



South Cork  
**Enterprise** Board



**INVESTING IN YOUR FUTURE**

**ANNUAL REPORT  
2011**





# South Cork Enterprise Board

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# Board Membership And General Information

## CHAIRMAN

Douglas Kelleher                      IBEC

## SOUTH CORK ENTERPRISE BOARD MEMBERS

Liam Burke	FAS
Fred Gosnell	SIPTU
John Shiel	Enterprise Ireland
Annette Graepel	Business representative
Susan Jacob	S. Jacob Consulting
Gerard O'Connell	IFA
Gillian Keating	Cork Chamber
Declan Daly	Asst. County Manager
Barbara Murray	Cork County Council
Pat Burton	Cork County Council
Aindrias Moynihan	Cork County Council
Martin Coughlan	Cork County Council

## EVALUATION COMMITTEE MEMBERS

Gary Duffy	Haswell Consulting
Dermot McCarthy	TEAGASC
Pat O'Donnell	Bank of Ireland
Larry O'Dwyer	Ernst & Young
Ann Cronin	Enterprise Ireland
Sharon Corcoran	Cork County Council

## CHIEF EXECUTIVE OFFICER

Sean O'Sullivan

## Assistant Chief Executive

Joe Burke

## Business Adviser

Ciara McGee

## Administrative Officer

Liz Murphy

# Chairman's Address

It gives me great pleasure to present this annual report, which provides a summary of the activity with which the South Cork Enterprise Board was involved in 2011. The demand for support services continued to increase, seeing a profile of highly skilled individuals in a redundancy scenario or unemployed now considering self employment. 2011 remained another challenging year for all sectors of small businesses. Public confidence still at an all time low, and access to money, became even tighter than 2010.

In these circumstances it became more important than ever for the Board to nurture confidence and innovation amongst the micro-enterprise sector in the South Cork Region.

The Board observed a significant increase in the number of enquiries and business advisory sessions this year. Furthermore, the numbers completing Start Your Own Business (SYOB) Training increased, with the Board having to deliver an additional programme in the summer to cater for growing demand. The SYOB Programmes give participants an introduction to all the fundamental elements of starting and running a business, from researching and planning through to developing a sales strategy and preparing financial projections. During the year in excess of 40 training initiatives of varying duration were completed with 723 individual participants.

Aside from training, the Measure 1 programme of the Board resulted in over €500,000 being made available in grant support to businesses within South Cork Region. Of these there were 28 Priming Grants, 15 Business Expansion Grants and 2 Feasibility Grants.

To my fellow directors and South Cork Enterprise Board Members, I would like to express my thanks and appreciation for their input and commitment to the activities of the organisation throughout the year. Similarly I wish to express the Board's appreciation of the work undertaken by our Evaluation Committee. And finally on behalf of the Board I wish to acknowledge the contribution of the staff of the South Cork Enterprise Board in implementing and driving the development and support agenda of the organisation within the small business sector of the region.



**DOUGLAS KELLEHER**  
**CHAIRMAN.**

# Chief Executive Officer's Report

As has been stated by the Chairman 2011 proved to be yet another very difficult year on many fronts for small business. Many enterprises were forced to cut costs, to let staff go and others even have to close down altogether. Many businesses who survived 2010 are still trying to forge a path through continued challenging times.

Throughout 2011 the South Cork Enterprise Board worked closely with many owner/managers of small enterprises within the region to not only support them through the current economic crisis but also to make sure that we had a clear understanding of the day to day issues being faced. Credit has continued to become difficult to gain access to, the suite of financial supports available through the Board presents many owner/managers with the opportunity to diversify, grow and develop into strong sustainable businesses. These financial supports are in summary Priming Grants (for businesses in first 18months of trading), Business Expansion (for businesses trading longer than 18months) and Feasibility Studies.

2011 also saw the inaugural CORKMEET event which was held in Dublin with over 200 delegates representing 190 Cork and Dublin based companies participating in a day of pre-scheduled business meetings, forging new business contacts and developing real relationships with like minded business people. For the first time the event was held outside of Cork, with the Croke Park Conference Centre in Dublin the chosen venue for this unique networking event.

Despite the ongoing difficulties on the economic front the Board continued to support the start-up and growing businesses within the region. We will continue to lobby for additional supports for the small business sector in order to try and leverage as much support as we can for that part of the business community that can be to the forefront of our economic recovery.

The Board is very grateful to all partners that have supported our activities during 2011.

I would also like to thank all those who ensured the successful operation of the activities of the South Cork Enterprise Board during 2011 including the Evaluation Committee, the Board members, our mentors and trainers. In particular special thanks to our chairman and the dedicated staff of the Board without whose drive and enthusiasm the successful implementation of the activities of the organization would not be possible. I very much look forward to working with this committed team into 2012 and ensuring the continued development of the small business sector going forward.



**SEAN O'SULLIVAN**  
**CHIEF EXECUTIVE OFFICER**

# CLIENT CHARTER

## Objective

The objective of the South Cork Enterprise Board Ltd. is to discharge the duties entrusted to it by the Minister for the Department of Enterprise Trade & Employment in an efficient and professional manner, while always recognising their right to a prompt and courteous service.

When you are dealing with the South Cork Enterprise Board Ltd., staff will seek to ensure that you get satisfactory assistance.

## Courtesy and Helpfulness

Expect that in all your contacts with the South Cork Enterprise Board Ltd. be they in person, by telephone or by correspondence, you are at all times dealt with by the staff of the South Cork Enterprise Board Ltd. in a courteous and helpful manner.

In all correspondence you will be given the name of the officer with whom you are dealing and be directed to the appropriate officer dealing with your enquiry.

## Information

To be given full and accurate information in simple language in relation to any query you may raise.

## Efficiency

To expect that all queries are dealt with in a speedy and efficient manner, while recognising the need to keep to a minimum any cost which you might necessarily have to incur.

## Privacy and Confidentiality

To have all information, both personal and business, provided by you dealt with in total confidence and in a manner which respects your dignity.

## Redress

To expect that any legitimate complaint regarding;

- (a) the improper administration of the functions entrusted to this Board OR
- (b) the manner in which an enquiry was processed

will be dealt with speedily and sympathetically. Should the matter not be capable of being resolved to your satisfaction by board Officers, you can, of course, approach the Ombudsman's office or ultimately you may have rights in law to independent review. Systems are being put in place within the South Cork Enterprise Board Ltd. to ensure that all legitimate complaints are dealt with fairly and speedily.

## Profile of South Cork Region

South Cork consists of the core of the Southwest region. The area of operation of the South Cork Enterprise Board represents 40% of Cork County with a population in excess of 165,000 people. This area encompasses the satellite towns of Ballincollig, Carrigaline, Cobh, Kinsale and Midleton in addition to Glenville to the North, Youghal to the East as well as Macroom and the villages of Ballyvourney and Ballingearry to the West.

The main physical feature of South Cork is the river Lee that rises in Gougane Barra and enters the sea some 60 miles later at Cork Harbour. South Cork is bounded on the east by the river Blackwater, on the South by the Celtic Sea and the Atlantic Ocean, to the West by the Kerry bounds and in the North by the Boggeragh, Derrynasaggart and Nagles Mountains.

