

**CAP-Care After Prison Company Limited by Guarantee**  
**Annual Report and Financial Statements**  
**for the year ended 31 December 2019**

# **CAP-Care After Prison Company Limited by Guarantee**

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## **CAP-Care After Prison Company Limited by Guarantee DIRECTORS AND OTHER INFORMATION**

<b>Directors</b>	Frances Daly Sean Mac Giollarnáth Patricia McMahon Kevin Murray Caítriona Nic Góráin Caroline Norris (Resigned 29 March 2019) Simon Rees (Resigned 31 December 2019) Ercus Stewart Lisa Anderson (Appointed 9 July 2019)
<b>Company Secretary</b>	Patricia McMahon
<b>Company Number</b>	506754
<b>Charity Number</b>	20419
<b>Registered Office</b>	Carmelite Community Centre 56 Aungier Street Dublin 2
<b>Business Address</b>	56 Aungier Street Dublin 2
<b>Auditors</b>	Kiely & Co Statutory Audit Firm Fitzwilliam Hall Fitzwilliam Place Dublin 2
<b>Bankers</b>	Allied Irish Banks plc 7-12 Dame Street Dublin 2
<b>Solicitors</b>	McCoy Solicitors 35 Molesworth Street Dublin 2

# **CAP-Care After Prison Company Limited by Guarantee**

## **DIRECTORS' REPORT**

for the year ended 31 December 2019

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

### **Principal Activity and Review of the Business**

The principal activity of the company during the year under review is to benefit the community of the city of Dublin and the Republic of Ireland by the provision of support, information and referral services for current and ex-offenders, their families and their victims, which in turn will assist them in their re-integration into society and will help prevent re-offending. The company is a registered charity registered with CHY number 20419. The company is regulated by the Charities Regulatory Authority under registration number 20081003.

The company provides a range of information, referral and support services in a safe environment to individuals affected by imprisonment. In so doing it strives for ex-prisoners to be reintegrated into their communities, and to lead crime free lives. In conjunction with initiatives undertaken by other actors, this will ultimately lead to safer communities and a smaller prison population. The company's mission is to support people affected by imprisonment including their families to overcome the challenge they face in reintegrating into society.

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

There has been no significant change in these activities during the year ended 31 December 2019.

### **Financial Results**

The surplus/(deficit) for the year after providing for depreciation amounted to €22,516 (2018 - €(64,477)).

At the end of the year, the company has assets of €80,309 (2018 - €108,159) and liabilities of €76,284 (2018 - €126,650). The company's net assets at the end of the financial year were €4,025.

An amount of €62,500 in income was deferred to 2020 which relates to projects where funding was received but remained unspent at the year end. The charity continued its efforts throughout the year to source new and increased funding streams to enable the delivery and expansion of services.

### **Directors and Secretary**

The directors who served throughout the year, except as noted, were as follows:

Frances Daly  
Sean Mac Giollarnáth  
Patricia McMahon  
Kevin Murray  
Cáitríona Nic Góráin  
Caroline Norris (Resigned 29 March 2019)  
Simon Rees (Resigned 31 December 2019)  
Ercus Stewart  
Lisa Anderson (Appointed 9 July 2019)

The secretary who served throughout the year was Patricia McMahon.

There were no changes in directors between 31 December 2019 and the date of signing the financial statements.

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

### **Principal Risks and Uncertainties**

As with many charities that are effectively funded by the government, the company could be affected by both national budgetary constraints and the economic environment. The Irish Prison Service and the Probation Service provide a significant element of CAP-Care After Prison Company Limited by Guarantee's funding on an annual basis under Service Level Agreements that can be terminated by either party after serving 6 months and 3 months' notice respectively. The continued availability of funding is a material uncertainty to the company's availability to continue its activities.

The directors prepared detailed forecasts and cashflow projections for the company which are prepared on the basis that the latter funding will continue to be available. Having considered the relevant factors, the directors believe it is appropriate to prepare the financial statements on a going concern basis. The financial statements do not include any adjustments that would result if the company was unable to continue as a going concern.

