

Registered number: 05865447
Charity number: 1144391

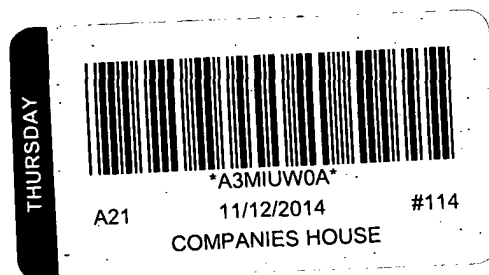
ADRC

(A company limited by guarantee)

UNAUDITED

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE PERIOD ENDED 31 MARCH 2014



ADRC
(A company limited by guarantee)

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**REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE PERIOD ENDED 31 MARCH 2014**

Trustees

J R Morgan, Chair
Ms J E Lodge, Trustee
T J Emmett, Trustee (resigned 12 March 2014)
Dr S Munro, Trustee (appointed 4 December 2013)
Miss S H Hill, Trustee (appointed 18 June 2014)
P D Jones, Trustee (appointed 12 March 2014)

Company registered number

05865447

Charity registered number

1144391

Registered office

Unity 12, 9-19 Rose Road, Southampton, SO14 6TE

Accountants

J & S Accountants Limited, 6 Northlands Road, Southampton, SO15 2LF

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TRUSTEES' REPORT
FOR THE PERIOD ENDED 31 MARCH 2014

The Trustees (who are also directors of the charity for the purposes of the Companies Act) present their annual report together with the financial statements of ADRC (the company) for the period ended 31 March 2014. The Trustees confirm that the Annual report and financial statements of the company comply with the current statutory requirements, the requirements of the company's governing document and the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" issued in March 2005.

Structure, governance and management

a. CONSTITUTION

The company is registered as a charitable company limited by guarantee and is constituted under a Memorandum of Association dated 04/07/2006.

The principal object of the charitable company was the provision of a multi-disciplinary service for children, young people and adults suspected of having Asperger's syndrome/higher functioning autism.

b. METHOD OF APPOINTMENT OR ELECTION OF TRUSTEES

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Articles of Association.

The directors of the company are also charity trustees for the purpose of charity law. At the first meeting of the trustees in each year, one third of the trustees must retire, but they are eligible for re-election.

During the period Dr Stacey Munro was appointed as a Trustee and Director. Dr Munro is in general practice as a doctor in a Portsmouth partnership. Since the period end the charity has appointed Miss Stephanie Hill and Mr Peter Jones as Trustees and Directors.

c. ORGANISATIONAL STRUCTURE AND DECISION MAKING

The trustees have an established management committee and delegate the day to day running of the company to this committee. The management committee reports to the trustees on a regular basis and James Morgan is the trustee member of this committee. In addition to the trustee representation the management committee comprises of the Clinic Manager and the Clinical Director, and so the individuals on the committee cover both medical and business skills.

The management committee has reviewed the key risks to which ADRC and its staff are exposed, has determined the actions which can be taken to mitigate these risks and is progressing these actions. The key risks can be classed as: clinical (e.g. mistake and error in diagnosis or further work with patients), business (e.g. withdrawal of or changes in contracts), management (e.g. staff related issues) and financial (e.g. adequacy of funds, financial controls). The management committee presents the results of these reviews and agrees the actions to be taken with the trustees on a regular, at least annual basis. ADRC has prepared and adopted a clearly documented business continuity plan.

The management committee meets monthly to review the progress of the clinic's work and its management accounts, including progress in relation to existing contracts, responding to new contract opportunities, and staffing; and initiates action accordingly.

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TRUSTEES' REPORT (continued)
FOR THE PERIOD ENDED 31 MARCH 2014

Objectives and Activities

a. POLICIES AND OBJECTIVES

Our charity's purposes as set out in the objects contained in the company's memorandum of association are to:

- Promote, protect and preserve the physical and mental health of sufferers of autistic spectrum disorders and conditions which may exhibit similar manifestations in the United Kingdom or overseas through the promotion of medical research and the provision of support, education, training and practical advice;
- Advance the education of the general public in all areas relating to autistic spectrum disorders.

The aims of the charity are to offer a robust, specialist diagnostic service, in line with NICE guidelines, for children, young people and adults suspected of having an ASC (autism spectrum condition).

We will review our aims, objectives and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aim, objectives and activities remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

b. ACTIVITIES FOR ACHIEVING OBJECTIVES

Our main objectives for the year were to continue to develop and extend the service that we offer to people with ASC, their families and those involved in working with them, and also to enable children, young people and adults with ASC to lead safe and fulfilling lives in line with the Autism Act and the related 2010 Autism Strategy. The strategies we used to meet these objectives included:

- Providing a range of services to help diagnose autistic spectrum disorders and conditions.
- Providing a range of services to assist those individuals with autistic spectrum disorders and conditions.
- Widening our provision of education in Autism Awareness
- Developing tools and methodologies that will best identify people with ASC
- Providing supervision, training and consultancy to service providers who work with people with ASC

All our charitable activities focus on the promotion, protection and preservation of the physical and mental health of sufferers of autistic spectrum disorders and conditions and are undertaken to further our charitable purposes for the public benefit.

