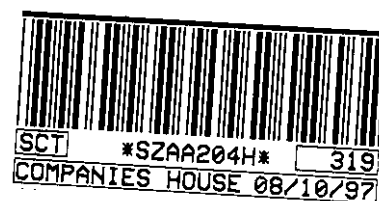


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The Notre Dame Centre
Report of the Directors and
Financial Statements
for the Year Ended 31 March 1997

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The Notre Dame Centre

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for the Year Ended 31 March 1997**

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The Notre Dame Centre
Company Information
for the Year Ended 31 March 1997

**DIRECTORS AND
TRUSTEES:**

Sister Mary Josephine McCallum
George McSorley
Carla Findlay
Rev Michael Lynch
Sister Helen Murphy
Sister Maire Teresa Gallagher
Sister Patricia Anne Graham
Mary Josephine Cullen
Gerard Corbett McGlone
Sister Helen Darragh

SECRETARY:

Frank P McCormick

REGISTERED OFFICE:

1 Dundonald Road
Glasgow
G12 9LJ

REGISTERED NUMBER:

150187 (Scotland)

**SCOTTISH CHARITY
NUMBER:**

SC002851

AUDITORS:

E. Gillespie & Company
Accountants
Registered Auditors
201 Bath Street
Glasgow
G2 4HY

BANKERS:

Bank of Scotland
701 Great Western Road
Glasgow G12 8RB

SOLICITORS:

J McSparran & McCormick
19 Waterloo Street
Glasgow G2 6AH

The Notre Dame Centre

Report of the Directors and Trustees for the Year Ended 31 March 1997

The directors and trustees present their report with the financial statements of the company for the year ended 31 March 1997.

PRINCIPAL ACTIVITY

The principal activity of the company in the year under review was that of the promotion of the welfare of children and young people in Scotland who are suffering from any type of behavioural disorder.

DIRECTORS AND TRUSTEES

The directors, who are also trustees of the charity, during the year under review were:

Sister Mary Josephine McCallum

George McSorley

Carla Findlay

Rev Michael Lynch

Sister Helen Murphy

Sister Maire Teresa Gallagher

Sister Patricia Anne Graham

Mary Josephine Cullen

Gerard Corbett McGlone

Sister Helen Darragh

- appointed 1.4.96

- appointed 3.12.96

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 company's financial activities during the year and of its financial position at the end of the year. In preparing those financial statements, the directors are required to

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping proper accounting records 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 Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

OBJECTIVES

The charity is constituted as a company limited by guarantee, and is therefore governed by a memorandum and articles of association.

The Mission of the Centre is to contribute to the building up of integrated human beings capable of taking their place as members of the family and of society.

This mission will be achieved by

- providing a service of the highest quality.
- ensuring that the needs of clients are addressed professionally, sensitively and expeditiously.
- maximising efficiency and effectiveness by ensuring that all resources are used to best advantage, thus guaranteeing maximum value for money.
- reviewing and assessing the training and development needs of staff on a regular basis.

The Notre Dame Centre
Report of the Directors
for the Year Ended 31 March 1997

ORGANISATION

The Centre is organised into two units; one dealing with children aged from three to twelve, the other for adolescents and young adults.

The Board of Directors meets four times per year and has one committee, the finance committee, to enable it to achieve the objectives of the company.

The company has successfully pursued its policy of establishing contracts on a purchaser-provider basis with its main customers in the public sector. This represents the main body of the work of the Centre.

Additional work has been undertaken in the private sector for schools and other organisations, and for the legal profession.

While working with individuals is the primary activity of the Centre, there has been significant growth in the area of consultancy and training.

DEVELOPMENT, ACTIVITIES AND ACHIEVEMENTS

During the year, 559 clients received assessment and therapy from the Centre; of these, 269 were taken on during the year and 290 continued their therapeutic programme from the previous year. Of the 260 clients whose therapy was completed during this year, 67% completed their therapy in less than 1 year, 15% within 1-2 years and the remainder 3+ years. 41 clients were adults; of the remaining 518, only 41% lived with their 2 natural parents.

In addition to this work, staff continued to provide talks, seminars, workshops, supervision and consultative services to a variety of establishments. Training placements were offered to one care worker trainee and one student undertaking teacher training. Play therapy observational sessions were offered throughout the year to several nurse therapists and other personnel working with young children. Psychological assessments were also carried out for two schools in the independent sector. A pilot project commenced in North Ayrshire Council where three secondary schools were provided for part of the week with a school counselling service. A total of 387 appointments were offered to pupils in the five schools.

