

The Autscope Organisation
(Company number 07325467, registered charity number 114913)
Financial statements
for the year ended 30 September 2011

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The Autscope Organisation
Directors' report (incorporating the Trustees' annual report)
for the year ended 30 September 2011

Statement on financial reporting

The trustees, who are also directors of the charity present their report together with interim financial statements for the year ending 30 September 2011. The financial statements have been prepared in accordance with generally accepted accounting practice in the United Kingdom (UK GAAP), company law and the Statement of Recommended Practice – Accounting and Reporting by Charities (SORP 2005). The directors have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to guidance on public benefit published by the Charity Commission.

Full name The Autscope Organisation

Registered charity number 114913

Registered company number 07325467

Principal address

5 Haig Avenue
Lancaster
LA1 5PB

Directors (Trustees)

Mr Peter Jeremy Benie, Treasurer

Mrs Elaine Binhammer

Ms Karen Leneh Ruth –Ann Buckle

Mr Martijn Dekker

Ms Yo Dunn, Secretary

Ms Debbie Finucane

Appointed 25th August 2011

Ms Katja Hildegard

Resigned 25th August 2011

Mrs Patricia Lesley Jubb

Mr Stephen James Miller, Vice-treasurer

Bankers

Lloyds TSB Bank PLC
25 Gresham Street
London EC2V 7HN

Independent examiner

Paul Boille MEng, MAAT

Community Accountancy Self Help

1 Thorpe Close

London W10 5XL

**The Autscope Organisation
Directors' report (continued)
for the year ended 30 September 2011**

Objectives and principal activities

The Autscope Organisation (hereafter referred to by its trading name, Autscope) is principally engaged in organising the annual Autscope conference to provide respite, support, information and education to autistic people (in accordance with the charitable objectives in our governing document). Autscope's main source of funding is through the fees paid by conference participants, but we also seek donations and grant funding in order to facilitate access to Autscope's services amongst our target beneficiaries (a majority of whom are on particularly low incomes [55% in 2010]).

Autscope has the following charitable objects:

(a) to provide respite and support for autistic people by (i) organising retreat-style conferences at which autistic people can learn, engage in activities, socialize and relax in an autisticorientated environment and (ii) generally provide them and their families and carers with information, advice and other forms of assistance;

(b) to advance the education and awareness of the public in all matters relating to autism and in particular to increase public awareness of the problems faced by, and the general circumstances of, autistic people and their families, thus encouraging increased acceptance and support of autistic people in the community;

(c) to advance and promote the education of autistic people in self-advocacy and in those issues which are of particular interest and/or relevance to autistic people; and

(d) to do such other charitable things for the benefit and/or support of autistic people as the directors in their discretion shall decide.

Governing document

The Autscope Organisation (Autscope) is a company limited by guarantee and governed by its Memorandum & Articles of association dated July 2010. The Autscope Organisation is registered as a Charity with the Charities Commission.

Achievements and Performance

The Autscope Organisation is a newly formed charitable company which has been created to continue the work of Autscope, an unincorporated members' association which started in 2004. In the five months covered by this interim report, the board of directors of The Autscope Organisation has met monthly to consider the strategic direction of the organisation and make decisions on matters reserved to the board. The day to day management of the organisation, including the many tasks necessary to mounting a conference, is undertaken by volunteers who include all the directors but also some of Autscope's members who get involved through Autscope's email lists.

During the period covered by this report, Autscope mounted the four-day conference Autscope 2011: Owning Autism at Ackworth School, Pontefract and Yorkshire. We were able to maintain fees at a level roughly equivalent to 2010 (when changes to payments for single rooms are taken into account). By contrast, Autscope remains extraordinarily good value for money: offering access to a residential four-day conference with full board for £170 (shared room) and offering a further £20 discount to those on particularly low incomes. The vast majority of the fees paid by Autscope participants cover the cost of hiring the conference venue (including accommodation and catering).

