

## **Trustees' Report and Accounts**

## Charitable Incorporated Organisation:

Charity Number: 1193799, Companies House Number: CE025929

Year ended 31st March 2022



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The board of Trustees of the Centre for ADHD & Autism Support (CAAS) presents its report with the financial statements for the year ended 31 March 2022.

The financial statements have been prepared in accordance with the accounting policies set out on pages 25 to 33 and comply with the Charities Act 2011 and the requirements of Accounting and Reporting by Charities: Statement of Recommended Practice 2019 applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).



#### Trustees' Report for the Year Ended 31 March 2022

#### Introduction from the Chair and Managing Directors

2021/22 was a year of change, challenge and opportunity.

Change and challenge carried on in the guise of Covid-19 and the chaos that it brought. At CAAS, we were inspired by the way our team responded to the challenges, dealing with the increased need among the people they support, whilst dealing with home-schooling, illness and, in some cases, bereavement. Our team really came together and supported each other.

We know from national research that Covid has had a detrimental effect on our beneficiaries, increasing the need for our support and the pressure on our teams. CAAS prioritises staff well-being to ensure they can continue to provide the highest levels of support to all who use our services.

Despite the challenges, CAAS saw many opportunities. We were awarded the North West London CCG contract to provide support for autistic adults across the eight NW local authorities (Harrow, Hillingdon, Brent, Ealing, Hammersmith, Hounslow, Westminster and Kensington and Chelsea). That saw us welcoming four new Autism Advisors to the team; Laura Nettleford, Roz Perry, Emily Kersey and Suhur Ahmed on the NWL project and an ADHD and Autism advisor to cover our existing Harrow and Hillingdon work, Celeste Bockel.

Funding from NWL CCG (Brent) to provide support for families and young people, saw us welcoming Maja Trzop to the team, and allowed us to engage in joint work with the Brent Outreach Autism Team (BOAT) on their STARR project.

We also welcomed Farheen Dhalabhoy as a Finance and Monitoring Assistant, and Charlotte Crumpler as our new Marketing and Communications Lead.

Financially, CAAS has fared better than some and we were delighted to receive a whopping £105K from being the former Mayor Teji Barnes' chosen charity. That money has allowed us to provide support in Hillingdon for young people, for adults with ADHD and to offer free training for schools. Michael Kilcoyne and the team at Kilhan Construction also held another charity run for CAAS raising an impressive £45K! We are grateful to everyone who raised money for us, and supported our work through a myriad of projects, across our key areas of youth, family and adult work.

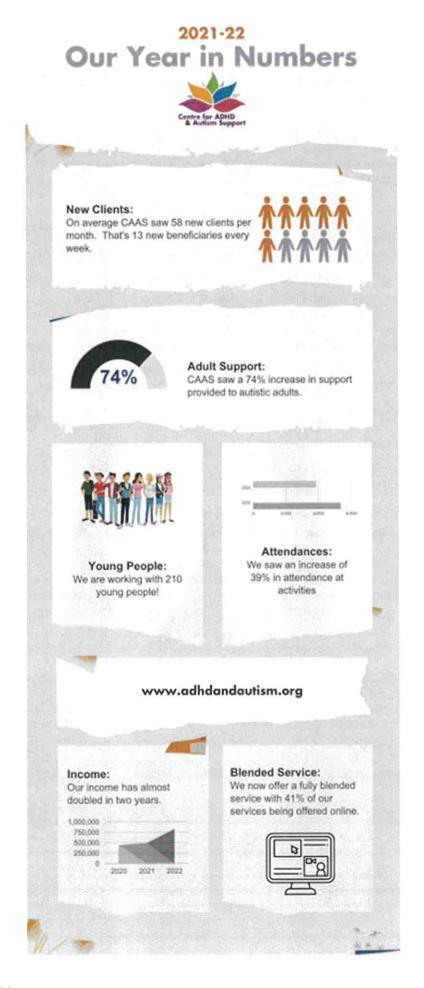
As we move out of the pandemic, we are still facing uncertainty with the war on Ukraine and the rising costs of living. Internally, we know that 22/23 will see a leadership restructure following the relocation of Lynne Laverty, and we wish her well, and look forward to welcoming Kay D'Cruz as CEO from October 2022.

We know that CAAS will continue to thrive and develop, as it faces the challenges and opportunities in the year ahead, focussing on delivery the best possible services, and having a positive impact, on everyone that we support.

Gabriella Eberhardt Chair

Therese Glynn & Lynne Laverty Managing Directors







#### Mission, Values, Aims and Public Benefit

Founded in 1996, CAAS has over 25 years of experience under its belts and has an excellent reputation locally for the provision of high-quality services. With qualified staff with personal experience, and through talking and listening to ADHD/autistic people, we have an in-depth understanding of the support needs of our clients. 50% of our Trustee Board are family members of ADHD/autistic individuals. All three members of our Senior Leadership Team and 70% of our staff team are parents/partners of ADHD/autistic individuals or neurodivergent themselves. This lived experience means we can relate to and empathise with those who access our services.

#### Our vision:

In a perfect world, charities like ours wouldn't exist because society would accept and support neurodivergent voices and experiences. Sadly, we still live in a society that builds barriers instead of bridges, and we want to change that.

#### Our mission:

To support, educate and empower individuals diagnosed with ADHD or who are autistic, their families and the community. Through raising awareness, we change perceptions and break down barriers.

#### Our values:

- Integrity: CAAS is committed to the practice of being honest and showing a consistent and uncompromising adherence to our mission.
- Valuing Difference: what is normal? CAAS recognise and value that differences can be valuable assets in the workplace, and in our communities.
- **Passion**: we are committed to the work of CAAS in improving outcomes for ADHD/autistic people and to creating inclusive communities.
- Collaboration: we work with ADHD/autistic people to amplify their voices. We never aim to speak for them.
- Trust and Respect: CAAS are privileged to be trusted to amplify the voice of ADHD/autistic people, and will always treat beneficiaries with the utmost respect.

#### Our Aims:

#### Support

CAAS aims to provide support and understanding in a safe and non-judgemental environment. As well as having relevant qualifications, the personal experience of staff along with empathy and understanding allows those who use our services to feel a sense of belonging when they access the centre. We provide a comprehensive service that acknowledges that people need support pre and post-diagnosis.

#### Educate

Understanding and increased awareness come through education. CAAS offers training using skilled support workers, specialist courses, specialised workshops, conferences and a comprehensive lending library.



#### Empower

Feeling empowered can break down barriers and encourage positivity about the future. Through support and education, we empower those who use our services to be more confident and independent, enabling them to reach their full potential

#### Our Public benefit

Section 17 of the Charities Act 2011 contains a legal requirement that all charities' aims are for public benefit. The Charity Commission in its "Charities and Public Benefit" guidance states that there are two key principles to be met in order to show that an organisation's aims are for public benefit:

- 1. There must be an identifiable benefit
- 2. The benefit must be to the public or a section of the public.

