

Annual Report  
of  
Autism Jersey  
2013



Championing a full and inclusive life for people  
with autism, their families and carers



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# Details of Officers

## Year ended 30 April 2013

### PATRON

Sir John McColl CBE DSO  
(appointed 19 July 2011)

### CHAIR

Mr N Winsor  
(appointed 19 July 2011)

### VICE CHAIR

Mrs H Miles  
(appointed 24 February 2010)

### SECRETARY

Mrs S Pickering  
(appointed 20 April 2011)

### TREASURER

Miss J Marsh  
(resigned 17 December 2012)  
  
Mr B Dowling  
(appointed 17 December 2012)

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### TRUSTEES

Mr C Timothy  
(appointed 20 July 2010)

Mr T Walker  
(appointed 19 July 2011)

Mrs S Gallichan  
(appointed 26 July 2012)

Ms A Perry  
(appointed 20 July 2010)

Mr R. De Gruchy Wilson  
(appointed 12 October 2011)

Mrs C A'Court  
(appointed 26 July 2012)

Miss J Marsh  
(appointed 15 February 2011)

Mr D McDermott  
(appointed 3 May 2012)

Mrs K Vawser-Ringsdore  
(appointed 20 February 2013)

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### BANKERS

LloydsTSB Offshore Limited  
9 Broad Street  
St Helier  
Jersey

### ADDRESS

2 Britannia Place  
St Helier  
Jersey

### INDEPENDENT REVIEWER

Mazars International House  
41 The Parade  
St Helier  
Jersey

# Chairman's Report

**Autism Jersey is the leading charity on the island dedicated to the assistance and support of people on the autism spectrum, including autism, Asperger's syndrome and other associated communication and developmental disorders. The aim of the charity is to enable people with autism to lead a full and inclusive life and enjoy a reasonable degree of independence. Autism Jersey also supports parents and siblings of people on the autism spectrum, enabling them to have a quality family life, and advises relevant professions to attain these primary goals.**

The last 12 months have been a busy, challenging, exciting and ultimately successful period for Autism Jersey, during which we expanded our range of services. We invested for the future as we opened the Jersey Centre for Autism, a proud moment for all of us, updated our website, moved the shop to a wonderful new location and grew our full-time and part-time staff. These steps have been taken in partnership with the States of Jersey, Department of Health and Social Services. Working together, we are on course to put Autism Jersey onto a sustainable, long-term, financial footing.

None of this would have been possible without the support of so many people, and there is not the space to name them all here. However, I must acknowledge the generous support that we receive from JT, our Corporate Partner, and the LloydsTSB Foundation. I would also like to thank Heather McLelland and the staff of Autism Jersey, the volunteers who give up their time and the board of trustees. We are fortunate to have a board of this quality to guide Autism Jersey through this exciting period and I am grateful for their wise counsel.

We do not know what causes autism. We do know that it affects over one in a hundred people. Statistically, that means over 1,000 individuals and their families in Jersey alone. Currently, we have a total of 380 people on our members list, so there is still a lot of work for Autism Jersey to do.

We hope that you will find this report informative and look forward to your continued support.



**Nick Winsor**  
Chairman



# Manager's Report

During the course of a hectic year, the big change has been the introduction of Short Break Services, a personalised form of respite for individuals on the autism spectrum and their families. From a standing start in August 2012, we are now providing over 100 hours of support to 18 individuals every week, and new clients are being referred to us as word gets round.

## Introducing Short Break Services

Like the successful Life and Social Skills (STEP) training programme, the Short Break Services that are provided by Autism Jersey are paid for by the States of Jersey under a contract. Although we have had to make a significant initial investment to support the new activity, as the number of hours increases we will achieve a surplus, which will be used to fund the further development of services and training.



