

Report of the Trustees and
Unaudited Financial Statements for the Year Ended
31 January 2015
for
Development Studies Association

Sterling Partners Limited
Chartered Accountants
Chartered Tax Advisors
2nd Floor, Grove House
774-780 Wilmslow Road
Didsbury
Manchester
Greater Manchester
M20 2DR

Development Studies Association

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for the Year Ended 31 January 2015**

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Development Studies Association

Report of the Trustees **for the Year Ended 31 January 2015**

The trustees present their report with the financial statements of the charity for the year ended 31 January 2015. 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

23 Linton Road
Hove
BN3 5HF

Trustees

Dr A Sumner	- resigned 1.11.2014
Dr M Tribe	- resigned 1.11.2014
Dr A Fischer	
Dr V Nelson	
Professor R Munck	- resigned 1.11.2014
Dr C Gore	- resigned 1.11.2014
Professor G Wood	- resigned 1.11.2014
Dr K Sen	- resigned 1.11.2014
Dr M Tiwari	- resigned 1.11.2014
Dr B Jones	
Professor G Mohan	
Dr R Hayman	- resigned 1.11.2014
Dr F Nunan	
G Wall	
Dr J Devine	
Dr E Mawdsley	
Dr S White	
T Travers	
Dr L Camfield	- appointed 1.11.2014
Professor D Hulme	- appointed 1.11.2014
Professor U Kothari	- appointed 1.11.2014
J Linton	- appointed 1.11.2014
M Wright	- appointed 1.11.2014

Independent examiner

Sterling Partners Limited
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Development Studies Association

Report of the Trustees **for the Year Ended 31 January 2015**

REFERENCE AND ADMINISTRATIVE DETAILS

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 DSA Council reviews sources of, and responses to, risks at least annually. Sources of risk include fluctuating membership, conference attendance, level of study group activity and the status of development studies in the UK. Risks are mitigated through regular consultation with institutional members through Heads of Centres' meetings, monthly bulletins and email communication, reviewing membership categories and rates, reviewing the purpose and design of annual conferences and reviewing costs involved in administering the charity. This has been done during the past year, leading to a reduction in costs and the introduction of a new institutional member category to increase income.

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 2014 - 2015

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

Mobilising Collective Capacity

The 2014 Annual Conference was held at the Institute of Education, London, in November. Key statistics from the Conference are as follows:

Participants:	280	Number of Papers/Presentations:	97
Plenary Sessions:	2	Number of workstreams:	13
Panels and Study Groups:	31		

Planning for Conference 2015 began in December 2014 and it was decided that a 1.5 day event would be held at the University of Bath, with a dinner on the first night to encourage informal networking amongst members.

Development Studies Association

Report of the Trustees **for the Year Ended 31 January 2015**

OBJECTIVES AND ACTIVITIES

The DSA Bulletin is sent out monthly by email and reaches nearly 4,000 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. The distribution list was reduced during the course of the year due to a problem with the email list, but is now being recovered.

Study Group activity has remained high, with the following activities undertaken:

Media and Development

- June 2014, London, DSA Workshop - Sensationalising Development
- November 2014, DSA Annual Conference - 2 panels on media and development (1) Representing Development: The good, the bad and the ugly (2) Media representations and the post-2015 agenda

Gender Policy and Practice

- Session on forces shaping development for women with a focus on the corporate sector and the opportunities that might be offered by post-2015 for putting more serious work on women's rights back into the development agenda

Rising powers study group

- October 2014, London, pre-session workshop (to the DSA annual Conference) on Rising Powers and post-2015 agenda.

The Women and Development Study group

- November 2014, joint panel with the Migration study group at the DSA conference.

Multidimensional Poverty and Poverty Dynamics, Joint EADI and DSA Study Group

- June 2014, EADI conference, presented a working group session, which spanned three slots ('Multi-dimensional Poverty', 'Poverty and the Middle-classes', and 'Missing Dimensions of Poverty') and a panel session ('Intersections of youth and inequality: How does inequality shape the identities and aspirations of young people in the global North and South?')
- November 2014, DSA Conference, presented two entitled 'Understanding child and youth poverty: beyond 'business as usual' and 'Deprivation, poverty and wellbeing in South Asia: New methodologies and new evidence'.
- The edited volume prepared by two of our convenors (Keetie Roelen and Laura Camfield) from a workshop at UEA-London on Mixed Methods Research in Poverty and Vulnerability in July 2013 is now complete and ready to be submitted to Palgrave Macmillan.

Nurturing the Next Generation

At 31st January 2015 there were 179 (down from 441 at 31st January 2014) student members of the association (33% of the total membership). This comprised 57 Masters' students, 85 PhD students and 37 Undergraduate students. The fall in student membership is attributed to the removal of the one year free membership and increase in annual subscription from £15 to £30. The one year free trial student membership was removed due to the financial situation of the DSA and because of the costs associated with administering free membership outside of the online membership system. The situation of student membership will be monitored closely and reviewed annually to ensure that the DSA is reaching out to and includes students.

