

**Report of the Trustees and**  
**Unaudited Financial Statements for the Year Ended**  
**31 January 2014**  
**for**  
**Development Studies Association**

Sterling Partners Limited  
Chartered Accountants  
Chartered Tax Advisors  
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**Development Studies Association**

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for the Year Ended 31 January 2014**

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## **Development Studies Association**

### **Report of the Trustees** **for the Year Ended 31 January 2014**

The trustees present their report with the financial statements of the charity for the year ended 31 January 2014. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

#### **REFERENCE AND ADMINISTRATIVE DETAILS**

##### **Registered Charity number**

283670

##### **Principal address**

P.O Box 108  
Bideford  
Devon  
United Kingdom  
EX39 6ZQ

##### **Trustees**

Dr A Sumner  
Dr M Tribe  
Dr A Fischer  
Dr V Nelson  
Professor R Munck  
Dr C Gore  
Professor G Wood  
Dr K Sen  
Dr M Tiwari  
Dr B Jones  
Professor G Mohan  
Dr R Hayman  
Dr F Nunan  
G Wall  
Dr J Devine  
Dr E Mawdsley - appointed 1.11.2013  
Dr S White - appointed 1.11.2013  
T Travers - appointed 1.11.2013

##### **Bankers**

CAF Bank Ltd  
25 Kings Hill Avenue  
Kings Hill  
West Malling  
Kent  
ME19 4JQ

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes an unincorporated charity.

##### **Risk management**

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

## **Development Studies Association**

### **Report of the Trustees** **for the Year Ended 31 January 2014**

#### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

##### **VISION AND ACTIVITIES**

- i. The DSA exists to nurture the intellectual tradition of development studies, to be: politically sensitive, reflective, critical, normative and multidisciplinary etc.
- ii. Core to this is the support from the DSA to institutions that teach and do research on development studies and provision of a platform for their collective voice
- iii. Because plurality and diversity is valued by us, and because change requires a broad coalition of actors, the DSA wants to engage with a wider ecosystem of research, practice and policy in international development
- iv. We recognise that aid is neither necessary nor sufficient for development but that it accelerates development under the right conditions and that given our wide knowledge of development-and because we want to see our work lead to change - we have an important role to play in supporting aid to promote 'good change '
- v. We are committed to being inclusive as an Association but, on occasion, will not admit to membership institutions or organisations that do not support our purpose
- vi. The DSA is committed to maintaining the highest possible standards and quality in all of its activities

Within these objectives DSA activities centre around three pillars:

1. To mobilise the UK and Ireland's collective capacity and knowledge on development to accelerate development
2. The nurturing of the next generation of development professionals
3. To invest in the infrastructure necessary for world-leading development studies

##### **MANAGEMENT OF THE DSA**

This financial year was the first for many years where the DSA has received no external funding.

##### **OBJECTIVES AND ACTIVITIES**

Activities for the year 2013 - 2014

Within the three main areas, the DSA achieved the following during the Financial Year 2013-2014:

##### **Mobilising Collective Capacity**

The 2013 Annual Conference was held at the University of Birmingham in November. This Conference was also a one day event. It was however, a rich and full programme that was very well received with many declaring that it was the best DSA Conference they had attended in many years. The number of presentations and papers was significantly higher than 2012, with 27 more papers. Key statistics from the Conference are as follows:

Participants:	312	Number of Papers/Presentations:	106
Plenary Sessions:	2	Number of workstreams:	12
Panels and Study Groups:	32	Exhibitors:	14

Planning for Conference 2014 began in November 2013 and after the success of the 2012 Conference, it was decided again to have an open call for papers rather than to set a specific theme. Due to funding constraints, it was decided by Council that the 2014 Conference would also be a one day event and be held at the Institute of Education.

A joint Conference with the Social Policy Association at the University of Bath was held in April 2013, followed by a panel convened at the DSA Annual Conference in November 2013 with some members following up with a further meeting held in Delhi later in January 2014.

The DSA's international profile was enhanced during the year with Professor Geof Wood being invited to deliver the keynote to the South African Development Studies Association, Professor Uma Kothari presented at the Australian Council for International Development and a DSA Kenya chapter was initiated when Frances Hill visited Nairobi in July 2013. DSA Africa members reached 154 members by the end of January 2014.