Achievements and performance

a. GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

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TRUSTEES' REPORT (continued)
FOR THE PERIOD ENDED 31 MARCH 2014

b. REVIEW OF ACTIVITIES

Our main activities and an explanation of whom we try to help are described below.

During the eight month period ended 31st March 2014, 69 patients attended an ASC assessment. Of these, 40 were under 18 years of age and 29 were 18 or older.

We ran 7 Autism Awareness Training days during the period, for public and private entities, both locally and further afield.

In January 2013 ADRC started a new contract for a year to support staff and mentor students with an ASC at Totton College in Hampshire. This contract was an important one in expanding our provision of more post diagnostic services and has continued during the period ended 31st March 2014.

In March 2014 ADRC's outstanding work was again recognised in its nomination to the shortlist for the National Autistic Society's Award for Clinical Excellence. The NAS awards seek to acknowledge the outstanding contributions and achievements of individuals, teams and organisations who have demonstrated excellence, dedication and commitment to improving the lives of people with autism.

ADRC continued to have a presence on both the Hampshire and Wiltshire Autism Partnership Boards.

ADRC remained on the Qualified Providers list for NHS Wiltshire and NHS Oxford and have undertaken 12 assessments under these contracts in the eight month period ended 31st March 2014. ADRC has also secured the use of suitable premises in both Salisbury and Oxford to help fulfil the assessments for NHS Wiltshire and NHS Oxford.

During the period we engaged Sarah Webb, a highly experienced consultant specialising in social issues, as an interim Business Manager to help to develop ADRC's activities and promote the post-diagnostic work that we know is needed.

As part of our ASC assessment process we have built up a valuable databank. During the period, we began collaborating with King's College London and Goldsmiths University of London, on the dissemination of this data (anonymised) to increase knowledge and understanding in the field of autism.

c. INVESTMENT POLICY AND PERFORMANCE

The charity has had a positive period, generating a surplus at the end of the financial period. ADRC's contract to provide an assessment and diagnostic service for children and young people on the Isle of Wight has been very successful and has continued during this period. ADRC continued to support Hampshire CCG in providing diagnoses and assessments for more complex adult cases. ADRC has also provided diagnoses and assessments for a number of other adults who have been independently referred to ADRC.

The majority of our income is derived from the professional services we provide to individuals. These services are on a referral basis with the majority being funded by the local Clinical Commissioning Groups either on a contract or case by case basis.

Other income comes from our education and training agenda and our work with Totton College.

While aiming to retain a prudent level of reserves each year most of the charity's funds are to be applied in the short term, so there are currently no funds available for long term investment. The charity will continue to review its policy for investments if funding levels increase in the future.

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TRUSTEES' REPORT (continued)
FOR THE PERIOD ENDED 31 MARCH 2014

Financial review

a. RESERVES POLICY

As ADRC made a surplus during the period ended 31st March 2014, our reserves have risen; but they are still at a minimal level and the charity will look to increase the level of reserves further to ensure they are sufficient to meet the working capital requirements of the charity in the event of a significant drop in income.

Plans for the future

a. FUTURE DEVELOPMENTS

ADRC's services for Children have been well received in the Isle of Wight, and ADRC was nominated in March 2014 for an award for Clinical Excellence by the National Autistic Society for these services. We will continue to develop them in conjunction with the IoW CCG.

ADRC will continue to develop its diagnostic service for adults at its clinic in Rose Rd, Southampton and also, under contracts as a "Qualified Provider" with Oxfordshire and Wiltshire NHS Clinical Commissioning Groups, in Oxford and Salisbury.

The feedback we have sought from adults who have received a diagnosis and assessment from ADRC has raised many issues that reflect those identified by previous national reports on the needs of autistic adults: for example, problems with employment, signposting and inter-agency working, and difficulties accessing benefits and services. It is clear that more could often be done to make better use of what is already available. ADRC intends, therefore, to seek funding for a post-diagnostic service offering supported access and managed signposting for adults diagnosed with autism across areas of southern England. This service will bridge this gap and offer ongoing support to enable them to achieve greater independence and participation in the wider community.

TRUSTEES' RESPONSIBILITIES STATEMENT

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

Company law requires the Trustees to prepare financial statements for each financial year. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

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

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

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TRUSTEES' REPORT (continued)
FOR THE PERIOD ENDED 31 MARCH 2014

reasonable steps for the prevention and detection of fraud and other irregularities.

