

Registered number: 05072000  
Charity number: 1106715

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**INCLUSION INTERNATIONAL**  
(A company limited by guarantee)

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**TRUSTEES' REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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**INCLUSION INTERNATIONAL**  
**(A company limited by guarantee)**

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**TRUSTEES' REPORT**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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The trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the audited financial statements of Inclusion International (the charity) for the year ended 31 December 2015. The trustees confirm that the annual report and financial statements of the charity comply with the current statutory requirements, the requirements of the charity's governing document and the provisions of the Statement of Recommended Practice (SORP), applicable to 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) as amended by Update Bulletin 1 (effective 1 January 2016).

## **OBJECTIVES AND ACTIVITIES FOR THE PUBLIC BENEFIT**

### **Policies and objectives**

In setting objectives and planning for activities, the trustees have given due consideration to general guidance published by the charity commission relating to public benefit.

The charity's objectives are:

To advance the relief of persons with Intellectual Disability without regard to nationality, race or creed, by securing on their behalf from all possible sources the provision of residential, educational training, employment and support services.

### **Strategies for achieving objectives**

In order to deliver the charities objectives in 2015 our work was focused in the following main themes which are in line with the strategy agreed:

- enabling our members voices to be heard at the global level in UN processes;
- providing opportunities through regional and thematic events for our members to learn and share from each other and direct outreach to our members in support of their work at a country level;
- the self-advocate Council members of Inclusion International were tasked to conduct a global scan of self-advocacy efforts globally and to identify strategies to support self-advocacy leadership within the Inclusion movement;
- Membership Review.

## **ACHIEVEMENTS AND PERFORMANCE**

2015 has been a successful year. Following on from the disappointment of the cancellation of the planned World Congress in 2014, we have moved forward the themes mentioned above:

### **UN Engagement Strategy**

Two priority areas of Inclusion International's UN engagement strategy in 2015 were inclusive education and the Sustainable Development Goals. We had a significant impact on the UN Committee of Experts General Comment on Article 24; positioning Inclusion International as a leading voice in setting the agenda for inclusive education globally. We also have increased our efforts to build networks and engage in the processes related to the Sustainable Development Goals as the goals will guide investments, which impact directly on our members in their own countries.

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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### **Regional Forums and Support to Members**

Regional events have provided members with opportunities to exchange and develop shared knowledge and common agendas and strategies for change and to support and strengthen their capacity to influence change in their own countries.

Regional events in MENA, Europe, Asia and Latin America focused on how to strengthen and enable the voice of people with intellectual disabilities through self-advocacy. The regional work in support of self-advocacy will inform and support the development of a global strategy on self-advocacy to be launched in 2016. Building on our work on the issue of legal capacity and supported decision making, a series of workshops were held on the right to vote and political participation. The materials developed from those workshops will form the basis of on-going strategies to support our members in enabling people with intellectual disabilities to exercise their right to vote.

We have also introduced webinars as a tool for informing our members about important issues and to collect their views on policy engagement processes such as inclusive education.

### **Membership review**

Following up the membership review process that was initiated in 2010, this year the detailed work centred on developing proposals for new membership criteria and processes; fees and voting have been developed and reviewed by Council. Consultations with member organizations in every region as well as a scan of potential future members were conducted throughout the year. At the next full General Assembly of Inclusion International in October of 2016 the membership of Inclusion International will be asked to consider the adoption of: new membership criteria; a process or processes for acceptance of members agreed by regions; a fee structure and a revised governance structure.

To support these themes we have been involved in a number of events and activities in order to move the three themes of our work mentioned above.

- **The first Pan-African self-advocacy forum (Nairobi):**  
The session highlighted current efforts in Africa to build self-advocacy networks and included participants from the region and around the world.
- **Inclusion Africa Regional meeting (Nairobi):**  
The event attracted families, self-advocates, and partners from across the region.
- **Hear our Voices Conference (Madrid):**  
The European Platform of Self Advocates (EPSA) together with Inclusion Europe and FEAPS organized the conference. Almost all speakers were self advocates and over 350 people participated from all over Europe and the rest of the world.
- **Europe in Action (Rome):**  
The event addressed effective and innovating ways of strengthening the self-advocacy movement at local, regional and national levels, and ways in which families and self-advocates can work together to promote the provisions of the United Nations Convention on the Rights of Persons with Disabilities.
- **Regional meeting of the Americas (Argentina):**  
The meeting brought together people with intellectual disability, family members, professionals, government officials and civil society organizations to discuss the challenges and opportunities in creating autonomy and self-determination in the lives of people with disabilities.
- **My Voice Matters: Helping to Build Self-Advocacy (Cambodia):**  
This workshop focused on building a self-advocacy movement for change. Self advocates identified employment and poverty as two priorities.