Regular evaluation of CAAS' work demonstrates the clear and positive benefit that we have on ADHD/autistic individuals, their families and the wider community. This is particularly through:

- 1. The provision of free information and support to families of ADHD/autistic individuals through drop-in support groups, specialist parenting courses and individual support.
- 2. The provision of free information and support to ADHD/autistic young people and adults through support groups, specialist courses, social opportunities and individual support.
- 3. Raise awareness of the challenges for ADHD/autistic individuals on local health and social care boards.

We aim to regularly evaluate the impact and effectiveness of our work through a process of measurement and evaluation led by SLT and managers.



#### Achievements against our Strategy

#### Review of 2020/21 activities

CAAS has delivered against our four strategic strands:

- We will deliver quality services in a sustainable way for ADHD/autistic individuals and their families.
- We will integrate equity, diversity and inclusion considerations into everyday practice.
- We will ensure that we use technology to deliver CAAS services effectively.
- We will ensure that CAAS services are appropriately recognised and promoted.

and achieved a level of sound financial performance and good governance, which underpins our ability to deliver our strategic objectives and maintain our financial sustainability.

Our plans for 2021/22 were to:

What we planned:	Continue to provide a blended service of online and in house services to cater to clients' needs.		
What we did:	Our specialist courses, individual support, and some groups are still offered online as well as in person at CAAS.		
Challenges:	<ul> <li>Operating at reduced capacity due to Covid meant running additional courses to ensure we kept waiting lists to a minimum which was a challenge in staffing.</li> <li>An increased demand from families needing translation support, meaning some had to wait.</li> </ul>		
What we learned:	That we need to continue to think about accessibility in both online and in- person services and provide it in a range of different formats (ie translated materials).		

What we planned:	Continue to establish the North West London project supporting autistic adults with the creation of several groups.
What we did:	The NWL project has continued to flourish with an increase in individual support offered as well as the introduction of three new groups.
Challenges:	<ul> <li>Establishing relationships in new geographical areas.</li> <li>Staff learning as the project was established.</li> </ul>
What we learned:	<ul> <li>That we need to push marketing and communications to further build relationships in the newer Local Authorities to ensure the continued success of the project.</li> <li>That we need to secure funding to provide the same service for ADHD.</li> </ul>

What we planned:	Continue to work towards parity in our services for adults with ADHD starting with the creation of a new 8-week 'Understanding my ADHD' course.
What we did:	We ran the first Understanding my ADHD group which was well received. There are further groups planned and we have secured funding to provide more one-to-one support for adults with ADHD.
Challenges:	Funding for ADHD remains difficult, with statutory providers being more willing to fund autism services than ADHD work
What we learned:	That there is an increasing demand for support for adults with ADHD that only some LA's are recognising. We need to continue to advocate for those with ADHD.



What we planned:	To increase capacity in our Youth Service.
What we did:	We have employed an additional Youth and Family Worker, as well as introduced two new groups for young people.
Challenges:	Increased complexity in the young people accessing CAAS for support. A higher level of Mental Health difficulties meant staff needed access to additional training and clinical supervision to ensure their own well-being was protected.
What we learned:	That there is still a gap in support for young people aged 16-25 and we will look to provide further support in that area this year.

What we planned:	To restructure our leadership to strengthen an ever-growing organisation.
What we did:	<ul> <li>We have recruited a new CEO who will continue to lead CAAS from strength to strength. In addition, we have been skilling up our service managers to enable them to flourish in their leadership roles.</li> <li>Throughout this year we have acknowledged the importance of our own well-being and are committed to supporting our own mental health while helping others.</li> </ul>
Challenges:	Ensuring back-office infrastructure can keep up with the growth of the organisation.
What we learned:	That we need to maintain a culture of continuous improvement to ensure CAAS remains a professional and well-run organisation.

What we planned:	To increase our presence on social media.	
What we did:	We have employed a Marketing and Communications Lead who is leading	
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Challenges:	Bringing together the disparate elements of CAAS's online presence.	
What we learned:	The importance of having an immediately recognisable brand and of having consistency in our message across all platforms.	

CAAS provided direct support to over 2,113 people, as well as supporting a further 939 through external training and 136 at community awareness events, meaning we have now exceeded our precovid figures.

#### Parents/Carers:

- 585 individuals with 1,079 attendances, were supported through our daytime and evening dropin support groups and one-to-one support. This is an increase of 44%.
- 138 individuals with 947 attendances were supported by our three specialist parenting courses.
- 84 people attended our **specialist workshops**, including Emotional Regulation, Autism and Eating Disorders, Culture and Parenting Autistic Children, ARFID.
- We also offered some specialist counselling that we self-funded.

#### You said:

"We would not have survived the last year without their support. We were at a crisis point when we found the Centre, and they provided support and a wealth of information to us. We will be eternally grateful."

#### Young People:

 Supported a total of 333 children and young people over 1259 attendances through our one to one support, youth courses and groups. This is an increase of 15%.



Provided training to 644 school staff across Harrow as part of our HeadsUp Partnership.

#### You said:

"I'm among real friends, people like me I can really be friends with. Have you ever heard of the quote, 'You can't compete if you play for the wrong team? This feels like the right team for me."

#### Adults:

- Supported 107 adults with ADHD, with 286 attendances through monthly support groups and individual support.
- Supported 264 autistic adults, with 882 attendances through monthly support groups and individual support.
- Provided autism specialist training to 386 professionals across North West London.

#### You said:

"I have found the facilitators, tutors and counsellors to be of a very high calibre and act with authenticity as they have direct lived experience of both ADHD and Autism. The atmosphere is relaxed and tolerant, belying the structure that allows equal attention to all who need it."

#### Training:

Empowering Ourselves to Be Heard Training Programme

Our "Empowering Ourselves to Be Heard" Project is central to the philosophy of what we believe in at CAAS.

To truly understand neurodiversity we need to listen to the voices of ADHD/autistic people. We aim to support and empower ADHD/autistic individuals and those around them.

This highly commended training is delivered by our experienced trainers and facilitators, parents of neurodivergent individuals and most importantly, neurodivergent people themselves. It truly empowers all those who participate to get their voices heard.

In 2021/22, CAAS delivered training to **939** individuals at these places as well as many local schools across Harrow and Hillingdon: CAMHS, George Abbott Training School, The Neurodisability Community, St Mungo's, Homestart, Hertsmere Mencap, Royal Brompton Hospital,

#### You said:

"The trainers that came to our school provided staff with comprehensive training and information. Staff were complementary to the training despite some having lots of experience in this area as there were plenty of activities and discussions that allowed them to share their knowledge. The trainers were engaging, warm and sympathetic to the challenges we face, and we are grateful for their time."