Our day programme for 12 school phobic adolescents continues to have a waiting list.

For the second year running the Centre benefited from a donation of £12,000 from the Cardinal's Ball.

STAFF CHANGES

June 1996 saw the departure of Sister Gail Taylor who taught our day programme students.

It was decided to augment the day programme service in response to the needs of the local education authorities. Mary Ferguson took up post as senior teacher responsible for the day programme; in addition Dorothy O'Brien and Barbara Daly (part time) joined the staff in January 1997. These latter staff replaced three sessional workers, Elaine Gilchrist, Lorraine Lamond and Kathryn Williams who had been offering a variety of therapies on a temporary basis.

In January 1997, our administrator, Sister Alice Garrity left after serving for 6 years and in March 1997 Catherine McGhie was appointed as executive officer.

The Notre Dame Centre
Report of the Directors
for the Year Ended 31 March 1997

REFERRALS/FUNDING

Our main source of referrals continues to be from education, social work and health.

A total of 4 health boards now refer young people to the Centre; Argyll & Clyde, Ayrshire and Arran, Greater Glasgow and Lanarkshire. Greater Glasgow continues to provide the highest level of funding at £85,000.

A total of 8 education authorities mainly in the West of Scotland now refer young people with the level of funding being around £130,000.

Some 12 social work departments across Scotland refer young people which generates income of around £90,000.

FINANCIAL POSITION

The financial position of the company is as shown in the attached accounts. The directors are satisfied with the current position and are committed to ensuring that the company moves to a self-financing basis by the year 2000.

The accounts incorporate a charge for the services of the Sisters who do work for the Centre and charges for the use of the premises.

AUDITORS

The auditors, E. Gillespie & Company, were appointed during the year in succession to Haines Watts and will be proposed for re-appointment in accordance with Section 385 of the Companies Act 1985.

This report has been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:



Mary Josephine McCallum - DIRECTOR AND TRUSTEE

Dated: 29 July 1997

The Notre Dame Centre

Report of the Auditors to the Members of The Notre Dame Centre

We have audited the financial statements on pages six to twelve which have been prepared under the historical cost convention and the accounting policies set out on page eight.

Respective responsibilities of directors and auditors

As described on page two the company's directors, who also act as trustees for the charitable activities of The Notre Dame Centre, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on the financial statements and to report our opinion to you.

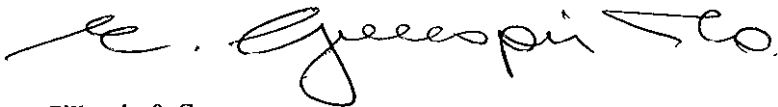
Basis of opinion

We conducted our audit in accordance with Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the judgements made by the directors in the preparation of the financial statements, and of whether the accounting policies are appropriate to the company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance as to whether the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the charitable company's state of affairs as at 31 March 1997 and of its incoming resources and application of resources, including its income and expenditure, in the year then ended and have been properly prepared in accordance with the Companies Act 1985.



E. Gillespie & Company
Accountants
Registered Auditors
201 Bath Street
Glasgow
G2 4HY

Dated: 4 August 1997

The Notre Dame Centre
Statement of Financial Activities
and Income and Expenditure Account
for the Year Ended 31 March 1997

	Notes	Unrestricted	Restricted	Total 1997	1996
		£	£	£	£
Incoming Resources					
Local Authority contracts	2	372,965		372,965	364,401
Tuition and assessment fees		15,040		15,040	8,860
Donations and fundraising	3	27,061		27,061	72,274
Project income		-		-	14,108
Interest receivable		706		706	2,370
Intangible income	4	130,000		130,000	130,000
Total Income		<u>545,772</u>	<u>-</u>	<u>545,772</u>	<u>592,013</u>
Resources Expended					
Direct charitable expenditure	5	481,582	12,405	493,987	552,238
Management and administration	6	32,201	-	32,201	31,375
Total Expenditure		<u>513,783</u>	<u>12,405</u>	<u>526,188</u>	<u>583,613</u>
Net Incoming/(Outgoing) Resources for the Year		<u>31,989</u>	<u>(12,405)</u>	<u>19,584</u>	<u>8,400</u>

Statement of Income and Expenditure Account

	Unrestricted Income £	Restricted Income £	Total 1997 £	1996 £
Net income/(outgoing) for the year	31,989	(12,405)	19,584	8,400
Loan waiver	9 <u>65,000</u>	<u>-</u>	<u>65,000</u>	<u>-</u>
Net movement in funds	96,989	(12,405)	84,584	8,400
Balances brought forward	(68,249)	12,405	(55,844)	(64,244)
Balances carried forward	<u>28,740</u>	<u>-</u>	<u>28,740</u>	<u>55,844</u>

There were no recognised gains or losses for the year other than those reported in the income and expenditure account.