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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- **Hosted side session to the UN CRPD Expert Committee on Article 24 (Geneva):**  
Inclusion International hosted a side event at the 14th Session of the CRPD Committee at the UN in Geneva. The purpose of the session was to promote progressive examples of inclusive education from around the world.
- **Hosted side sessions on Article 19 at the Conference of States Parties (New York) June:**  
Inclusion International co-sponsored sessions about how to overcome barriers to live independently in the community, and about the Post-2015 agenda and education.

## **FINANCIAL REVIEW**

### **Financial review and reserves policy**

We have performed in line with our expectations with Membership and Grant income holding up well, without this support we could not undertake the activity described above.

Total income for the year was €823,329 (2014 - €649,749), with total expenditure of €866,733 (2014 - €539,112) and other gains of €30,651 (2014 - €41,178). This resulted in net expenditure of €12,753 (2014 - net income of €151,815). Most of this is due to the timing of project funds.

The prime sources of income for the year were the fees from members, project grants and donations.

Part of our risk mitigation for our project funds is where possible to agree payment in advance of expenditure. Therefore when project funding goes over our financial years (1 January to 31 December) it means that we show a significant surplus on these projects in one year (when the cash is received) and a deficit in the year when the cash is spent.

With this in mind, the trustees actively monitor the position excluding project funds so as to understand the core viability of the charity. With this in mind, a target has been set for an appropriate level of reserves in respect of unrestricted funds of €100,000. This is sufficient to meet the charity's core non-project funding requirements for at least six months.

At the year end, total funds stood at €484,772 (2014 - €497,525) and were made up of restricted funds of €321,720 (2014 - €323,910), designated funds of €59,321 (2014 - €63,844) and unrestricted funds of €103,731 (2014 - €109,771), which is in line with policy. We are planning on retaining this level of unrestricted reserves over the next three years.

Whilst the financial position of Inclusion International has improved, we are still reliant upon raising income to continue and grow our work.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Constitution**

The charity is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association on 12 March 2004. The Council approved updated Articles of Association on 1 December 2011 and 25 September 2014. The company is a registered charity number 1106715.

The membership of Inclusion International is as follows:

Companies Act Members (as defined by the Companies Act) are the Council of Inclusion International for the period they hold office.

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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Full Member National Societies are voluntary non-government organisations of parents and friends of persons with intellectual disability or an organisation of people with intellectual disability themselves operating at a national level. To qualify for membership they must be concerned with all phases of the welfare of persons with intellectual disability and the promotion of a wide range of services, not limited in scope to a single or special service interest. Full Members have voting rights at the General Assembly of Inclusion International.

Affiliated Member Organisations - An organisation with an interest in the affairs of persons with intellectual disability, which does not meet all of the requirements for full membership. Affiliates Members have no voting rights at the General Assembly of Inclusion International.

Associate Member Organisations - Federations of national societies, international or regional organisations or voluntary national professional organisations concerned in whole or in part with the welfare of persons with intellectual disability. Associates have no voting rights at the General Assembly of Inclusion International.

**Trustees, organisational structure, governance and management**

The following trustees served during the year:

Klaus Lachwitz (President)  
Fadia Farah (Vice President)  
Ralph Jones (Secretary General)  
Vanessa dos Santos (co-opted)  
Tim Gadd (Treasurer)

The current trustees are all experienced trustees of other organisations.

The trustees are elected by the General Assembly of the member organisations and following the election of new trustees, a period of induction is arranged with existing trustees and staff in London.

The trustees meet at least once a year (face to face) and at least quarterly via teleconference and are the prime decision-making body of the charity. Between meetings other business is conducted by email.

The Council of Inclusion International (whose members are the constitutional members of the organisation) meets once a year at the Annual Council Meeting. This meeting decides the broad strategy and direction for the coming year, and for which the Council charges the trustees with implementation.

Inclusion International works collaboratively with member organisations and with worldwide organisations like the United Nations, the World Bank and national development agencies that fund Inclusion International to undertake projects to further their work and influence.