# **CAP-Care After Prison Company Limited by Guarantee DIRECTORS' REPORT**

for the year ended 31 December 2019

## **Irish Prison Service**

In relation to funding from the Irish Prison Service, the directors confirmed the following:

- (a) Name of Grantor: Irish Prison Service "IPS"
- (b) Name of Grant: Community Support Scheme
- (c) Purpose of Grant: Providing supports to short term prisoners in response to overcrowding problems and in an attempt to address the recidivism levels of those serving sentences of under 12 months. The primary aim is to reduce the current recidivism rates by arranging for additional support structures and provide for a more structured form of temporary release.
- (d) Accounting for Grants:
  - (i) Total grant awarded in 2019 by IPS: €192,997 plus €10,000 exceptional payment (period 1 January 2019 to 31 December 2019).
  - (ii) Grant amount taken to income in the current financial statements: €192,997.
  - (iii) Any grant amounts deferred or due at period end: €0.
- (e) The IPS grant is restricted to the delivery of the CSS service.

## **Probation Service**

In relation to funding from the Probation Service, the directors confirmed the following:

- (a) Name of Grantor: Probation Service
- (b) Name of Grant: Probation Service Funding Allocation
- (c) Purpose of Grant: Provision of Peer Mentoring to Probation Clients
- (d) Total grant awarded: €40,000 plus €10,000 exceptional payment (period 1 January 2019 to 31 December 2019).
- (e) The Probation Grant is restricted for the delivery of the Peer Mentoring Service to Probation Clients.

## **Fundraising**

In relation to its own fundraising activities in 2019, Care After Prison generated funding of €79,290.

## **Capital Grants**

CAP-Care After Prison Company Limited by Guarantee confirmed that the State's investment is protected and will not be used as security for any other activity without prior consultation with the Department and the sanction of DPER.

## **Employees**

No employee benefits fell within the band of €50,000 and upwards. There were no employer pension contributions paid.

## **Tax Clearance**

CAP-Care After Prison Company Limited by Guarantee is in receipt of a current tax clearance certificate. The company is compliant with relevant circulars including circular 44/2006 "Tax Clearance Procedures Grants, Subsidies and similar type payments".

## **Governance and Management**

### **Governance**

The company is governed by a Board of Directors and, works to and is compliant with the Charity Regulator Charities Governance Code. As of 31 December 2019, the company had 9 Directors. The company has a Finance & Risk Subgroup, membership comprises 2 Directors and an external consultant.

The Board met on 8 occasions in 2019 and the Finance & Risk subgroup met on 7 occasions in 2019.

There is a clear division of responsibility within the company with the Board retaining control over major decisions. The Board of Directors retain the overall responsibility for the strategic direction of the company in close liaison with the Executive Director. The Executive Director is not a member of the Board but attends Board Meetings and Finance & Risk Sub Committee Meetings. Care After Prison has a Finance & Risk Subgroup with defined terms of reference.

# **CAP-Care After Prison Company Limited by Guarantee**

## **DIRECTORS' REPORT**

for the year ended 31 December 2019

There is a formal induction process for incoming board members which includes the provision of an induction pack of board minutes, constitutional documents and financial information and induction meetings with the Chairperson and other key personnel as appropriate. On appointment, new Directors receive an Induction Pack which introduces the Directors to the work of the company to help familiarise themselves with board process, core roles and responsibilities of the board and Board of Directors.

Directors are appointed according to the provisions set out in the Constitution (comprising the Memorandum and Articles of Association). Directors do not receive remuneration for their services. During 2019 the Board worked on the governance structures on the path to full compliance with the Charities Regulators Governance Code. The aim of the Code is to determine and formulate standards of best practice in charity governance. The process involves a thorough review and assessment of the charity's policies, procedures, systems and values. The objective is to ensure the company runs effectively while increasing transparency to provide assurance to all stakeholders. As part of this process, key achievements during the year included the development of the Directors Handbook, developing Standard Operating Procedures and a review of the Company's GDPR Policies.

### **Management**

While the board is ultimately responsible for the organisation and its activities, issues related to day to day operations and running of the company are delegated to the Executive Director and through that role to the staff team. The management and staff of the organisation carry out the activities of the organisation in line with the policies and strategies set out by the board.

The organisation has a strategic plan for the period 2018-2020 which is available to download from the CAP website.

### **Future Developments**

The company plans to continue its present activities and current trading levels. Employees are kept as fully informed as practicable about developments within the business.

