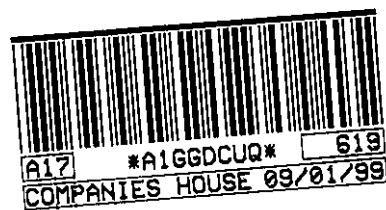


REGISTRAR OF COMPANIES

**Parents for
the Early
Intervention
of Autism
in Children
(PEACH)**

Annual Report and Accounts

30 April 1998



Buzzacott

Company Limited by Guarantee
Registration Number
03300043 (England and Wales)

Charity Registration Number
1063982

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Legal and administrative information

Trustees	Julia Pithouse - President Sharon Bradbrook-Armit Kathleen Eshghi Kim Fellows Carrie Haslett Chris Heathcote Alison King Dave Taylor Lisbeth Thiesen
Company Secretary	Merry Weaver
Chief Executive	Cathy Tissot
Registered office	School of Education Brunel University St Margaret's Road Twickenham Middlesex TW1 1PT
Telephone	0181 891 0121
Facsimile	0181 893 0330
E-mail	peach@brunel.ac.uk
Website	www.peach.uk.com
Company registration number	03300043 (England and Wales)
Charity registration number	1063982
Accountants	Buzzacott 12 New Fetter Lane London EC4A 1AG

Legal and administrative information

Bankers National Westminster Bank plc
Barnes Branch
149 Church Road
Barnes
London
SW13 9HS

Solicitors Baker Mackenzie
100 New Bridge Street
London
EC4V 6JA

Trustees' report Period to 30 April 1998

The trustees present the statutory report with the accounts of Parents for the Early Intervention of Autism in Children for the period ended 30 April 1998.

The results for the year are presented so as to comply with the revised Statement of Recommended Practice for charities as issued by the Charity Commission in October 1995.

Constitution

Parents for Early Intervention of Autism in Children is constituted as a company limited by guarantee and was incorporated on 9 January 1997. In the event of the company being wound up during the period of membership or within the year following, the company members are required to contribute an amount not exceeding £1. The company is registered under the Companies Act (Company Registration Number 03300043 (England and Wales) and under the Charities Act 1993 (Charity Registration Number 1063982).

Principal aims and activities

As a charity, Parents for Early Intervention of Autism in Children's goals are to encourage, support and inform parents of children with autism or other developmental delays, in a variety of ways. Among its activities are:

- ◆ **Providing information** to help families start intensive behavioural intervention programmes. Behavioural intervention emphasises:
 - ◇ One to one instruction, principally at home without distractions from other children and adults
 - ◇ Intensive instruction, 35 to 40 hours per week
 - ◇ Individualised instruction, through a programme designed to meet a child's specific needs
 - ◇ Family participation and parental involvement in instruction
 - ◇ Behavioural approach - imposing structure and rewarding appropriate behaviour
 - ◇ Non-aversive intervention, working positively to encourage progress without punishment
 - ◇ Early intervention, starting as early as possible after diagnosis, ideally before 42 months of age
 - ◇ Mainstreaming in regular schools once basic "attending" and social skills are learned.
- ◆ **Hosting conferences and seminars** on behavioural intervention and related issues
- ◆ **Establishing training centres** to increase the number of qualified providers