The Trustees delegate the day to day running of the Charity to the Executive Director Connie Laurin-Bowie and her team.

In setting salaries for staff the Board takes account of a number of different factors including the:

- needs of its beneficiaries and members;
- funding available for the role if externally funded;
- overall financial position of the organisations;
- location of the role and the employment laws and employment market conditions in the country where the role is based; and

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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- need to attract the appropriate skills required to manage Inclusion International in a way that achieves its vision, mission and agreed strategy.

**Risk management**

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The main risk facing Inclusion International at the present time is ensuring adequate income to continue our programmes. Financial pressures on member organizations continue to lead to a reduction in the fees and donations they have been prepared to make. The membership review has identified strategies to sustain the current membership and fee structure as well as broaden the base of fee-paying members. Proposals for changes to the membership and fee structure will be presented and adopted at the next General Assembly of members in October 2016.

Staff and volunteers travel and conduct business in many countries where there are concerns about security issues. We have conducted a review of security procedures and insurance coverage and we are in the process of implementing a security policy.

We continue to rely on grant funding. To reduce the risks, we continue to pursue new sources of funds and to deliver the outcomes and terms of our current agreements.

We are also conscious about minimising any foreign exchange risk. Whilst our statutory published accounts are presented in Euros, our strategy is to hold funds in Dollars for those activities funded by Dollar based grants, which is the majority of our activity. The officers will take advice on other ways to reduce this risk in 2016.

**PLANS FOR FUTURE PERIODS**

The following are the priorities for 2016:

- Hold the 2016 General Assembly and International Forum in Florida, 26-29 October, 2016;
- Launch a global strategy to support and strengthen the leadership of self advocates within the global movement for change;
- Finalize and have the General Assembly approve changes to membership structure;
- Continue to develop our regions so that they can support our membership;
- Launch activity to grow and strengthen the membership base;
- Continue to improve communication with our members;
- Continue to work with disability organisations and other human rights and development NGOs;
- Broaden our funding base by securing additional projects;
- Influence the UN Committee of Experts on The General Comment Article 19; and
- Launch a global resource platform for our members on inclusive education.

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**TRUSTEES' REPORT (continued)**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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**TRUSTEES' RESPONSIBILITIES STATEMENT**

The trustees (who are also directors of Inclusion International for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year. 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 state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**DISCLOSURE OF INFORMATION TO AUDITORS**

Each of the persons who are trustees at the time when this trustees' report is approved has confirmed that:

- so far as that trustee is aware, there is no relevant audit information of which the charitable company's auditors are unaware, and
- that trustee has taken all the steps that ought to have been taken as a trustee in order to be aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

This report was approved by the trustees on 4<sup>th</sup> APRIL 2016 and signed on their behalf by:



**Mr T J Gadd**  
**Trustee**



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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE CHARITY, ITS TRUSTEES AND ADVISERS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

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**Trustees**

Mr K Lachwitz  
Ms F Farah  
Mr R Jones  
Mr T J Gadd  
Mrs V H Dos Santos (appointed 11 February 2015)

**Company registered number**

05072000

**Charity registered number**

1106715

**Registered office**

University of East London  
4 - 6 University Way  
London  
E16 2RD

**Company secretary**

Mr R Jones

**Executive Director**

Mrs C Laurin-Bowie

**Independent auditors**

Peters Elworthy & Moore  
Chartered Accountants  
Statutory Auditors  
Salisbury House  
Station Road  
Cambridge  
CB1 2LA

**Bankers**

NatWest Bank PLC  
Hornchurch  
Essex  
RM12 4DF

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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF INCLUSION INTERNATIONAL**

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We have audited the financial statements of Inclusion International for the year ended 31 December 2015 set out on pages 10 to 22. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. 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 auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and its members, as a body, for our audit work, for this report, or for the opinion we have formed.

**RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITORS**

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charity for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

**SCOPE OF THE AUDIT OF THE FINANCIAL STATEMENTS**

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the trustees' report to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

**OPINION ON FINANCIAL STATEMENTS**

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 December 2015 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

**OPINION ON OTHER MATTER PRESCRIBED BY THE COMPANIES ACT 2006**

In our opinion the information given in the trustees' report, incorporating the strategic report, for the financial year for which the financial statements are prepared is consistent with the financial statements.

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**INCLUSION INTERNATIONAL**  
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**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF INCLUSION INTERNATIONAL**

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**MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION**

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to take advantage of the small companies' exemption from the requirement to prepare a strategic report.



