regular financial and operational information. Day to day operations of the charity are managed by Michael Doherty, the Regional Manager, who is appointed by the board. Regional Coordinators (members of the senior management team) report directly to the Regional Manager.

##### **Governance**

The board's commitment to governance is reflected in the emphasis on transparency, accountability, effectiveness and on value for money in all aspects of its work. North Munster MABS is fully compliant with the principles outlined in the "Code of Practice for the Governance of State Bodies (2016)". A review of the organisation's compliance with the code is conducted annually. The Board undertakes an annual self-assessment of its own performance and that of its committees in conjunction with the AGM. Any identified improvements are noted with a timeline for follow up.

Detailed annual budgets are prepared by management in line with the Strategy Statement and are reviewed by the Financial, Audit and Risk committee and further reviewed and approved by the board. Actual results and outcomes are compared against the budget by the Financial, Audit and Risk sub-committee and the board on a regular basis to ensure alignment with the Strategic Plan and to maintain tight budgetary control and obtain value for money. The board has determined a formal schedule of matters for which its approval is specifically required including the use of the company seal.

The company and charity are governed by the Chair and Board of Trustees, who make decisions at board level regarding strategy in relation to the charity. The board of North Munster MABS met on eleven occasions during the financial period. The agenda for each meeting contains a requirement for a formal disclosure by each trustee of any conflict of interest or loyalty on any matter noted on the agenda. The agenda for board meetings will typically include: approval of previous meeting minutes; review of latest management accounts; Regional Manager's report on activities including progress report on strategic plan targets; policies for sign off; Employer Union Forum minutes; correspondence addressed to the board and all correspondence on legal matters.

There are four members of the Board of Trustees drawn from a broad range of backgrounds. Trustees are appointed for a term of three years at the end of which they may seek re-election at the annual general meeting. All trustees may only serve for a maximum of two terms either consecutively or cumulatively.

The Board of Trustees have the power to appoint the company secretary, chair of the Finance, Audit & Risk Committee, chair of the Standing Committee on service delivery and development and any such officers as they shall deem necessary to enable the Board to operate effectively to carry on the business of the charity. The Board use Boardmatch.ie to source suitable candidates. Suitable applicants are put forward for election by the members at the annual general meeting.

On appointment, all new board members attend an induction training session with the Regional Manager and Coordinators. They receive an overview of the organisation as a whole and the various activities and services provided by it. They are briefed on their legal obligations under charity and company law and are provided with a copy of the company's constitution. In addition, the role and responsibilities of a trustee are explained in detail.

Trustees are also encouraged to attend appropriate external training events where these will assist the undertaking of their role. Board members are Garda vetted where required.

The following committees and representatives form part of the governance structure of North Munster MABS.

- Finance, Audit and Risk Committee
- Standing Committee on Service Delivery Development
- Human Resource Committee
- Employer Union Forum Representative
- Local Advisory Committee

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#### **Finance, Audit and Risk Committee**

The Board has established a Finance, Audit and Risk Committee to ensure:

- i. the effective review and monitoring of financial risks;
- ii. reliable management and financial reporting;
- iii. compliance with laws and regulations;
- iv. maintenance of an effective and efficient audit;
- v. an effective risk management process.

The overall responsibility for compliance with the financial controls and reporting requirements rests with the entire Board of Directors as set out in the service level agreement with Citizen Information Board ("CIB").

#### **Standing Committee on Service Delivery Development**

The Board has established a Standing Committee on Service Delivery Development to:

- i. advise the Board on matters relating to the quality and quantity of service delivery across the region;
- ii. identify services which are not meeting agreed standards;
- iii. identify the potential and need for different and/ or new services; and
- iv. propose changes which will enhance the nature of service through the initiation of research or of piloting new approaches.

#### **Human Resource Committee**

The Board has established a Standing Committee on Human Resources to:

- i. ensure the implementation of the organisation's employment policies and the Citizens Information Board's requirements.
- ii. ensure the fulfilment of the Board's financial and legal responsibilities to employees.
- iii. build and maintain good staff management/ employee relations and communications.
- iv. report to the Board on staff, HR/ IR issues on a quarterly basis or more frequently, if required.
- v. ensure that employees receive the support, supervision and training required to help them do their jobs to the best of their ability.
- vi. co-ordinate the handling of disciplinary and grievance matters according to agreed procedures.

#### **Employer Union Forum Representative**

Under the service level agreement with Citizen Information Board (CIB) the charity has appointed Joe Sullivan as its Employer Union Forum Representative. The objectives of the Employer Union Forum is:

- i. to review and make recommendations on Human Resource policies and procedures, or such other issues relating to the terms and conditions of employment of MABS as are referred to the group by the MABS Employers Group and relevant Union official/ representative, that will optimize improvements in the terms and conditions of the eight MABS regional companies
- ii. the group will deal only with such issues as are outlined above of common interest to all MABS.
- iii. the forum will always ensure that their discussions and recommendations are predicated on the need to ensure continuous improvement in the services provided to citizens, increased organisational effectiveness and value for money. The forum may invite representatives to present or inform on various items.
- iv. the Employer Union Forum will not deal with individual HR matters.

#### **Local Advisory Committee**

Under the service level agreement with Citizen Information Board (CIB) the charity must establish a Local Advisory Committee. The setting up of this committee has been deferred until year three.

The Local Advisory Committee (LAC) is to:

- i. act in advising and supporting the work of the Board in its catchment area so as to ensure the continuing relevance of the Board's service provision.
- ii. promote the service in the local communities,
- iii. give feedback to local staff, the Regional Manager and the Board on the needs and priorities for services in the area.

#### **Attendance at Board meetings**

There were eleven meetings of the Board during period.

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Joe Sullivan  
Edel Browne  
John Lambe  
Anne Galvin  
Derek Halpin

5 July 2018 (Appointed) - attended 10 board meetings  
5 July 2018 (Appointed) - attended 4 board meetings  
5 December 2018 (Appointed)- attended 7 board meetings  
5 July 2018 (Appointed) - attended 11 board meetings  
7 October 2019 (Resigned) - attended 4 board meetings

The Board of Trustees had informally appointed a further two members to the board Gary Keogh (attended 2 board meetings) and Aoife Prendergast (attended 1 board meeting) but they were not formally appointed as at 31 December 2019.

### Management

The Regional Manager, Michael Doherty, to whom the day to day management of the charity is delegated, leads a team of 42 employees working throughout North Munster, six regional offices, plus an additional three workers are contracted from the Department of Social Protection and Health Service Executive. Each of the regional offices is charged with an area of responsibility; South Tipperary look after the charities finance and compliance; Waterford is charged with the HR function; West Waterford is the service delivery function; Limerick is the marketing and community education base and Clare is the risk and quality centre.

### Review of Activities, Achievements and Performance

The principal activity of the entity is the relief of poverty and economic hardship through the provision of a free, confidential and independent Money Advice and Budgeting Service, which identifies, supports, educates and advocates for those experiencing or at risk of over-indebtedness, especially those on low income.

On 1st October 2018 the transfer of undertakings from the six Localised MABS companies into North Munster MABS took place. During the past fifteen months, much of the work of the Board and Management has been to create the support systems within the Regional Structure to support effective administration and governance and in dealing with legacy issues. While governance and administrative systems development will be ongoing, very good progress has been made in 2018 and 2019 placing the company on a strong and sound footing.

While the restructuring process was under way, principal activities were maintained. During the fifteen months to the end of 2019 3,073 new clients approached North Munster MABS for assistance. A further 2,540 clients transferred into North Munster MABS from the six localised companies on 1st October 2018. Money Advisers discharged 3,257 cases in the period, these having reached the end of the adviser process. All Advisers carry very substantial caseloads on a continual basis. We commend all staff on their commitment and professionalism when working with all clients seeking assistance.