In preparing this report, the Trustees have taken advantage of the small companies exemptions provided by section 415A of the Companies Act 2006.

This report was approved by the Trustees on 15 October 2014 and signed on their behalf by:


J R Morgan
Director and Trustee of ADRC

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**INDEPENDENT EXAMINER'S REPORT
FOR THE PERIOD ENDED 31 MARCH 2014**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF ADRC

I report on the financial statements of the company for the period ended 31 March 2014 which are set out on pages 9 to 16.

This report is made solely to the company's Trustees, as a body, in accordance with section 145 of the Charities Act 2011 and regulations made under section 154 of that Act. My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an Independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company and the company's Trustees as a body, for my work or for this report.

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND EXAMINER

The Trustees, who are also the directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this period under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed. The company's pro-rated gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of ICAEW.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

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

BASIS OF INDEPENDENT EXAMINER'S REPORT

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

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INDEPENDENT EXAMINER'S REPORT (continued)
FOR THE PERIOD ENDED 31 MARCH 2014

INDEPENDENT EXAMINER'S STATEMENT

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

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
 - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

Signed:



Dated:

11th Nov 2014

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STATEMENT OF FINANCIAL ACTIVITIES
(incorporating income and expenditure account)
FOR THE PERIOD ENDED 31 MARCH 2014

	Note	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
INCOMING RESOURCES				
Incoming resources from generated funds:				
Voluntary income	2	-	-	3,892
Activities for generating funds	3	200,499	200,499	184,273
Investment income	4	399	399	508
TOTAL INCOMING RESOURCES		200,898	200,898	188,673
RESOURCES EXPENDED				
Charitable activities		190,155	190,155	167,358
TOTAL RESOURCES EXPENDED	6	190,155	190,155	167,358
MOVEMENT IN TOTAL FUNDS FOR THE YEAR - NET INCOME FOR THE YEAR		10,743	10,743	21,315
<i>Total funds at 1 August 2013</i>		<i>21,381</i>	<i>21,381</i>	<i>66</i>
TOTAL FUNDS AT 31 MARCH 2014		32,124	32,124	21,381

The notes on pages 11 to 16 form part of these financial statements.

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REGISTERED NUMBER: 05865447

BALANCE SHEET
AS AT 31 MARCH 2014

	Note	£	31 March 2014 £	£	31 July 2013 £
FIXED ASSETS					
Tangible assets	10		453		633
CURRENT ASSETS					
Debtors	11	24,515		26,164	
Cash at bank and in hand		142,901		257,170	
		<u>167,416</u>		<u>283,334</u>	
CREDITORS: amounts falling due within one year	12	<u>(135,745)</u>		<u>(262,586)</u>	
NET CURRENT ASSETS			<u>31,671</u>		<u>20,748</u>
NET ASSETS			<u>32,124</u>		<u>21,381</u>
CHARITY FUNDS					
Unrestricted funds	13		<u>32,124</u>		<u>21,381</u>
TOTAL FUNDS			<u>32,124</u>		<u>21,381</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the period in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and for preparing financial statements which give a true and fair view of the state of affairs of the company as at 31 March 2014 and of its net incoming resources for the period in accordance with the requirements of sections 394 and 395 of the Act and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

The financial statements have been prepared in accordance with the provisions applicable to small companies within Part 15 of the Companies Act 2006 and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Trustees on 15 October 2014 and signed on their behalf, by:

J R Morgan

The notes on pages 11 to 16 form part of these financial statements.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014**

1. ACCOUNTING POLICIES

1.1 Basis of preparation of financial statements

The financial statements have been prepared under the historical cost convention, with the exception of investments which are included at market value, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008). The financial statements have been prepared in accordance with the Statement of Recommended Practice (SORP), 'Accounting and Reporting by Charities' published in March 2005, applicable accounting standards and the Companies Act 2006.

1.2 Company status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

1.3 Fund accounting

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

Investment income, gains and losses are allocated to the appropriate fund.

1.4 Incoming resources

All incoming resources are included in the Statement of financial activities when the company has entitlement to the funds, certainty of receipt and the amount can be measured with sufficient reliability.

Donated services or facilities, which comprise donated services, are included in income at a valuation which is an estimate of the financial cost borne by the donor where such a cost is quantifiable and measurable. No income is recognised where there is no financial cost borne by a third party.

Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

1.5 Resources expended

All expenditure is accounted for on an accruals basis and has been included under expense categories that aggregate all costs for allocation to activities. Where costs cannot be directly attributed to particular activities they have been allocated on a basis consistent with the use of the resources.

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters.

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014**

1. ACCOUNTING POLICIES (continued)

1.6 Turnover

Turnover comprises revenue recognised by the company in respect of goods and services supplied during the period, exclusive of Value Added Tax and trade discounts.