#### **Future Plans**

#### In line with our 5-year strategic plan, 2022-23 will see CAAS:

- · Continue to invest in staff training and development.
- Develop new and improved ways of monitoring and presenting our impact.
- Invest in and make best use of back-office software from Microsoft and for our finance system
- Develop new, user-led service delivery projects which best meet client need
- Develop new CAAS branding and improve the ways in which we communicate with our audience



#### **Financial Review**

In the latter part of 2020, the Trustees undertook a governance review of CAAS where a key recommendation made was that the charity changes status to a Charitable Incorporated Organisation (CIO). This was a strategic decision to move the charity's operations into a new appropriate legal structure, given the charity has had a lot of recent growth and to support future growth. Therefore on 31/03/2021, Centre for ADHD & Autism Support (registered charity number 1080795) merged with Centre for ADHD & Autism Support (registered charity number 1193799). The new charity continues all the work of the old charity. There were no staff, trustee, or operational changes in the process. Everything CAAS does remains the same. All the assets and liabilities of the old charity has merged with the new charity. Therefore, the financial numbers from 01/04/2021 are the new charity accounts (No.1193799), and financial numbers pre this are in the old charity accounts (No.1080795), which are shown as the 2021 comparative numbers. It was chosen to do so this way as the new charity is a continuation of the old and is simplest to see in this way.

Financial performance for 2021/2022 has been outstanding and CAAS made an overall surplus of £116k (prior year Surplus of £16k). Most of this can attributed to a one of donation from the Mayor of Hillingdon. There has also been significant growth in restricted income as well, due to being successful in one major bid from North West London CCG for support for Autistic Adults.

The Charity's financial position at year end remains strong, with overall reserves, being £339.5 (PY £223.2k), unrestricted reserves are £252k (PY £151k) equivalent to 74% of total reserves. Unrestricted reserves are higher than policy, they have increased by £119k in the year. Again, mainly due to the one-off donation and reserves intend to be wound down over, the next 1 to 3 years.

We plan to utilise the mayor's money by investing in self-funded Family and Youth worker to meet increasing demands on our services and provide more ADHD services.

CAAS restricted income in 2021-22 increased to £527k (PY £305k). This represents 73% growth in restricted income year on year. This is mainly due to winning new funding to support Autistic Adults across 8 North West London boroughs from CCG NWL, this is worth around 40% of the charity total restricted income.

We are delighted to have been successful in further funding opportunities, John Lyon approved 3year funding grant for Youth and Family services focussing on, one to one support and parenting groups. Brent CCG approved 1 year funding for Youth and Family Services to extend our offering into Brent.

Smaller amounts were received from Build Back Better to support Lego Therapy groups. From Frustrated Communications to fund youth groups, creative club and film group as well as provide staff training. Harrow Giving funded some Youth and Family salaries. Also, Clothworkers approved funding that enabled the charity to re-furbish new premises designated as the "Adult hub", just in time for the adult project to begin.

We were also successful in funding from The Postcode Lottery for specialist sleep work, which has been very popular and allowed the charity to give more dedicated time to a very common issue. Although these are mainly 1 year funding awards, we are very grateful to our funders as it allows us to continue the work that is in such demand from our clients.

At the end of the financial year, we were also successful in receiving funding from Ealing CCG, for family support work, which allows us to broaden our client services to another London borough.

We continued to receive funding from BBC CIN, The National Lottery Foundation, Harrow Council, Harrow Adult Social Care, Harrow CCG, City Bridge Trust, Comic Relief and from Hillingdon council.



Unfortunately, one of our long-term awards from BBC Children in Need came to an end at the end of 2021/22. We were able to replace some of the funding in 2022/23 to support the Dramatherapy work; this is a very valuable service that young people really benefit from.

There was a surplus on restricted funds of £87.5k, some of this was due to continued unwinding of activities that were funded but were not able to be carried out due to covid-19 restrictions. Some is due to activities starting later in the year than planned. These activities will be carried out in the next financial year, to meet our obligations to the funders.

Our unrestricted income increased to £234k from £186k in the prior year. The charity did exceptionally well in this area due to a one-off donation of £105k as Centre for ADHD and Autism support was Hillingdon Mayor charity of the year. We feel incredibly grateful for this opportunity. We are very grateful to Michael Kilcoyne and Kilhan construction for raising an amazing £45k from a half marathon that ensured our unrestricted income remained strong. The remaining of our fundraising is mainly from Facebook.

Our expenditure on raising funds has increased to £30.4k. This includes fundraising direct costs and an allocation of general support costs.

Our support costs have also risen slightly this year to £189k from £180k last year. Due to taking on additional premises space for the Adult hub. Rental and premises costs have increased by £23.6k. As well as other support costs such at computing and professional fees increasing by £10.8k mainly due to staff headcount increases. However, this has been partially offset by savings in unfunded salaries of £27.2k, thanks to additional funding for some salaries.

Headcount increased to 21 staff which translates to 11.9 Full time equivalents, which has increased from 7.3 FTE's in 2020/21, that is an increase of approximately 60%.

Overall, CAAS is in a strong position for the year ahead, however we are in difficult times in a costof-living crisis and external financial instability. We have had a very successful year, remaining cautious given an uncertain economic outlook, we feel we have a strong and stable financial base to face these challenges.

#### Reserves Policy

This policy sets out that unrestricted reserves need to be maintained at a level that can meet our liabilities, as well as provide some security regarding the risks CAAS faces. As such, it has been agreed that reserves should be maintained at a level that covers the following:

- 1. 6 months of unfunded salaries
- 2. 6 months of rent / service charge / rate payments
- £1.000 of CAPEX
- 4. 4 months of significant (greater than £10k) restricted funding bids that expire in the next 9 months.

If unrestricted reserves are lower than required, the CEO / Trustees should consider:

- Increasing fundraising
- Increasing earned income through the operation of more training/workshops
- Increasing membership fees and parental contributions
- Reducing expenditure, for example on self-funded courses, stationery costs etc.

If reserves are higher than that which is required, CAAS should invest in self-funded courses and



activities.

Unrestricted reserves are currently 78% being £98k higher than the policy requires. The trustees approved a budget for 22/23 that sees spending approved to bring reserves in line with policy. With the external uncertainty and the need to develop our infrastructure, the trustees are happy to accept an above policy level of unrestricted reserves whist this work takes place.

#### Going Concern

As we entered the financial year in April 2021, the coronavirus pandemic was in full swing. Our team were still largely working from home.

This had an impact and resulted in most of our planned fundraising events being cancelled. However, we had quickly transitioned to delivering content online, having used the first few months as a learning period as we all got to grips with working and networking remotely. We were grateful to existing funders who had allowed CAAS to repurpose funding and for providing us with funding to supply our team with the equipment needed to work from home. Additionally, Kilhan construction successfully raised over £40,000 for CAAS, and we received £105,000 from being Hillingdon Mayor's Charity of the Year. We had some cost savings due to not being in the office.

This resulted in CAAS making a surplus in 2021/22.

The charity has a strong balance sheet, with unrestricted reserves of £252k, well within the reserve policy approved by trustees and no indication of any short-term cashflow shortfall.

Given the availability and liquidity of these unrestricted funds, the trustees believe the charity will have sufficient resources to meet its liabilities as they fall due. As such, they remain satisfied that the charity can continue operating for the foreseeable future, and these accounts have been prepared on a going concern basis.

#### Investment

During the year, all cash balances were held in easily accessible current accounts, with no long-term investments held.