It is over ten years since the financial crisis in 2008 and it is concerning the extent of mortgage arrears cases still unresolved. In addition to providing advice to those in mortgage arrears, our Advisers and Court Mentors are present in all County Registrar Courts across the region to assist clients who find themselves before the Courts due to mortgage arrears.

MABS Approved Intermediaries provided 31 Debt Relief Notices during the period. A Debt Relief Notice (DRN) is one of three debt resolution mechanisms introduced under the Personal Insolvency Act 2012 for people who cannot afford to pay their personal debts. The Debt Relief Notice is designed for people who have very low disposable income and little or no assets. It allows for the write-off of qualifying debt up to €35,000 subject to a 3-year supervision period.

The DRN is the only insolvency option available through MABS. It is a source of disappointment to us that our efforts to have a full insolvency service available through MABS have thus far been unsuccessful. We have engaged in extensive staff training on Insolvency and Bankruptcy options to ensure our Money Advisers can provide the most up to date advice on all options available to clients to address difficulties with over indebtedness.

When advising clients, a key driver in delivering this advice is the empowerment of the client to take charge of their situation. Historically, one of the main solutions offered to clients to address over indebtedness was the Special Account. This account allowed clients save money towards debts in their local credit union. On a monthly basis, the MABS Adviser distributed these funds amongst the clients' creditors. In the past, this was one of the few means a client had of implementing a payment appropriate to their needs. Unfortunately, over time in some cases a sense of dependency was created but in 2020 there are several options available to the client, to facilitate payment to creditors and we continue to move our clients to these more appropriate platforms to make payments. We expect to discontinue this service completely in 2020.

Service delivery has been reviewed across the whole region in 2019. We are happy to report that almost all urban centres with a population in excess of 2000 people have a MABS presence.

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### Review of Activities, Achievements and Performance - continued

Those that do not have a MABS physical presence are adequately covered by geographically adjacent offices.

In October 2019 the service in Clonmel moved to new offices on Anglesea Street, Clonmel. This continues our work to upgrade offices to a top-quality standard. We will be working with CIB to ensure all our offices spaces contribute to delivering a professional service to all who need our service.

The charity is not involved in any social investments or grant making. The service provided to clients is advice and advocacy focused. We do not make payments to clients.

All MABS offices are staffed by paid professional management, advisers and administrators. There are no volunteers. We wish to acknowledge here the commitment of all staff and management in delivering the service throughout the period and we look forward to working with them over the coming years.

### Financial Review

The results for the financial period are set out on page 16 and additional notes are provided showing income and expenditure in greater detail.

### Income

The principal funding source is grant funding awarded annually by Citizen Information Board. Citizens Information Board is the grant making agency and the sponsoring government Department is the Department of Employment Affairs & Social Protection (DEASP). (DPER Circular 13/2014). The funding awarded during the financial period was €3,160,201.

### Financial Results

At the end of the financial period the charity has assets of €593,862 and liabilities of €148,047. The net assets of the charity are €445,815

### Reserves Position and Policy

North Munster MABS reserves at the end of the period were €431,430 and are unrestricted. Having reviewed the level of reserves the Board consider the following designations appropriate:

1. Towards the move to more suitable offices in Tipperary Town - €35,000
2. Towards a working capital reserve in the event of a delay in funding - €333,500
3. Towards the Surrender of Current Leases in the event of the Company ceasing occupancy - €25,000

The basis for designating these reserve levels is set out hereunder.

1. The designation in relation to a move of offices in Tipperary is in line with the recent office move in Clonmel. CIB have limited resources to facilitate office relocations across all its services. In the case of the relocation in Clonmel North Munster MABS contributed €65,000 from its resources to enable sourcing suitable offices. A proportionate contribution towards a relocation in Tipperary is expected.

2. North Munster MABS is funded by CIB on submission of various reports at each quarter end. The charity has ten working days in which to submit these reports. Invariably it takes CIB a further ten days to review these reports and release funding. The working capital reserve amount above is equivalent to six weeks operational funding. This amount is deemed appropriate to address the time lag from quarter end to release of funds for the following quarter and allow for unforeseen delays up to ten working days.

3. North Munster MABS has planned an office relocation in Tipperary for health & safety considerations. This designation is to fund potential costs associated with breaking a lease.

The Board of Trustees have considered the reserves level and have agreed that it is adequate for current purposes, provided the Charity continues to operate on a going concern. Were this not to be the case then additional reserves will be required to address windup costs. Any balance that remains unexpended at the end of the period has to be accounted for to Citizen Information Board (CIB) and may have to be surrendered. The spending of a carried surplus from one year to the next must have CIB approval. The Board is in the process of putting a formal reserves policy in place.



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### Principal Risks and Uncertainties

Achievement of our aims and objectives entails taking risks. The board are responsible for ensuring that the major risks facing North Munster MABS are appropriately managed. This is a continuous process reflecting the changing priorities and circumstances facing North Munster MABS. During the financial period the major risks facing North Munster MABS as defined by the board and the management team have been reviewed and their potential impact assessed.

The principal risks and uncertainties are:

#### Reputational risk

The charity sector has suffered as a result of financial misappropriation in the past. Reputational risk may arise either through internal factors or the actions of a third party. The Charity makes every effort to minimise this risk through a commitment to transparency, governance and accountability.

#### Data Protection risk

The company receives and manages sensitive information in the course of its activities. It may be exposed to information technology security risks and cybercrime. Following the introduction of the General Data Protection Regulations (GDPR) there are significant implications of how personal data is managed and protected. North Munster MABS has policies and procedures in place to mitigate the risk and staff have attended GDPR training.

#### Regulatory Compliance risk

The company is in the process of becoming a registered charity which is regulated by the Charities Regulatory Authority (CRA). The Trustees of the charity are aware that non-compliance with legislation such as the Charities Act 2009 and regulations overseen by the CRA would jeopardise the future of the company. To manage this risk the company employs suitably qualified professionals, has appointed a skilled and expertise led board of trustees, and takes advice from experts as appropriate.

#### Operational and Cashflow Management Risks

The charity monitors costs across all areas of expenditure to reflect the uncertainty in grant income. To manage cash flow the charity either pays all expenses in the month incurred or accrues appropriately for those expenses incurred but not yet paid. To manage and mitigate this risk, the charity prepares annual budgets which are submitted and approved by Citizen Information Board (CIB) and monitors actual expenditure monthly against budgeted figures. These are reported monthly to the Board.

#### Recruitment

The ability to recruit suitably qualified and experienced staff to fill vacant positions can be challenging. North Munster MABS works hard to attract, develop and keep people working with us. This is done through continually improving our terms and conditions and ensuring we offer competitive salaries within the sector.

Strategies and controls aimed at managing risks appropriately have been agreed, many of which are already in place and effective; others are being developed further as the control processes are subject to continuous improvement. Given the objectives of North Munster MABS, and the nature of the activities by which it furthers them, some of the risks have to be accepted: it is not possible for North Munster MABS to eliminate them. However, appropriate steps have been taken to mitigate them where possible.

#### Future Developments

The charity plans to continue its present activities and current service level offering. MABS has a great and powerful story to tell. It can and should be a strong voice for those availing of our services on a daily basis. The Charity has developed a Strategy Statement 2020-2022 which sets out the path for the next three years. The outputs expected over the term of the Strategy are:

- Increase the reach of MABS regionally, nationally and internationally
- Establishment and development of national working groups
- Develop and expand access to statutory debt solutions
- Enhance brand awareness
- Enhancing service delivery, quality and availability
- Create and implement a digital strategy

The Charity is committed to providing the best standards of Money Advice & Budgeting possible. In achieving this standard North Munster MABS will draw on the best practice both nationally and internationally. We are committed to building the linkages that facilitate us achieving our goal.