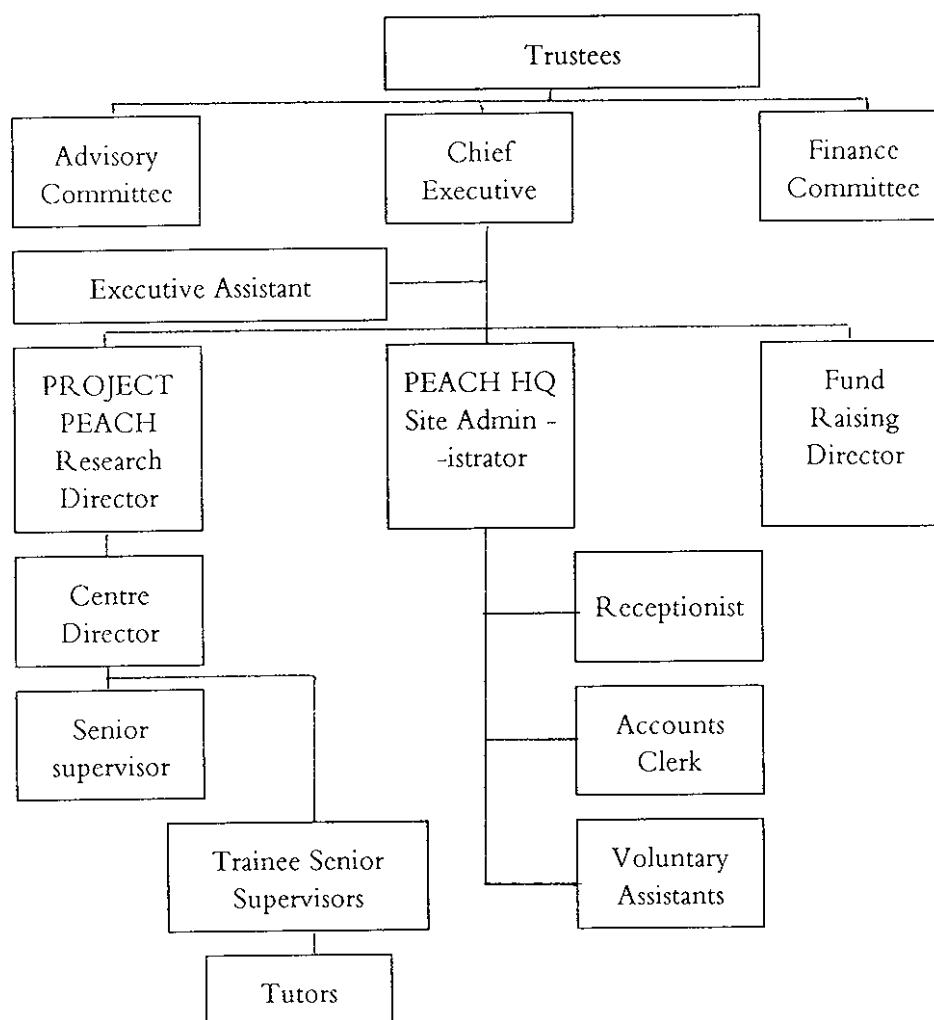
Trustees' report Period to 30 April 1998

Principal aims and activities (continued)

- ◆ Holding bimonthly meetings to encourage, inform and support families
- ◆ Providing information and guidance on obtaining LEA funding for in-home instruction programmes
- ◆ Publishing newsletters, which include information provided by members
- ◆ Raising funds to support these goals

Organisation

Overall responsibility for the charity lies with the trustees who meet on a regular basis to decide upon policy and strategy. The following flow chart depicts the structure and organisation of the charity.



Trustees' report Period to 30 April 1998

Progress during the period

The period since the charitable company's incorporation on 9 January 1997 to 30 April 1998 has been momentous. Significant progress has been made on all the charity's goals and much thanks is due to all those who have assisted in ensuring that this charity came into being and has begun to make significant strides in its aim of advocating early, intensive behavioural intervention for children with autism and related disorders.

There have been many achievements during the period but those of most note are summarised below:

- ◆ Membership of the charity rose from 20 in early January 1997 to in excess of 400 by May 1998. Members comprise parents of children with autism or related disorders and professionals working with such parents and children.
- ◆ A major conference was held at Imperial College, London in September 1997 to discuss early intensive home-based behavioural intervention. The key note speaker at the conference which was attended by 530 delegates was Dr Lovaas, the founder of this method of assisting children with autism and related disorders. The conference was attended by both parents (approximately 60%) and professional (approximately 40%).

Throughout the year other smaller seminars were held for members and professionals.

- ◆ The groundwork was set for the PEACH Young Autism Project. This Project was established to set up a training and research centre in the London area. The conference held at Imperial College launched an appeal for funds to set up such a centre which would train people in the use of intensive behavioural intervention and carry out further research into the method.

Following the successful raising of initial funds and the receipt of a grant from the Harris Trust for £30,000 the charity was able to recruit a Centre Director for the Project. The successful applicant was then sent on a special 8 month training and study course in the United States of America at the Lovaas Institute for Early Intervention (LIFE). The Centre Director became the first person in the United Kingdom to receive that level of training in the method and will now be responsible for training others in the UK in intensive behavioural intervention.

Since the period end further funding has been promised by the Harris Trust and a centre has been established at the Twickenham Campus of Brunel University.