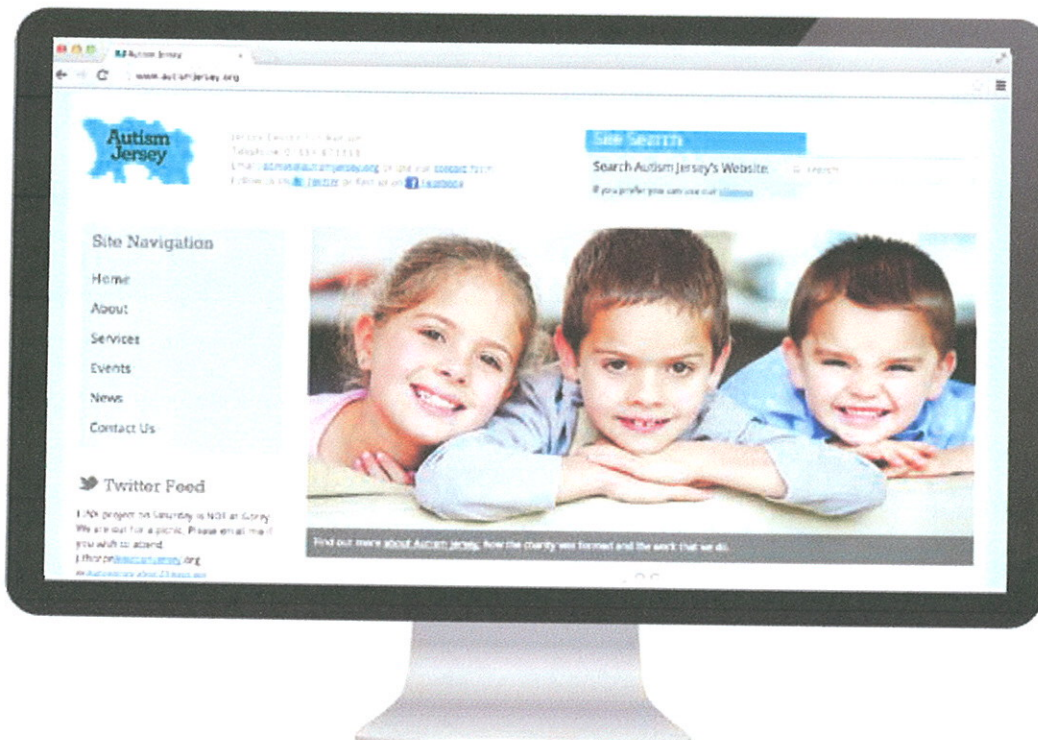
## Home in the heart of St Helier

As we built up Short Break Services, we increased the number of permanent staff at Autism Jersey from 6 to 11, supported by other individuals on flexible contracts. As we grew, it quickly became apparent that we needed more space, so on 13 February 2013 we opened the Jersey Centre for Autism in Britannia Place, St Helier. For people like me, who have been living and working with autism in Jersey for over 20 years, the opening was like a dream come true. A presence like this in the middle of St Helier has helped to raise awareness of Autism Jersey and what we do and we have seen a steady increase in people visiting the centre to find out more about autism and asking for help.

## Our new look website

The growth in awareness and services brought more visitors to our website, which is seeing on average around 370 visits each month. The website had been built and maintained for many years by Susan Barette (thanks Susan) and was in need of a refresh. This is now complete and I am sure that anyone visiting the new site at [www.autismjersey.org](http://www.autismjersey.org) will be impressed with the new layout. Our very popular facebook page and twitter are all interlinked with the new website.

*Continued over...*



# Manager's Report (continued)

## Successful clubs and schemes

The Befriending Scheme continues to be one of our most successful activities, benefiting both the person being be-friended and their family, as well as the person doing the be-friending. Currently, there are 41 individuals and their families being supported in this way.

We have continued to run the holiday play scheme for two weeks at Easter and three weeks in the summer. This year, 16 children attended the Easter programme and 19 joined us in the summer. The play scheme was kindly supported by the Sir James Knott Trust and we hope to expand this scheme in future.

The Adult Social Club continues to grow and we look forward to the start of a new project for social opportunities for young adults.

AJ Linx and the Youth Club continue to be well supported and our thanks go to Barclays for their Community Award in 2012, which has funded the Linx project.

## Fund-raising in the community

With the help of our corporate partner, JT, we have been busy fund-raising to help pay for all of this. The main activity centred on Autism Awareness Month in April. This saw people take on a number of different challenges, from abseiling down Gorey Castle, to cooking a meal with Shaun Rankin. The highlight was the 'L'Étaccq and back' sponsored walk, which was supported by over 200 people. A grand total of £10,000 was raised during the month.

For the second year in a row, the Atlantic Hotel and Victoria College teamed up to produce a fantastic charity lunch, cooked by members of the 6th form under the watchful eye of Mark Jordan. The event raised over £2,500 and thanks go to Patrick Burke, Will Gorman, Mark Jordan and the young men of Victoria College who generously gave up their time.



Tom Walker and his team of intrepid explorers have raised over £25,000 through a walk in the mountains of France and are off to tackle Mount Kilimanjaro in 2014. Events such as these raise valuable funds for Autism Jersey and perhaps most importantly increase awareness of autism, a condition which is not well understood by people without first-hand experience.