A pilot, undertaken in Waterford MABS prior to restructuring clearly demonstrated the need for insolvency services to be available to MABS clients. It is a consistent source of disappointment to the Trustees that MABS is not sanctioned

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#### **Future Developments - continued**

to provide all Insolvency Options to our clients. The Trustees are committed to using their best endeavours to have all Insolvency options available through MABS.

The Trustees have also committed to raising the awareness of the MABS service across its area of operations. The Charity will promote MABS to the best of its ability within the limited budgets assigned to it for this purpose.

Employees are kept as fully informed as practicable about developments within the charity. Annually staff participate in a companywide planning process. We are developing Communities of Practice groups to garner and develop best practices in both service delivery and processes. All staff participate in regular staff meetings to keep them abreast of ongoing developments and to gather their feedback and experiences.

North Munster MABS is in the process of securing a new premise for the South Tipperary office in response to a health and safety report. We will continue to strive to operate through professional and modern office spaces that enhance the MABS experience for both the client and the staff member.

#### **Trustees and Secretary**

The trustees who served throughout the financial period, except as noted, were as follows:

Edel Browne (Appointed 5 December 2018)  
John Lambe (Appointed 5 December 2018)  
Joe Sullivan (Appointed 5 July 2018)  
Anne Galvin (Appointed 5 July 2018)  
Derek Halpin (Appointed 5 July 2018, Resigned 7 October 2019)

In accordance with the Constitution, the trustees retire by rotation and, being eligible, offer themselves for re-election.

The secretary who served throughout the financial period was Joe Sullivan.

#### **Health and Safety**

The health and safety of our employees and anyone else that may be affected by what we do, is of primary importance. Effective health and safety management is an integral part of day-to-day activities. Our main objective is to minimise accidents and ill health by identifying all significant risks and eliminating or reducing them to the lowest level reasonably practicable.

North Munster MABS is committed to continual improvement in the health & safety of our workplaces. To ensure we meet our commitments, we undertake to monitor and review health and safety performance and take action where necessary. We will ensure there are sufficient resources and arrangements to achieve and maintain appropriate levels of risk control, communication and competence.

#### **Staff Training and Development**

North Munster MABS is committed to the training and development of its staff. We aim to enable staff to gain increased satisfaction from work within MABS. We strive to help staff develop the skills, knowledge and aptitudes necessary to make a more effective contribution to MABS's work and thereby to enhance client outcomes

North Munster MABS identifies these objectives as necessary to achieve its staff development and training aims:

- I. To monitor and maintain clear staff recruitment and selection procedures ensuring equality of opportunity in employment.
- II. To provide a comprehensive induction procedure for new staff.
- III. To develop, maintain and monitor structures and systems providing management, support and evaluation for all staff.
- IV. To maintain staff development and training records for each member of staff.
- V. To evaluate the impact of development and training on the individual's work and ultimately the performance of the organisation.

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### Pay Policy for Senior Staff

The Company agrees the terms and conditions by which Personnel are to be employed as set out in the Guidelines on Recruitment and Conditions of Employment in MABS and as amended and agreed nationally through the Employer/Union Forum and by agreement with CIB. North Munster MABS adheres to the guidelines as amended from time to time.

The Company may not pay or subsidise salaries, expenses or other perquisites (including but not limited to, bonus payments and benefits in kind) which exceed those agreed by CIB and contained in the Financial Controls.

The Company submits an Annual Staffing Return by the 31st of January each year, to CIB, which sets out the numbers employed by the Company and for each employee; name, position, salary grade & increment point, hours of work, gross salary, Employer's PRSI, Employer's Pension contribution, contract type: permanent/ temporary, start and end dates.

### Compliance with Sector-Wide Legislation and Standards

The charity engages pro-actively with legislation, standards and codes which are developed for the sector. North Munster Money Advice & Budgeting Service Company Limited by Guarantee subscribes to and is compliant with the following:

- The Companies Act 2014
- The Charities SORP (FRS 102)
- Code of Practice for the Governance of State Bodies (2016)

### Subsequent Events

Subsequent to the period end, a global pandemic occurred in relation to Coronavirus, a virus not previously seen in humans. The COVID-19 outbreak has developed rapidly in 2020, with a significant number of infections. Measures taken by various governments to contain the virus have affected economic activity. We have taken a number of measures to monitor and prevent the effects of the COVID-19 virus such as safety and health measures for our people, like social distancing, working from home and a restriction on all face to face client meetings. North Munster MABS remain open and money advisers are available to take client money advice queries by phone, email and by Facebook Messenger.

At this stage, the impact on our charity and results is limited as funding for 2020 has been granted. We will continue to follow the various national institutes policies and advice and in parallel will do our utmost to continue our operations in the best and safest way possible without jeopardising the health of staff or clients.

The Board of Trustees continues to review the situation and have agreed, if necessary, to draw on reserves to maintain core operations. In addition, any discretionary expenditure planned in 2020 will be deferred. Based on this review and the year-end financial position, the Board of Trustees believes that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the Board continues to adopt the 'going concern' basis in preparing the financial statements.

We forecast an increased need for MABS during coming months/years as people have to contend with loss of income and employment because of the lock down. Possible health implications of the Virus and delays in receiving medical treatments for pre-existing conditions will also have a profound impact on peoples' livelihoods.

Since the financial period end, CIB, the funder, has imposed two significant changes to the funding of the charity. The changes were made without prior notice to, or consultation with the Service Manager or Trustees. Firstly, effective April 2020, CIB is moving from quarterly to monthly funding of the charity. The move to monthly funding creates unnecessary liquidity risks in the event of any delays in releasing monies in a timely manner. The trustees regard this unilateral change as a breach of the Service Level Agreement between CIB and North Munster MABS. In these uncertain times, with the social and economic turmoil caused by the Covid 19 Pandemic, confidence really matters- the breach of the SLA, by our funder, presented as a 'fait accompli' to the charity, does not inspire confidence."

The second aspect of the changes to funding, the Trustees consider even more serious. CIB is clawing back DMA Surplus by reducing the funding for Q2 2020. The cutting of the DMA funding to effectively €1,163 for Q2 2020 takes no account of expenditure incurred but not paid or the working capital requirements of the DMA service. At each month end North Munster MABS will have accrued DMA expenditure incurred of almost €30,000, primarily attributable to employment costs. The Trustees consider retaining a working capital balance equivalent to six to eight weeks operational running costs (€40,000 to €55,000) as prudent. The effect of the reduction in funding of the DMA service in Quarter 2 2020 is that there are insufficient reserves to meet either of these goals.

There have been no other significant events affecting the Charity since the financial period-end.

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**Going Concern**

Based on the results for the period, the period-end financial position and the approved budget for 2020, the board believes that the charity has adequate resources to continue in operational existence for the foreseeable future (at least twelve months from the date of approval of the financial statements for 2019).

**Statement on Relevant Audit Information**

In the case of each of the persons who are trustees at the time the Trustees' Report and Financial Statements are approved:

- So far as the trustees are aware, there is no relevant audit information of which the company's statutory auditors are unaware, and
- Each trustee has taken all steps appropriate to make themselves aware of any relevant audit information and to establish that the company's statutory auditors are 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.

**Auditors**

Mazars, (Chartered Accountants), were appointed auditors by the trustees to fill the casual vacancy and they have expressed their willingness to continue in office in accordance with the provisions of section 383(2) of the Companies Act 2014.

**Accounting Records**

To ensure that adequate accounting records are kept in accordance with Sections 281 to 285 of the Companies Act 2014, the directors have employed appropriately qualified accounting personnel and have maintained appropriate computerised accounting systems. The accounting records are located at the company's office at 19 Davis St, Co. Tipperary.