### **Post Balance Sheet Events**

In March 2020, the Coronavirus (Covid-19) outbreak was established as a global pandemic by the World Health Organisation. Emergency responses were adopted worldwide including the Republic of Ireland which resulted in disruptions to businesses and domestic lives. The company has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations for the year ended 31 December 2019 have not been adjusted to reflect their impact. The duration and impact of the Covid 19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the Company for future periods. Services at CAP Care After Prison were curtailed for a period and staff continued to work remotely, where possible. The Directors do not anticipate any impact on funding for 2020.

There have been no other significant events affecting the company since the year-end other than the usual uncertainty of the availability of funding for 2021.

### **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 Carmelite Community Centre, 56 Aungier Street, Dublin 2.

# **CAP-Care After Prison Company Limited by Guarantee DIRECTORS' REPORT**

for the year ended 31 December 2019

## **Statement on Relevant Audit Information**

So far as the directors are aware, there is no relevant audit information of which the statutory auditors are unaware. The directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and they have established that the statutory auditors are aware of that information.

## **Auditors**

The auditors, Kiely & Co, (Statutory Audit Firm) have indicated their willingness to continue in office in accordance with the provisions of section 383(2) of the Companies Act 2014.

## **Signed on behalf of the board**

\_\_\_\_\_  
**Cáitríona Nic Góráin**  
Director

\_\_\_\_\_  
**Kevin Murray**  
Director

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# **CAP-Care After Prison Company Limited by Guarantee DIRECTORS' RESPONSIBILITIES STATEMENT**

for the year ended 31 December 2019

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

Irish company law requires the directors to prepare financial statements for each financial year. Under the law the directors 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 directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the company as at the financial year end date and of the surplus or deficit of the company for the financial year and otherwise comply with the Companies Act 2014.

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

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

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

## **Signed on behalf of the board**

\_\_\_\_\_  
**Cáitríona Nic Góráin**  
**Director**

\_\_\_\_\_  
**Kevin Murray**  
**Director**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

# **INDEPENDENT AUDITOR'S REPORT**

## **to the Members of CAP-Care After Prison Company Limited by Guarantee**

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

#### **Opinion**

We have audited the financial statements of CAP-Care After Prison Company Limited by Guarantee ('the company') for the year ended 31 December 2019 which comprise the Income Statement, the Balance Sheet, the Reconciliation of Members' Funds, the Cash Flow Statement 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".

In our opinion 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 surplus for the year then ended;
- have been properly prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been 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 company 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 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 directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

#### **Emphasis of Matter**

In forming our opinion, which is not qualified, we have considered the adequacy of the disclosures made in note 4 to the financial statements concerning the company's ability to continue as a going concern. The matters explained in note 4 to the financial statements indicate the existence of a material uncertainty that casts doubt as to whether the company can continue as a going concern. The financial statements do not contain the adjustments that would result if the company was unable to continue as a going concern.

#### **Other Information**

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

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2014**

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

- in our opinion, the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- in our opinion, the Directors' 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 company 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 CAP-Care After Prison Company Limited by Guarantee**

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

Based on the knowledge and understanding of the company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Directors' Report. The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of directors' 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 directors for the financial statements**

As explained more fully in the Directors' Responsibilities Statement, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as 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 directors are responsible for assessing the company's ability to continue as a going concern, disclosing, as applicable, matters related to the going concern and using the going concern basis of accounting unless management either intends to liquidate the company or to cease operation, 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.

#### **Further information regarding the scope of our responsibilities as auditor**

As part of an audit in accordance with ISAs (Ireland), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the directors' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our Auditor's Report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our Auditor's Report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

# **INDEPENDENT AUDITOR'S REPORT**

## **to the Members of CAP-Care After Prison Company Limited by Guarantee**

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

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

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**Deirdre Kiely**  
**for and on behalf of**  
**KIELY & CO**  
Statutory Audit Firm  
Fitzwilliam Hall  
Fitzwilliam Place  
Dublin 2

**Date:** \_\_\_\_\_

# CAP-Care After Prison Company Limited by Guarantee

## INCOME STATEMENT

for the year ended 31 December 2019

	Notes	2019 €	2018 €
Income		337,287	240,283
Expenditure		<u>(314,771)</u>	<u>(304,760)</u>
Surplus/(deficit) for the year		<u>22,516</u>	<u>(64,477)</u>
Total comprehensive income		<u><u>22,516</u></u>	<u><u>(64,477)</u></u>