1.7 Tangible fixed assets and depreciation

All assets costing more than £500 are capitalised.

Tangible fixed assets are stated at cost less depreciation. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

Office equipment - 33% straight line

2. VOLUNTARY INCOME

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Donations	-	-	3,892

3. TRADING ACTIVITIES

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Charity trading income			
Charity trading income - Domestic	200,499	200,499	184,273
Net income from trading activities	200,499	200,499	184,273

4. INVESTMENT INCOME

	Unrestricted funds 2014 £	Total funds 2014 £	Total funds 2013 £
Investment income - local cash	399	399	508

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014**

5. SUPPORT COSTS

	ADRC Clinical Services £	Total 2014 £	Total 2013 £
Cost of sales	6,694	6,694	31,183
Rent, rates and insurance	12,995	12,995	15,140
Repairs and maintenance	1,633	1,633	1,822
Light and heat	1,074	1,074	1,455
Legal and professional fees	4,630	4,630	5,087
Telephone, postage, stationery and advertising	3,102	3,102	3,086
Travel, subsistence, entertaining and sundry	4,490	4,490	7,001
Bank charges and interest	103	103	184
Wages and salaries	155,254	155,254	102,084
Depreciation	180	180	316
	<u>190,155</u>	<u>190,155</u>	<u>167,358</u>

6. ANALYSIS OF RESOURCES EXPENDED BY EXPENDITURE TYPE

	Staff costs 2014 £	Depreciation 2014 £	Other costs 2014 £	Total 2014 £	Total 2013 £
ADRC Clinical Services	<u>155,254</u>	<u>180</u>	<u>34,721</u>	<u>190,155</u>	<u>167,358</u>

7. ANALYSIS OF RESOURCES EXPENDED BY ACTIVITIES

	Support costs 2014 £	Total 2014 £	Total 2013 £
ADRC Clinical Services	<u>190,155</u>	<u>190,155</u>	<u>167,358</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014**

8. NET INCOMING RESOURCES

This is stated after charging:

	2014 £	2013 £
Depreciation of tangible fixed assets:		
- owned by the charity	180	316
Governance Internal audit costs	-	-
	<u> </u>	<u> </u>

During the period, no Trustees received any remuneration (2013 - £NIL).

During the period, no Trustees received any benefits in kind (2013 - £NIL).

1 Trustee received reimbursement of expenses amounting to £1384 in the current period, (2013 - 1 Trustee - £1777).

9. STAFF COSTS

Staff costs were as follows:

	2014 £	2013 £
Wages and salaries	155,254	102,084
	<u> </u>	<u> </u>

The average monthly number of employees during the period was as follows:

	2014 No.	2013 No.
Management	1	1
Clinical	4	3
Administration	1	1
	<u> </u>	<u> </u>
	6	5
	<u> </u>	<u> </u>

No employee received remuneration amounting to more than £60,000 in either year.

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**NOTES TO THE FINANCIAL STATEMENTS
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10. TANGIBLE FIXED ASSETS

	Office equipment £
Cost	
At 1 August 2013 and 31 March 2014	5,049
Depreciation	
At 1 August 2013	4,416
Charge for the period	180
At 31 March 2014	4,596
Net book value	
At 31 March 2014	453
At 31 July 2013	633

11. DEBTORS

	31 March 2014 £	31 July 2013 £
Trade debtors	23,765	21,767
Prepayments and accrued income	750	4,397
	<u>24,515</u>	<u>26,164</u>

**12. CREDITORS:
Amounts falling due within one year**

	31 March 2014 £	31 July 2013 £
Trade creditors	4,775	2,464
Other taxation and social security	4,626	4,983
Other creditors	-	2,082
Accruals and deferred income	126,344	253,057
	<u>135,745</u>	<u>262,586</u>

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**NOTES TO THE FINANCIAL STATEMENTS
FOR THE PERIOD ENDED 31 MARCH 2014**

13. STATEMENT OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
Unrestricted funds				
General Fund	21,381	200,898	(190,155)	32,124

SUMMARY OF FUNDS

	Brought Forward £	Incoming resources £	Resources Expended £	Carried Forward £
General funds	21,381	200,898	(190,155)	32,124

14. RELATED PARTY TRANSACTIONS

James Morgan is a director of Brain-in-Hand Ltd; and he, Tony Brown, Pat Abbott and a close family member of Jane Lodge, are shareholders in that company, whose purpose is to develop a hand held device based on mobile phone technology which can provide help to people with impaired executive function of the brain. There have been no transactions between ADRC and Brain-in-Hand Ltd. Any decisions that might be made in future to suggest the use of Brain-in-Hand by the any of the clinic's patients would be subject to independent review.