Cork has a long industrial tradition based on heavy industries centered on its deep-water harbour such as shipbuilding, car manufacturing and textiles. Over the last twenty years these industries have been replaced by more modern industries. In particular, there has been a large concentration in both the pharmaceuticals/healthcare and chemicals sector and in electronics/engineering sector. Recently, there has been a shift towards software, shared services and e-commerce sectors, collectively known as international services. These sectors ensure Cork remains a leader in technology.

The quality of life in Cork is considered to be among the finest in the country. The high percentage of foreign nationals living in the region is testimony to this fact. There are many amenities in the area, with places of interest to visit as well as many sporting and leisure activities. There are numerous golf courses to choose from as well as tennis centers, riding schools, bowling and water sport centers.



## Operational Programme for Micro Enterprises

### Strategic Aims and Objectives

South Cork Enterprise Board Ltd. will endeavour to become the seedbed from which will grow businesses capable of underpinning future economic prosperity in the South Cork region. In order to maximise the number of projects which can eventually develop into strong export entities, priority in providing grant assistance will be given to projects which the South Cork Enterprise Board Ltd judges to have the potential over time to graduate to Enterprise Ireland Manufacturing or Internationally Traded Services portfolios. Some projects can also be expected to make the transition based on an initial strategy of import substitution, and projects falling into that category should also receive priority attention.

With a large number of Multi-National Corporations present in the South Cork region the role of small businesses as sub-suppliers to the large business is now becoming



even more important in the overall economy of the region. South Cork Enterprise Board Ltd will support small enterprises that can assist in this vital sub supply area, both in respect of the delivery of products and services. This will require the combined use of selective financial assistance and also supports in developing the broader range of business competencies that are necessary to successfully undertake this role in the quality based flexible manner that larger multi-national companies require. The creation of new network opportunities which increases the opportunity for growth and development of participating Micro enterprises will be encouraged by the South Cork Enterprise Board Ltd. This will establish a foundation for participant Micro enterprises to learn from the experiences of others as well as benefiting from the skill and knowledge resources created by networks.

The South Cork Enterprise Board Ltd will take an integrated approach to Enterprise Development needs of Micro enterprises in the region. Promoters will be assisted to build viable self-sustaining businesses, which will not require on-going financial support from South Cork Enterprise Board Ltd. Our aim is to move progressively from an emphasis on financial assistance towards capability development.

The Micro Enterprise Intervention Programme

- Selective Financial Intervention
- Entrepreneurial and Capability Development

Thus equal opportunity will be accorded to job creation and capability development.

## Selective Financial Intervention (Sub Measure 1)

County & City Enterprise Boards (CEBs) provide a range of financial supports designed to assist with the establishment and/or growth of small scale businesses employing up to ten people. In November 2009 a new suite of financial instruments were approved to meet the current and future needs of entrepreneurs and micro-enterprises.

### Grant Awards 2011

The suite of financial supports available to qualifying businesses in 2011 is outlined below.

#### **Priming Grants** (For Businesses Trading less than 18 months)

A Priming Grant is a business start-up grant, available to qualifying micro enterprises within their first 18 months of trading. Generally grant levels will be to a maximum of €80,000 or 50% of the relevant investment, whichever is the lesser. Eligible expenditure includes capital items, salary costs, rental/accommodation costs, utility costs, marketing costs, consultancy costs and specialised business-specific training costs. Grants over €80,000 and up to €150,000 shall be the exception and shall only apply in the case of projects that clearly demonstrate a potential to graduate to Enterprise Ireland and/or to export internationally.

#### **Business Expansion Grants** (For Businesses Trading longer than 18 months)

The Business Expansion Grant is designed to assist a business in its growth phase after the initial 18 month start-up period. Generally grant levels will be to a maximum of €80,000 or 50% of the relevant investment, whichever is the lesser. Micro enterprises that have availed of a Priming Grant are ineligible to apply for a Business Expansion Grant until 18 months after the final drawdown date of the Priming Grant, except in exceptional circumstances.

Eligible expenditure includes capital items, salary costs, utility costs, marketing costs, consultancy costs and specialised business-specific training. Grants over €80,000 up to €150,000 may be awarded in exceptional cases with clear potential to graduate to the Enterprise Ireland Portfolio and/or export internationally.

## Feasibility/Innovation Grants

Feasibility/Innovation Grants are designed to assist the promoter with researching market demand for a product or service and examining its sustainability. Up to 50% of the cost of undertaking feasibility study on an innovative new product or service may be considered subject to a maximum of €20,000. Eligible expenditure includes assistance with innovation including specific consultancy requirements, hiring of expertise from third level colleges, private specialists, design, patent costs, and prototype development.

## Eligibility Criteria For Funding

1. Projects in niche manufacturing or niche internationally traded services, which in time can graduate to the Enterprise Ireland Portfolio.
2. Participation by the Enterprise Boards with other agencies (local authorities, state agencies, chambers of commerce and private sector interests) in the provision of industrial space for small enterprises or advanced technological facilities for small business.
3. Other worthwhile commercial ventures promoted by the long-term unemployed or those made redundant, which will contribute to both national competitiveness and local development but will avoid displacement.
4. Promising projects emerging from work in second or third level colleges.

## Grant Approvals 2011

GRANT TYPE	TOTAL AMOUNT (€)
Feasibility Studies	4,100.00
Priming Grants	474,685.00
Business Expansion Grants	318,895.00
<b>TOTALS</b>	<b>€797,680.00</b>

## Feasibility Studies

NAME	FILE NO	AMOUNT (€)
Food For Living	11/18	2,100.00
Glen Crafts Ltd	11/39	2,000.00
<b>TOTAL</b>		<b>4,100.00</b>

## Priming Grants

NAME	FILE NO	AMOUNT (€)
Egan Medical Ltd	11/01	45,000.00
Target Safety Ltd	11/03	25,000.00
Shanagore Racing Ltd	11/09	52,500.00
R&D Slua Ltd	10/15/a	20,000.00
Group Buying Organisation Ltd	11/06	25,000.00
Reflex Pillow Ltd	11/11	27,210.00
Compass Software	11/16	20,000.00
Ideal Outdoors	11/17	20,000.00
The Sausage Man	11/21	10,000.00
Evolution Innovation Ltd	11/22	18,500.00
Pet Connect.com	11/23	5,000.00
Mary Enright	11/24	14,000.00
Tweekaboo	11/26	12,500.00
RoleConnect.com	11/27	25,000.00
Acumenx Ltd	10/16/a	15,000.00
PMD Device Solutions Ltd	11/32	20,000.00
Birmingham Grey Solutions Ltd	11/32	20,000.00
Alfresco Heaters Ltd	11/34	20,000.00
Gerry Carty	11/36	5,000.00
Projection Point	11/37	7,500.00
Winner Kayak	11/38	13,500.00
Collegedinner.ie	11/40	3,500.00
Una's Pies	11/42	22,000.00
KOSX Branding Ltd	11/43	10,000.00
Group Buying Org	11/06/a	5,000.00
Train Station HR	11/45	3,800.00
Exemplar	11/46	7,500.00
Extreme Sports	11/47	2,175.00
<b>TOTAL</b>		<b>474,685.00</b>