Kelly Bretherick (senior statutory auditor)

for and on behalf of

**Peters Elworthy & Moore**

Chartered Accountants  
Statutory Auditors

Salisbury House  
Station Road  
Cambridge  
CB1 2LA

21 April 2016

**INCLUSION INTERNATIONAL**  
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES**  
(including income and expenditure account)  
FOR THE YEAR ENDED 31 DECEMBER 2015

|   | Note | Restricted funds<br>2015<br>€ | Unrestricted designated funds<br>2015<br>€ | Unrestricted general funds<br>2015<br>€ | Total funds<br>2015<br>€ | Total funds<br>2014<br>€ |
|---|------|-------------------------------|--|---|--------------------------|--------------------------|
| <b>INCOME FROM:</b>   |      |                               |  |   |                          |                          |
| Donations   | 2    | 14,853                        | -  | 169,625                                 | 184,478                  | 168,682                  |
| Investments   |      | -                             | -  | 46                                      | 46                       | 165                      |
| Charitable activities   | 3    | <u>638,805</u>                | <u>-</u>                                   | <u>-</u>                                | <u>638,805</u>           | <u>480,902</u>           |
| <b>TOTAL INCOME</b>   |      | <u>653,658</u>                | <u>-</u>                                   | <u>169,671</u>                          | <u>823,329</u>           | <u>649,749</u>           |
| <b>EXPENDITURE ON:</b>  |      |                               |  |   |                          |                          |
| Charitable activities   |      | <u>699,160</u>                | <u>1,283</u>                               | <u>166,290</u>                          | <u>866,733</u>           | <u>539,112</u>           |
| <b>TOTAL EXPENDITURE</b>  |      | <u>699,160</u>                | <u>1,283</u>                               | <u>166,290</u>                          | <u>866,733</u>           | <u>539,112</u>           |
| <b>NET INCOME / (EXPENDITURE) BEFORE TRANSFERS</b>              |      | (45,502)                      | (1,283)                                    | 3,381                                   | (43,404)                 | 110,637                  |
| Transfers between Funds   | 9    | <u>-</u>                      | <u>(11,011)</u>                            | <u>11,011</u>                           | <u>-</u>                 | <u>-</u>                 |
| <b>NET INCOME / (EXPENDITURE) BEFORE OTHER GAINS AND LOSSES</b> |      | (45,502)                      | (12,294)                                   | 14,392                                  | (43,404)                 | 110,637                  |
| Other gains/(losses)  |      | <u>43,312</u>                 | <u>7,771</u>                               | <u>(20,432)</u>                         | <u>30,651</u>            | <u>41,178</u>            |
| <b>NET MOVEMENT IN FUNDS</b>                                    |      | (2,190)                       | (4,523)                                    | (6,040)                                 | (12,753)                 | 151,815                  |
| <b>RECONCILIATION OF FUNDS:</b>                                 |      |                               |  |   |                          |                          |
| Total funds at 1 January 2015                                   |      | <u>323,910</u>                | <u>63,844</u>                              | <u>109,771</u>                          | <u>497,525</u>           | <u>345,710</u>           |
| <b>TOTAL FUNDS AT 31 DECEMBER 2015</b>                          |      | <u>321,720</u>                | <u>59,321</u>                              | <u>103,731</u>                          | <u>484,772</u>           | <u>497,525</u>           |

All activities relate to continuing operations.

The notes on pages 13 to 22 form part of these financial statements.

**INCLUSION INTERNATIONAL**  
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**REGISTERED NUMBER: 05072000**

**BALANCE SHEET**  
**AS AT 31 DECEMBER 2015**

|   | Note | €               | 2015<br>€      | €               | 2014<br>€      |
|---|------|-----------------|----------------|-----------------|----------------|
| <b>CURRENT ASSETS</b>                                 |      |                 |                |                 |                |
| Debtors   | 7    | -               |                | 28,592          |                |
| Cash at bank and in hand                              |      | <u>531,812</u>  |                | <u>496,345</u>  |                |
|   |      | 531,812         |                | 524,937         |                |
| <b>CREDITORS: amounts falling due within one year</b> | 8    | <u>(47,040)</u> |                | <u>(27,412)</u> |                |
| <b>NET CURRENT ASSETS</b>                             |      |                 | <u>484,772</u> |                 | <u>497,525</u> |
| <b>NET ASSETS</b>                                     |      |                 | <u>484,772</u> |                 | <u>497,525</u> |
| <b>CHARITY FUNDS</b>                                  |      |                 |                |                 |                |
| Restricted funds                                      | 9    |                 | 321,720        |                 | 323,910        |
| Designated funds                                      | 9    |                 | 59,321         |                 | 63,844         |
| General funds   | 9    |                 | <u>103,731</u> |                 | <u>109,771</u> |
| <b>TOTAL FUNDS</b>                                    |      |                 | <u>484,772</u> |                 | <u>497,525</u> |