#### Thanks, and acknowledgements

As ever there is a long list of people we need to thank for enabling us to provide the services we do. Firstly, to our funders.

- BBC Children in Need
- Build Back Better (Young Harrow Foundation)
- City Bridge Trust, the funding arm of The City of London Corporation's charity, Bridge House Estates (1035628).
- Comic Relief
- Clothworkers
- Frustrated Communications



- Global Make Some Noise
- North West London CCG
- Harrow Council Early Support Service
- Hillingdon Council Adult Social Services
- Harrow Giving
- Heads up Consortium
- John Lyon's Charity
- London Borough of Hillingdon
- London Community Foundation
- Kilhan Construction
- The former Major of Hillingdon, Teji Barnes
- The National Lottery Foundation Reaching Communities
- North West London CCG (Harrow)
- North West London CCG (Brent)
- Postcode Society Trust
- Vinci Foundation UK

We'd like to thank our partners and colleagues in the voluntary sector, especially our HeadsUp Partners, Mind in Harrow, Mosaic LGBTQ Centre, The Wish Foundation and Paiwand. We'd also like to say thanks to Dan and the team at Young Harrow Foundation for their ongoing support.

Special thanks go to our two regular volunteers:

- Simon Morrison, who began supporting one of our weekly Drop-In Support Groups for parents and carers in December, and;
- TK Vincent, who has provided 160 hours of Systemic Family Counselling for our clients.

As per generally accepted accounting policies, we have not included volunteers in our figures.

Trustees are a special group of volunteers, who take on the legal responsibility of the charity. We really appreciate the work of all trustees and the time they give up to ensure that we have strong governance. Thank you.

And finally, to the staff team who have worked so hard. It is difficult to describe just how magnificent they have been, particularly given the constantly changing external situation. They have adapted and changed, often rapidly, in order to continue to provide services. They have worked tirelessly to make sure that ADHD/autistic people and their families continued to get the support that they needed. It has been widely recognised that being at the frontline of support has had an impact on the well-being of workers. We have tried extensively to ensure all staff members have felt supported; and have started a staff well-being group. What has been an honour and privilege to watch is the manner in which the staff team have lived out our core values both in their treatment of beneficiaries and of each other. Thank you.



#### Reference and Administrative Information

Charity Number:

1193799 (England and Wales)

Legal Status:

The organisation is a Charitable Incorporated Organisation and as such is

governed by its Memorandum and Articles of Association.

Trustees who served during this reporting period:

Gabriella Eberhardt Kay D'Cruz Ashwin Kara Alison Futerman Nicholas Moser Tejpal Barnes Jan Berger Jane McLeod

Chair Appointed 21st Nov 2018 Secretary Resigned 15th July 2022 Resigned 23rd August 2021 Treasurer Appointed 12th May 2021 Trustee Appointed 15th Dec 2021 Trustee Resigned 18th Nov 2022 Trustee Resigned 10th May 2021 Chair Resigned 21st Feb 2022 Trustee

Managing Directors: Therese Glynn (ADHD) Lynne Laverty (Autism)

Registered Office:

2nd Floor, Television House

269 Field End Road

Eastcote HA4 9XA

Auditor:

Griffin Stone Moscrop & Co

21 -27 Lamb's Conduit Street, London,

WC1N 3GS

Bankers:

Lloyds Santander Virgin Money Nationwide



### Structure, Governance and Management

#### Governing document

CAAS is a Charitable Incorporated Organisation governed by a Foundation CIO Constitution adopted on April 1st 2021.

#### Appointment of Trustees

The Chair of the Board of Trustees is elected by the members of the Board. CAAS recruit Trustees through the submission of a CV and covering letter followed by an interview with the Senior Leadership and Chair. Candidates will then be invited to meet the existing Board of Trustees prior to being selected for the role. On joining the organisation, new trustees can expect to be properly inducted and supported in their role by existing trustees and senior managers in the organisation. All new trustees will be subject to a basic DBS check.

When considering appointments, CAAS consider the diversity of the current board of Trustees in terms of skills and experience, geographic representation, age and ethnic background; and we continually aim to increase the board's diversity.

#### Trustee Induction, Training and Evaluation

New Trustees have a comprehensive induction coordinated by senior staff and fellow Trustees; this includes, for example, time spent with staff to find out about the work of the Charity. New trustees receive an Induction Pack containing the governing document, a Trustee Role Description, strategic plans and relevant policies and organisational information. Their attention is drawn to the relevant Charity Commission Guidance. They meet with the Directors to discuss and clarify their role and responsibilities before attending their first Trustee Meeting. All undertake to abide by the Trustees' Code of Conduct. All Trustees are offered ongoing training as required, as well as regular opportunities to engage with the Charity's beneficiaries, stakeholders and supporters.

#### **Organisation**

The Board of Trustees meets 8 times per year and holds responsibility for the strategic direction and overview of CAAS. The Trustees delegate the day-to-day running of the organisation to the Managing Directors within a framework of delegated authority. Staff supervision and training are valued as a way of ensuring we maintain excellent standards of practice.

All Trustees are on fixed terms of office of four years and can serve up to three terms. Board attendance remains high.

The trustees would like to register our thanks for the commitment, input and service of Jan Berger, Ashwin Kara and Jane McLeod, who all stepped down during the year.

#### **Key Executive Personnel**

The key executive personnel at the end of the year are the Board of Trustees and the two Managing Directors, Therese Glynn and Lynne Laverty.



#### Related parties and co-operation with other organisations

None of the trustees receives remuneration or other benefits from their work with the charity. There are no Trustees' interests to be disclosed. Trustees are invited to declare any relevant interests at each board meeting and formally requested to submit an annual register of interests form.

One Trustee, Alison Futerman, received a payment of £200 for the delivery of two specialist speech and language therapy workshops.

#### Remuneration policy

The board is responsible for considering the Directors remuneration, taking account of the skills and experience required and sector norms for charities of similar size. Staff pay is reviewed annually by the Directors and Trustees in relation to their responsibilities and performance, the external economic environment and financial affordability for CAAS. CAAS is a Living Wage Employer.

No Directors were paid more than £60,000 per year.

#### **Risk Management**

The trustees are responsible for overseeing the risks faced by the organisation. They are identified, assessed and controlled throughout the year. The Directors and Trustees conduct regular reviews of the major risks to which the charity is exposed, and systems have been established to mitigate those risks.

Currently identified risks to the Charity include:

Key Risk	Mitigation
<ul> <li>The Covid-19 Pandemic and its ongoing impact.</li> <li>While the evolving nature of the situation meant it was not possible to accurately quantify the post-pandemic financial impact, the organisation is in a good financial position to help manage any ongoing risk.</li> </ul>	<ul> <li>CAAS continue to monitor the impact on both our staff and our charity beneficiaries.</li> <li>CAAS continue to provide a blended service to beneficiaries.</li> <li>CAAS continue to offer agile working for our staff.</li> </ul>
<ul> <li>Changes in the economic or political environment.</li> <li>Increased costs of living and rising inflation.</li> </ul>	CAAS are monitoring the current situation in terms of the financial implications for us as an organisation, and for our beneficiaries
As CAAS continues to grow, so does the risk of poor public perception and adverse publicity.	<ul> <li>Recruitment of a marketing and communications lead.</li> <li>Planned implementation of a quality policy.</li> </ul>



## <u>Demographic changes – increase in demand or intensity of work.</u>

- Increased complexity in the lives of our beneficiaries due to Covid and Cost of Living Increases.
- Additional specialist staff training.
- Increased clinical supervision.