### Autism Jersey Boutique

The shop is also a valuable source of awareness and income. It was renamed Autism Jersey Boutique and relocated to smart new premises in Bath Street. The team would be very pleased to hear from anyone who would like to either donate good quality clothes for the boutique or volunteer to help out. Thank you to everyone who has supported us during the year.

### Flying the flag in France

In September 2012, the south west of France was invaded by an intrepid group from Jersey who had raised over £17,000 in sponsorship for Autism Jersey and were then enjoying the sights and scenery of the Corbière Range of mountains which are immediately to the north of the Pyrenees.

The week of trekking covered the ground over which the Cathars lived, fought and died in the 13th century. Castles were visited and the French guide, Patrick Courtin, gave the party an extensive account of the history of the region.

Each day involved trekking up the mountains and along the paths that have been used for a millennium. At night, accommodation was in gites or farmhouses and even a hotel. This added to the challenge of the trip.

Apart from the primary aim of raising funds for Autism Jersey, the whole party enjoyed (after they had recovered from the arduous week) the memory of a fascinating experience and most will wish to revisit the area, not least for the quality of the food and wine.

As you can see, it has been quite a year for Autism Jersey. None of this would have been possible without the help of everyone in the office. A big thank you to Carl, Jo, Bevan, Michael, Laura, Jules, Karen, Jess, Lizzie and the many volunteers who support us. We would also like to thank our major contributors below who have helped us grow over the past 12 months and also our anonymous donors who have so kindly contributed to our success.

Barclays | Atlantic Hotel | Sir James  
Knott Trust | JT | LloydsTSB Foundation  
Romerils | Stonehage | Victoria College

Heather McLelland  
Manager



# Treasurer's Report

**This year was one of growth in our operations and investment for the future. The Board of Trustees and all the team at Autism Jersey have worked hard to put in place the building blocks for a sustainable financial future for Autism Jersey. We managed to achieve a surplus of income over expenditure of £23,834, (2012 £56,839), whilst investing £26,024 in fixed assets and a further £30,850 in the establishment costs for the centre's Short Break Services offering.**

The Board of Trustees made a conscious effort to invest in developing our Short Break Services offering – this investment was made through the funding of the establishment cost, including the administrative salaries associated with this service. As stated in the Manager's report, from a standing start in August 2012, we are now contracted by Health and Social Services to provide over 100 hours of personalised respite to adults on the autism spectrum. Having absorbed the initial set up costs this year, we hope that the future financial contribution we make from Short Break Services will enable us to fund more of our charitable objectives through the support services we provide to families and individuals affected by autism.

## Income and Expenditure

Total income increased by 60% this year from £224,424 in 2012 to £358,490 in 2013, 52% of this increase in income is attributable to increased donations and fundraising. We remain dependent on this level of support, so we are very grateful to all those trusts, individuals, schools, clubs, societies and companies who have helped us by giving so generously throughout the year.

Expenditure in the period has almost doubled when compared with last year from £167,581 in 2012 to £334,676 in 2013, as a consequence of the increased activities funded by the centre. An increase in wages from £96,913 in 2012 to £187,180 in 2013 accounts for 54% of the overall increase in expenditure. This increase is in part explained by our investment in Short Break Services, the benefit of which we expect to see in the form of increased income in the 2014 financial year.

Our financial strategy continues to be to achieve a surplus each year, whilst ensuring we can continue to grow and support our charitable objectives through the extending of our services.

Our cash flow remains strong, with cash held at the end of the year of £195,304 (2012 - £201,004) despite our investment in Short Break Services and our investment in fixed assets during 2013.

## Statement of Trustees' Responsibilities with regard to the Accounts of Autism Jersey for the year ended 30 April 2013

The Trustees have elected to prepare financial statements for the financial year that show a true and fair view of the state of affairs of the Association and of the income and expenditure of the Association in accordance with United Kingdom Generally Accepted Accounting Practice.

In preparing the financial statements the Trustees are required to:

Select suitable accounting policies

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 accounts; and

Prepare the accounts on a going concern basis unless it is not appropriate to do so.

The Trustees are responsible for the keeping of proper accounting records which disclose with reasonable accuracy, at any time, the financial position of the Association and enable the Trustees to ensure that the financial statements comply in all material respects with applicable accounting standards and the Association's constitution.



# Limited Scope Review Report to the Members of Autism Jersey

We have reviewed the accounts of Autism Jersey ('the Association') for the year ended 30 April 2013, which comprise the Income and Expenditure Account, the Balance Sheet and a summary of significant accounting policies and other explanatory information.