The financial statements were approved by the trustees on 4<sup>th</sup> April 2016 and signed on their behalf, by:



**Mr T J Gadd**  
**Treasurer**

The notes on pages 13 to 22 form part of these financial statements.

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**STATEMENT OF CASH FLOWS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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|  | Note | 2015<br>€             | 2014<br>€             |
|--|------|-----------------------|-----------------------|
| <b>Cash flows from operating activities</b>            |      |                       |                       |
| Net cash provided by operating activities              | 11   | <u>35,467</u>         | <u>94,034</u>         |
| <b>Change in cash and cash equivalents in the year</b> |      | <b>35,467</b>         | <b>94,034</b>         |
| Cash and cash equivalents brought forward              |      | <u>496,345</u>        | <u>402,311</u>        |
| <b>Cash and cash equivalents carried forward</b>       | 12   | <u><u>531,812</u></u> | <u><u>496,345</u></u> |

The notes on pages 13 to 22 form part of these financial statements.

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**INCLUSION INTERNATIONAL**  
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**NOTES TO THE FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31 DECEMBER 2015**

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**1. ACCOUNTING POLICIES**

**1.1 BASIS OF PREPARATION OF FINANCIAL STATEMENTS**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006. The trustees have decided to early adopt Update Bulletin 1 of the Charities SORP (FRS 102) (effective 1 January 2016).

Inclusion International meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern. With respect to the next reporting period, 2016, the most significant area of uncertainty is project income.

**1.2 RECONCILIATION WITH PREVIOUS GENERALLY ACCEPTED ACCOUNTING PRACTICE**

In preparing these accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required.

No restatements were required.

**1.3 COMPANY STATUS**

The charity is a company limited by guarantee. The members of the company are the trustees named on page 7. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

**1.4 FUND ACCOUNTING**

General funds are unrestricted funds which are available for use at the discretion of the trustees in furtherance of the general objectives of the charity and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the charity for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

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**INCLUSION INTERNATIONAL**  
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**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 DECEMBER 2015**

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**1. ACCOUNTING POLICIES (continued)**

**1.5 INCOME**

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included as income when these are received / receivable.

Membership income is recognised in the period to which it relates to. Any membership income received in advance is deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

**1.6 EXPENDITURE**

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

Support costs comprise governance costs only. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

**1.7 FOREIGN CURRENCIES**

Monetary assets and liabilities denominated in foreign currencies are translated into Euros at rates of exchange ruling at the balance sheet date.

Transactions in foreign currencies are translated into Euros at a set rate on the date of the transaction. This rate is constantly monitored and adjusted when it increases or decreases by 10%.

Exchange gains and losses are recognised in the statement of financial activities.

**1.8 PENSIONS**

The charity contributes to the personal pension plan of one of the employees. Contributions are charged to the profit and loss account as incurred.

**1.9 DEBTORS**

Trade and other debtors are recognised at the settlement amount after any trade discount offered. Prepayments are valued at the amount repaid net of any trade discounts due.



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**1. ACCOUNTING POLICIES (continued)**

**1.10 CASH AT BANK AND IN HAND**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**1.11 CREDITORS AND PROVISIONS**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

**1.12 FINANCIAL INSTRUMENTS**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

**2. INCOME FROM DONATIONS**

|                            | <b>Restricted<br/>funds<br/>2015<br/>€</b> | <b>Unrestricted<br/>funds<br/>2015<br/>€</b> | <b>Total<br/>funds<br/>2015<br/>€</b> | <b>Total<br/>funds<br/>2014<br/>€</b> |
|----------------------------|--|--|---------------------------------------|---------------------------------------|
| Donations                  | -  | 9,880  | 9,880                                 | 2,041                                 |
| Membership income          | -  | 146,397                                      | 146,397                               | 146,316                               |
| Grants                     | 14,853                                     | -  | 14,853                                | 20,325                                |
| Similar incoming resources | -  | 13,348                                       | 13,348                                | -                                     |
| <b>Total donations</b>     | <b>14,853</b>                              | <b>169,625</b>                               | <b>184,478</b>                        | <b>168,682</b>                        |

The income from donations was €184,478 (2014 - €168,682) of which €169,625 (2014 - €148,357) was unrestricted and €14,853 (2014 - €20,325) was restricted.