Approved by the Board of Trustees on 21<sup>st</sup> May 2020 and signed on its behalf by:



Anne Galvin  
Trustee



Joe Sullivan  
Trustee

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**TRUSTEES' RESPONSIBILITIES STATEMENT**

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

The trustees, who are also directors of North Munster Money Advice & Budgeting Service Company Limited by Guarantee for the purposes of company law, are responsible for preparing the financial statements in accordance with applicable Irish law and regulations.

Irish company law requires the trustees as the directors to prepare financial statements for each financial year. Under the law the trustees have elected to prepare the financial statements in accordance with the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council. Under company law, the trustees 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 charity as at the financial year end date and of the net income or expenditure of the charity for the financial year and otherwise comply with the Companies Act 2014.

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

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Statement of Recommended Practice: Accounting and Reporting by Charities (2015);
- make judgements and estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with the relevant financial reporting framework, 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 charity will continue in operation.


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

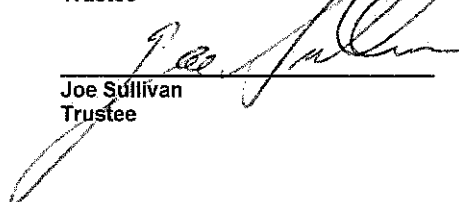
The trustees are responsible for ensuring that the charity keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the charity, enable at any time the assets, liabilities, financial position and net income or expenditure of the charity to be determined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

In so far as the trustees are aware:

- there is no relevant audit information (information needed by the charity's auditor in connection with preparing the auditor's report) of which the charity's auditor is unaware, and
- the trustees have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

Approved by the Board of Trustees on 21<sup>st</sup> May 2020 and signed on its behalf by:

  
\_\_\_\_\_  
Anne Galvin  
Trustee

  
\_\_\_\_\_  
Joe Sullivan  
Trustee

# **INDEPENDENT AUDITOR'S REPORT**

## **to the Members of North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

### **Report on the audit of the financial statements**

#### **Opinion**

We have audited the charity financial statements of North Munster Money Advice & Budgeting Service Company Limited by Guarantee for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019 which comprise the Statement of Financial Activities (incorporating an Income and Expenditure Account), the Balance Sheet, the Statement of Cash Flows and the related notes to the financial statements, including a summary of significant accounting policies set out in note 2. The financial reporting framework that has been applied in their preparation is Irish law and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS 102.

In our opinion the financial statements:

- give a true and fair view of the assets, liabilities and financial position of the charity as at 31 December 2019 and of its net incoming resources for the financial period then ended;
- have been properly prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland", as applied in accordance with the provisions of the Companies Act 2014 and having regard to the Charities SORP; and
- have been properly 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 charity in accordance with ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard for Auditors (Ireland) issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), and the Provisions Available for Audits of Small Entities, in the circumstances set out in note 4 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 ISAs (Ireland) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity'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 trustees 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.

#### **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 Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- in our opinion, the Trustees' Annual Report has been prepared in accordance with the Companies Act 2014.

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 charity were sufficient to permit the financial statements to be readily and properly audited. The financial statements are in agreement with the accounting records.

# **INDEPENDENT AUDITOR'S REPORT**

## **to the Members of North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

### **Matters on which we are required to report by exception**

Based on the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified any material misstatements in the Trustees' Annual Report. The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of trustees' remuneration and transactions required by sections 305 to 312 of the Act are not made. We have nothing to report in this regard.

### **Respective responsibilities**

#### **Responsibilities of trustees for the financial statements**

As explained more fully in the Trustees' Responsibilities Statement set out on page 13 the trustees 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 they 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 trustees are responsible for assessing the charity'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 management either intends to liquidate the charity or to cease operations, or has 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 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: [www.iaasa.ie/getmedia/b2389013-1cf6-458b-9b8f-a98202dc9c3a/Description\\_of\\_auditors\\_responsibilities\\_for\\_audit.pdf](http://www.iaasa.ie/getmedia/b2389013-1cf6-458b-9b8f-a98202dc9c3a/Description_of_auditors_responsibilities_for_audit.pdf).> The description forms part of our Auditor's Report.

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

Our report is made solely to the charity'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 charity'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 any responsibility to anyone other than the charity and the charity's members, as a body, for our audit work, for this report, or for the opinions we have formed.

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**Richard Maguire**  
for and on behalf of  
**MAZARS**  
Chartered Accountants and Statutory Audit Firm  
98 Henry Street  
Limerick

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**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**STATEMENT OF FINANCIAL ACTIVITIES**

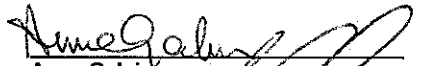
(Incorporating an Income and Expenditure Account)


for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

	Notes	Unrestricted Funds Dec 19 €	Total Dec 19 €
<b>Income</b>			
Charitable activities			
CIB Grant Income	6.1	3,177,531	3,177,531
Other income	6.2	21,189	21,189
<b>Total income</b>		<b>3,198,720</b>	<b>3,198,720</b>
<b>Expenditure</b>			
Charitable activities	7.1	3,098,663	3,098,663
<b>Net income/(expenditure) before exceptional items</b>		<b>100,057</b>	<b>100,057</b>
Exceptional items		345,758	345,758
<b>Net income/(expenditure) after exceptional items</b>		<b>445,815</b>	<b>445,815</b>
Transfers between funds		-	-
<b>Net movement in funds for the financial period</b>		<b>445,815</b>	<b>445,815</b>
<b>Balances carried forward at 31 December 2019</b>		<b>445,815</b>	<b>445,815</b>

The Statement of Financial Activities includes all gains and losses recognised in the financial period. All income and expenditure relate to continuing activities.

Approved by the Board of Trustees on 21<sup>st</sup> May 2020 and signed on its behalf by:

  
 Anne Galvin  
 Trustee

  
 Joe Sullivan  
 Trustee



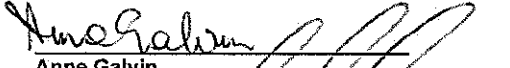
**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

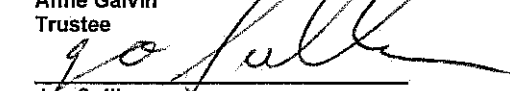
**BALANCE SHEET**

as at 31 December 2019

	Notes	Dec 19 €
<b>Fixed Assets</b>		
Tangible assets	13	<u>69,247</u>
<b>Current Assets</b>		
Debtors	14	19,848
Cash at bank and in hand		<u>504,767</u>
		<u>524,615</u>
<b>Creditors: Amounts falling due within one year</b>	15	<u>(148,047)</u>
<b>Net Current Assets/(Liabilities)</b>		<u>376,568</u>
<b>Total Assets less Current Liabilities</b>		<u>445,815</u>
<b>Funds</b>		
General fund (unrestricted)		<u>445,815</u>
<b>Total funds</b>	20	<u>445,815</u>

Approved by the Board of Trustees on 21<sup>st</sup> May 2020 and signed on its behalf by:

  
 Anne Galvin  
 Trustee

  
 Joe Sullivan  
 Trustee

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**STATEMENT OF CASH FLOWS**

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

	Notes	Dec. 19 €
<b>Cash flows from operating activities</b>		
Net movement in funds		445,815
Adjustments for:		
Exceptional items		(345,758)
Depreciation		2,362
Exceptional items		345,758
		<u>448,177</u>
Movements in working capital:		
Movement in debtors		(19,848)
Movement in creditors		148,047
		<u>576,376</u>
<b>Cash flows from investing activities</b>		
Payments to acquire tangible assets		<u>(71,609)</u>
<b>Cash and cash equivalents at 31 December 2019</b>	26	<u><u>504,767</u></u>

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**1. GENERAL INFORMATION**

North Munster Money Advice & Budgeting Service Company Limited by Guarantee is a public benefit entity, and a company limited by guarantee incorporated in the Republic of Ireland. The registered office of the charity is 19 Davis Street, Tipperary Town, Tipperary which is also the principal place of business of the charity. The nature of the charity's operations and its principal activities are set out in the Trustees Report. The financial statements have been presented in Euro (€) which is also the functional currency of the charity. All figures in the accounts are rounded to the nearest euro for presentation purposes. These financial statements are individual financial statements.