- ◆ The charity has established a programme of regular bimonthly meetings for members at which information can be shared and problems discussed and resolved. In addition a "parent to parent" helpline has been established to assist parents share ideas and support one another.

Trustees' report Period to 30 April 1998

Progress during the period (continued)

- ◆ A regular bimonthly newsletter "sPEACH" has been published since January 1998 and is sent to all members, supporters and some professionals. An information pack has been put together which answers general questions about autism and related disorders such as how to get a child diagnosed, how to start an intensive behavioural intervention programme, etc.
- ◆ An LEA funding information pack has been developed for use by parents when applying to LEAs for financial support. The pack provides guidance to families on a whole variety of issues.

Throughout the period the trustees are delighted that the charity has, above all, been able to give hope, encouragement and vital information to parents of children with autism. The trustees hope to build on this wonderful start in the future.

Future developments

One of the main points of focus for the forthcoming twelve months must be the continued development of the PEACH Young Autism Project and its research and training centre. The aim of the Project is threefold:

- ◆ To help families start home-based training programmes for children
- ◆ To train staff to help such families
- ◆ To continue to improve the behavioural intervention method through research.

Although the main research centre will be at Brunel University it is hoped, given time, to set up another five training centres in the UK within the next five years. Plans are already underway for the second centre at Keele University in the West Midlands.

These aims are ambitious and the charity will need to actively solicit funds in order that the plans can come to fruition. With this in mind a full time fund raiser has been employed by the charity as of 1 September 1998 to raise money and publicise its aims and activities.

It is also hoped to set up a manned telephone line in the future to help address the needs of the membership.

The charity will also continue to hold conferences and seminars. One major conference will be held every other year focusing on current practice and research in the behavioural intervention method.

Finally the charity will aim to liaise with central government and LEAs for generic support and non-traditional education provision.

Trustees' report Period to 30 April 1998

Financial report for the year

The charity's statement of financial activities for the first period shows a net movement in funds of £32,406. Many of these funds relate to monies given specifically for the PEACH Young Autism Project and will be fully utilised in the forthcoming twelve months. The trustees are extremely grateful to the Harris Trust for the support it has given the charity - its grants have ensured that the establishment of a research and training centre can become a reality.

As the charity develops over the next twelve months the financial position will change. The charity's income will grow but, at the same time, commitments and expenditure will also rise as more staff are employed and the PEACH Young Autism Project gets under way. The trustees are fully aware of the need to safeguard the charity's assets and have taken steps to ensure that proper budgetary and internal control systems are in place.

The charity's assets

Acquisitions and disposals of fixed assets during the period are recorded in the notes to the accounts.

Trustees' responsibilities statement

Law applicable to charities in England and Wales requires the trustees to prepare accounts for each financial period which give a true and fair view of the charity's financial activities during the period and of its financial position at the end of the period. In preparing accounts giving a true and fair view, the trustees should follow best practice and:

- ◆ select suitable accounting policies and then apply them consistently;
- ◆ make judgements and estimates that are reasonable and prudent;
- ◆ prepare the accounts in accordance with applicable accounting standards;
- ◆ prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping accounting records which disclose with reasonable accuracy the financial position of the charity and which enable them to ensure that the accounts comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees' report Period to 30 April 1998

Trustees

The trustees constitute directors of the charitable company for the purposes of the Companies Act 1985.

The following trustees were in office at 30 April 1998 and served throughout the period except where shown.

Trustee	Appointed/Resigned
Debra Beinstein	Appointed October 1997, Resigned July 1998
Sharon Bradbrook-Armit	Appointed January 1997
Kathleen Eshghi	Appointed October 1997
Kim Fellows	Appointed January 1998
Bridgit Gilchrist	Appointed January 1997; Resigned October 1998
Diane Hayward	Appointed January 1998; Resigned September 1998
Chris Heathcote	Appointed October 1997
Olivia Hill	Appointed January 1997; Resigned February 1997
Alison King	Appointed October 1997
Julia Pithouse	Appointed March 1998
Steve Pithouse	Appointed October 1997; Resigned October 1998
Dean Smith	Appointed January 1998; Resigned October 1998
Andrew Stamp	Appointed October 1997; Resigned October 1998
Dave Taylor	Appointed January 1997
Cathy Tissot	Appointed January 1997; Resigned December 1997
Alan Watkins	Appointed October 1997, Resigned August 1998

Since the period end Carrie Haslett and Lisbeth Thiesen have been appointed trustees.