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**3. INCOME FROM CHARITABLE ACTIVITIES**

|                     | Restricted<br>funds<br>2015<br>€ | Unrestricted<br>funds<br>2015<br>€ | Total<br>funds<br>2015<br>€ | Total<br>funds<br>2014<br>€ |
|---------------------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Grants for projects | <u>638,805</u>                   | -                                  | <u>638,805</u>              | <u>480,902</u>              |

In 2014 all the income was restricted.

**4. RESOURCES EXPENDED ON CHARITABLE ACTIVITIES**

|                             | Governance<br>€ | Direct<br>€    | Total<br>2015<br>€ | Total<br>2014<br>€ |
|-----------------------------|-----------------|----------------|--------------------|--------------------|
| Consultancy                 | -               | 103,634        | 103,634            | 71,539             |
| Insurance                   | -               | 515            | 515                | 449                |
| Supplies and expenses       | -               | 24,201         | 24,201             | 16,204             |
| Publications and printing   | -               | 19,211         | 19,211             | 11,019             |
| Rent                        | -               | 12,366         | 12,366             | 10,895             |
| Telephone and internet      | -               | 5,279          | 5,279              | 3,272              |
| Translation and website     | -               | 8,930          | 8,930              | 3,983              |
| Travel and accommodation    | -               | 397,312        | 397,312            | 71,853             |
| World Congress              | -               | -              | -                  | 70,654             |
| Study Tour                  | -               | 28,617         | 28,617             | -                  |
| Audit fees                  | 8,143           | -              | 8,143              | 6,553              |
| Audit fees - UN grant audit | 1,443           | -              | 1,443              | 750                |
| Accountancy fees            | 1,685           | -              | 1,685              | 1,562              |
| Legal fees                  | 711             | -              | 711                | 3,049              |
| Wages and salaries          | -               | 235,367        | 235,367            | 244,397            |
| National insurance          | -               | 14,256         | 14,256             | 18,343             |
| Pension cost                | -               | 5,063          | 5,063              | 4,590              |
|                             | <u>11,982</u>   | <u>854,751</u> | <u>866,733</u>     | <u>539,112</u>     |

Expenditure on charitable activities was €866,733 (2014 - €539,112) of which €166,290 (2014 - €109,083) was unrestricted, €1,283 (2014 - €70,654) was designated and €699,160 (2014 - €359,375) was restricted.

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**NOTES TO THE FINANCIAL STATEMENTS  
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**5. NET INCOME**

This is stated after charging:

|                                    | 2015<br>€    | 2014<br>€    |
|------------------------------------|--------------|--------------|
| Auditors' remuneration             | 8,143        | 6,553        |
| Auditors' remuneration - non-audit | <u>3,128</u> | <u>2,312</u> |

**6. STAFF COSTS**

Staff costs were as follows:

|                       | 2015<br>€      | 2014<br>€      |
|-----------------------|----------------|----------------|
| Wages and salaries    | 235,367        | 244,397        |
| Social security costs | 14,256         | 18,343         |
| Pension costs         | 5,063          | 4,590          |
|                       | <u>254,686</u> | <u>267,330</u> |

The average monthly number of employees was: 5 (2014 - 7) and the average monthly number of full time equivalent employees during the year was as follows (including casual and part-time staff):

|           | 2015<br>No. | 2014<br>No. |
|-----------|-------------|-------------|
| Employees | <u>4</u>    | <u>5</u>    |

The number of higher paid employees was:

|                                 | 2015<br>No. | 2014<br>No. |
|---------------------------------|-------------|-------------|
| In the band €100,001 - €110,000 | <u>1</u>    | <u>1</u>    |

During the year expenses of €12,085 (2014 - €5,892) were reimbursed to four (2014 - three) trustees. No remuneration was paid to any of the trustees during the period in accordance with the Articles of Association.