## Business Expansion Grants

NAME	FILE NO	AMOUNT (€)
Genesis Circuits	08/12/b	31,000.00
The Blind Maker Ltd	11/05	20,000.00
In Hand Guides	06/05/a	20,000.00
Stylite Design Ltd	09/17/a	10,000.00
Eclipse Feeds	06/23/a	30,000.00
Custom Breaks Ireland Ltd	11/25	17,500.00
Green Saffron	11/14	35,000.00
Capital Mouldings	11/28	875.00
Munster Tool & Die	10/20/a	23,770.00
Directebooks Ltd	10/07/b	30,000.00
O' Callaghan Delicious Gourmet Foods	08/04/b	32,500.00
Yawl Bay Seafoods Ltd	11/35	30,250.00
One Look Systems Ltd	09/08/a	10,000.00
WeddingDates.ie	11/41	11,000.00
Munster Tool & Die	10/20/b	17,000.00
<b>TOTAL</b>		<b>318,895.00</b>

## TOTAL GRANT APPROVAL IN 2011

<b>TOTAL</b>	<b>€797,680.00</b>
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# ENTREPRENEURIAL & CAPABILITY BUILDING (Sub MEASURE 2)

*NDP "funding to be provided for programmes aimed at increasing entrepreneurial managerial capability of individuals and firms through training and development initiatives targeted at students in second-level schools and colleges, mentoring programmes for entrepreneurs, and development and delivery of dedicated training modules in core management skills for managers/promoters of micro-enterprises."*

The South Cork Enterprise Board aims to foster and support start up companies and existing micro enterprises by way of business advice. The Board provides specialised training and development services that enable business to become more competitive. As part of the support portfolio mentors are assigned to clients who need practical and sound one-to-one business advice and guidance specific to their needs. The board also runs business and management skills training to assist companies in identifying key issues to manage their business. Areas covered include business planning, financial control, market research, selling techniques, and business strategy planning

As part of its commitment to client support and the delivery of improved financial controls within SME's, the South Cork Enterprise Board Ltd will continually assist its client SME's with site visits and quality after care support.

Internal capability building allied to new technology skills will be paramount in micro-enterprise development. The South Cork Enterprise Board Ltd will lead in the promotion of best practice and quality management in developing SME's in the region. In addition to mentoring, general management development, financial structuring, product development, marketing, legislation, corporate organisation and strategic planning the South Cork Enterprise Board Ltd also develops training for the micro enterprise.

Influences at home and early schooling reflect the commencement of a complex process entailing the conveyance of knowledge and the empowerment of the individual. The South Cork Enterprise Board in partnership with the 3 other CEB's in Cork established the Cork Schools Enterprise Programme. Educational institutions from primary to 3rd level will be part of coordinated enterprise initiatives, which will help to develop the future entrepreneurs in the region.

## Training & Business Development for Small Businesses

In 2011 the board had another very successful year in the training and development area. South Cork Enterprise Board clients continued to participate in training initiatives in 2011. The Board ran in excess of 40 training initiatives with 723 participants attending. We have seen a huge growth in the demand for social media and PR related programmes during this period. With the launch of the Google Initiative 'Getting Your Business Online' in 2011 there has been an increase in the number of small business managers/owners focusing on the establishment of their web presence as a key part of their marketing strategy.

### STARTING UP

- Ideas Generation
- Start Your Own Business Programme
- Business Planning & Design

### SALES & MARKETING

- Creative Marketing on a shoe-string
- Selling Skills
- Increase Your Sales
- PR – how to generate free publicity

### FINANCE

- Taxation & VAT
- Manual Book-keeping
- Pricing your product or service
- SAGE 50 Accounts
- Sort My Books

### BUSINESS MANAGEMENT

- Personal Productivity & Leadership Mgt
- Grow your sales & Boost your cash-flow
- Managing cash-flow
- Human Resource Management for business leaders
- Power Tenders, the secrets of writing winning bids

### INFORMATION TECHNOLOGY

- Website planning & design
- Online Marketing
- Building Connections & Spreading your message online
- The Google Initiative 'Getting Your Business Online'

### OTHER INITIATIVES

- Advanced Food Programme
- Showcase 2011/2012
- Cork Enterprise Month 2011
- Cork Craft Month 2011
- NEW 2011
- CORKMEET DUBLIN 2011

All training initiatives offered by the Board are practical and interactive with emphasis on implementation and in some cases one to one mentoring is built into the programme. Each training package presents business clients with great development opportunities at very low cost.

SCEB currently have a very user friendly online booking facility which enables clients to view current training schedule and events, book online with Realex secure payment exchange. The website currently holds in excess of 2000 unique email subscribers. For further information visit, [www.sceb.ie](http://www.sceb.ie).

## Mentor Supports

The Board provides specialised mentoring services that enable business to become more competitive. Mentors are assigned to clients who need practical and sound one-to-one business advice and guidance specific to their needs.

During the year 92 mentors were appointed to SMEs in the South Cork Region.

## Showcase 2011 – A Great Success!

Nine Cork SME's exhibited at Showcase 2012 with the support of Cork County & City Enterprise Board. Showcase, Ireland's Creative Expo held last week, Jan 22 – 25 is the foremost place for Irish and International trade buyers to discover unique, design-led fashion and knitwear, jewellery, craft, gift and interiors. Despite the difficult retail trading conditions the experience and sales secured by all nine companies was uplifting, with buyers from iconic stores such as Blarney Woollen Mills, Kilkenny Group and Glen Aran placing orders with the Cork SME's. There was also positive news with international buyers from Japan, the UK and USA writing orders for the dynamic and stylish products on offer from Cork.



Pictured at Showcase Ireland 2012: Belinda Northcote of Belinda Northcote Designs with Michael Hanley, CEO of West Cork Enterprise Board.

Success was in the air at the outset with products from 3 of the 9 SME's, Claddagh Design from Macroom, Gosling Games from Clonakilty and Cattapilla Design from Bere Island winning the coveted title of "Top 50 New Products at Showcase". This prestigious award was chosen by a panel of independent retailers, and specialists in trade. Claddagh Design, stylish contemporary silver jewellery, Gosling Games, board games and jigsaws and Cattapilla Design wool fashion accessories were judged on their design, pricing and quality and notable that all 3 products are 100% made in Cork.

Cattapilla Design stylish clutch bags also flew the Cork flag at the Showcase Fashion 2012, to represent Irish fashion, the show directed and produced by Sonia Reynolds. The gift products from Cork emphasised design, trend and price and with 4 exhibitors selected for "New Trends" area with highlights the "hot products" for 2012.

The overall experience by all 9 exhibitors was positive with Shanagarry based designer Belinda Northcote featuring in the Irish Examiner and the Irish Independent as she launched her new collection of interiors and accessories at Showcase 2012.

## Cork Enterprise Month

As part of Cork Enterprise Month, a joint collaboration of the Cork County & City Enterprise Boards (CEBs), a range of Networking Events will take place throughout March, through organisations set up by or in association with the CEBs.

Over the past number of years, networking has become a vital ingredient in the success of all businesses, and the CEB's have been at the forefront of assisting businesses in developing this vital skill. These Networking Events are designed as a cost effective means to connect like-minded business people in a friendly environment that is conducive to developing new business leads and sales. Some of the events are free to attend and just require you to bring along your business card.

Network of Enterprising Women (NEW), an initiative of Cork City and South Cork Enterprise Boards, is a dynamic and vibrant Network of Enterprising Women. With four key events annually along with many other member benefits, NEW is positive opportunity for businesswomen to make effective business contacts, to be motivated and develop new ideas from other members and the inspirational speakers at meetings.

Over 50 members and guests attended the NEW event which took place on Wednesday 2nd March in the Maryborough House Hotel. The theme of the meeting was: 'Working Smarter Not Harder in 2011 - how do we actually do it?' This meeting was dedicated to the members themselves with five NEW members providing inspirational tips from their own experience on how to work smarter not harder.