The trustees are satisfied that appropriate steps are being taken to manage these risks, and that sufficient procedures are in place to enable management and trustees to assess the effectiveness of risk management.

No serious incidents were reported to the Charity Commission during this financial year.

#### **Fundraising**

CAAS is registered with the Fundraising Regulator, and all fundraising activities are aligned with the Code of Fundraising Practice to ensure that they are legal, open, honest and respectful. CAAS has a number of policies and procedures that underpin its fundraising activities:

- Privacy Policy
- Safeguarding Policy
- Complaints Policy
- Equality and Diversity Policy
- Whistleblowing Policy

CAAS does not engage with external fundraisers.

Any individual undertaking to fundraise on behalf of CAAS is given clear guidance on how to fundraise within the law to adhere to the Code of Fundraising Practice, and fundraising activities carried out on behalf of CAAS by third parties are managed through regular communications with supporters and monitoring of social media activity.

#### Equity, diversity and inclusion

CAAS aspires to be a genuinely inclusive charity through diverse representation at all levels, a culture that supports staff and volunteers to fully be themselves, and to be a charity that is inclusive and able to demonstrate how we have removed structural barriers that perpetuate racism, ableism, and other discriminatory behaviours.

All staff attend mandatory Equalities, Diversity and Inclusion Training to ensure we adhere to the CAAS Code of Conduct. This commits us to create a warm and welcoming environment for all and to ensure that our members, every person who works for or with us, volunteers with us or otherwise comes into contact with us, is treated with dignity and respect, and feels that they are in a safe and supportive environment, free from inappropriate, discriminatory, offensive or harmful behaviour.

Whilst we adhere to equality legislation, that is the minimum activity we undertake. We aspire to be better than the minimum of legislation, and we also recognise inequalities such as caring responsibilities, social class, and other ways individuals can be discriminated against. As an example, we have included flexible working for staff as a standard for many years to enable our team to work around their family/caring commitments. Our whole remit is to support those who are neuro-diverse,



a long-underrepresented group, who face significant and structural health inequalities in their access to and experience of care and we are committed to challenging and improving that.

### Compliance with the Charity Governance Code

The aim of the Charity Governance Code is to help charities and their trustees develop high standards of governance. The Code is not a legal or regulatory requirement. Instead, the Code sets the seven principles and recommended practices for good governance and is deliberately aspirational, a tool for continuous improvement towards the highest standards.

A full external governance review was undertaken in 2019-20 with minimal recommendations for change. All suggested improvements have been implemented. CAAS is currently undertaking Trusted Charity accreditation.



#### Trustees' responsibilities in relation to the financial statements

The trustees are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (the United Kingdom generally accepted accounting practice (UK GAAP)).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of its incoming resources and the application of resources of the charity 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 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 financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the Charities (Accounts and Reports) Regulations 2008. 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.

#### Disclosure of information to auditors

The Trustees confirm, that as far as they are aware:

- There is no relevant audit information of which the charitable company's auditors are unaware.
- The trustees have taken all steps that they ought to have taken to make themselves aware of any
  relevant audit information and to establish that the auditors are aware of that information.

#### **Auditor Appointment**

#### Approval

The trustees' annual report was approved by the trustees on 9<sup>th</sup> December 2022 and signed on their behalf by:

Gabriella Eberhardt, Chair of Trustees

Date: 09 December 2022

Jahrelle Houlmelt



#### Independent Examiner's Report

I report on the accounts of the charity for the year ended 31 March 2022, which comprise the Statement of Financial Activities, the Balance Sheet and the related notes.

### Respective responsibilities of trustees and examiner

As the charity's trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ("the Act").

#### Basis of independent examiner's report

I report in respect of my examination of the Charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act

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

#### Independent examiner's statement

The charity's gross income exceeded £25,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England & Wales (ICAEW)

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination which gives me cause to believe that in, any material respect:

- 1) the accounting records were not kept in accordance with section 130 of the Charities Act; or
- 2) the accounts did not accord with the accounting records; or

3) the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities

(Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair' view which is not a matter

considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Robert Smith ACA

Griffin Stone Moscrop & Co

21 -27 Lamb's Conduit Street, London, WC1N 3GS

Date 12/12/2022



### **Financial Statements**

### Statement of Financial Activities For the year ended 31 March 2022

	Notes	Unrestricted funds	Restricted funds	2022	2021
		£	£	£	£
Income and Endowments from:					
Donations and Legacies	2	226,376		226,376	122,159
Charitable Activities	3				
Adult			251,104	251,104	109,325
Family		5,902	154,383	160,285	149,380
Youth			113,665	113,665	83,943
Other			8,200	8,200	15,031
Other	4	1,621		1,621	11,428
Bank Interest		396		396	677
Total		234,295	527,352	761,647	491,943
Expenditure on:					
Raising Funds	5	30,381		30,381	17,381
Charitable Activities	6				
Adult		45,130	256,301	301,431	128,332
Family		31,024	129,919	160,943	203,263
Youth		24,288	115,670	139,959	117,792
Other		2,515	10,230	12,746	8,921
Support costs	7				
Total		133,338	512,120	645,459	475,689
Net Income/Expenditure		100,957	15,232	116,189	16,252
Reconciliation of Funds					
Total Funds Brought Forward		151,001	72,286	223,287	207,034
Total Funds Carried Forward		251,958	87,518	339,476	223,287



### Balance Sheet As at 31 March 2022

	Notes	2022	2021
		£	£
Current assets			
Debtors	10	51,642	73,323
Cash at Bank and in Hand	-	379,708	226,383
	_	431,351	299,707
Creditors: Amounts falling due within one year Donation to new Charity	11	91,875	76,420
≼	. <del>-</del>	91,875	76,420
Net Current Assets	-	339,476	223,287
Total Assets less Current Liabilities	-	339,476	223,287
The Funds of the Charity			
Restricted Income funds	12	87,518	72,286
Unrestricted Funds	12	251,958	151,001
Total Funds	_	339,476	223,287

The financial statements were approved and authorised for issue by the Trustees on 9th December 2022 and signed on their behalf by:

Gabriella Eberhardt,

Chair of Trustees

Date: 09 December 2022

Gabrielle Houtmett



### Statement Of Cash Flows For the year ended 31 March 2022

	2022 £	2021 £
Cash flows from operating activities	152,929	4,564
Cashflows from investment activities		
Interest income	396	677
	396	677
Increase/ (decrease) cash equivalents during the year	153,325	5,241
Cash and cash equivalents at the beginning of the year	226,383	221,143
Cash and Cash equivalents at the end of the year	379,708	226,383
Cash and Cash equivalents:		
Cash in Hand	379,708	226,383
	379,708	226,383

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#### Notes to the Financial Statements For the year ended 31 March 2022

#### 1. Accounting Policies

#### a) Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

#### Basis of preparation

#### b) Public benefit entity

Centre for ADHD & Autism Support meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

#### c) Income

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy.