The key management personnel of the charity comprise the trustees, the Executive Director, the Coordinator/Administrator, the Director of Global Initiatives, Policy and Human Rights and the Project Manager of the charity. The total employee benefits of the key management personnel of the charity were €254,686 (2014 - €267,330).

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**7. DEBTORS**

|                                | 2015<br>€ | 2014<br>€     |
|--------------------------------|-----------|---------------|
| Prepayments and accrued income | <u>-</u>  | <u>28,592</u> |

**8. CREDITORS:  
AMOUNTS FALLING DUE WITHIN ONE YEAR**

|                 | 2015<br>€     | 2014<br>€     |
|-----------------|---------------|---------------|
| Deferred income | -             | 872           |
| Accruals        | 47,040        | 26,540        |
|                 | <u>47,040</u> | <u>27,412</u> |

Deferred income comprises membership income received in advance.

**DEFERRED INCOME**

|                                      |              |
|--------------------------------------|--------------|
| Deferred income at 1 January 2015    | 872          |
| Amounts released from previous years | <u>(872)</u> |
| Deferred income at 31 December 2015  | <u>-</u>     |

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**NOTES TO THE FINANCIAL STATEMENTS  
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**9. STATEMENT OF FUNDS**

|                                   | Brought<br>forward<br>€ | Incoming<br>resources<br>€ | Resources<br>expended<br>€ | Transfers<br>in/out<br>€ | Gains/<br>(Losses)<br>€ | Carried<br>forward<br>€ |
|-----------------------------------|-------------------------|----------------------------|----------------------------|--------------------------|-------------------------|-------------------------|
| <b>DESIGNATED FUNDS</b>           |                         |                            |                            |                          |                         |                         |
| Equipment                         | 3,710                   | -                          | (1,283)                    | -                        | 461                     | 2,888                   |
| Global Event                      | 60,134                  | -                          | -                          | (11,011)                 | 7,310                   | 56,433                  |
|                                   | <u>63,844</u>           | <u>-</u>                   | <u>(1,283)</u>             | <u>(11,011)</u>          | <u>7,771</u>            | <u>59,321</u>           |
| <b>GENERAL FUNDS</b>              |                         |                            |                            |                          |                         |                         |
| Unrestricted funds                | <u>109,771</u>          | <u>169,671</u>             | <u>(166,290)</u>           | <u>11,011</u>            | <u>(20,432)</u>         | <u>103,731</u>          |
| Total Unrestricted funds          | <u>173,615</u>          | <u>169,671</u>             | <u>(167,573)</u>           | <u>-</u>                 | <u>(12,661)</u>         | <u>163,052</u>          |
| <b>RESTRICTED FUNDS</b>           |                         |                            |                            |                          |                         |                         |
| Open Society Foundation           | 99,259                  | 283,168                    | (230,433)                  | -                        | 11,402                  | 163,396                 |
| Capacity Building Fund            | 84,499                  | 185,650                    | (202,690)                  | -                        | 10,328                  | 77,787                  |
| IHC New Zealand                   | 72,146                  | -                          | -                          | -                        | 4,581                   | 76,727                  |
| IHC Self advocacy                 | -                       | 14,853                     | (13,444)                   | -                        | (18)                    | 1,391                   |
| NFU - Inclusion Africa            | -                       | 62,566                     | (62,566)                   | -                        | -                       | -                       |
| Open Society Foundation - Beijing | 2,160                   | -                          | -                          | -                        | 259                     | 2,419                   |
| UNDEF                             | 12,643                  | 88,874                     | (110,855)                  | -                        | 9,338                   | -                       |
| NFU - World Congress              | 42,520                  | -                          | (48,183)                   | -                        | 5,663                   | -                       |
| African Development               | 10,683                  | -                          | (12,442)                   | -                        | 1,759                   | -                       |
| UNICEF                            | -                       | 18,547                     | (18,547)                   | -                        | -                       | -                       |
|                                   | <u>323,910</u>          | <u>653,658</u>             | <u>(699,160)</u>           | <u>-</u>                 | <u>43,312</u>           | <u>321,720</u>          |
| Total funds                       | <u>497,525</u>          | <u>823,329</u>             | <u>(866,733)</u>           | <u>-</u>                 | <u>30,651</u>           | <u>484,772</u>          |

The purposes of the designated funds are as follows:

**Equipment**

To set aside funds for future equipment purchases.

**Global Event**

To set aside funds for future global events (Council, General Assemblies a future World Congress).