**2. SUMMARY OF SIGNIFICANT ACCOUNTING POLICIES**

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

**Basis of preparation**

The financial statements have been prepared on the going concern basis under the historical cost convention, modified to include certain items at fair value. The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)".

The charity has applied the Charities SORP on a voluntary basis as its application is not a requirement of the current regulations for charities registered in the Republic of Ireland.

As permitted by the Companies Act 2014, the charity has varied the standard formats in that act for the Statement of Financial Activities and the Balance Sheet. Departures from the standard formats, as outlined in the Companies Act 2014, are to comply with the requirements of the Charities SORP and are in compliance with section 4.7, 10.6 and 15.2 of that SORP.

**Statement of compliance**

The financial statements of the charity for the financial period ended 31 December 2019 have been prepared on the going concern basis and in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

**Fund accounting**

The following are the categories of funds maintained:

**Unrestricted funds**

Unrestricted funds consist of General and Designated funds.

- General funds represent amounts which are expendable at the discretion of the board, in furtherance of the objectives of the charity.

- Designated funds comprise unrestricted funds that the board has, at its discretion, set aside for particular purposes. These designations have an administrative purpose only, and do not legally restrict the board's discretion to apply the fund.

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**Income**

Income relates to grant income and is recognised by inclusion in the Statement of Financial Activities only when the charity is legally entitled to the income, performance conditions attached to the item(s) of income have been met, the amounts involved can be measured with sufficient reliability and it is probable that the income will be received by the charity.

**Income from charitable activities**

Income from charitable activities include income earned from performance related grants which have conditions that specify the provision of particular services to be provided by the charity. Income from Citizens Information Board (CIB) is recognised when the charity is legally entitled to the income because it is fulfilling the conditions contained in the related service level agreement. Where a grant is received in advance, its recognition is deferred and included in creditors. Where entitlement occurs before income is received, it is accrued in debtors.

Grants from CIB include the following type of conditions:

- Performance based conditions: whereby the charity is contractually entitled to funding only to the extent that the core objectives of the grant agreement are achieved. Where the charity is meeting the core objectives of a grant agreement, it recognises the related expenditure, to the extent that it is reimbursable by the donor, as income.

In the absence of such conditions, assuming that receipt is probable and the amount can be reliably measured, grant income is recognised once the charity is notified of entitlement.

**Donated services or facilities**

Donated services or facilities are recognised when the charity has control over the item, any conditions associated with the donated item have been met and the receipt of economic benefit from the use by the charity of the item is probable and can be measured reliably. Donated services and facilities are measured and included in the financial statements on the basis of the value of the gift to the charity. A corresponding amount is then recognised in expenditure in the period of receipt.

Gifts of assets are included in income at a reasonable estimate of their value, at the date received. These assets are treated as either tangible fixed assets or current assets depending on whether the gift is to be disposed of or retained for use by the charity. Gifts for fundraising purposes are accounted for when realised.

If it is impractical to measure the fair value of goods donated for resale or if the costs of valuation outweigh the benefit to users of the accounts and the charity of this information the donated goods must then be recognised when they are sold. As North Munster MABs is not selling any goods/ services, in such a case a disclosure will be made in the accounts to disclose the goods/ services received free of charge.

**Expenditure**

Expenditure is analysed as costs of charitable activities. Expenditure is recognised when a legal or constructive obligation exists as a result of a past event, a transfer of economic benefits is required in settlement and the amount of the obligation can be reliably measured.

**Costs of charitable activities**

Costs of charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries which includes advocacy work and governance costs together with related support costs. All costs of charitable activities are recognised on an accruals basis. Governance costs comprise salaries, direct expenditure and overhead costs incurred on the strategic, as opposed to the day-to-day management of the charity and on compliance with constitutional and statutory requirements.

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**Financial instruments**

**Financial assets**

Basic financial assets, including trade and other receivables, and cash are initially recognised at transaction price (including transaction costs), unless the arrangement constitutes a financing transaction, the resulting financial asset is measured at the present value of the future receipts discounted at a market rate of interest for a similar debt instrument. Such assets are subsequently carried at amortised cost, using the effective interest method. At the end of each reporting period financial assets measured at amortised cost are assessed for objective evidence of impairment. The impairment loss is recognised in the Statement of Financial Activities. Financial assets are derecognised when the contractual rights to the cash flows from the asset expire or are settled; or substantially all the risks and rewards of the ownership of the asset are transferred to another party; or control of the asset has been transferred to another party who has the practical ability to unilaterally sell the asset to an unrelated third party without imposing additional restrictions on the transfer.

**Financial liabilities**

Basic financial liabilities, including trade and other payables and bank loans are initially recognised at transaction price, unless the arrangement constitutes a financing transaction where the resulting financial liability is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument. Such liabilities are subsequently carried at amortised cost, using the effective interest method. Trade payables are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Trade payables are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade payables are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method. Financial liabilities are derecognised when the liability is extinguished, that is when the contractual obligation is discharged, cancelled or expires. Financial assets and liabilities are only offset in the balance sheet when there exists a legally enforceable right to set off the recognised amounts and the charity intends either to settle on a net basis, or to realise the asset and settle the liability simultaneously.

**Tangible fixed assets and depreciation**

Tangible fixed assets are stated at cost or at valuation, less accumulated depreciation. The charge to depreciation is calculated to write off the original cost or valuation of tangible fixed assets, less their estimated residual value, over their expected useful lives as follows:

Leasehold improvement	- 20% Straight line
Office furniture	- 12.5% Straight line

The carrying values of tangible fixed assets are reviewed annually for impairment in periods if events or changes in circumstances indicate the carrying value may not be recoverable.

**Debtors**

Debtors are recognised at the settlement amount due after any discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due. Income recognised by the charity from government agencies and other co-funders, but not yet received at year end, is included in debtors.

**Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event, which will probably result in the transfer of economic value to a third party, and the amount due to settle the obligation can be reliably measured or estimated. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due and at their present value where the time value of money is deemed significant. Funds already received from government agencies and other co-funders that do not meet the criteria for recognition as income, are shown in creditors.

**Cash at bank and in hand**

Cash consists of cash on hand and demand deposits. Cash equivalents consist of short term highly liquid investments that are readily convertible to known amounts of cash that are subject to an insignificant risk of change in value.

**Taxation**

No current or deferred taxation arises as the charity is in the process of availing of charitable exemption and no issues are expected to arise in securing same. Irrecoverable value added tax is expensed as incurred.

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**Pensions**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity. Annual contributions payable to the charity's pension scheme are charged to the income and expenditure account in the period to which they relate.

**3. PERIOD OF FINANCIAL STATEMENTS**

The financial statements are for the 18 month period from 5 July 2018 (date of incorporation) to 31 December 2019.

**4. PROVISIONS AVAILABLE FOR AUDITS OF SMALL ENTITIES**

In common with many other charitable companies of our size and nature, we use our auditors to assist with the preparation of the financial statements.

**5. CRITICAL ACCOUNTING JUDGEMENT AND ESTIMATES**

Estimates and judgements made in the process of preparing the entity financial statements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

**Critical judgement in applying the entity's accounting policies**

The charity has used critical judgement, in assessing the going concern principle.