The DSA Bulletin is sent out monthly by email and reaches nearly 10,000 named individuals. It is estimated that the readership of this is at least double as many cascade through their organisations. The Bulletin performs an important service, much appreciated by members and the sector as a whole, to allow members to publicise events, publications, jobs and other news of interest to the sector. It is compiled of contributions from members and continues to attract interest as a means of others to reach the development sector worldwide.

Study Group activity has remained high. A number of Study Groups convened panels at the 2013 Conference :

## **Development Studies Association**

### **Report of the Trustees for the Year Ended 31 January 2014**

#### **OBJECTIVES AND ACTIVITIES**

o Wellbeing and Psycho-social Dimensions of Development Group: Personalising Poverty? The Politics of Wellbeing and Psycho-social Perspectives in International Development.

o NGO Study Group: 'NGOs and Development Communications in the 21st Century'

o Multidimensional poverty Study group presented two panels at the November 2013 DSA conference:

- 'The Power of Evidence on Multi Dimensional Poverty and Poverty Dynamics'
- 'Mixed Methods Research in Poverty and Vulnerability Ideas and Learning Lessons'

o Environment study group: Members organised a panel on BRICS at the DSA annual conference at Birmingham in November 2013.

Study Groups also convened meetings during 2013/14 as follows:

o Women and Development Study Group:

February 2013, theme was 'Gender analysis of development policy: Is anybody listening?'

o NGO Study Group :

May 2013: 'NGOs, Evidence, Policy and Practice' (webinar).

o Information, Technology and Development study group

July 2013: two-day workshop on "new models of innovation for development"

o DSA Scotland :

September 2013 : Violence, Conflict and Socio-Economic Development

o Wellbeing and Psycho-social Dimensions of Development Group:

- October 24-25 2013. Symposium: Enquiring into Wellbeing: Reflections on Method, Culture and Inner Truths. (co-organised with Wellbeing and Poverty Pathways ESRC/DFID project)

- 8-9 January 2014 Wellbeing and Subjectivity in International Development. Conference (co-organised with Wellbeing and Poverty Pathways ESRC/DFID project)

- An edited book (to be published by Palgrave Macmillan) will be coming out of papers presented at these events.

#### **Nurturing the Next Generation**

At 31st January 2014 there were 441 (up from 353 at 31st January 2013) free student members of the association (46.23% of the total membership). This comprised 244 masters, 121 PhD students and 76 undergraduate. Recording the breakdown of the different levels of degree was an innovation in 2013 and will help us track changes in student membership as well as provide more tailored newsletters, events and networking activities. There were also 91 Concessionary rate members, the majority of whom are students.

Over the past few years - the student subcommittee, chaired by the student rep Gareth Wall along with Dr Fiona Nunan, has focused on improving communication and networking of DSA student members - including a quarterly e-news tailored to the different levels of study, summarising DSA news as well as additional weekly updates of development news, scholarship and workshops opportunities. Those opportunities were also uploaded to the student area of the website. For more regular and timely communication the subcommittee set up a DSA student Facebook group in 2012 which was open to all UK development studies students to join and grew to around 500 members. The 2013-14 group was restricted just to DSA members and grew to around 200 member (approximately half the signed up membership), and notification sent to non members about the benefits of DSA membership and how to join. This however proved very time consuming and limited the DSA's ability to continually advertise its services and events, so the 2014-15 group will revert to being open - and all who join will be encouraged to join the association.

The student subcommittee also promoted a decentralised approach to student events - encouraging and promoting events organised by institutional members to be open to others institutional members' students. These include the annual undergraduate development studies conference at UEL - now in its 4th year, the UEA PhD training on Epistemology of development studies - now in its 3rd year and last year including an additional session on experimental economics, which also was well attended by DSA member across our countries. There have also been graduate student conferences organised at IDS, Sheffield and Leeds.

## **Development Studies Association**

### **Report of the Trustees** **for the Year Ended 31 January 2014**

#### **OBJECTIVES AND ACTIVITIES**

For the future - the student subcommittee is keen to ensure greater engagement and communication with all institutional members' students - as well as greater engagement of the students with the DSA student group. Student volunteer opportunities were provided at the DSA Annual Conference in Birmingham for 20 students.