Another exceptional event taking place during Cork Enterprise Month is the SMILE Resource Exchange networking event, in association with Macroom E. and the South Cork Enterprise Board. The SMILE Resource Exchange event took place on Wednesday 2 March in the Montenotte Hotel from 8.45am - 2.00pm. This was a free event and encouraged the sharing and exchanging of resources in order to reduce costs and help the environment. Based on the concept that "one's waste could be another's resource". There was a great turn out at the event where clients had the opportunity to identify potential partnerships.



A typical SMILE Resource Exchange event offers a range of services such as facilitated networking opportunities, informal networking and post-event support in developing partnerships between businesses.



# smile :-)

## Resource Exchange

SMILE Resource Exchange is a free service for businesses that encourages the exchanging of resources between its members in order to save money, reduce waste going to landfill and to develop new business opportunities. Potential exchanges are identified through networking events, an online exchange facility and a support team to assist throughout. At these exchange events and through the website businesses can identify resources they would like to exchange such as reusable items, by-products and surplus products. All resources offered are either free of charge or below market value. The service is available to businesses in the Clare, Cork, Kerry and Limerick regions and membership is free. The initiative is funded through a partnership between the Environmental Protection Agency, Cork County & City Enterprise Boards, Cork County & City Council, Limerick/Clare/Kerry Regional Waste Management Office, Kerry County Enterprise Board, Clare County Enterprise Board, and Limerick County & City Enterprise Board and is project managed by Macroom E.

Following a six month pilot phase in Cork in 2010/2011, the initiative has most recently expanded into Limerick, Clare and Kerry in this next phase of development, i.e. Phase 2. This most recent phase of expansion has seen a number of key developments including two SMILE events in both Kerry and in Limerick/Clare; the development of the business membership to over 400 members on the website through a multi-faceted marketing campaign which sees the former sports commentator Micheál Ó Muirheartaigh come on board as a Patron for the initiative; and finally the website, [www.smileexchange.ie](http://www.smileexchange.ie), has been developed further to increase functionality for members.



At the SMILE Resource Exchange Event on 2nd March 2011 in the Montenotte Hotel. Pictured from left to right; Kieron Phillips (EPA), Frank Mulcahy (Ocon Chemicals), Sean O' Sullivan (CEO South Cork Enterprise Board), Michelle Green (SMILE Resource Exchange) and Lord Mayor of Cork, Cllr. Michael O' Connell.



## CORKMEET Dublin 2011 Business Event

CORKMEET Dublin 2011 was a one day pre scheduled pre matched meeting process a similar format to the previous years.

The concept of CORKMEET is different to other networking event in that participants are actively involved from the moment they register. Upon registration, they are provided with a personalised profile where they can describe their company and the services/products they offer. All the participants' profiles then populate a catalogue which they can all access online. Based on the catalogue, each participant can make up to 20 meeting choices and be chosen by others. The purpose-built match-making software provided by Futurallia then creates a meeting schedule of up to 10 meetings for each participant, which they receive on the day of the networking event. Futurallia has been involved in the previous CORKMEET events and their 20+ years experience in the field of business to business match-making forums meant they were brought on board again for CORKMEET Dublin 2011.

Some of the feedback received in 2010 suggested the need for Cork companies to trade not only on an international platform but also on a national platform, hence the concept of bring Cork companies to meet with Dublin companies.

This one day event was hosted in Croke Park Conference Centre on November 10th, 2011. The pre selected one-to-one list of business meetings was given to each delegate on the morning of registration. These meetings were scheduled to take place every thirty minutes and each meeting was assigned a table number. Companies could request additional meetings on the day. Informal meetings and networking during breaks and lunch was also encouraged.

## Delegate numbers

**A)** Delegate numbers on November 10th:

- 155 companies/organisations signed up to attend CORKMEET Dublin 2011.
- 200 individuals / delegates attended the event.
- 56 Cork companies attended, represented by 64 delegates.
- 99 Dublin companies attended, represented by 111 delegates.
- The remaining 25 delegates consisted of partners, guests and sponsors including UK Trade & Invest, Chamber of Commerce Lille and the Embassy of Romania.

CORKMEET Dublin 2011 was funded by Cork County Council, Cork County & City Enterprise Boards, Cork City Council and organised in partnership with Cork Chamber and it was project-managed by Méabh Ring. The objective was to platform Cork companies within the Dublin business landscape and that end Dublin County & City Enterprise Boards partnered the CORKMEET Dublin 2011 event, appointing Marion Walshe, from Dublin Plato as their coordinator and a point of contact for Dublin companies attending.



Pictured at the launch of CORKMEET Dublin 2011 launch: From left to right, Evelyn Curley, Dublin City Enterprise Board and Ciara McGee, South Cork Enterprise Board.

## CORK FOOD FORUM 2011



Cork Food Forum 2011, took place in the Rochestown Park Hotel, Douglas, Cork on Monday, 7th November, 2011 with over 120 participants registered and almost 300 people in attendance. It is aimed at SME food companies, food distributors, food retailers, Chefs, executives in food marketing, manufacturing and technical areas of the food industry.

The Minister, Simon Coveney, joined some of Ireland's top food industry experts from the areas of retail, marketing, business development, food science and food technology, as they gathered at the Cork Food Forum 2011.

The event is in a series of highly successful 'food forum' seminars that offer Cork food businesses an unrivalled opportunity to network, exchange knowledge, develop new food business ideas and find new markets for their products.

The Cork Food Forum is an initiative that was launched by the Cork City and County Enterprise Boards in 2009. The functions have been run in association with Bullseye Food Marketing



2011/2012 was another very successful year for the Cork Schools Enterprise Programme. This year, once again, saw the expansion of the list of activities to include an Applied Business Question competition, aimed at Leaving Certificate students.

A total of **14 schools** took part in the Schools Enterprise Programme this year, with three new schools being recruited.

We succeeded in enrolling **11 junior teams** in the programme this year for the first time from Colaiste Choilm in Ballincollig. A separate Trade Fair took place in December for these teams and it was a great learning experience all round.

## **Student Enterprise Awards**

A total of 380 students in schools all over the South Cork region took part in the Student Enterprise Awards (SEAs) 2010/2011. The main activities for the SEAs this year included:

**Teachers' Briefing Day:** the year began with a Teachers' Briefing Day in September held in the Maryborough Hotel. The event was extremely well-attended. Teachers participated in a practical workshop on 'Idea Generation' delivered by Joanne Hession of QED International. The Teacher Briefing Day is an invaluable opportunity for teachers to voice their expectations for the coming year and to discuss issues regarding the Programme with the Schools Co-Ordinator and other teachers involved in the Programme.

**Trade Fair:** the annual Trade Fair took place on 10th December 2011 in Blackpool Shopping Centre. A total of 15 teams from the South Cork region took part in the event which was a huge success. Students gained valuable experience in displaying and selling their products to the public as well as the experience of being judged and interviewed by local entrepreneurs.

**Regional Final:** the Regional Final took place on 9th March as part of the CIT Innovation Day. A total of 8 teams from South Cork took part in the event. Students set up exhibition stands and completed a judge's interview as well as delivering a formal business presentation as part of the competition. Students also got the valuable opportunity of seeing the innovation projects being presented on the day by 3rd level students at CIT.