Company secretary

Merry Weaver

No trustee had any beneficial interest in any contract with the charity during the period.

Trustees' report Period to 30 April 1998

Employees

Parents for the Early Intervention of Autism in Children is an equal opportunities employer and will apply objective criteria to assess merit. It aims to ensure that no job applicant or employee receives less favourable treatment on the grounds of age, race, colour, nationality, religion, ethnic or national origin, gender, marital status, sexual orientation or disability.

Selection criteria and procedures will be reviewed to ensure that individuals are selected, promoted and treated on the basis of their relevant merits and abilities. All employees will be given equal opportunity and, where appropriate and possible, special training to enable them to progress both within and outside the organisation. Parents for the Early Intervention of Autism in Children is committed to a programme of action to make this policy effective, and will bring it to the attention of all employees.

Year 2000 compliance

As is well known, many computer and digital storage systems express dates using only the last two digits of the year and will thus require modification or replacement to accommodate the Year 2000 and beyond in order to avoid malfunctions and resulting widespread commercial disruption. This is a complex and pervasive issue. The operation of the charity's charitable activities depends not only on its own computer systems, but also to some degree on those of its suppliers. This could expose it to further risk in the event that there is a failure by other parties to remedy their own Year 2000 issues.

The charity is well advanced in the phase of assessing the risks to its charitable activities resulting from the date change to the Year 2000. Once this phase is completed the trustees can assess the likely impact on the charity's activities and develop prioritised action plans to deal with the key risks.

Signed on behalf of the trustees:



Trustee

Approved by the trustees on: ~~31 December~~ 1998

Accountants' report 30 April 1998

Accountants' report to the members of the Parents for the Early Intervention of Autism in Children

We report on the accounts for the period ended 30 April 1998 set out on pages 11 to 16.

Respective responsibilities of trustees and reporting accountants

As described on page 7, the charitable company's trustees are responsible for the preparation of the accounts, and they consider that the charitable company is exempt from an audit. It is our responsibility to carry out procedures designed to enable us to report our opinion.

Basis of opinion

Our work was conducted in accordance with the Statement of Standards for Reporting Accountants and so our procedures consisted of comparing the accounts with the accounting records kept by the charitable company, and making such limited enquires of the officers of the charitable company as we considered necessary for the purposes of this report. These procedures provide only the assurance expressed in our opinion.

Opinion

In our opinion:

- The accounts are in agreement with the accounting records kept by the company under Section 221 of the Companies Act 1985;
- Having regard to, and on the basis of, the information contained in those accounting records:
 - ◊ The accounts have been drawn up in a manner consistent with the accounting requirements specified in Section 249C(6) of the Act; and
 - ◊ The charitable company satisfied the conditions for exemption from an audit of the accounts for the period specified in Section 249A(4) of the Act and did not, at any time within that period, fall within any of the categories of companies not entitled to the exemption specified in Section 249B(1).

Buzzacott

Buzzacott
Chartered Accountants
12 New Fetter Lane
London
EC4A 1AG

31 December 1998

Statement of financial activities Period to 30 April 1998

	Notes	9 January 1997 to 30 April 1998 Total unrestricted funds £
Income and expenditure		
Incoming resources		
Donations		14,001
Consultancy		3,956
Information packs and book sales		1,722
Conference income and seminars		71,067
Membership fees		10,708
Total incoming resources		101,454
Resources expended		
Direct charitable expenditure		
. Provision of information, training and support to parents and professionals on home based behavioural intervention	1	64,743
Other expenditure		
. Management and administration of the charity	2	4,305
Total resources expended		69,048
Net movements in funds	3	32,406
Fund balances brought forward at 9 January 1997		—
Fund balances carried forward at 30 April 1998		32,406

All of the charity's activities derived from continuing operations during the above financial period.

The charity has no recognised gains and losses other than those shown above and therefore no separate statement of total recognised gains and losses has been presented.