Respective responsibilities of the Board of Trustees ('The Board') and Independent Reviewer

The Board is responsible for the preparation of the accounts. The Board is also responsible for ensuring that the requirements of the Association's constitution with regard to accounts and independent examination of those accounts are complied with. The Board has instructed us to perform a limited scope review of the accounts.

This report is made solely to the Association's Board of Trustees as a body in accordance with applicable law. Our review work has been undertaken so that we might state to the Board of Trustees those matters that we are required to state to them in the review report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the Association or the Board of Trustees as a body for our review work, for this report, or for the opinions we have formed.

Our responsibility is to express a conclusion on the accompanying accounts based on our review. We conducted our review in accordance with the International Standard on Review Engagements 2400. This standard requires that we plan and perform the review to obtain moderate assurance as to whether the accounts are free of material misstatement. A review is limited primarily to enquiries of trustees and others involved in financial and accounting matters, applying analytical procedures, and evaluating the sufficiency and appropriateness of evidence obtained. The procedures performed in a review are substantially less than those performed in an audit conducted in accordance with International Standards on Auditing. Accordingly, we do not express an audit opinion on these accounts.

## Conclusion

Based on our review, nothing has come to our attention that causes us to believe that the accompanying accounts are not presented fairly, in all material respects, in accordance with the Association's stated accounting policies.

Mazars  
Chartered Accountants  
International House,  
41 The Parade,  
St Helier,  
Jersey, JE2 3QQ

# Income and Expenditure Account

## for the year ended 30 April 2013

	2013	2012
	£	£
<b>Income</b>		
Specific donations	36,800	40,050
General donations	83,451	42,825
Shop income	42,864	48,028
Fundraising and other income	50,743	17,587
Training Courses and Seminars	8,313	1,409
Short Break Services	48,442	
Tax refunds	7,663	
Life and Social Skills	80,214	74,526
	<b>358,490</b>	<b>224,424</b>
<b>Expenses</b>		
Wages and Social Security	187,180	96,913
Rent and Rates	44,929	31,774
Office Costs	33,938	15,981
Motoring Expenses	3,664	
AJ Services delivered in Community	32,993	12,187
Fundraising Costs	10,672	4,095
Training Expenses	14,082	4,096
Accountancy fee	600	1,004
Depreciation	6,618	1,531
<b>Total Expenditure</b>	<b>334,676</b>	<b>167,581</b>
<b>Operating surplus</b>	<b>23,814</b>	<b>56,843</b>
Interest income	20	17
Bank charges and interest	0	(20)
<b>Net surplus for the year</b>	<b>23,834</b>	<b>56,839</b>

# Balance Sheet

## at 30 April 2013

	Notes	2013		2012	
		£	£	£	£
<b>Fixed Assets</b>					
Office equipment and motor vehicles	3		26,472		7,066
Current assets					
Cash at bank and in hand		195,304		201,004	
Debtors		19,975		1,667	
		215,279		202,671	
<b>Creditors: amounts falling due in less than one year</b>					
Sundry creditors and accruals		14,136		5,956	
		14,136		5,956	
Net Current Assets			201,143		196,715
<b>Net assets</b>			<b>227,615</b>		<b>203,781</b>
Funds					
General fund	4	199,424		160,590	
Specific funds		28,191		43,191	
			<b>227,615</b>		<b>203,781</b>

Approved by the Board of Trustees on 07 October 2013.



Brendan Dowling  
Treasurer



Nick Winsor  
Chairman

# Notes to the Accounts

## Year ended 30 April 2013

### 1. Accounting Policies

#### Accounting Convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), except where otherwise stated. The principal accounting policies adopted by Autism Jersey are set out below:

#### Cash Flow Statement

The financial statements do not include a cash flow statement as referred to in Financial Reporting Standard 1, as Autism Jersey is a small entity as defined therein.

#### Donations

Donations are taken into account when they are received, unless they are specific in nature. Specific donations are spread across the expected duration of the project for which the funds are donated.

Funds that have been received for a specific purpose may not be used for general funding purposes, unless confirmation has been received from the donor as to the change in use of funds.

#### Shop Stock

Donated items are brought to book as income once sold, but no value is assigned to them upon receipt.

#### Depreciation

Assets are depreciated on a straight line basis:

Office Equipment 20%

Motor Vehicles 20%

Furniture and Fittings 20%

A full year's depreciation is charged during the year of purchase and none during the year of disposal.

### 2. Leases

On 25 January 2013, Autism Jersey entered into a lease with Anne Philippa Hassell for the shop premises at 78 Bath Street, St Helier, Jersey at an annual rental of £13,000 with effect from 1 February 2013 to 31 January 2018.