#### d) Donated services

Donated professional services are recognised when the service is given and is valued as either the economic benefit of the service to the charity or the cost to the donor.

#### e) Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts

#### f) Financial Instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value

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of the future receipts discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

#### g) Provisions

Provisions are recognised when the charity has a legal or constructive present obligation as a result of a past event, it is probable that the charity will be required to settle that obligation and a reliable estimate can be made of the amount of the obligation. The amount recognised as a provision is the best estimate of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

Where the effect of the time value of money is material, the amount expected to be required to settle the obligation is recognised at present value. When a provision in measured at present value the unwinding of the discount is recognised as a finance cost in net income/(expenditure) in the period it arises.

#### h) Tangible fixed assets and depreciation

There are no fixed assets held, capital items are expensed to the Statement of Financial Activities (SOFA) when incurred

#### i) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

Designated funds are unrestricted funds, which are reserved for a specific purpose and available for use at the discretion of the trustees in the furtherance of the general objectives of the charity.

The purpose and use of restricted funds are imposed by donors or by specific terms of charity appeals.

#### j) Expenditure

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

#### k) Operating leases

Rentals applicable to operating leases are charged to the Statement of Financial Activities (SOFA) as incurred.

#### Tax status

The company is a registered charity and is not subject to corporation tax.

#### m) Value Added Tax

The Charity is not VAT registered as does not meet the VAT taxable turnover threshold.

#### n) Pensions

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the charity. No contributions were owing at the balance sheet date.

#### o) Volunteers

The assistance received from volunteers has not been financially recompensed



Unrestricted funds   Extracted funds   Extracted funds   Extracted funds   Extracted funds   Extracted   Extracted funds   Extracted fun	2. Analysis of Donations Received				
Purport   Purp				2022	2021
Donations   1,942					
Numbership Fees   1,942   0   1,942   1,327   1,227	Donations				
226,376				17:	
Numer   Nume	Membership rees				
Adult         Covernment Grants         251,104         251,203         252,203         253,203         253,203         251,303		220,370	<u> </u>	220,370	122,159
Adult         Covernment Grants         251,104         251,203         252,203         253,203         253,203         251,303	3. Income from Charitable Activities				
Adult         £ <td>- moone j. om onamado ristricio</td> <td>Unrestricted</td> <td>Restricted</td> <td>2022</td> <td>2004</td>	- moone j. om onamado ristricio	Unrestricted	Restricted	2022	2004
Adult   Government Grants					
Government Grants         251,104         251,104         251,104         117,217           Other Grants and Trusts         0         0         2,253           Family         Covernment Grants         45,725         45,725         51,391           Other Grants and Trusts         108,658         108,658         73,830           Training and course fees         5,902         5,902         9,633           Youth         0         0         0         0           Other Grants and Trusts         113,665         113,665         84,942           Other Grants and Trusts         8,200         8,200         18,414           Income from other activities         8,200         8,200         1,414           Income from other activities	Adult	£	£	£	£
Other Grants and Trusts         0         2,253           Family         Covernment Grants         45,725         45,725         51,391           Other Grants and Trusts         108,658         108,658         7,380           Training and course fees         5,902         5,902         9,633           Youth         0         0         0           Government Grants         0         0         0           Other Grants and Trusts         113,665         113,665         84,942           Other Grants and Trusts         8,200         8,200         18,414	000 000 000 000 000 000 000 000 000 00		251,104	251,104	117,217
Pamily   Government Grants	Other Grants and Trusts				
Other Grants and Trusts         108,658         108,658         73,830           Training and course fees         5,902         5,902         9,633           Youth         Government Grants         0         0         0         0           Other Grants and Trusts         113,665         113,665         84,942         0         18,414         0	Family				
Training and course fees         5,902         5,902         9,633           Youth         Covernment Grants         0         0         0           Other Grants and Trusts         113,665         113,665         84,942           Other         8,200         8,200         18,414           Other Grants and Trusts         5,902         527,352         533,254         357,679           4. Income from other activites         Bestricted funds         Restricted funds         0         0           Fees from Training and courses         1,621         1,621         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           Example funds         Fees funds         1,621         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           Example funds         1,621         0         1,621         11,428           5. Cost of Raising Funds         2022         2021         2021           Example funds         Example funds         2022         2021           Example funds         1,746         2022         2021           Example funds <td>Government Grants</td> <td></td> <td>45,725</td> <td>45,725</td> <td>51,391</td>	Government Grants		45,725	45,725	51,391
Training and course fees         5,902         5,902         9,633           Youth         Covernment Grants         0         0         0           Other Grants and Trusts         113,665         113,665         84,942           Other Grants and Trusts         8,200         8,200         18,414           Other Grants and Trusts         5,902         527,352         533,254         357,678           4. Income from other activites         Restricted funds         6         0         0           4. Income from other activites         1,621         1,621         1,621         11,428           Fees from Training and courses         1,621         0         1,621         11,428           5. Cost of Raising Funds         1,621         0         1,621         11,428           5. Cost of Raising Funds         Vurrestricted funds         Restricted funds         2022         2021           5. Cost of Raising Funds         E         £         £         £           5. Cost of Raising Funds         Restricted funds         2022         2021           E         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs </td <td>Other Grants and Trusts</td> <td></td> <td>108,658</td> <td>108,658</td> <td>73,830</td>	Other Grants and Trusts		108,658	108,658	73,830
Government Grants         0         0         0           Other Grants and Trusts         113,665         113,665         84,942           Other         0         0         18,414           Other Grants and Trusts         8,200         8,200         18,414           5,902         527,352         533,254         357,679           4. Income from other activites         Unrestricted funds         Restricted funds         0         0           Fees from Training and courses         1,621         1,621         1,621         1,621         11,428           5. Cost of Raising Funds         1,621         0         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           Example of Raising Funds         1,621         0         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           Example of Raising Funds         1,621         1,621         11,428           5. Cost of Raising Funds         1,8391         2022         2021           Example of Raising Funds         1,8391         1,8391         9,297           Seeking donations, grants </td <td>Training and course fees</td> <td>5,902</td> <td></td> <td>5,902</td> <td></td>	Training and course fees	5,902		5,902	
Other Grants and Trusts         113,665         113,665         84,942           Other         0         0         18,414           Other Grants and Trusts         8,200         8,200         18,414           5,902         527,352         533,254         357,679           A. Income from other activites         Unrestricted funds         Restricted funds         0         0           Fees from Training and courses         1,621         0         1,621         11,428           Fees from Training and courses         1,621         0         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           Eeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347           Support costs other         4,072         2,613	Youth				
Other Other Grants and Trusts         8,200         8,200         18,414           5,902         527,352         533,254         357,679           4. Income from other activites         Unrestricted funds funds         Restricted funds         0         0           Fees from Training and courses         1,621         0         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           Seeking donations, grants         18,391         18,391         18,391         9,297           Direct costs         1,746         594         594           Cost of services provided         2,825         4,877         4,877           Support costs other         4,072         2,613         2,613	Government Grants		0	0	0
Other Grants and Trusts         8,200         8,200         18,414           5,902         527,352         533,254         357,679           0         0         0           4. Income from other activites         Unrestricted funds funds         Restricted funds         0         0           Eees from Training and courses         1,621         0         1,621         11,428           5. Cost of Raising Funds         1,621         0         1,621         11,428           5. Cost of Raising Funds         E         £	Other Grants and Trusts		113,665	113,665	84,942
Seeking donations, grants   Seeking donations, grants   Seeking donations, grants   Seeking donations, grants   Seeking september   Seeking sept	Other			0	
4. Income from other activites           Unrestricted funds         Restricted funds         0         0           £         £         £         £         £           £	Other Grants and Trusts		8,200	8,200	18,414
4. Income from other activites         Unrestricted funds		5,902	527,352	533,254	
Unrestricted funds         Restricted funds         0         0           £         £         £         £         £           Fees from Training and courses         1,621         1,621         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           5. Cost of Raising Funds         £ <td< td=""><td></td><td></td><td>0</td><td>0</td><td></td></td<>			0	0	
Unrestricted funds         Restricted funds         0         0           £         £         £         £         £           Fees from Training and courses         1,621         1,621         1,621         11,428           5. Cost of Raising Funds         Unrestricted funds         Restricted funds         2022         2021           5. Cost of Raising Funds         £ <td< td=""><td></td><td></td><td></td><td></td><td></td></td<>					
Fees from Training and courses         funds £         £ £         £	4. Income from other activites				
Fees from Training and courses   1,621   1,621   11,428				0	0
Fees from Training and courses         1,621         1,621         11,428           5. Cost of Raising Funds           Unrestricted funds         Restricted funds funds         2022 funds         2021           £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         2,613           Support costs other         4,072         2,613					
1,621         0         1,621         11,428           5. Cost of Raising Funds           Unrestricted funds         Restricted funds         2022         2021           £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         2,613           Support costs other         4,072         2,613			£		
5. Cost of Raising Funds           Unrestricted funds         Restricted funds         2022         2021           £         £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         594           Support costs other         4,072         2,613	Fees from Training and courses	1,621		1,621	11,428
5. Cost of Raising Funds           Unrestricted funds         Restricted funds         2022         2021           £         £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         594           Support costs other         4,072         2,613					
Unrestricted funds         Restricted funds         2022         2021           £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         2,613           Support costs other         4,072         2,613		1,621	0	1,621	11,428
Unrestricted funds         Restricted funds         2022         2021           £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         2,613           Support costs other         4,072         2,613					
Unrestricted funds         Restricted funds         2022         2021           £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347         2,613           Support costs other         4,072         2,613					
funds         funds         funds         2022         2021           £         £         £         £         £           Seeking donations, grants         18,391         18,391         9,297           Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347           Support costs other         4,072         2,613	5. Cost of Raising Funds	Danie skiloko d	5-44-4		
E         £         9.297         297         297         298         29				2022	2021
Seeking donations, grants       18,391       18,391       9,297         Direct costs       1,746       594         Cost of services provided       2,825       4,877         Support costs staff       3,347         Support costs other       4,072       2,613				£	£
Direct costs         1,746         594           Cost of services provided         2,825         4,877           Support costs staff         3,347           Support costs other         4,072         2,613	Seeking donations, grants	750/2	-		
Cost of services provided         2,825         4,877           Support costs staff         3,347           Support costs other         4,072         2,613				0.5%0.50	7 200 700
Support costs staff         3,347           Support costs other         4,072         2,613	Cost of services provided				
Support costs other         4,072         2,613	Companies and Co				নক <b>্ষ</b> ক্ত গ
Anth	18-18-7				2.613
	earls.	30,381	0	18,391	17,381