**Going Concern**

The COVID-19 pandemic impact on the Charity for 2020 is expected to be limited as funding for 2020 has been granted. The Board of Directors continues to review the situation and has agreed that, if necessary, to draw on reserves to maintain core operations. Covid 19 is anticipated to increase the need for MABS services in the coming months/ years. Based on this review and the year-end financial position, the Board of Directors believes that the Company has adequate resources to continue in operational existence for the foreseeable future. This assessment is based on a number of key judgements and assumptions including: public funding will continue for the period of restrictions, the remainder of 2020 and will continue into 2021; services will continue to be delivered where possible; and the known cost impacts of Covid-19 have been considered and mitigated against where possible. For this reason, the Board continues to adopt the 'going concern' basis in preparing the financial statements.

**Critical accounting estimates and assumptions**

The company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

**Depreciation and useful lives of Tangible Fixed Assets**

Tangible assets, consisting primarily of leasehold improvements, comprise a portion of total assets. The annual depreciation charge depends primarily on the estimated useful economic life of this type of asset and estimates of residual value. The directors regularly review these asset useful economic lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in asset useful lives can have a significant impact on depreciation and amortisation charges for the period. Detail of the useful economic lives is included in the accounting policies. The current period depreciation charge is €2,362 as the Clonmel office was only in use from November 2019.

**6. INCOME**

**6.1 CHARITABLE ACTIVITIES**

	Unrestricted Funds €	Restricted Funds €	Dec 19 €
Grant income from Citizen Information Board	3,177,531	-	3,177,531

In addition to the above, the Citizen Information Board ("CIB") provide donated goods and services to North Munster MABS as well as other companies that are funded by CIB. Due to the extent and number of goods and services provided it was not feasible for CIB to quantify the value attributable to these donated goods and services. The goods/ services donated by CIB include but are not limited to: outsourced payroll services; IT equipment; phone services; WAN connections; HR support; insurance cover; software licences and accommodation.

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

6.2 OTHER INCOME	Unrestricted Funds €	Restricted Funds €	Dec 19 €
Other income	21,189	-	21,189

Other income relates to illness and maternity benefit payments received from the Department of Employment Affairs and Social Protection.

7. EXPENDITURE				
7.1 CHARITABLE ACTIVITIES	Direct Costs €	Other Costs €	Support Costs €	Dec 19 €
Expenditure on charitable activities	2,601,393	-	340,672	2,942,065
Governance Costs (Note 7.2)	82,512	-	74,086	156,598
	<u>2,683,905</u>	<u>-</u>	<u>414,758</u>	<u>3,098,663</u>

All expenditure is unrestricted.

7.2 GOVERNANCE COSTS	Direct Costs €	Other Costs €	Support Costs €	Dec 19 €
Auditors Remuneration	-	-	15,990	15,990
Staff Costs	82,512	-	-	82,512
Legal Costs	-	-	58,096	58,096
	<u>82,512</u>	<u>-</u>	<u>74,086</u>	<u>156,598</u>

7.3 SUPPORT COSTS	Charitable Activities €	Governance Costs €	Dec 19 €
Support	340,672	74,086	414,758

Support costs are all attributable to the provision of North Munster MABS services.

8. ANALYSIS OF SUPPORT COSTS	Dec 19 €
Support	<u>414,758</u>

9. NET INCOME	Dec 19 €
<b>Net Income is stated after charging/(crediting):</b>	
Depreciation of tangible assets	2,362
Auditor's remuneration: - audit services	<u>15,990</u>

10. EXCEPTIONAL ITEMS	Dec 19 €
Transfer of funds from legacy MABS entities	<u>345,758</u>

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**11. EMPLOYEES AND REMUNERATION**

**Number of employees**

The average number of persons employed (including non-executive trustees) during the financial period was as follows:

	Dec 19 Number
Management	7
Administration	31
Trustees	4
	<u>42</u>

The staff costs comprise:

	Dec 19 €
Wages and salaries	1,932,778
Social security costs	231,498
Pension costs	122,200
	<u>2,286,476</u>

All the amounts stated above were treated as an expense of the company in the financial period. No amount was capitalised into assets.

**Key Management Personnel**

The key management team comprises the Regional Manager and Regional Co-ordinators. Total emoluments (including benefits and pension) paid to key management personnel was €330,160. Trustees receive no remuneration. The Board of Trustees received travel expenses amounting to €4,235 during the period.

**12. SALARY BAND**

The number of employees whose total employee benefits (excluding employer pension costs) for the reporting period fell within the bands below were:

	Number of Employees
<€40,000	23
€40,000 - €50,000	11
€50,000 - €60,000	<u>8</u>



**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**13. TANGIBLE FIXED ASSETS**

	Leasehold improvement	Office furniture	Total
	€	€	€
<b>Cost</b>			
Additions	69,695	1,914	71,609
At 31 December 2019	<u>69,695</u>	<u>1,914</u>	<u>71,609</u>
<b>Depreciation</b>			
Charge for the financial period	2,323	39	2,362
At 31 December 2019	<u>2,323</u>	<u>39</u>	<u>2,362</u>
<b>Net book value</b>			
At 31 December 2019	<u><u>67,372</u></u>	<u><u>1,875</u></u>	<u><u>69,247</u></u>

**14. DEBTORS**

	<b>Dec 19</b>
	€
Prepayments	<u>19,848</u>

All amounts included within debtors and prepayments fall due within one year.

**15. CREDITORS**

<b>Amounts falling due within one year</b>	<b>Dec 19</b>
	€
Taxation and social security costs (Note 16)	40,291
Other creditors	3,671
Accruals	104,085
	<u>148,047</u>

Tax and social security costs are payable at various dates over the coming months in accordance with the applicable statutory provisions. Other creditors relate to special accounts. These are funds lodged by clients to pay creditors that are paid by North Munster MABS on their behalf. Such accounts are being phased out and will payable to the underlying creditor in line with standard commercial credit terms or will be returned to the client. Accruals are payable in accordance with the standard commercial credit terms.

**16. TAXATION AND SOCIAL SECURITY**

	<b>Dec 19</b>
	€
<b>Creditors:</b>	
PAYE / PRSI	<u>40,291</u>

**17. PENSION COSTS - DEFINED CONTRIBUTION**

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. Pension costs amounted to €122,200 for the financial period which is unrestricted.

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**18. State Funding**

<b>Agency</b>	<b>Citizen Information Board</b>
Government Department	Department of Employment Affairs & Social Protection
Grant Programme	Funding and support of a Regional MABS Service
Purpose of the Grant	The Citizen Information Board ("CIB") agrees to fund North Munster MABS for the provision of the services subject to the terms and conditions of the service level agreement and the Charity accepts the funding and undertakes to apply same exclusively to the provision of the services.
Term	3 years
Total Fund	CIB provide two types of funding to North Munster MABS being an Operational grant of €2,722,429 in the period and a Designated Mortgage Arrears ("DMA") grant of €455,102 in the period.
Expenditure	€3,098,663
Fund deferred or due at financial period end	None
Received in the financial period	€3,177,531
Capital Grant	N/A
Restriction on use	None

**19. RESERVES**

	<b>Dec 19</b>
	<b>€</b>
Surplus for the financial period	<b>445,815</b>
At 31 December 2019	<b>445,815</b>

**20. FUNDS**

**20.1 RECONCILIATION OF MOVEMENT IN FUNDS**

	<b>Unrestricted Funds</b>	<b>Total Funds</b>
	<b>€</b>	<b>€</b>
At 5 July 2018	-	-
At 5 July 2018	-	-
Movement during the financial year	445,815	445,815
At 31 December 2019	<b>445,815</b>	<b>445,815</b>

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**20.2 ANALYSIS OF MOVEMENTS ON FUNDS**

	Income	Expenditure	Exceptional items	Transfers between funds	Balance 31 December Dec 19
	€	€		€	€
Unrestricted income					
Unrestricted General	3,198,720	3,098,663	345,758	-	445,815
<b>Total funds</b>	<b>3,198,720</b>	<b>3,098,663</b>	<b>345,758</b>	<b>-</b>	<b>445,815</b>

**Unrestricted Funds**

Any income that is not restricted is treated as unrestricted and relates to the core objective of providing services in accordance with the overall charity objectives. Unrestricted reserves are further categorised as designated or undesignated. The Board of Trustees has designated funds as follows:

1. 35,000 towards the move to more suitable offices in Tipperary Town.
2. €333,500 towards a working capital reserve in the event of a delay in funding.
3. €25,000 towards the Surrender of Current Leases in the event of the Company ceasing occupancy.