The Council student subcommittee, chaired by the student rep Gareth Wall along with Dr Laura Camfield, focused on improving communication and networking of DSA student members. Alongside tailored quarterly emails to the student membership, with different communication to the three different levels of study, priority was given for assisting student members from across the institutional members to attend open workshops including ones held at University of East Anglia, the Institute of Development Studies, the University of East London, University of Bath and University of Birmingham. Alongside the 179 paid student members, a further 600+ student from the institutional membership were also networked through the annual DSA student facebook group, which provides daily updates on DSA news, development sector news, job and paid internship opportunities as well as workshops, conference and training opportunities.

Development Studies Association

Report of the Trustees **for the Year Ended 31 January 2015**

OBJECTIVES AND ACTIVITIES

The DSA also partnered with the International Consulting Economists' Association (ICEA) to initiate an annual cash prize for the best Masters' level development studies dissertation across the country, which will award a prize of £1,000 at the annual DSA conference, with the first award to be made in 2015.

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 September 2014, hosted by King's College, London. The focus of the discussion was on how to make the DSA more financially sustainable and how to increase membership. The conclusions from the meeting informed the proposal on membership changes that went to the AGM in November 2014.

FINANCIAL REVIEW

Membership

Individual membership at 31st January 2015 was down from 743 in 2014 to 448. The largest drop in membership was amongst the student category (from 441 to 179), largely attributed to the removal of one year free membership. Institution membership has dropped from 50 to 39. At the November 2014 AGM, a new institutional membership category was agreed, that of Premium membership. By January 2015, two institutions had taken up that category, paying a membership fee of £1,500. The main purpose of the introduction of this new membership category is to generate a stronger financial basis for the association. Premium members receive greater opportunities for promotion through the DSA. It is envisaged that more institutional members will take up this membership in 2015-16.

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 lower than forecast. This was due to cost savings in administration and the uptake in Premium membership.

- Total income for the year ending January 2015 was £59,862
- Total expenditure for the year ending January 2015 was £76,869
- This leaves a deficit of £17,007 and brings our reserves down to £38,945

In recognition of the lack of external funding, it was agreed at the AGM in November 2014 to raise membership subscriptions for individuals and institutions, introduce a new membership category and remove the free year membership for students.

Administration

Findings Research continued to administer the DSA Secretariat, with a contract agreed at the December 2014 meeting to go to the end of May 2015.

Development Studies Association

Report of the Trustees
for the Year Ended 31 January 2015

AIMS FOR THE COMING YEAR (2013-14)

Put out the administration of the DSA to tender, with the aim of reducing costs.

Organise a lively, well-attended 1.5 day conference at the University of Bath in September, with an evening dinner to encourage networking amongst members.

Commence organisation of the 2016 conference and seek proposals for hosting the 2017 conference, with the aim of increasing attendance and ensuring excellent plenary speakers.

Convene at least one 'Heads of Centres' meeting, with attention given to the outcomes and lessons from the Research Excellence Framework of 2014.

Secure further institutional (particularly Premium) and individual members to increase the sustainability of the Association and ensure the DSA serves the potential membership effectively.

Continue to support the Study Groups in their work

Continue to support student led and student focused activities where possible, including developing and implementing a process to make an award for the best submitted Development Studies Masters' dissertation award, funded by the ICEA

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

Approved by order of the board of trustees on **08/09/2015** and signed on its behalf by:


.....
Trustee

**Independent Examiner's Report to the Trustees of
Development Studies Association**

I report on the accounts for the year ended 31 January 2015 set out on pages seven to eleven.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

It is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 Act); and
- to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statements below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
 - to keep accounting records in accordance with Section 130 of the 2011 Act; and
 - to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

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Date: 01/09/2015.....

Development Studies Association

**Statement of Financial Activities
for the Year Ended 31 January 2015**

	Notes	Unrestricted fund £	Restricted funds £	2015 Total funds £	2014 Total funds £
INCOMING RESOURCES					
Incoming resources from generated funds					
Voluntary income		-	-	-	1
Investment income	2	192	-	192	307
Incoming resources from charitable activities					
Promotion of development research		59,670	-	59,670	51,932
Total incoming resources		<u>59,862</u>	<u>-</u>	<u>59,862</u>	<u>52,240</u>
RESOURCES EXPENDED					
Charitable activities					
Promotion of development research		75,069	-	75,069	85,944
Governance costs		<u>1,800</u>	<u>-</u>	<u>1,800</u>	<u>1,800</u>
Total resources expended		<u>76,869</u>	<u>-</u>	<u>76,869</u>	<u>87,744</u>
NET INCOMING/(OUTGOING) RESOURCES BEFORE TRANSFERS					
		(17,007)	-	(17,007)	(35,504)
Gross transfers between funds	8	<u>(7,110)</u>	<u>7,110</u>	<u>-</u>	<u>-</u>
Net incoming/(outgoing) resources		<u>(24,117)</u>	<u>7,110</u>	<u>(17,007)</u>	<u>(35,504)</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>63,062</u>	<u>(7,110)</u>	<u>55,952</u>	<u>91,456</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>38,945</u></u>	<u><u>-</u></u>	<u><u>38,945</u></u>	<u><u>55,952</u></u>