The notes form part of these financial statements

The Notre Dame Centre

Balance Sheet
31 March 1997

	Notes	1997		1996	
		£	£	£	£
FIXED ASSETS					
Tangible assets	7		33,098		34,734
CURRENT ASSETS					
Debtors	8	28,366		20,783	
Cash at bank and in hand		<u>27,439</u>		<u>6,091</u>	
		55,805		26,874	
CREDITORS: Amounts falling due within one year	9	<u>21,715</u>		<u>79,004</u>	
NET CURRENT ASSETS/(LIABILITIES)			<u>34,090</u>		<u>(52,130)</u>
TOTAL ASSETS LESS CURRENT LIABILITIES			<u>67,188</u>		<u>(17,396)</u>
CAPITAL FUNDS					
Endowments	10		38,448		38,448
INCOME FUNDS					
Unrestricted	10		28,740		(68,249)
Restricted	10		-		12,405
TOTAL CAPITAL EMPLOYED			<u>67,188</u>		<u>(17,396)</u>

These financial statements have been prepared in accordance with the special provisions of Part VII of the Companies Act 1985 relating to small companies.

ON BEHALF OF THE BOARD:



Mary Josephine McCallum - DIRECTOR AND TRUSTEE

Approved by the Board on 29 July 1997

The notes form part of these financial statements

The Notre Dame Centre

Notes to the Financial Statements for the Year Ended 31 March 1997

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention.

The accounts have been prepared in compliance with the Statement of Recommended Practice on Charity Accounts.

Financial Reporting Standard Number 1 (Revised)

Exemption has been taken from preparing a cash flow statement on the grounds that the company qualifies as a small company.

Tangible fixed assets

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

Furniture and equipment - 10% - 25% on reducing balance

Taxation

The company is a recognised charity and by reason of statute and concession there is no charge to taxation.

Management and Administration Expenses

Costs which are not wholly identifiable as either direct charitable expenses or management and administrative expenses are apportioned between these cost headings on the basis that 95% of the cost is related to direct charitable expenditure and 5% of the cost is related to management and administrative expenditure.

2. LOCAL AUTHORITY CONTRACTS

	1997	1996
	£	£
Education	151,214	162,500
Social Work	117,491	113,938
Health Board	104,260	87,963
	<hr/>	<hr/>
	<u>372,965</u>	<u>364,401</u>

3. DONATIONS AND FUNDRAISING

	1997	1996
	£	£
Donations from individuals	15,061	29,274
Cardinal's Charity Ball	12,000	20,000
Anonymous donation	-	23,000
	<hr/>	<hr/>
	<u>27,061</u>	<u>72,274</u>

The Notre Dame Centre
Notes to the Financial Statements
for the Year Ended 31 March 1997

4. INTANGIBLE INCOME

	1997	1996
	£	£
Donated services	120,000	120,000
Donated accommodation	10,000	10,000
	<hr/>	<hr/>
	<u>130,000</u>	<u>130,000</u>

The Sisters of Notre Dame provide members of staff who work for the Centre at no cost. They have also allowed them the use of the premises at no charge. The equivalent costs of these services and facilities which the Centre would otherwise have had to pay has been calculated at £120,000 and £10,000 respectively. These amounts have been included in direct charitable expenditure under the headings of Salaries and related costs and Rent.