Study Group funding is biased towards assisting research students with travel to attend Study Group meetings.

#### **Investing in Research Infrastructure**

The DSA continues to work with HEFCE and the Research Excellence Framework panel.

A Heads of Centres Meeting was held in January 2014, hosted by Queen Elizabeth House, University of Oxford. Issues of concern to Heads of Centres were discussed which included: The Future of Development Studies, Impact, Outreach and Advocacy: Links to Policy and Practice, A DSA Publications Strategy and a discussion around areas that the DSA can engage more with its institutional members and represent the sector.

#### **FINANCIAL REVIEW**

##### **Membership**

Individual membership at 31st January 2014 rose to 954 from 726 in 2012/13, this was due to the new DSA Africa membership category. Acknowledging the continued downward trend of paying membership a decision was taken in 2012/13 to conduct a concerted membership drive which was duly done in July 2013, when the 'DSA in Focus' prospectus was finalised. 550 Course Leaders were identified via the THES and UCAS lists and sent both a hard copy DSA in Focus and the Conference Mind Map. 178 members of the BOND list were also mailed. There was not a marked impact on membership numbers as a result of this activity. Student membership rose and we recruited two new institutional members.

##### **Finances**

With no external funding for this financial year, the DSA had to rely on membership subscriptions alone. A difficult year was predicted but the deficit incurred was much higher than forecast. This was due to lower than anticipated Conference income (registrations and exhibitors), lower than budgeted membership income and increased costs in the form of Council travel expenses, the Membership Drive and printing of the DSA in Focus.

- Total income for the year ending January 2014 was £52,240
- Total expenditure for the year ending January 2013 was £87,364
- This leaves a substantial deficit of £35,124 and brings our reserves down to £55,952

In recognition of the lack of external funding, it was agreed at the AGM in November 2013 to raise membership subscriptions by 33%. There had not been a rise in membership fees since 2006 and this was implemented on 1st January 2014.

##### **Administration**

Findings Research continued to administer the DSA Secretariat, as agreed at the Council meeting in March 2013.

##### **Communications**

Rhiannon Rees continues to maintain the website, social networking and other outreach activities. The website continues to attract interest and during 2013-14:

- There was a 68.44% increase in new visitors to the site, a 4.44% increase on 2012/13.
- There was an 8% increase in visits from Asia and 20% increase from Africa
- Study groups accounted for 6.2% of total page views, up from 5% in 2012/13
- The two Directories and Events pages receive the highest number of visits on the site
- The number of visits via mobile devices more than doubled compared to 2012/13
- 42% more Facebook fans compared to the end of 2012/13

Communications for students:

- quarterly tailored e-newsletters have been initiated for each of the three levels of study, with positive feed from membership
- a DSA student group has been initiated by the student membership and in 2013-14 grow to 200 members with almost daily updates

**Development Studies Association**

**Report of the Trustees**  
**for the Year Ended 31 January 2014**

**FINANCIAL REVIEW**

The Bulletin, as mentioned above, continues to be a key source of communication for the sector. As we do not limit the readership to membership, this is very much regarded as a global public good for the sector.

**AIMS FOR THE COMING YEAR (2013-14)**

Recognising the need to raise income, outreach to Consultancy companies and other development 'constituencies' will be carried out.

Look to raise all membership fees again, to be implemented after the AGM in November 2014.

Convene a further Heads of Centres meeting to discuss how income can be raised from its membership, set out a schedule of Premium Membership to be taken to the 2014 AGM, scope Trusts and Foundations for alignment with DSA activity, identify a few key potentials and explore funding options with them.

Engage with the ESRC to open up discussions on how the DSA can work more closely with them.

Meet with Wiley Blackwell to explore a more financially beneficial relationship for the DSA between the Journal of International Development, its Editors and Wiley Blackwell.

Look at ways in which to cut costs and explore other Society / Association models

To finalise the registration of the DSA with the Office of the Scottish Charity Regulator.