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**NOTES TO THE FINANCIAL STATEMENTS  
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**9. STATEMENT OF FUNDS (continued)**

The purposes of the restricted funds are as follows:

**Open Society Foundation**

To build the capacity of national members of Inclusion International to identify key issues of discrimination in the areas of education, legal capacity, living in the community and family support and to develop strategies and tools for self-advocate and family organisations to use in implementing inclusion.

**Capacity Building Fund**

To promote the inclusion of people with intellectual disabilities and their families in strategies to implement and monitor the UN Convention on the Rights of Persons with Disabilities and to strengthen the capacity of family based organisations and self advocates to use the Convention as a tool for promoting the human rights of persons with intellectual disabilities.

**IHC New Zealand**

To provide a contingency fund for the London office and the Secretariat of Inclusion International.

**IHC Self Advocacy**

To conduct an overview of self-advocacy efforts globally and to identify strategies to support self-advocacy leadership within the Inclusion movement. It will inform and support the development of a global strategy on self-advocacy to be launched in 2016.

**Norwegian Association for Persons with Development Disabilities (NFU)**

To support the development of the regional work of Inclusion International in Africa, including support for the coordination of Inclusion Africa.

**Open Society Foundation - Beijing**

To build the capacity of the Chinese family based organisation Rong Ai Rong Le parent through participation in a global exchange opportunity.

**UNDEF**

To establish a baseline understanding of the political participation of people with intellectual disabilities and increase the awareness and knowledge of people with intellectual disabilities and their families about how to participate in political processes.

**Norwegian Association for Persons with Development Disabilities (NFU) - World Congress**

Supporting Inclusion Africa by organising a regional African event to support the work of members in the region.

**African Development**

Donations to support an event in Africa in place of the cancelled World Congress in Nairobi, Kenya.

**UNICEF**

Providing support to UNICEF to develop methods of making digital books accessible to students with intellectual disability and to ensure that the development of a digital accessible textbook application will be easy to use for classroom teachers in inclusive schools.

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**10. ANALYSIS OF NET ASSETS BETWEEN FUNDS**

|                               | Restricted<br>funds<br>2015<br>€ | Unrestricted<br>funds<br>2015<br>€ | Total<br>funds<br>2015<br>€ | Total<br>funds<br>2014<br>€ |
|-------------------------------|----------------------------------|------------------------------------|-----------------------------|-----------------------------|
| Current assets                | 321,720                          | 210,092                            | 531,812                     | 524,937                     |
| Creditors due within one year | -                                | (47,040)                           | (47,040)                    | (27,412)                    |
|                               | <u>321,720</u>                   | <u>163,052</u>                     | <u>484,772</u>              | <u>497,525</u>              |

**11. RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES**

|  | 2015<br>€     | 2014<br>€     |
|--|---------------|---------------|
| Net (expenditure)/income for the year (as per Statement of financial activities) | (43,404)      | 110,637       |
| <b>Adjustment for:</b>   |               |               |
| Gain on foreign exchange   | 30,651        | 41,178        |
| Decrease/(increase) in debtors   | 28,592        | (23,976)      |
| Increase/(decrease) in creditors   | 19,628        | (33,805)      |
| <b>Net cash provided by operating activities</b>                                 | <u>35,467</u> | <u>94,034</u> |

**12. ANALYSIS OF CASH AND CASH EQUIVALENTS**

|              | 2015<br>€      | 2014<br>€      |
|--------------|----------------|----------------|
| Cash in hand | 531,812        | 496,345        |
| Total        | <u>531,812</u> | <u>496,345</u> |

**13. PENSION COMMITMENTS**

The company pays in to the personal pension plan of an employee. The pension cost charge represents contributions payable by the company and amounted to €5,063 (2014 - €4,590).

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**NOTES TO THE FINANCIAL STATEMENTS**  
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**14. RELATED PARTY TRANSACTIONS**

Mr R Jones is a trustee of the charity and is chief executive officer and board member of a national member organisation of Inclusion International which pays membership fees to the charity.

Ms F Farah is a trustee of the charity and is president of a national member organisation of Inclusion International which pays membership fees to the charity.

The membership fees are considered to be in the course of normal operations.

The national member organisation of which Mr R Jones is chief executive and board member is IHC New Zealand Incorporated. During the year, IHC New Zealand Incorporated made a donation of €9,708 (2014 - €27,658) to the charity which is included in restricted funds (see note 11).