Approved by the board on \_\_\_\_\_ and signed on its behalf by:

\_\_\_\_\_  
Cáitríona Nic Góráin  
Director

\_\_\_\_\_  
Kevin Murray  
Director

**CAP-Care After Prison Company Limited by Guarantee**  
**BALANCE SHEET**

as at 31 December 2019

	Notes	2019 €	2018 €
<b>Fixed Assets</b>			
Tangible assets	7	<u>8,458</u>	<u>3,374</u>
<b>Current Assets</b>			
Debtors	8	1,128	9,000
Cash and cash equivalents		<u>70,723</u>	<u>95,785</u>
		<u>71,851</u>	<u>104,785</u>
<b>Creditors: Amounts falling due within one year</b>	9	<u>(76,284)</u>	<u>(126,650)</u>
<b>Net Current Liabilities</b>		<u>(4,433)</u>	<u>(21,865)</u>
<b>Total Assets less Current Liabilities</b>		<u>4,025</u>	<u>(18,491)</u>
<b>Reserves</b>			
Income statement		<u>4,025</u>	<u>(18,491)</u>
<b>Members' Funds/(Deficit)</b>		<u>4,025</u>	<u>(18,491)</u>

The financial statements have been prepared in accordance with the small companies' regime.

Approved by the board on \_\_\_\_\_ and signed on its behalf by:

\_\_\_\_\_  
**Caítriona Nic Góráin**  
 Director

\_\_\_\_\_  
**Kevin Murray**  
 Director

# CAP-Care After Prison Company Limited by Guarantee

## RECONCILIATION OF MEMBERS' FUNDS

as at 31 December 2019

	Retained surplus/(defi cit)	Total
	€	€
<b>At 1 January 2018</b>	45,986	45,986
Deficit for the year	<u>(64,477)</u>	<u>(64,477)</u>
<b>At 31 December 2018</b>	<u>(18,491)</u>	<u>(18,491)</u>
Surplus for the year	<u>22,516</u>	<u>22,516</u>
<b>At 31 December 2019</b>	<u><b>4,025</b></u>	<u><b>4,025</b></u>

## CAP-Care After Prison Company Limited by Guarantee

### CASH FLOW STATEMENT

for the year ended 31 December 2019

	Notes	2019 €	2018 €
<b>Cash flows from operating activities</b>			
Surplus/(deficit) for the year		22,516	(64,477)
Adjustments for:			
Depreciation		1,709	1,140
		<u>24,225</u>	<u>(63,337)</u>
Movements in working capital:			
Movement in debtors		(1,128)	550
Movement in creditors		(40,366)	68,923
		<u>(17,269)</u>	<u>6,136</u>
Cash (used in)/generated from operations		(17,269)	6,136
Tax paid		-	(9,000)
Tax repaid		9,000	-
		<u>(8,269)</u>	<u>(2,864)</u>
<b>Cash flows from investing activities</b>			
Payments to acquire tangible fixed assets		(6,793)	(3,578)
		<u>(6,793)</u>	<u>(3,578)</u>
<b>Cash flows from financing activities</b>			
Repayment of other loans		(10,000)	-
		<u>(10,000)</u>	<u>-</u>
<b>Net decrease in cash and cash equivalents</b>		<b>(25,062)</b>	<b>(6,442)</b>
<b>Cash and cash equivalents at beginning of financial year</b>		<b>95,785</b>	<b>102,227</b>
<b>Cash and cash equivalents at end of financial year</b>	<b>13</b>	<b>70,723</b>	<b>95,785</b>

# CAP-Care After Prison Company Limited by Guarantee

## NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 December 2019

### 1. GENERAL INFORMATION

CAP-Care After Prison Company Limited by Guarantee is a company limited by guarantee incorporated in the Republic of Ireland. The registered office of the company is Carmelite Community Centre, 56 Aungier Street, Dublin 2 which is also the principal place of business of the company. The nature of the company's operations and its principal activities are set out in the Directors' Report. The financial statements have been presented in Euro (€) which is also the functional currency of the company.