Hold the Annual Conference at the Institute of Education in November 2014

Continue to support the Study Groups in their work

Continue to support student led and student focused activities where possible

Continue on with the Internationalisation work, encouraging countries to initiate their own networks.

Approved by order of the board of trustees on ..... and signed on its behalf by:

.....

Trustee

**Development Studies Association**

**Statement of Financial Activities  
for the Year Ended 31 January 2014**

	Notes	Unrestricted fund £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>INCOMING RESOURCES</b>					
<b>Incoming resources from generated funds</b>					
Voluntary income		1	-	1	-
Investment income	2	307	-	307	165
<b>Incoming resources from charitable activities</b>					
Promotion of development research		51,932	-	51,932	181,473
<b>Total incoming resources</b>		<u>52,240</u>	<u>-</u>	<u>52,240</u>	<u>181,638</u>
<b>RESOURCES EXPENDED</b>					
<b>Charitable activities</b>					
Promotion of development research		85,564	380	85,944	152,358
<b>Governance costs</b>		<u>1,800</u>	<u>-</u>	<u>1,800</u>	<u>2,400</u>
<b>Total resources expended</b>		<u>87,364</u>	<u>380</u>	<u>87,744</u>	<u>154,758</u>
<b>NET INCOMING/(OUTGOING) RESOURCES</b>		<u>(35,124)</u>	<u>(380)</u>	<u>(35,504)</u>	<u>26,880</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		<u>98,186</u>	<u>(6,730)</u>	<u>91,456</u>	<u>64,576</u>
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>63,062</u></u>	<u><u>(7,110)</u></u>	<u><u>55,952</u></u>	<u><u>91,456</u></u>

The notes form part of these financial statements

**Development Studies Association**

**Balance Sheet**  
**At 31 January 2014**

	Notes	Unrestricted fund £	Restricted funds £	2014 Total funds £	2013 Total funds £
<b>CURRENT ASSETS</b>					
Debtors	5	425	-	425	1,285
Cash at bank	6	75,557	-	75,557	112,217
		<u>75,982</u>	<u>-</u>	<u>75,982</u>	<u>113,502</u>
<b>CREDITORS</b>					
Amounts falling due within one year	7	(12,920)	(7,110)	(20,030)	(22,046)
		<u>63,062</u>	<u>(7,110)</u>	<u>55,952</u>	<u>91,456</u>
<b>NET CURRENT ASSETS/(LIABILITIES)</b>					
		<u>63,062</u>	<u>(7,110)</u>	<u>55,952</u>	<u>91,456</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>					
		<u>63,062</u>	<u>(7,110)</u>	<u>55,952</u>	<u>91,456</u>
<b>NET ASSETS/(LIABILITIES)</b>					
		<u>63,062</u>	<u>(7,110)</u>	<u>55,952</u>	<u>91,456</u>
<b>FUNDS</b>					
	8				
Unrestricted funds				63,062	98,186
Restricted funds				(7,110)	(6,730)
				<u>55,952</u>	<u>91,456</u>
<b>TOTAL FUNDS</b>					
				<u>55,952</u>	<u>91,456</u>

The financial statements were approved by the Board of Trustees on ..... and were signed on its behalf by:

.....  
Trustee

## **Development Studies Association**

### **Notes to the Financial Statements** **for the Year Ended 31 January 2014**

#### **1. ACCOUNTING POLICIES**

##### **Accounting convention**

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Charities Act 2011 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

##### **Incoming resources**

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

##### **Resources expended**

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources. Grants offered subject to conditions which have not been met at the year end date are noted as a commitment but not accrued as expenditure.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Computer equipment - 33% on cost

##### **Taxation**

The charity is exempt from tax on its charitable activities.

##### **Fund accounting**

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

#### **2. INVESTMENT INCOME**

	2014	2013
	£	£
Interest received	307	165
	<u>307</u>	<u>165</u>

#### **3. TRUSTEES' REMUNERATION AND BENEFITS**

There were no trustees' remuneration or other benefits for the year ended 31 January 2014 nor for the year ended 31 January 2013.

##### **Trustees' expenses**

Trustees expenses of £2,250 (2013: £1,710) were paid during the year.