The balance on unrestricted reserves at the end of the year represents the assets held by the organisation for general use in furtherance of its work.

The exceptional item arises from the contribution from the legacy Money Advice & Budgeting Service companies. Following a decision by the Citizen Information Board to reorganise the governance arrangements of the Money Advice & Budgeting Service (MABS) companies to a more streamlined regional model in February 2017, North Munster MABS, was incorporated on 5th July 2018.

In October 2018, the business and all assets and liabilities of six former MABS companies were transferred to North Munster MABS under the Transfer of Undertaking agreements. The six former MABS companies, all of which have been put into members voluntary liquidation are as follows:

- North Tipperary Money Advice & Budgeting Service Company Limited by Guarantee
- South Tipperary Money Advice & Budgeting Service Company Limited by Guarantee
- Clare Money Advice & Budgeting Service Company Limited by Guarantee
- Limerick Money Advice & Budgeting Service Company Limited by Guarantee
- Waterford Money Advice & Budgeting Service Company Limited by Guarantee
- West Waterford Money Matters Company Limited by Guarantee

All staff employed by the above-named companies also transferred to North Munster MABS under the European Communities (Protection of Employees on Transfer of Undertakings) Regulations 2003 ("TUPE") process on October 2018.

The contribution from Legacy MABs units represent the excess of the fair value of the assets received over the fair value of the liabilities assumed and has been recognised as an exceptional item in the Statement of Financial Activities.

**20.3 ANALYSIS OF NET ASSETS BY FUND**

	Fixed assets - charity use	Current assets	Current liabilities	Total
	€	€	€	€
Unrestricted general funds	69,247	524,615	(148,047)	445,815
	<b>69,247</b>	<b>524,615</b>	<b>(148,047)</b>	<b>445,815</b>

**21. STATUS**

The charity is limited by guarantee not having a share capital.

The charity is exempt from including the word "Limited" in its name by virtue of Section 1180 of the Companies Act 2014. The charity is limited by guarantee and has no share capital. Under the guarantee each member has undertaken to contribute, in the event of a winding up, an amount not exceeding the sum of €1.00. This guarantee continues for one year after individual membership ceases.

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**22. CAPITAL COMMITMENTS**

There were no significant / material capital commitments contracted for by the charity or authorised by the trustees but not yet contracted for at financial period-ended 31 December 2019.

**23. OPERATING LEASE COMMITMENTS**

Total commitments under non-cancellable operating leases fall due as follows:

	Dec 19 €
Within one year	118,504
Between two and five years	284,071
After five years	125,897
	<u>528,472</u>

**24. TRUSTEES' REMUNERATION**

Fees

Dec 19  
€  
  
4,235  
4,235

In line with the constitution of North Munster MABS, no remuneration shall be payable to the Trustees. The Trustees are paid out-of-pocket travelling, hotel and other expenses properly incurred in connection with the affairs of the Charity.

**25. RELATED PARTY TRANSACTIONS**

No trustees or other person related to the charity had any personal interest in any contract entered into by the charity during the financial year. Two board members received travel expenses amounting to €4,235 during the period.

**Key Management Personnel**

The key management team comprises the Regional Manager and Regional Co-ordinators. Total emoluments (including benefits and pension) paid to key management personnel was €330,160. Board members receive no remuneration during the period. The trustees who served during the period are listed in the trustees' report.

**26. CASH AND CASH EQUIVALENTS**

Cash and bank balances

Dec 19  
€  
  
504,767  
504,767

**North Munster Money Advice & Budgeting Service Company Limited by Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**27. POST-BALANCE SHEET EVENTS**

Subsequent to the period end, a global pandemic occurred in relation to Coronavirus, a virus not previously seen in humans. The COVID-19 outbreak has developed rapidly in 2020, with a significant number of infections. Measures taken by various governments to contain the virus have affected economic activity. We have taken a number of measures to monitor and prevent the effects of the COVID-19 virus such as safety and health measures for our people, like social distancing, working from home and a restriction on all face to face client meetings. North Munster MABS remain open and money advisers are available to take client money advice queries by phone, email and by Facebook Messenger.

At this stage, the impact on our charity and results is limited as funding for 2020 has been granted. We will continue to follow the various national institutes policies and advice and in parallel will do our utmost to continue our operations in the best and safest way possible without jeopardising the health of staff or clients.

The Board of Trustees continues to review the situation and have agreed, if necessary, to draw on reserves to maintain core operations. In addition, any discretionary expenditure planned in 2020 will be deferred. Based on this review and the year-end financial position, the Board of Trustees believes that the Charity has adequate resources to continue in operational existence for the foreseeable future. For this reason, the Board continues to adopt the 'going concern' basis in preparing the financial statements.

We forecast an increased need for MABS during coming months/years as people have to contend with loss of income and employment because of the lock down. Possible health implications of the Virus and delays in receiving medical treatments for pre-existing conditions will also have a profound impact on peoples' livelihoods.

Since the financial period end, CIB, the funder, has imposed two significant changes to the funding of the charity. The changes were made without prior notice to, or consultation with the Service Manager or Trustees. Firstly, effective April 2020, CIB is moving from quarterly to monthly funding of the charity. The move to monthly funding creates unnecessary liquidity risks in the event of any delays in releasing monies in a timely manner. The trustees regard this unilateral change as a breach of the Service Level Agreement between CIB and North Munster MABS. In these uncertain times, with the social and economic turmoil caused by the Covid 19 Pandemic, confidence really matters- the breach of the SLA, by our funder, presented as a 'fait accompli' to the charity, does not inspire confidence."

The second aspect of the changes to funding, the Trustees consider even more serious. CIB is clawing back DMA Surplus by reducing the funding for Q2 2020. The cutting of the DMA funding to effectively €1,163 for Q2 2020 takes no account of expenditure incurred but not paid or the working capital requirements of the DMA service. At each month end North Munster MABS will have accrued DMA expenditure incurred of almost €30,000, primarily attributable to employment costs. The Trustees consider retaining a working capital balance equivalent to six to eight weeks operational running costs (€40,000 to €55,000) as prudent. The effect of the reduction in funding of the DMA service in Quarter 2 2020 is that there are insufficient reserves to meet either of these goals.

There have been no other significant events affecting the Charity since the financial period-end.

**28. FINANCIAL INSTRUMENTS**

The company has chosen to apply the provisions of Section 11 of FRS 102 to account for all of its financial instruments.

	Dec 19
	€
<b>Financial assets that are debt instruments measured at amortised cost</b>	
Trade and other receivables	19,848
Cash at bank and in hand	500,721
	<u>520,569</u>
<b>Financial liabilities at amortised cost</b>	
Trade and other payables	<u>126,814</u>

**North Munster Money Advice & Budgeting Service Company Limited by  
Guarantee**

**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the financial period from 5 July 2018 (date of incorporation) to 31 December 2019

**29. TAXATION**

The company is in the process of securing charitable status under Section 208 of the Taxes Consolidation Act 1997, and accordingly no charge to corporation tax arises.