6. Cost of Charitable Activi	ies
------------------------------	-----

	Unrestricted funds	Restricted funds	2022	2021
	£	£	£	£
Adult	45,130	256,301	301,431	128,332
Family	31,024	129,919	160,943	203,263
Youth	24,288	115,670	139,959	117,792
Other	2,515	10,230	12,746	8,921
	102,957	512,120	615,077	458,308

P

Analysis of expenditure on charitab	le activites
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Analysis of expenditure on charitable activites		
	Total	Total
	2022	2021
and family	£	£
Adult		
Staff Costs	201,876	47,105
Direct Costs	59,836	29,797
Support Costs	39,718	51,430
	301,431	128,332
Family		
Staff Costs	101,468	98,926
Direct Costs	28,552	34,064
Support Costs	30,924	70,273
	160,943	203,263
Youth		
Staff Costs	81,838	51,940
Direct Costs	35,083	26,363
Support Costs	23,038	39,489
	139,959	117,792
Other		
Staff Costs	10,230	122
Direct Costs		1,728
Support Costs	2,515	7,071
	12,746	8,921
Total	615,077	458,308
	C 2002 ED	920 ( Paris 5

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#### 7. Support Costs

	Cost of Raising Funds £	Charitable Activites £	Total 2022 £	Total 2021 £
Staff costs	21,738	65,843	87,582	114,845
Telephone and Computing	499	11,977	12,476	6,094
Legal & Professional & Audit Fees fees	472	11,319	11,791	7,323
Trustee Expenses		15	15	
Rent & Premises Costs	2,834	68,009	70,842	47,222
Other office costs	180	4,317	4,497	3,108
Other Support costs	88	2,101	2,189	1,580
	25,810	163,581	189,391	180,173

#### 8. Trustees

In the year one trustee Alison Futerman was paid £200 to run two speech and lauguage workshops

They required a highly specialist therapist which Alison is (2021 nil.)

Trustee Expenses are £15 for postage (2021 nil.)

There were no donations received from trustees during the year (2021 nil.)