**National Final:** our Schools Enterprise Co-Ordinator worked with the winning team 'Edu Key' from Midleton College to prepare them for participating in the National Final in Croke Park on 18th April 2011. This involved visiting the students at the school to work with them on their exhibition stand and interview skills. Our Co-Ordinator also worked with the teacher and winning team to refine the business report in advance of being submitted to judges for the National Final.

## **Dragons' Den Style Competition**

This year was the second year of the Dragons' Den Style Competition. There was a significant increase in the uptake for the competition this year and very positive feedback from teachers. The event moved to a larger venue in the Silversprings Moran Hotel. Submissions were sent to schools in October and entries received in February. A short listing process then took place to pick 10 Junior Teams and 10 Senior Teams to participate at the live finals in front of a panel of Dragons. The event was a joint venture between South Cork, North Cork and Cork City Enterprise Boards.

## **Applied Business Question Competition**

The ABQ Competition was a new addition to the list of enterprise activities for schools this year. Our Schools Co-ordinator, Yvonne O'Neill, wrote a case study on a local business and accompanying questions, modeled on the Applied Business Question on the Leaving Certificate business paper. Copies were sent to every Leaving Certificate class in South Cork and students encouraged to participate.

The new initiative has received excellent feedback from the teachers in Cork. The teachers felt that this element of the Programme was very helpful as it gave exam students the opportunity to gain all-important practice for their Leaving Certificate exam. The Business Studies Teachers Association in Cork were extremely impressed with the quality of the case study and distributed it to all members at a meeting earlier this year for use in classrooms across Cork.

### **In-school talks:**

A variety of in-school talks to students were also organised during the year. Local business mentors were organised to visit students participating in the Student Enterprise Awards Programme to speak on various topics such as marketing and publicity, finance, production etc...

Local entrepreneurs were also recruited to speak to students in various schools who were not participating in the SEAs.

# Third Level Initiatives

## UCC Entrepreneurial Society

In the past two years the CEBs have been responsible for supporting the re-emergence of the UCC Entrepreneurial Society on campus. This was felt important as there has been less engagement between UCC and the CEBs and rather than associating with the successful and always strong UCC Economic Society which is very much a society for the business faculties that the UCC Entrepreneurial Society had a much wider appeal to the general student body. The society has been advised when called upon by the CEBs and some supportive UCC staff but very much the ethos of College Societies is that they should drive their own agenda. They have done this with some excellent events over the past two years but there is a need for a more direct engagement from the CEBs within UCC with a goal of getting directly involved in fostering campus company type initiatives.

## CIT Innovation Programme

This programme is one in which multi-discipline teams are formed from the various faculties on campus and compete for the annual CEB sponsored Prize for Innovation. The idea is that business ideas are brought to a level where working prototypes are developed along with complete business plans and where possible engagement with industry or commercial input from off campus. Students are placed together from all the different schools so teams may have representatives from the business schools, the engineering schools, medical device etc. Some faculties allow the participation in the competition to account for a percentage of the overall marks for the student for the year. The success of the programme has not only been in the highly innovative projects that compete for the overall prize each year but on an all-island basis each year the CIT projects have figured very prominently in the Enterprise Ireland Third Level competitions and have even gone on to European and global success in student innovation competitions.

## CIT Accelerating Campus Entrepreneurship Programme

This is a Masters Programme whereby the CEBs again in partnership with the college are sponsoring two students to undertake a programme developing Entrepreneurial Awareness on campus. On the one hand this programme is aimed at the student body regardless of their discipline but also coinciding with a programme whereby the non-business school faculties are looking to develop and integrate in their core curriculum subjects that deal with entrepreneurial opportunity.

# **THE SOUTH CORK ENTERPRISE BOARD LIMITED**

**(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)**

## **Financial Statements Year Ending 31 December 2011**



# THE SOUTH CORK ENTERPRISE BOARD LIMITED

(A COMPANY LIMITED BY GUARANTEE AND NOT HAVING A SHARE CAPITAL)

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# BOARD MEMBERSHIP AND GENERAL INFORMATION

## **Board Members:**

Douglas Kelleher (Chairperson)

Fred Gosnell  
Liam Burke  
Annette Graepel  
Susan Jacob  
John Shiel  
Declan Daly  
Gerard O'Connell  
Martin Coughlan  
Barbara Murray  
Pat Burton  
Aindrias Moynihan  
Gillian Keating

## **Secretary:**

Liam Burke

## **Chief Executive Officer:**

Sean O' Sullivan

## **Registered Office:**

Unit 6A,  
South Ring Business Park,  
Kinsale Road,  
Cork.

## **Auditors:**

Comptroller and Auditor General,  
  
Treasury Building,  
Dublin Castle,  
Dublin 2.

## **Bankers:**

Bank of Ireland,  
Douglas,  
Cork.

## **Solicitors:**

O'Flynn Exhams Solicitors,  
58 South Mall,  
Cork.

# Report of the directors for the year ended 31 December 2011

The directors submit their report together with the audited financial statements for the year ended 31 December 2011.

## Principal Activities

The South Cork Enterprise Board Limited is one of 35 County and City Enterprise Boards set up by the Department of Enterprise, Trade and Innovation under the National Plan Development 2007 - 2013. The Board's priority is the generation of employment through the development and support of the micro enterprise sector. The Board provides support in the planning of new enterprises, offers grant aid in the employment, capital and feasibility study areas and provides aftercare services to its client base and beyond.

## Highlights of 2011 period

- At the end of 2011 the net jobs created in firms supported by the South Cork Enterprise Board was 1232.
- €581,535 was approved to Measure 1 projects submitted for support to the Board.
- 45 grants were offered to SMEs throughout the year. Of these there were 28 Priming Grants, 15 Business Expansion Grants and 2 Feasibility Grants.
- 30.3% of the total approved for Measure 1 projects was in refundable form.
- €506,281 was approved to Measure 2 projects throughout the year.
- 1028 second level students from 29 schools students participated in the Cork Schools Enterprise Programme.
- In 2011 the Board ran 45 training programmes with 723 participants attending.
- 92 Mentors were appointed to SMEs in the region.
- In excess of 2,000 students participated in various initiatives and programmes at third level in both CIT and UCC during the year.
- 7 Board Meetings were held in 2011.
- 7 Evaluation Meetings were held in 2011.
- Our Trading Link Partnership held the second and hugely successful CorkMEET event in October with 200 participants taking part.
- Cork Food Forum was held in Feb and Nov 2011 with over 260 people in attendance. This is a joint initiative of the Cork County and City Enterprise Boards.
- As part of Cork Enterprise Month, a joint collaboration of the Cork County & City Enterprise Boards, a diverse range of business training programmes and seminars took place throughout March 2011.
- In excess of 300 business clients engaged in training and business development initiatives during this period.
- The SMILE Waste Exchange Network held three key events in 2011 with in excess of 200 companies attending these events with 604 reported potential matches.

# Future Developments

- Continue to develop the Cork Schools Enterprise Programme alongside Innovative programmes at third level.
- Implement the new action plan of the Board "Driving Entrepreneurship, Innovation and Small Business in South Cork, 2008-2013".
- Continue to organise Management Development Programmes, which cater for the companies within the area.
- Continue to raise the profile of The South Cork Enterprise Board Limited, its supports and services.
- Continue to grant eligible projects, which generate sustainable employment in South Cork.

## Health & Safety

The well being of the Board's employees is safeguarded by adherence to the requirements of the Safety, Health and Welfare at Work Act 2005.