5. DIRECT CHARITABLE EXPENDITURE

	1997	1996
	£	£
Salaries and related costs	425,092	461,800
Rent	10,000	10,000
Conference and travel expenses	12,280	7,848
Books, materials and provisions	4,646	6,476
Telephone	6,164	6,806
Stationery and printing	3,783	6,014
Heat and light	7,249	6,985
Repairs and maintenance	7,335	16,584
Insurance	1,227	1,224
Options appraisal project	2,027	12,858
Glenluce cottage	540	214
Legal fees	2,938	3,682
General expenses	4,725	5,241
Depreciation	5,981	6,506
	<hr/>	<hr/>
	<u>493,987</u>	<u>552,238</u>

The Notre Dame Centre

**Notes to the Financial Statements
for the Year Ended 31 March 1997**

6. MANAGEMENT AND ADMINISTRATION

	1997 £	1996 £
Salaries and related costs	21,720	23,748
Auditors remuneration	2,000	1,500
Professional fees	4,439	1,424
Other administrative costs	4,042	4,703
	<u>32,201</u>	<u>31,375</u>

STAFF COSTS

No remuneration was paid to trustees in the year, however the cost of Board meetings during the year was £555. The costs of the remaining staff were:

	1997 £	1996 £
Wages and salaries	416,274	452,362
Social security costs	18,136	19,708
Superannuation	12,402	13,478
	<u>446,812</u>	<u>485,548</u>

The average weekly number of staff employed by the Centre during the year was as follows:

	1997	1996
Direct charitable work	26	28
Administrative	3	3

The Notre Dame Centre

**Notes to the Financial Statements
for the Year Ended 31 March 1997**

7. TANGIBLE FIXED ASSETS

	<u>Furniture and equipment</u>
	£
COST:	
At 1 April 1996	65,148
Additions	<u>4,659</u>
At 31 March 1997	<u>69,807</u>
DEPRECIATION:	
At 1 April 1996	30,414
Charge for year	<u>6,295</u>
At 31 March 1997	<u>36,709</u>
NET BOOK VALUE:	
At 31 March 1997	<u>33,098</u>
At 31 March 1996	<u>34,734</u>

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

	1997 £	1996 £
Trade debtors	27,222	19,875
Prepaid charges	1,144	908
	<u>28,366</u>	<u>20,783</u>

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

	1997 £	1996 £
Loans	-	65,000
Social security & other taxes	7,659	6,426
Accrued expenses	<u>14,056</u>	<u>7,578</u>
	<u>21,715</u>	<u>79,004</u>

The loan received was from an anonymous source which has advised that it no longer requires repayment and therefore the loan has been written off to the Income and Expenditure Account.

The Notre Dame Centre

Notes to the Financial Statements
for the Year Ended 31 March 1997

10. FUNDS

	1997	1996
	£	£
CAPITAL FUND		
Endowment Fund	38,448	38,448
INCOME FUNDS		
Unrestricted Income and Expenditure Fund	28,740	(68,249)
Restricted Fund for Staff salary	<u> -</u>	<u>12,405</u>
	<u>67,188</u>	<u>(17,396)</u>

The Capital fund represents the net assets of the former Notre Dame Centre taken over by the limited company at 1 September 1994.

An anonymous donation of £23,000 was received in 1996 to cover the costs of employing one staff member. The salary and related costs during 1996 amounted to £10,595. The balance of £12,405 was spent during 1997.

11. CAPITAL COMMITMENTS

There were no commitments for capital expenditure at the financial year end (1996 - £ Nil).

The Notre Dame Centre
Detailed Expenditure Statement
for the Year Ended 31 March 1997

	Direct Charitable	Admin	Total 1997	1996
	£	£	£	£
Salaries and related costs	425,092	21,720	446,812	485,548
Telephone	6,164	324	6,488	7,164
Stationery and printing	3,783	199	3,982	6,330
Books, materials and provisions	4,646		4,646	6,476
Conference and travel expenses	12,280		12,280	7,848
Glenluce cottage	540		540	214
Options appraisal project	2,027		2,027	12,858
General expenses	4,725	833	5,558	5,517
Auditors remuneration		2,000	2,000	1,500
Accountancy fees		1,581	1,581	1,424
Professional fees		2,858	2,858	
Legal fees	2,938		2,938	3,682
Advertising		1,363	1,363	
Rent	10,000		10,000	10,000
Insurance	1,227	(331)	896	3,161
Heat and light	7,249	381	7,630	7,352
Repairs and maintenance	7,335	386	7,721	17,457
Dep'n - Furniture and fittings	2,250	118	2,368	2,365
Dep'n - Equipment	3,731	196	3,927	4,483
Bank interest		453	453	59
Bank charges		120	120	175
Total expenditure	493,987	32,201	526,188	583,613