There were no other related party transactions in the year

#### 9. Employees

The average number of employees during the year was 21 (2021:17)

The average number of full-time equivilent employees during the year was:

Total 2022	Total 2021
4.0	1.2
2.9	2.4
1.9	1.4
2.7	2.0
0.4	0.3
11.9	7.3
Total	Total 2021
£	£
434,733	289,987
36,625	23,902
7,365	5,249
478,723	319,138
	2022 4.0 2.9 1.9 2.7 0.4 11.9  Total 2022 £ 434,733 36,625 7,365

No employee's earned over £60,000



#### 10: Debtors

	Total	Total
	2022	2021
	£	£
Amounts due within one year:		
Trade Debtors	42,016	55,000
Other Debtors	9,627	18,323
	51,642	73,323
	0	0
11 : Creditors		
	Total	Total
	2022	2021
	£	£
Amounts due within one year:		
Accruals and Deferred Income	91,875	76,420
	91,875	76,420

Included within accruals is the Independent Examiners fee of £2,200 (2021 - £480)

#### 12: Restricted and Unrestricted Income Funds

#### Restricted Income Funds

	Balance at 31/03/2021	Incoming Resources	Outgoing Resources	Balance at 31/03/2022
	£	£	£	£
General	72,286	527,352	512,120	87,518
	72,286	527,352	512,120	87,518
Unrestricted Funds				
	Balance at	Incoming	Outgoing	Balance at
	31/03/2021	Resources	Resources	31/03/2022
		£	£	£
General	151,001	234,295	133,338	251,958
	151,001	234,295	133,338	251,958



#### **Restricted Funds**

Restricted Funds	Balance at	Incoming	Outgoing	Balance at
	31/03/2021	Resources	Resources	31/03/2021
	£	£	£	£
BBC Children in Need	6,156	27,992	26,558	7,590
Brent - CCG	· · · · · · · · · · · · · · · · · · ·	20,582	8,313	12,269
Build Back Better	v a	3,000	* =	3,000
Comic Relief	1,880	16,156	18,036	0
City Bridge Trust	1,561	27,050	26,778	1,833
Clothworkers	·	8,200	8,200	0
Frustrated Communications	<b>~</b>	6,000	6,000	0
Harrow Council (Early Support)	3,933	29,948	28,881	5,000
Harrow Council (Adult)	10,488	20,000	29,493	995
Harrow Giving	Œ	5,540	5,540	0
HeadsUp consortium	2,946	19,699	17,577	5,068
John Lyon	3€	15,500	15,500	0
London Borough Hillingdon	3 <del>5</del> 8	15,000	15,000	0
National Lottery Reaching Comm.	1,002	62,330	62,169	1,163
NWL CCG Harrow - 1	7,777	21,247	24,667	4,357
NWL - CCG	*	220,000	190,481	29,519
Postcode Society Lottery	æ	9,108	9,108	0
Total	35,743	527,352	492,301	70,794
		0.42		
Restricted Funds - Prior year	Balance at		Outuralism	Balance at
	31/03/2021	Incoming Resources	Outgoing Resources	31/03/2022
	£	£	£	£
	5.	<b>5</b>		il.
Comic Relief - covid relief	140	<b>.</b>	140	0
Global make some noise	122		122	0
John Lyons Charity	5,127	*:	5,127	0
London Community Foundation	880		880	0
NWL CCG Harrow - 2	28,383	<b>3</b>	11,659	16,724
Vinci Foundation UK	1,891	¥	1,891	0
	36,543	0	19,819	16,724
			2.2.22	
Total	72,286	527,352	512,120	87,518



#### Purpose of Restricted Funds

#### **BBC Children in Need**

Funds received to support young people with ADHD and or Autism and their parents through one to one support, dramatherapy, drama workshops and a monthly film group

#### Brent - CCG

Funds received to provide support to young people and families in Brent with ADHD and or Autism by providing one to one support and parenting groups

#### **Build Back Better through Young Harrow Foundation**

Funds received to support young people with ADHD and or Autism through Lego Therapy courses

#### Comic Relief

Funds received to fund to provide One to One support for young people and training for parents, schools and young people with ADHD and or Autism in Harrow.

#### CCG Harrow - 1

Funds received to provide one to one support for Adults with ADHD in Harrow and to provide support for families with ADHD and or Autism in Harrow

#### CCG Harrow - 2

Funds received to provide support for Autistic adults and their carers in Harrow including screening, one to one support, post diagnostic groups and coffee evening group for carers. Funding received also provides one to one support for ADHD Adults in Harrow.

#### City Bridge Trust (The City of London Corporation's charity)

Funds received to provide one to one support and groups for young people with ADHD or Autism

#### Clothworkers

Funds received for renovation of new space called the "Adult Hub" to allow Adult clients to have their own space for groups and one to one support

#### Frustrated Communications

Funds received to provide Young people social groups to allow them to interact and socialse and receive theraputic support. As well as contribute to staff training on Adhd and autism and specialist courses

#### Harrow Council Early Support Service

Funds received to provide families in Harrow with ADHD and or Autism, access to parenting groups and one to one support, with particular focus on supporting families in social care

#### Harrow Council Social Care - Autistic Adults

Funds received to provide one to one support and Adult groups in Harrow for Adults with Autism

#### HeadsUp and mind consortium

Funds received to provide support to young people in Harrow with ADHD and or Autism by providing one to one support and groups that enable social interaction and information on their diagnos

#### Hillingdon Borough Council

Funds received to provide families in Hillingdon with ADHD and or Autism, access to parenting groups and one to one support

#### John Lyon Charity

Funds received to provide support to young people and families in Harrow & Brent and with ADHD and or Autism through one to one support and parenting groups

#### London Community Foundation via Royal London Foundation - covid support

Funds were received to provide support through the covid pandemic and provided funded to create and deliver digital parenting courses As well as invest in online tools to provide training

#### National Lottery Foundation Reaching Communities

Funds received to provide families living with ADHD and or Autism a coffee morning service with creche to enable families to connect and explore ways to get more help As well as providing one to one support for families and focus on families that require translation

#### Postcode Society Lottery

Funds received to provide one to one sleep support and sleep workshops for Families, as many people with ADHD and autism suffer with sleep difficulties

#### Vinci Foundation UK - covid support

Funds received to provide technical equipment to deliver training and for accessible filming of the centre so clients can envisage what the centre looks like before they arrive. This is particularly important as it can cause anxiety for clients if they are not familiar with their surroundings

Charity No: 1193799



#### **Disclosure**

On 31 March 2021, the Centre for ADHD and Autism Support, charity number: 1080795 merged with charity, Centre for ADHD and Autism Support, Charity number: 1193799. The new charity continues the same work of the old one There were no changes to staff, the aims of the charity or trustees

The new charity was required so it could change status to Charitable Incorporated Organisation status for strategic reasons as approved by the trustees. The old charities net assets at the date of the merger 31 March 2021 were combined with the new charity. Therefore at the new charity's year end March 2022 all the assets are now combined to be in the new charity's accounts.

All prior year comparatives (2021) are the old charities income and costs.

#### Analysis of net assets at the date of the merger 31/03/2021

	Old charity £	New Charity £	Combined Total £
Net assets	223,287	-	223,287
Represented by			
Unrestricted fund	151,001		151,001
Restricted funds	72,286		72,286
Total Funds	223,287		223,287

#### Analysis of net assets at the date of accounts 31/03/2022

	Old charity £	New Charity £	Combined Total £
Opening assets	35	223,287	223,287
Movement of funds in the year	漫	116,189	116,189
Represented by			
Unrestricted fund	<b>.</b> ■	251,958	251,958
Restricted funds		87,518	87,518
Total funds		339,476	339,476

All movement of assets in the current reporting year April 2021 to March 2022 are related to the new charity All prior year comparatives are related to the old charity

The new charity is now a combination of the both

Charity No: 1193799