### 2. ACCOUNTING POLICIES

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

#### Statement of compliance

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

#### Basis of preparation

The financial statements have been prepared on the going concern basis and in accordance with the historical cost convention except for certain properties and financial instruments that are measured at revalued amounts or fair values, as explained in the accounting policies below. Historical cost is generally based on the fair value of the consideration given in exchange for assets. The financial reporting framework that has been applied in their preparation is the Companies Act 2014 and FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" issued by the Financial Reporting Council.

#### Income

Voluntary income or capital is included in the Income Statement when the company is legally entitled to it, its financial value can be quantified with reasonable certainty and there is reasonable certainty of its ultimate receipt. Income received in advance of due performance under a contract is accounted for as deferred income until earned. Grants for activities are recognised as income when the related conditions for legal entitlement have been met. All other income is accounted for on an accruals basis.

#### 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:

Fixtures, fittings and equipment	-	15% Straight line
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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.

#### Trade and other debtors

Trade and other debtors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest method less impairment losses for bad and doubtful debts except where the effect of discounting would be immaterial. In such cases the receivables are stated at cost less impairment losses for bad and doubtful debts.

#### Trade and other creditors

Trade and other creditors are initially recognised at fair value and thereafter stated at amortised cost using the effective interest rate method, unless the effect of discounting would be immaterial, in which case they are stated at cost.

#### Taxation

As the company received Charitable Status from the Revenue Authorities it is exempt from taxation and therefore no provision is necessary.

# CAP-Care After Prison Company Limited by Guarantee

## NOTES TO THE FINANCIAL STATEMENTS

continued

for the year ended 31 December 2019

### 3. SIGNIFICANT ACCOUNTING JUDGEMENTS AND KEY SOURCES OF ESTIMATION UNCERTAINTY

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. Judgements and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

The company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. There are no estimates and assumptions used that would have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year.

### 4. GOING CONCERN

As with many charities that are effectively funded by the government, the company could be affected by both national budgetary constraints and the economic environment. The Irish Prison Service and the Probation Service provide a significant element of CAP-Care After Prison Company Limited by Guarantee's funding on an annual basis under contracts that can be terminated by either party after serving 6 months and 3 months' notice respectively. In order to continue the present activities of the company additional funding may be required for 2020 and 2021. To date the Irish Prison Service and the Probation Service have not provided any indication that they will not continue to support the company.

The directors prepared detailed forecasts and cashflow projections for the company which are prepared on the basis that the latter funding will continue to be available. Having considered the relevant factors, the directors believe it is appropriate to prepare the financial statements on a going concern basis. The financial statements do not include any adjustments that would result if the company was unable to continue as a going concern.

<b>5. OPERATING SURPLUS/(DEFICIT)</b>	<b>2019</b>	2018
	€	€
<b>Operating surplus/(deficit) is stated after charging:</b>		
Depreciation of tangible fixed assets	<b>1,709</b>	1,140
	<u>          </u>	<u>          </u>

### 6. EMPLOYEES

The average monthly number of employees, including directors, during the year was 11, (2018 - 9).

	<b>2019</b>	2018
	<b>Number</b>	Number
Administration and Social Workers	<b>11</b>	9
	<u>          </u>	<u>          </u>

**CAP-Care After Prison Company Limited by Guarantee**  
**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the year ended 31 December 2019

**7. TANGIBLE FIXED ASSETS**

	<b>Fixtures, fittings and equipment €</b>	<b>Total €</b>
<b>Cost</b>		
At 1 January 2019	6,747	6,747
Additions	6,793	6,793
	<u>13,540</u>	<u>13,540</u>
<b>Depreciation</b>		
At 1 January 2019	3,373	3,373
Charge for the year	1,709	1,709
	<u>5,082</u>	<u>5,082</u>
<b>Net book value</b>		
At 31 December 2019	<u><b>8,458</b></u>	<u><b>8,458</b></u>
At 31 December 2018	<u><u>3,374</u></u>	<u><u>3,374</u></u>

**8. DEBTORS**

	<b>2019 €</b>	<b>2018 €</b>
Taxation	-	9,000
Prepayments	<u>1,128</u>	<u>-</u>
	<u><b>1,128</b></u>	<u>9,000</u>

**9. CREDITORS**

<b>Amounts falling due within one year</b>	<b>2019 €</b>	<b>2018 €</b>
Other loans	-	10,000
Trade creditors	<u>2,590</u>	-
Taxation	<u>4,381</u>	5,259
Accruals	<u>6,813</u>	7,391
Deferred Income	<u><b>62,500</b></u>	<u>104,000</u>
	<u><b>76,284</b></u>	<u>126,650</u>

**10. STATUS**

The liability of the members is limited.