## Auditors

The Comptroller and Auditor General is responsible for the audit of the Board in accordance with Section 5 of the Comptroller and Auditor General (Amendment) Act 1993.

## Statement of Directors' Responsibilities

Company Law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the company and the income and expenditure for that year. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and apply them consistently
- make judgements and estimates that are reasonable and prudent
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the statements on a going concern basis unless that basis is inappropriate

The directors are responsible for keeping proper books of account which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Acts 1963 to 2009. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the detection of fraud and other irregularities.

## Books Of Account

To ensure that proper books and accounting records are kept in accordance with section 202 of the Companies Act 1990, the company engages the services of a firm of accountants and maintain appropriate accounting systems. The books of account are located at the company's registered office.

  
**Chairperson**

  
**Director**

Dated: 20/9/12.

# Statement on Internal Financial Control

## Responsibility for System of Internal Financial Control

On behalf of the Board of Directors of The South Cork Enterprise Board Limited., I acknowledge our responsibility for ensuring that an effective system of internal financial control is maintained and operated.

The system can only provide reasonable and not absolute assurance that assets are safeguarded, transactions authorised and properly recorded, and that material errors or irregularities are either prevented or would be detected in a timely period.

## Key Control Procedures

**The Board has taken steps to ensure an appropriate control environment by:**

- Clearly defining management responsibilities;
- Establishing formal procedures for reporting significant control failures and ensuring appropriate corrective action.

**The Board has established processes to identify and evaluate business risks by:**

- Identifying the nature, extent and financial implications of risks facing the Board including the extent and categories which it regards as acceptable;
- Assessing the likelihood of identified risks occurring;
- Assessing the Board's ability to manage and mitigate the risks that do occur.

The system of internal financial control is based on a framework of regular management information, administrative procedures including segregation of duties and a system of delegation and accountability.

**In particular it includes:**

- Comprehensive budgeting system with an annual budget which is agreed by the Board of Directors;
- Regular reviews by the Board of Directors of periodic and annual financial reports which indicate financial performance against forecasts;
- Setting targets to measure financial and other performance;
- Clearly defined capital investment control guidelines.

## Annual Review of Controls

I confirm that the Board carried out a review of the effectiveness of internal financial controls for 2011.

Signed on behalf of the Board



CHAIRPERSON.

DATED: 20/9/12.



## Comptroller and Auditor General

### Report for presentation to the Houses of the Oireachtas

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#### South Cork County Enterprise Board Limited

I have audited the financial statements of South Cork County Enterprise Board Limited for the year ended 31 December 2011 under the Comptroller and Auditor General (Amendment) Act 1993. The financial statements, which have been prepared under the accounting policies set out therein, comprise the Statement of Accounting Policies, the Income and Expenditure Account, the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Generally Accepted Accounting Practice in Ireland.

#### Responsibilities of the Directors

The Directors are responsible for the preparation of the financial statements, for ensuring that they give a true and fair view of the state of the company's affairs and of its income and expenditure, and for ensuring the regularity of transactions.

#### Responsibilities of the Comptroller and Auditor General

My responsibility is to audit the financial statements and report on them in accordance with applicable law.

My audit is conducted by reference to the special considerations which attach to State bodies in relation to their management and operation.

My audit is carried out in accordance with the International Standards on Auditing (UK and Ireland) and in compliance with the Auditing Practices Board's Ethical Standards for Auditors.

#### Scope of 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 company's circumstances, and have been consistently applied and adequately disclosed
- the reasonableness of significant accounting estimates made in the preparation of the financial statements, and
- the overall presentation of the financial statements.

I also seek to obtain evidence about the regularity of financial transactions in the course of audit.

In addition, I read all the financial and non-financial information in the annual report to identify material inconsistencies with the audited financial statements. If I become aware of any apparent material misstatements or inconsistencies I consider the implications for my report.

Without qualifying my opinion, I draw attention to the Accounting Policy on pensions which explains why the provisions of Financial Reporting Standard 17 have not been implemented.

#### Opinion on the Financial Statements

In my opinion, the financial statements:

- give a true and fair view, in accordance with Generally Accepted Accounting Practice in Ireland, of the state of the company's affairs at 31 December 2011 and of its income and expenditure for the year then ended; and
- have been properly prepared in accordance with the Companies Acts 1963 to 2012.

I have obtained all the information and explanations that I consider necessary for the purpose of my audit. In my opinion proper books of account have been kept by the company. The financial statements are in agreement with the books of account.

In my opinion, the information given in the Directors' Report is consistent with the financial statements.

#### Matters on which I Report by Exception

I report by exception if

- my audit noted any material instance where moneys have not been applied for the purposes intended or where the transactions did not conform to the authorities governing them, or
- the information given in the Annual Report for the year for which the financial statements are prepared is not consistent with the financial statements, or
- the Statement on Internal Financial Control does not reflect the company's compliance with the Code of Practice for the Governance of State Bodies, or

- I find there are other material matters relating to the manner in which public business has been conducted.

I have nothing to report in regard to those matters upon which reporting is by exception.



Andrew Harkness

For and on behalf of the  
Comptroller and Auditor General

18 July 2012

# Statement Of Accounting Policies

## 1 Basis of Accounting

The financial statements have been prepared under the accruals method of accounting, except as indicated below, and in accordance with generally accepted accounting principles under the historical cost convention. Financial Reporting Standards recommended by the recognised accountancy bodies are adopted as they become operative.

## 2 Fixed Assets and Depreciation

Fixed Assets are stated at their historical cost or valuation less accumulated depreciation.

Depreciation is charged to the income and expenditure account, on a straight line basis, at the rates set out below, so as to write off the assets, adjusted for estimated residual value, over the expected useful lives.

Furniture	12.5% Straight Line
Equipment	20% Straight Line
Computer Equipment	33.33% Straight Line

## 3 Oireachtas Grants

Oireachtas Grants are accounted for on an accruals basis. Oireachtas Grant Income is provided by Enterprise Ireland on behalf of the Minister for Jobs, Enterprise and Innovation.

## 4 Grants Payable

Grants are accrued in the financial statements when the grantees have complied with stipulated conditions.

## 5 Capital Account

The Capital Account represents the unamortised value of income used for capital purposes.

## 6 Fixed Assets under Lease

Assets financed by leasing agreements which give rights approximate to ownership (finance leases) are treated as if purchased outright with the corresponding liability to the leasing company shown as an obligation under creditors.

Depreciation on such leased assets is charged to expenditure on the same basis as for owned assets. The interest on such leases is charged to expenditure using the straight line method.

## 7 Deferred Income

Repayments of Refundable Aid are recognised as income when applied as financial assistance to other enterprises. Deferred income represents refundable aid received from assisted enterprises but not yet applied.



## **8 Superannuation and FRS17: Pensions**

Section 10(4)(g) of The Industrial Development Act 1995 provides that County Enterprise Boards may employ such personnel (including a chief executive officer) in such manner and on such terms as have been approved by the Minister (with the consent of the Minister of Finance) as the Board may think desirable or necessary for the furtherance of its objectives.

The Minister for Jobs, Enterprise and Innovation, with the consent of the Minister for Finance, approved the introduction of Superannuation and associated Spouses and Children's Superannuation Schemes for the Board. Superannuation Schemes for staff of the board were introduced in 2008 and pending formal approval, the Minister for Jobs, Enterprise and Innovation, with the consent of the Minister for Finance, has authorised the board to operate the schemes, based on the Model Superannuation Scheme for Civil Servants, on an administrative basis. The schemes operate on a "pay-as-you-go" basis which means that the benefits are not pre-funded through the making of contributions to a separate fund controlled by trustees.