Balance sheet 30 April 1998

	Notes	1998 £	1998 £
Fixed assets			
Tangible assets	6		1,973
Current assets			
Cash at bank and in hand		32,313	
Creditors: amounts falling due within one year	7	(1,880)	
Net current assets			30,433
Total net assets			32,406
Represented by:			
Funds and reserves			
Unrestricted funds			
. General funds			32,406

For the period ended 30 April 1998 the charitable company was entitled to exemption from audit under Section 249A(2), Companies Act 1985; and no notice has been deposited under Section 249B(2). The trustees acknowledge their responsibilities for ensuring that the charitable company keeps accounting records which comply with Section 221 of the Act and preparing accounts which give a true and fair view of affairs of the charitable company as at the end of the period and of its surplus or deficit for the financial period in accordance with the requirements of Section 226 and which otherwise comply with the requirements of the Companies Act 1985, so far as applicable to the charitable company.

Approved by the trustees and signed
on their behalf by:



Trustee

Approved on: 31 December 1998

Principal accounting policies 30 April 1998

Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with applicable Accounting Standards and the Statement of Recommended Practice on Accounting by Charities issued by the Charity Commission in October 1995.

Income

With the exception of voluntary income arising from donations and membership subscriptions, all income is credited to the statement of financial activities on an accruals basis.

Donations and membership subscriptions are credited to the statement of financial activities in the period in which they are received.

Expenditure

Direct charitable expenditure comprises direct expenses incurred on the defined charitable purposes of the charity and includes staff costs attributable to the activity and an allocation of the general management and overhead costs.

Management and administration costs include expenditure on general administration, management and compliance with constitutional and statutory requirements.

Cash flow

The accounts do not include a cash flow statement because the charity, as a small reporting entity, is exempt from the requirement to prepare such a statement under Financial Reporting Standard 1 'Cash flow statements'.

Tangible fixed assets

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

- ♦ Equipment 33 1/3% on cost

Fund accounting

The general fund comprises those monies which may be used towards meeting the charitable objectives of the charity at the discretion of the trustees.

The restricted funds are monies raised for a specific purpose, or donations subject to donor imposed conditions

Notes to the accounts 30 April 1998

1 Provision of information, training and support to parents and professionals on home based behavioural intervention

	9 January 1997 to 30 April 1998 Total unrestricted funds £
Training and research centre costs	6,234
Conference expenses:	
. Hire of hall and accommodation	7,716
. Speakers' fees	4,128
. Audio-visuals	14,493
. Transport	1,553
. Salaries	2,015
. Other costs	7,586
Other salaries	7,356
Office expenses	7,444
Other costs	6,218
	<u>64,743</u>

2 Management and administration of the charity

	9 January 1997 to 30 April 1998 Total unrestricted funds £
Salaries	909
Meeting expenses	781
Professional fees	1,518
Other costs	1,097
	<u>4,305</u>

Notes to the accounts 30 April 1998

3 Net movement in funds

This is stated after charging:

	9 January 1997 to 30 April 1998 Total unrestricted funds £
Staff costs (note 5)	8,265
Accountancy fees	1,175
Depreciation	986

4 Staff costs and trustees' remuneration

	9 January 1997 to 30 April 1998 £
Staff costs during the period were as follows:	
Wages and salaries	7,674
Social security costs	591
	8,265
Staff costs per function were as follows:	
Provision of information, training and support to parents and professionals on home based behavioural intervention	7,356
Management and administration	909
	8,265

No employee earned £40,000 per annum or more (including benefits) during the period.

The average number of employees during the period was 2.

No trustee received any remuneration in respect of their services as trustees during the period. Expenses incurred in the performance of their duties were reimbursed to trustees during the period.

Notes to the accounts 30 April 1998

5 Taxation

Parents for the Early Intervention of Autism in Children is a registered charity and therefore is not liable to income tax or corporation tax on income derived from its charitable activities, as it falls within the various exemptions available to registered charities.

6 Tangible fixed assets

	Equipment £
Cost	
At 9 January 1997	—
Additions	2,959
At 30 April 1998	2,959
Depreciation	
At 9 January 1997	—
Charge for period	986
At 30 April 1998	986
Net book values	
At 30 April 1998	1,973

The net book values at 30 April 1998 represent assets used in the furtherance of the direct charitable work of the charity.

7 Creditors: amounts falling due within one year

	1998 £
Taxation and social security	9
Accruals	1,731
Other creditors	140
	1,880

8 Post balance sheet events

Since the period end the charity has been promised further funding from the Harris Trust and a Training and Research Centre has been established at the Twickenham Campus of Brunel University. The Centre will provide training to people in the use of intensive behavioural intervention and carry out further research into the method.