On 1 January 2013, Autism Jersey agreed the terms of a lease with Milbanke Holdings (Jersey) Limited for the entire floor space of 2 Britannia Place at an annual rental of £25,950 per annum with effect from 1 January 2013.

### 3. Fixed Assets

	Computers	Equipment	Motor Vehicles	Total
Cost	£	£	£	£
At 1 May 2012	6,377	5,082		11,459
Additions	683	13,346	11,995	26,024
At 30 April 2013	7,060	18,428	11,995	37,483

	Computers	Equipment	Motor Vehicles	Total
Depreciation	£	£	£	£
At 1 May 2012	2,319	2,074		4,393
Charge for the year	948	3,271	2,399	6,618
At 30 April 2013	3,267	5,345	2,399	11,011

#### Net book value

At 30 April 2013	3,792	13,083	9,596	26,472
At 30 April 2012	4,058	3,008	-	7,066

### 4. Funds

	Brought forward	Surplus in year	Transfers	Carried forward
	£	£	£	£
General fund	160,590	23,834	15,000	199,424
Ring fenced funds	43,191		-15,000	28,191
	<b>203,781</b>	<b>23,834</b>	<b>0</b>	<b>227,615</b>

Specific Funds	LloydsTSB Foundation	Hawksford Inclusion	Lions Club	Barclays Linx Project	Total
	£	£	£	£	£
As at 1 May 2012	24,106	15,000	4,085		43,191
Additions	35,000			1,800	36,800
Expended	-35,000	-15,000		-1,800	-51,800
As at 30 April 2013	<b>24,106</b>	<b>-</b>	<b>4,085</b>		<b>28,191</b>

# Management Structure of Autism Jersey April 2013

## Staff:

**Heather McLelland**, Operations and Business Development Manager

**Carl Le-Poidevin**, Co-ordinator Short Break Services

**Jo Thorpe**, Family Support Officer/Befriending/Volunteer Co-ordinator

**Bevan Stonier**, Senior Support Worker – Life Coaching Programme

**Michael Delahunty**, Support Worker for Life Coaching Programme/Adult Social Club Co-ordinator

**Laura Kerr**, Support Worker

**Jules Miller**, Support Worker

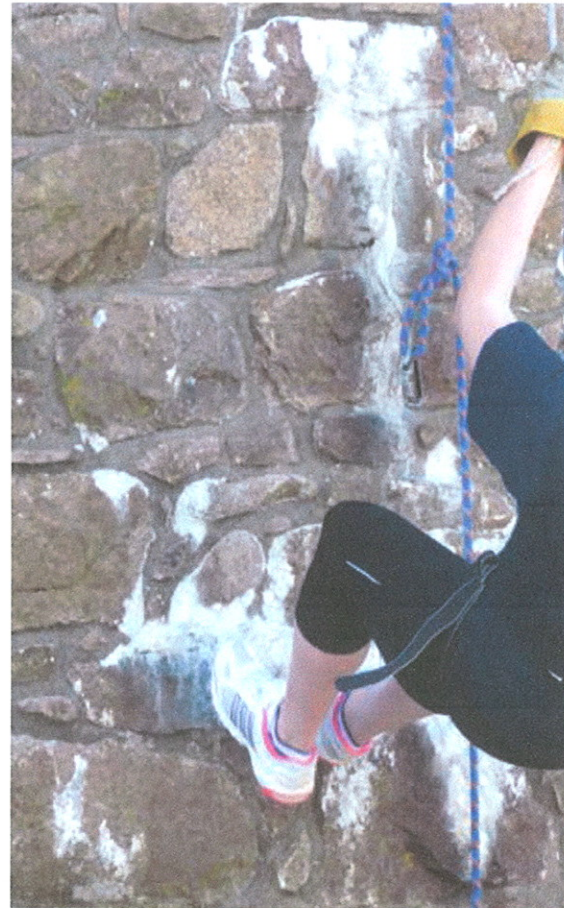
**Jess Hacquoil**, Fund Raising Co-ordinator

**Lizzie Burch**, Book Keeper/Administrator/Support Worker for SBS

**Karen Dyson**, Administrator

## Short Break Service Bank Staff:

Karen Barrett, Debbie De Boucier, Lynne Du Feu, Tony Evans, Jackie Falle, Clarissa Howell, Katie Le Miere, Rose Le Mottee, Jude Mauger, Katrina O'Connor, Carolyn Pygott, Kerry Robinson, Kelly Salsac, Poppy Sharkey, Emma Slaughter







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