The arrangements involve the payment of employee contributions to Enterprise Ireland and the Department of Jobs, Enterprise and Innovation with the Department of Jobs, Enterprise and Innovation making funds available to the Board, through Enterprise Ireland, to meet the cost of benefits as they fall due.

The Department is currently considering the possibility of restructuring the schemes to ones which incorporate all of the County Enterprise Boards.

Pending resolution of these uncertainties about the schemes, the board has not implemented the defined benefit scheme disclosure provisions of FRS17.

# INCOME AND EXPENDITURE ACCOUNT

## FOR THE YEAR ENDED 31 DECEMBER 2011

	Notes	2011	2010
		€	€
<b>Income:</b>			
Oireachtas Grants	1	1,299,697	1,152,085
Other Income	1(b)	37,502	35,518
Refundable Aid	3(c)	108,062	66,060
		<u>1,445,261</u>	<u>1,253,663</u>
<b>Transfer from/(to) Capital Account</b>	7	369	7,449
<b>TOTAL</b>		<u>1,445,630</u>	<u>1,261,112</u>
<b>Expenditure:</b>			
Selective Financial Assistance	2	583,311	400,777
Entrepreneurial and Capability Development	4	445,797	468,391
Administration	5	416,522	391,944
<b>TOTAL</b>		<u>1,445,630</u>	<u>1,261,112</u>
Surplus for Period		-	-
		<u>-----</u>	<u>-----</u>

The Board had no gains or losses in the financial year or the preceding financial year other than those dealt with in the Income and Expenditure Account. The results of the year relate to continuing operations.

The statement of accounting policies together with notes 1 to 15 form part of these financial statements.

  
 Chairperson

  
 Director

  
 Chief Executive Officer

Dated: 25/9/12.

# BALANCE SHEET AS AT 31 DECEMBER 2011

		2011		2010	
	Notes	€	€	€	€
Fixed Assets					
Tangible Assets	6		13,709		14,078
Current Assets					
Debtors		17,052		58,437	
Bank and Cash		219,834		210,636	
		236,886		269,073	
Creditors; amounts falling due within one year					
Bank		-		9,120	
Oireachtas Grants paid in advance		3,564		30,002	
Deferred income		123,614		168,117	
Creditors and Accruals		109,708		61,834	
		<u>236,886</u>		<u>269,073</u>	
Net Current Assets			-		-
Net Assets			<u>13,709</u>		<u>14,078</u>
Financed by:					
Capital Account	7		13,709		14,078
Income and Expenditure Account			-		-
			<u>13,709</u>		<u>14,078</u>

The statement of accounting policies together with notes 1 to 15 form part of these financial statements.

  
Chairperson

  
Director

  
Chief Executive Officer

Dated: 20/9/12.

# NOTES TO THE FINANCIAL STATEMENTS

## 1 Funding and Expenditure of the Board

### Local Enterprise

Section 10 (2) of the Industrial Development Act, 1995 provides for payment of grants by the Minister for Jobs, Enterprise and Innovation to the Board. Under Statutory Instrument No. 655 of 2006, Enterprise Ireland pays grants on behalf of the Minister. Expenditure by the Board is applied on measures under the Local Enterprise Sub-Programme, Innovation and the Knowledge Economy Priority, of the Southern & Eastern Regional Operational Programme 2007-2013.

The measures are as follows;

**Measure 1** - Selective Financial Assistance

**Measure 2** - Entrepreneurial and Capability Development

1(b) Other Income	2011	2010
	€	€
Training		
Business & the Law	1,225	2,000
Business Development	-	240
Computers and Information Technology	4,420	3,150
Finance	1,306	3,140
Getting started	4,025	9,525
Personal Development	1,000	500
Sales & Marketing	3,350	5,800
Specialised Courses	2,050	550
	17,376	24,905
Enterprise Promotion	15,570	6,800
Management Development Programmes	4,556	3,813
	37,502	35,518

## 2 Selective Financial Assistance

The Board makes an offer of grant assistance which, if accepted, remains valid as a commitment of the Board for a specified period or in the circumstances specified on approval.

Funding provided by the Department for payment of Selective Financial Assistance in 2011, was €508,069.

# NOTES TO THE FINANCIAL STATEMENTS

## 2 Selective Financial Assistance

The outstanding commitments of the Board at 31 December 2011 arose as follows:

	Grants €	Repayable Grants €	Preference Shares €	Total €
Commitments at 1 January 2011	19,776	9,940	-	29,716
Approvals in year	555,869	241,812	-	797,681
	575,645	251,752	-	827,397
Decommitments - 2011 Approvals	(44,620)	(18,210)	-	(62,830)
Decommitments - Pre 2011 Approvals	-	-	-	-
	531,025	233,542	-	764,567
Expenditure	(404,146)	(179,165)	-	(583,311)
Commitments as at 31 December 2011	126,879	54,377	-	181,256

Expenditure of €583,311 comprises of Feasibility Grants €2,845, Priming Grants of €375,914 and Business Expansion Grants of €204,552.

Outstanding commitments at 31 December 2011 were entered into as follows

Prior to 31 December 2010	€0
After 1 January 2011	€181,256
	€181,256

## 3 Refundable Aid

### (a) Investments

The amount invested by way of preference shares was €583,331 at 31 December 2011. As it is not possible to accurately assess the value of these shares, which are dependent on the performance of the enterprises, the shares are not capitalised on the Balance Sheet.

Dividends, interest and repayments received are taken to account on a cash basis. Such receipts may be used by the Enterprise Board to fund further grants.

Movement in investments at cost

	2011	2010
	€	€
Balance at 1 January 2011	651,868	774,193
Repaid in the year	(12,308)	(85,644)
Converted to Refundable Grant	(18,560)	-
Issued in the year	-	-
Amounts written off	(37,669)	(36,681)
Balance at 31 December 2011	583,331	651,868

# NOTES TO THE FINANCIAL STATEMENTS

The following investments were held by the Board at 31 December:

Company Name	Type of Share	2011		2010	
		€		€	
Energy Services Ltd.	Preference Shares	3,108		3,108	
Sensory Research Ltd.	Preference Shares	16,233		17,502	
M-Business Ireland Ltd.	Preference Shares	6,507		6,507	
Creative Contract Manufacturing Ltd.	Preference Shares	-		17,655	
ID3e Ltd.	Preference Shares	39,280		39,280	
Latitude Kinsale Ltd.	Preference Shares	10,417		10,417	
Ryotek Ltd.	Preference Shares	14,244		15,628	
Spangle Hill Ltd.	Preference Shares	18,990		18,990	
Pixel lab Ltd.	Preference Shares	17,406		17,406	
Sigtec Ltd.	Preference Shares	43,564		43,564	
Inis Motorsport Ltd.	Preference Shares	37,500		37,500	
Allied Mobility Ireland Ltd.	Preference Shares	20,000		20,000	
Epic Solutions Ltd.	Preference Shares	32,326		32,326	
Finda Conference Venue Ltd.	Preference Shares	17,808		17,808	
Gtelemetry Ltd.	Preference Shares	39,423		39,423	
Wavebreak Media Ltd.	Preference Shares	38,616		38,616	
In Hand Guides Ltd.	Preference Shares	-		18,574	
Neville Saas Ltd.	Preference Shares	17,866		27,520	
Tapasol Ltd.	Preference Shares	43,615		43,615	
NomosEire Ltd.	Preference Shares	45,000		45,000	
European Irish Websites Ltd.	Preference Shares	-		20,000	
Virginna Health Ltd.	Preference Shares	48,731		48,731	
Newscribe DNA Ltd.	Preference Shares	23,583		23,583	
One Look Systems Ltd.	Preference Shares	24,115		24,115	
EMOH IT Ltd	Preference Shares	25,000		25,000	
				583,331	651,868

The board reviews investments, and when it considers that repayment of the investment is unlikely, the Board will decide to write off that amount. In 2011 €37,669 was written off by the Board. In Hand Guides Ltd converted their preference shares to refundable grant aid.