**Development Studies Association**

**Notes to the Financial Statements - continued  
for the Year Ended 31 January 2014**

**4. TANGIBLE FIXED ASSETS**

	Computer equipment £
<b>COST</b>	
At 1 February 2013 and 31 January 2014	715
	<u>715</u>
<b>DEPRECIATION</b>	
At 1 February 2013 and 31 January 2014	715
	<u>715</u>
<b>NET BOOK VALUE</b>	
At 31 January 2014	-
	<u>-</u>
At 31 January 2013	-
	<u>-</u>

**5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	2014 £	2013 £
Trade debtors	425	1,285
	<u>425</u>	<u>1,285</u>

**6. CASH AT BANK**

	General fund £	2014 Total funds £	2013 Total funds £
Cash at bank and in hand	75,557	75,557	112,217
	<u>75,557</u>	<u>75,557</u>	<u>112,217</u>

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

	2014 £	2013 £
Funds with overdrawn bank balances	7,110	10,428
Trade creditors	1,126	2,111
Credit card	13	195
Accruals and deferred income	11,781	9,312
	<u>20,030</u>	<u>22,046</u>

**8. MOVEMENT IN FUNDS**

Each of the below funds has arisen due to the donors specifying that the funds donated have to be spent on the specific projects.

Restrictions are imposed through contracts which are signed at the beginning of each project.

The Conference 2011 fund and Welsh Assembly fund had negative restricted funds carried forward, however there are sufficient unrestricted reserves to cover the shortfall.

**Development Studies Association**

**Notes to the Financial Statements - continued  
for the Year Ended 31 January 2014**

**9. FUNDS**

Project	Funds brought forward £	Income £	Expenditure £	Transfer between funds £	Funds carried forward £
<b>RESTRICTED FUNDS</b>					
Welsh Assembly	(1,200)	-	-	-	(1,200)
Conference 2010	-	-	-	-	-
Conference 2011	(9,393)	-	-	-	(9,393)
New Ideas	3,863	-	380	-	3,483
	<u>(6,730)</u>	<u>-</u>	<u>380</u>	<u>-</u>	<u>(7,110)</u>
<b>UNRESTRICTED FUNDS</b>					
General fund	98,186	52,240	35,124	-	63,062
	<u>98,186</u>	<u>52,240</u>	<u>35,124</u>	<u>-</u>	<u>63,062</u>
<b>TOTAL FUNDS</b>	<u>91,456</u>	<u>52,240</u>	<u>35,504</u>	<u>-</u>	<u>55,952</u>

**Development Studies Association**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 January 2014**

	2014	2013
	£	£
<b>INCOMING RESOURCES</b>		
<b>Voluntary income</b>		
Gifts	1	-
<b>Investment income</b>		
Interest received	307	165
<b>Incoming resources from charitable activities</b>		
Subscriptions	18,725	21,850
Web advertising	100	265
Conference and exhibitions	33,107	159,358
	<hr/>	<hr/>
	51,932	181,473
	<hr/>	<hr/>
<b>Total incoming resources</b>	52,240	181,638
<b>RESOURCES EXPENDED</b>		
<b>Charitable activities</b>		
Affiliations	470	452
Conference	30,546	46,236
Administration	34,409	31,650
Study groups	1,570	1,165
Web maintenance	4,427	3,961
Stationery, print and postage	278	273
Council expenses	2,250	1,710
Marketing	3,150	584
Other travel/fees	1,225	704
Bank and credit charges	693	792
Telephone	496	467
Book-keeping	2,050	1,650
Rent	4,000	-
Depreciation of computer equipment	-	238
Bad debts	-	100
New Ideas grants to individuals	380	61,484
	<hr/>	<hr/>
	85,944	151,466
<b>Governance costs</b>		
Independent examiner	1,800	2,400
<b>Support costs</b>		
<b>Management</b>		
Bank and credit charges	-	892
	<hr/>	<hr/>
<b>Total resources expended</b>	87,744	154,758

This page does not form part of the statutory financial statements

**Development Studies Association**

**Detailed Statement of Financial Activities**  
**for the Year Ended 31 January 2014**

	2014 £	2013 £
Net (expenditure)/income	<u>(35,504)</u>	<u>26,880</u>

This page does not form part of the statutory financial statements