Every member of the company undertakes to contribute to the assets of the company in the event of its being wound up while they are members, or within one year thereafter, for the payment of the debts and liabilities of the company contracted before they ceased to be members, and of the costs, charges and expenses of winding up, and for the adjustment of the rights of the contributors among themselves, such amount as may be required, not exceeding €2.

**11. CAPITAL COMMITMENTS**

The company had no material capital commitments at the year-ended 31 December 2019.

**CAP-Care After Prison Company Limited by Guarantee**  
**NOTES TO THE FINANCIAL STATEMENTS**

continued

for the year ended 31 December 2019

**12. POST-BALANCE SHEET EVENTS**

In March 2020, the Coronavirus (Covid-19) outbreak was established as a global pandemic by the World Health Organisation. Emergency responses were adopted worldwide including the Republic of Ireland which resulted in disruptions to businesses and domestic lives. The company has determined that these events are non-adjusting subsequent events. Accordingly, the financial position and results of operations for the year ended 31 December 2019 have not been adjusted to reflect their impact. The duration and impact of the Covid 19 pandemic, as well as the effectiveness of government and central bank responses, remains unclear at this time. It is not possible to reliably estimate the duration and severity of these consequences, as well as their impact on the financial position and results of the Company for future periods. Services at CAP Care After Prison were curtailed for a period and staff continued to work remotely, where possible. The Directors do not anticipate any impact on funding for 2021.

There have been no other significant events affecting the company since the year-end other than the usual uncertainty of the availability of funding for 2021.

**13. CASH AND CASH EQUIVALENTS**

	<b>2019</b>	2018
	€	€
Cash and bank balances	<b>70,723</b>	95,785

**14. RECONCILIATION OF NET CASH FLOW TO MOVEMENT IN NET DEBT**

	<b>Opening balance</b>	<b>Cash flows</b>	<b>Closing balance</b>
	€	€	€
Short-term borrowings	(10,000)	10,000	-
<b>Total liabilities from financing activities</b>	<b>(10,000)</b>	<b>10,000</b>	<b>-</b>

**15. APPROVAL OF FINANCIAL STATEMENTS**

The financial statements were approved and authorised for issue by the board of directors on \_\_\_\_\_.

**CAP-CARE AFTER PRISON COMPANY LIMITED BY GUARANTEE**

**SUPPLEMENTARY INFORMATION**

**RELATING TO THE FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED 31 DECEMBER 2019**

**NOT COVERED BY THE REPORT OF THE AUDITORS**

**THE FOLLOWING PAGES DO NOT FORM PART OF THE AUDITED FINANCIAL STATEMENTS**

**CAP-Care After Prison Company Limited by Guarantee**  
**SUPPLEMENTARY INFORMATION RELATING TO THE FINANCIAL STATEMENTS**  
**DETAILED INCOME AND EXPENDITURE ACCOUNT**  
for the year ended 31 December 2019

	2019 €	2018 €
<b>Income</b>	<b>337,287</b>	<b>240,283</b>
<b>Expenditure</b>		
Wages and salaries	250,388	241,164
Social welfare costs	25,063	24,643
Training, supervision and organisational development	8,277	15,787
Rent payable	5,102	7,123
Insurance	394	905
Cleaning	327	-
Repairs and maintenance	354	333
Printing, postage and stationery	5,632	3,054
Advertising	615	-
Telephone	4,375	2,657
Computer costs	752	-
Motor expenses	10	-
Travelling and entertainment	5,562	2,094
Legal and professional	-	118
Bank charges	788	679
Staff welfare	1,020	-
General expenses	824	2,400
Subscriptions	1,051	-
Auditor's remuneration	2,528	2,663
Depreciation	1,709	1,140
	<b>314,771</b>	<b>304,760</b>
<b>Net surplus/(deficit)</b>	<b>22,516</b>	<b>(64,477)</b>