	€
Creative Contract Manufacturing Ltd.	17,655
European Irish Websites Ltd.	20,000
In Hand Guides Ltd.	14
	37,669

## Contingent Liability

The Board has, on occasion, provided financial assistance by means of investments in Cumulative Redeemable Convertible Preference Shares and has received proceeds of €325,279 through the redemption of some of these shares. The Board's contingent liabilities relating to these investments arise from the possibility that companies may have redeemed shares in situations where there were inadequate distributable profits. In such instances the Board may be obliged to repay moneys received on foot of redemptions.

# NOTES TO THE FINANCIAL STATEMENTS

## (b) Repayable Grant Aid

Repayments of Refundable Aid may only be used to fund further grants under Measure 1. €450,026 advanced by way of repayable grants was potentially refundable at 31 December 2011.

	2011	2010
	€	€
Balance at 1 January	301,822	229,157
Issued in 2011	179,165	98,021
Repaid in 2011	(30,961)	(25,356)
Written off in 2011	-	-
	-----	-----
Balance at 31 December	450,026	301,822
	-----	-----
Due within 12 months	119,617	74,296
Due after 12 months	330,409	227,526
	-----	-----
	450,026	301,822
	-----	-----

The Board reviews balances due and when it considers that repayment is unlikely the Board will decide to write off that amount. In 2011, €0 was written off by the Board.

## (c) Reallocation of Refundable Aid Receipts

	2011	2010
	€	€
Balance of Refundable Aid receipts at 1 January	168,117	121,465
Measure 1 payments advanced from Deferred Income	(108,062)	(66,060)
Refundable Aid Receipts:		
Repayable Grant Aid	30,961	25,356
Investments	30,868	85,644
Interest/Dividends	1,730	1,712
	-----	-----
Balance of Refundable Aid receipts on hand at 31 December	123,614	168,117
	-----	-----

## 4 Entrepreneurial and Capability Development (Measure 2)

	2011	2010
	€	€
Management Development Programmes	95,250	123,733
Training	31,046	62,445
Mentoring	89,881	78,518
Enterprise Education	38,745	7,725
Enterprise Promotion	181,356	189,276
Other	9,519	6,694
	-----	-----
	445,797	468,391
	-----	-----

# NOTES TO THE FINANCIAL STATEMENTS

## 5 Administration Costs

	2011	2010
	€	€
Salaries (Note 9)	267,256	254,473
Travel Expenses	21,426	17,842
Accommodation	42,968	31,904
Telephone	9,005	10,101
Office Expenses	36,418	29,553
Audit Fees	6,392	6,392
Insurance	-	4,248
Bank charges	424	417
Professional Fees	23,051	27,517
Depreciation	9,582	9,497
	416,522	391,944
	416,522	391,944

Cork County Council provides creditor payments, payroll administration and management information services to the Board on an agency basis. The Council charges no fees to the Board for these services.

Included in travel expenses is the amount of €425 in respect of an ATC Cluster Meeting in Santiago Spain.

The Board operates from a premises at Unit 6a South Ring Business Park, Kinsale Road, Cork under a rental agreement at an annual cost of €37,774. The formal rental agreement expired in 2010 and the CEB continues to operate from these premises on a short-term basis.

## 6 Fixed Assets

	Furniture	Computer Equipment	Equipment	Total
	€	€	€	€
Cost/Valuation				
Balance at 1 January 2011	32,027	25,991	62,062	120,080
Additions in year	3,935	756	4,522	9,213
Disposals in year	-	-	-	-
	35,962	26,747	66,584	129,293
	35,962	26,747	66,584	129,293
Accumulated Depreciation				
Balance at 1 January 2011	28,227	19,891	57,884	106,002
Charge for year	1,780	2,800	5,002	9,582
Disposals	-	-	-	0
	30,007	22,691	62,886	115,584
	30,007	22,691	62,886	115,584
Net Book Value at 31 December 2011	<b>5,955</b>	<b>4,056</b>	<b>3,698</b>	<b>13,709</b>
	<b>5,955</b>	<b>4,056</b>	<b>3,698</b>	<b>13,709</b>
Net Book Value at 31 December 2010	<b>3,800</b>	<b>6,100</b>	<b>4,178</b>	<b>14,078</b>
	<b>3,800</b>	<b>6,100</b>	<b>4,178</b>	<b>14,078</b>



# NOTES TO THE FINANCIAL STATEMENTS

	2011		2010	
	€	€	€	€
<b>7 Capital Account</b>				
Balance at 1 January		14,078		21,527
Transfer (to)/from Income and Expenditure Account				
Funds allocated to acquire Fixed Assets	9,213		2,048	
Amount amortised in line with depreciation	(9,582)		(9,497)	
		(369)		(7,449)
Balance at 31 December		13,709		14,078

## 8 Taxation

No provision has been made for taxation in the financial statements.

## 9 Employees and Remuneration

The average number of staff during the period was 4. All staff are employed on a contract basis. €18,574 was deducted from staff by way of pension levy and paid over to Enterprise Ireland.

## 10 Directors' Fees and CEO Salary

Members of the Board act entirely in a voluntary capacity. No expenses were paid to Board members for 2011.

The CEO is paid an annual salary of €91,580.20. No bonus payments were made to the CEO. The CEO received recoupment of travel and subsistence expenses of €11,025 in 2011.

The CEO is a member of an unfunded defined benefit public sector scheme and his pension entitlements do not extend beyond standard entitlements in the public sector defined benefit superannuation scheme.

## 11 Superannuation

Superannuation schemes are operated by the Board.

## 12 Board Members' Interests

The Board adopted procedures in accordance with guidelines issued by the Department of Finance in relation to the disclosure of interests by Board Members and these procedures have been adhered to in the year. There were no transactions in the year in relation to the Boards activities in which the Board Members had any beneficial interest.

### **13 Going Concern**

In February 2012, the Government announced its intention to dissolve the County Enterprise Boards and create a new Micro-Enterprise and Small Business Unit in Enterprise Ireland that will work with Local Authorities to establish a new network of Local Enterprise Offices in each Local Authority. The Board assumes that all existing activities will continue to be carried out by the new Local Enterprise Offices with its assets and liabilities likely to be transferred to Enterprise Ireland. In the circumstances, it does not believe that any adjustment is needed to the financial statements to reflect any possible restructuring and it has prepared these accounts on a going concern basis.

### **14 Members' Liability**

The liability of each member of the company is limited to €1.27 in the event of the company being wound up.

### **15 Approval of Financial Statements**

The Financial Statements were approved by the directors on

25/9/12.





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