**30. APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were approved and authorised for issue by the Board of Trustees on .....

**Mazars**  
**Chartered Accountants & Statutory Audit Firm**  
**98 Henry Street**  
**Limerick**

\_\_\_\_\_ 2020

**Re: *North Munster Money Advice & Budgeting Service Company Limited By Guarantee***

Dear Sirs/ Madam,

This representation letter is provided in connection with your audit of the financial statements of North Munster Money Advice & Budgeting Service Limited By Guarantee (NMMABS) for the period ended 31 December 2019 for the purpose of expressing an opinion as to whether the financial statements give a true and fair view of the assets, liabilities and financial position of the Company, as at 31 December 2019 and of its results for the year then ended and whether they have been properly prepared in accordance with the Companies Act 2014 with FRS 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and the Statement of Recommended Practice (Charities SORP (FRS 102)), issued by the Charity Commission for England and Wales, the Charity Commission for Northern Ireland and the Office of the Scottish Charity Regulator.

We confirm that the below representations are made on the basis of such enquires of management and staff (and, where appropriate, inspection of evidence) as we have deemed appropriate and sufficient to satisfy ourselves that we can properly make each of the below representations to you.

#### **Our responsibility to provide and disclose relevant information**

We have provided you with:

- access to all information of which we are aware that is relevant to the preparation of the financial statements such as records, documentation and other material;
- additional information that you have requested from us for the purpose of the audit; and
- unrestricted access to individuals within the company you determined it was necessary to contact in order to obtain audit evidence.

We confirm as trustees that we have taken all the necessary steps to make us aware, as trustees, of any relevant audit information and to establish that you, as auditors, are aware of this information.

As far as we are aware there is no relevant audit information of which you, as auditors, are unaware.

#### **Our responsibility for the financial statements and accounting information**

We believe that we have fulfilled our responsibilities, as set out in the audit engagement terms, for the true and fair presentation and preparation of the financial statements in accordance with the Companies Act 2014 and relevant legislation and Irish Accounting Standards, being FRS 102.

To the best of our knowledge and belief:

**a) Transactions with Trustees (Or persons connected with them)**

The trustees confirm that no transactions, arrangements or agreements were made or entered into by the Company with persons who at any time during the year were trustees or officers of the Company, or persons connected with them, other than those disclosed in the financial statements.

**b) Trustees' remuneration**

We confirm that the disclosure of trustees' remuneration is complete and particularly includes all relevant forms of remuneration and reflects appropriately the provision of management and other services by the trustees of NMMABS.

**c) Accounting policies**

We confirm that we have reviewed the Company's accounting policies and estimation techniques and, having regard to the possible alternative policies and techniques, the accounting policies and estimation techniques selected for use in the preparation of the financial statements are the most appropriate to give a true and fair view of the Company's particular circumstances as required by FRS 102.

**d) Related Party Transactions**

During the period the trustees have identified and approved related party transactions and provided the information for disclosure of all transactions relevant to the Company in the financial statements. They are not aware of any other matters which require to be disclosed under FRS 102 or other requirements.

**e) Events after the balance sheet date**

With the exception of the disclosures made in the financial statements in relation to Covid-19 and the impact of same on NMMABS, the trustees are of the view that there have been no other events since the balance sheet date, which necessitate revision of the figures included in the financial statements or inclusion of a note thereto.

With respect to the disclosures made in the trustees' report on events subsequent to the year end, as directors we are satisfied that these disclosures adequately capture the anticipated impact of Covid-19 on NMMABS, in so far as that impact is known at the date of approval of the financial statements

**f) Compliance with law and regulation**

We confirm that, we are not aware of any actual or potential material non-compliance with those laws and regulations which provide a legal framework within which the Company conducts its business and which are central to the Company's ability to conduct its business and hence to the results and financial position to be disclosed in the financial statements for the period ended 31 December 2019, together with the actual or contingent consequences which may arise therefrom.

The Company is in the process of securing a registered charity number from the Charities Regulatory Authority Register of Charities. We are not aware of breaches of our obligations under the Charities Act 2009 or any non-compliance with the requirements of the Charities Regulatory Authority. We confirm that we have provided you with copies of all correspondence with the Charities Regulatory Authority including any that could relate to non-compliance with laws and regulations. We have also



provided you with all correspondence with other regulators and funders.

**g) Contingent liabilities**

Provision has been made where a material loss is expected to result from any litigation or claims against the Company. Other contingent liabilities at the balance sheet date, none of which is expected to result in a material loss to the Company or in commitments, which it cannot meet, have been disclosed in the financial statements.

All significant matters, which have been referred to solicitors, have been disclosed to you.

**h) Unusual transactions**

No transactions which had the primary objective of altering the appearance of the financial statements have been entered into during the period.

**i) Going concern**

The financial statements have been prepared on the going concern basis. In assessing the appropriateness of the going concern basis, the trustees have taken account of all relevant information covering a period of at least twelve months from the date of approval of the financial statements. In particular the directors have considered the anticipated impact of Covid-19 on NMMABS, in so far as that impact is known at the date of approval of the financial statements. Having considered the possible range of impacts and outcomes, the directors remain of the view that the company will continue in operational existence for a period of twelve months from the date of approval of the financial statements.

**j) Covid 19**

We have considered the impact of the Covid 19 virus and related public health actions on the charity, and specifically in relation to the application of the going concern principle and accounting for post-balance sheet events. In our opinion the financial statements appropriately reflect our consideration of those matters.

**k) Fraud and error**

We acknowledge our responsibility for the implementation and operation of accounting and internal control systems that are also designed to prevent and detect fraud and error. We have disclosed to you all significant facts relating to any frauds or suspected frauds known to management that may have affected the entity. We have disclosed to you the results of our assessment of the risk that the financial statements may be materially misstated as a result of fraud

**l) Goods and Services provided by Citizens Information Board**

The Citizens Information Board (CIB) provide goods and services to NMMABS free of charge: These included but are not limited to:

- Outsourced Payroll Services
- IT Equipment
- Phone Services
- WAN Connections
- HR Support
- Insurance Cover
- Software Licenses
- Accommodation

Due to the extent and number of goods and services provided to NMMABS by the CIB,

it is not feasible to quantify these costs with accuracy. The annual funding of these services by the CIB is usually communicated in mid-October of each year for the subsequent calendar year.

**m) Service Level Agreements**

We confirm that to the best of our knowledge we are in compliance with the Service Level Agreement with CIB except as noted in point f, and in this regard any area's of non-compliance are being addressed.

**n) Staff Time**

We confirm that the following staff times are split as set out below in relation to direct charitable activities and support activities:

Employee	Direct - Governance	Support
Grainne Ryan	20%	80%
Michael Doherty	0%	100%
Elaine Clifford	50%	50%
Yvonne Bogdanovice	0%	100%
Rory Murphy	0%	100%
Anna Walsh	0%	100%
Peter Whelan	65%	35%

All other staff are categorised as direct charitable activities.

**o) Grant Funding**

We confirm that NMMABs received an operational grant of €2,722,429 and a designated mortgage advisors grant of €455,102 for the financial period ended 31 December 2019.

**p) Unadjusted audit differences**

There are no significant uncorrected misstatements in the financial statements.

This letter was tabled at the meeting of the Board of Trustees on 21<sup>st</sup> May 2020.

Yours faithfully,

Sign: Anne Galvin

Anne Galvin

Trustee

Sign: Joe Sullivan

Joe Sullivan

Trustee

Date: 21<sup>st</sup> May 2020