The notes form part of these financial statements

Development Studies Association

Balance Sheet
At 31 January 2015

	Notes	Unrestricted fund £	Restricted funds £	2015 Total funds £	2014 Total funds £
CURRENT ASSETS					
Debtors	5	8,810	-	8,810	425
Cash at bank	6	54,139	-	54,139	75,557
		<u>62,949</u>	<u>-</u>	<u>62,949</u>	<u>75,982</u>
CREDITORS					
Amounts falling due within one year	7	(24,004)	-	(24,004)	(20,030)
		<u>38,945</u>	<u>-</u>	<u>38,945</u>	<u>55,952</u>
NET CURRENT ASSETS					
		<u>38,945</u>	<u>-</u>	<u>38,945</u>	<u>55,952</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>38,945</u>	<u>-</u>	<u>38,945</u>	<u>55,952</u>
NET ASSETS					
		<u>38,945</u>	<u>-</u>	<u>38,945</u>	<u>55,952</u>
FUNDS					
	8				
Unrestricted funds				38,945	63,062
Restricted funds				-	(7,110)
				<u>38,945</u>	<u>55,952</u>
TOTAL FUNDS					
				<u>38,945</u>	<u>55,952</u>

The financial statements were approved by the Board of Trustees on 08/09/2015 and were signed on its behalf by:

David Hulme
.....
Trustee

Development Studies Association

Notes to the Financial Statements **for the Year Ended 31 January 2015**

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

	2015	2014
	£	£
Interest received	192	307
	<u>192</u>	<u>307</u>

3. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 January 2015 nor for the year ended 31 January 2014.

Trustees' expenses

Trustees expenses of £2,074 (2014: £2,250) were paid during the year.

Development Studies Association

**Notes to the Financial Statements - continued
for the Year Ended 31 January 2015**

4. TANGIBLE FIXED ASSETS

	Computer equipment £
COST	
At 1 February 2014 and 31 January 2015	715
	<hr/>
DEPRECIATION	
At 1 February 2014 and 31 January 2015	715
	<hr/>
NET BOOK VALUE	
At 31 January 2015	-
	<hr/> <hr/>
At 31 January 2014	-
	<hr/> <hr/>

5. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Trade debtors	8,805	425
Credit card	5	-
	<hr/>	<hr/>
	8,810	425
	<hr/> <hr/>	<hr/> <hr/>

6. CASH AT BANK

	General fund £	2015 Total funds £	2014 Total funds £
Cash at bank and in hand	54,139	54,139	75,557
	<hr/>	<hr/>	<hr/>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2015 £	2014 £
Funds with overdrawn bank balances	-	7,110
Trade creditors	2,823	1,126
Credit card	-	13
Accruals and deferred income	21,181	11,781
	<hr/>	<hr/>
	24,004	20,030
	<hr/> <hr/>	<hr/> <hr/>

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 2015**

8. MOVEMENT IN FUNDS - continued

9. FUNDS

Project	Funds brought forward £	Income £	Expenditure £	Transfer between funds £	Funds carried forward £
RESTRICTED FUNDS					
Welsh Assembly	(1,200)	-	-	1,200	-
Conference 2011	(9,393)	-	-	9,393	-
New Ideas	3,483	-	-	(3,483)	-
	<u>(7,110)</u>	<u>-</u>	<u>-</u>	<u>7,110</u>	<u>-</u>
UNRESTRICTED FUNDS					
General fund	63,062	59,862	76,869	(7,110)	38,945
	<u>63,062</u>	<u>59,862</u>	<u>76,869</u>	<u>(7,110)</u>	<u>38,945</u>
TOTAL FUNDS	<u>55,952</u>	<u>59,862</u>	<u>76,869</u>	<u>-</u>	<u>38,945</u>

Development Studies Association

Detailed Statement of Financial Activities
for the Year Ended 31 January 2015

	2015	2014
	£	£
INCOMING RESOURCES		
Voluntary income		
Gifts	-	1
Investment income		
Interest received	192	307
Incoming resources from charitable activities		
Subscriptions	27,931	18,725
Web advertising	413	100
Conference and exhibitions	31,326	33,107
	<hr/>	<hr/>
	59,670	51,932
	<hr/>	<hr/>
Total incoming resources	59,862	52,240
 RESOURCES EXPENDED		
Charitable activities		
Affiliations	451	470
Conference	28,335	30,546
Administration	33,865	34,409
Study groups	1,748	1,570
Web maintenance	3,795	4,427
Stationery, print and postage	380	278
Council expenses	2,074	2,250
Marketing	126	3,150
Other travel/fees	1,046	1,225
Bank and credit charges	711	693
Telephone	400	496
Book-keeping	2,138	2,050
Rent	-	4,000
New Ideas grants to individuals	-	380
	<hr/>	<hr/>
	75,069	85,944
 Governance costs		
Independent examiner	1,800	1,800
	<hr/>	<hr/>
Total resources expended	76,869	87,744
 Net expenditure		
	<hr/> <hr/>	<hr/> <hr/>
	(17,007)	(35,504)

This page does not form part of the statutory financial statements