Conference fees for Autism-related conferences in the UK typically range from £75 for a single day conference with no accommodation to £345 + VAT for a recent two-day conference (not including accommodation) {Source: NAS conferences}. Autscope's 2011 fees (for the full four-day conference) were less than £60 above the cost of full-board accommodation for a typical participant and, for this, participants gained access to a high quality programme of activities and presentations. In addition, a small number of those wishing to attend who faced difficulties in affording the fees were able to access bursaries partially offsetting the costs. (The bursaries were funded and administered by a third party donor specifically for Autscope participants. Autscope provided a referral service via our website).

**The Autscope Organisation
Directors' report (continued)
for the year ended 30 September 2011**

The venue chosen for Autscope 2011 was a particularly low cost option which allowed 80 residential participants (more than in previous years) to attend. However, the venue chosen posed some physically accessibility issues due to the listed buildings. Autscope's accessibility policy (available in full at <http://www.autscope.org/policy/accessibility.pdf>) sets out how the directors try to balance the needs of different groups by alternating the priority given to conflicting needs in different years. In keeping with this policy, a venue has been chosen for the 2012 conference which, at somewhat higher cost, provides good physical accessibility, improved en-suite facilities and more single rooms. Nevertheless, the directors have been able to use reserve funds to set fees for the 2012 conference which will be roughly comparable to those for 2011, thus maintaining the accessibility of the conference to the high proportion of our target beneficiaries who have limited financial means.

The Autscope 2011 conference provided respite, support, information and education to autistic people, in keeping with Autscope's core mission. The 2011 theme was 'Owning Autism'. Autism Spectrum Conditions (including Aspergers Syndrome) can be officially diagnosed by clinicians. They are examined, thought about, and commented on by academic researchers, journalists and parents. These people contribute to defining what autism means in society. However, autism is experienced from the inside by autistic people. Autscope 2011 examined who currently "owns" autism and how ownership is expressed and invited participants to consider the ways autistic people own our condition. The conference took place from the 22nd to the 25th of August. Around one-third of participants attending were doing so for the first time. For many, this will have been their first experience of meeting other autistic people or of a positive and accepting environment.

The conference programme included engaging and relevant presentations, with a substantial majority of autistic presenters, some new to Autscope. Participants had the opportunity to attend formal presentations on 'Psychological models of autism'; 'Owning autism research'; 'Specialisterne Scotland' (a company employing autistic people); 'Owning our support'; 'Owning the languages of autism'; 'Pitfalls in diagnosis and support'; and 'How autism has been owned and how to claim it for ourselves'. Presentations were accepted on a competitive basis out of a range of proposals. The formal programme also included a panel discussion on the theme of the conference. Many of these presentations introduced participants to new ideas, provided information important for participants' self-advocacy skills and challenged how autistic people are perceived by others.

Integrated with the formal programme were many opportunities for discussions. Some of these built on the presentation topics, while others were organised by participants around themes of interest, such as higher/further education and parenting. The conference programme also featured a wide range of leisure activities including singing rounds, table tennis, art activities, a walk with photography, swimming, 'sparklies in the dark' – a very popular mutual sensory experience - and an entertainment evening, in which many participants shared their talents. These activities supplemented informal socialising and opportunities to meet new people, an important part of the Autscope programme for many.

Mounting the conference encouraged the production and transmission of collective knowledge and understanding about autism through the presentations solicited (which would not otherwise have been created). Autscope advanced the education of autistic people (the section of the public which Autscope is primarily aiming to serve) and of the wider general public by providing materials from those presentations (and those given in previous years of the Autscope conference) on the Autscope website (which is freely accessible to the general public at no cost – see <http://www.autscope.org/programme/presentations> and <http://www.autscope.org/archive/>). This ensures that access to these materials is not limited only to those who are able to attend the Autscope conference. As a result, material produced by autistic people which challenges existing perceptions of autism is now available to the general public, encouraging improved acceptance of autistic people in the community.

**The Autscope Organisation
Directors' report (continued)
for the year ended 30 September 2011**

Additionally, Autscope provides no-cost access to several email lists on an ongoing basis. The 'chat' list is heavily used by autistic people (including but not limited to those who have previously attended an Autscope event) to socialize, discuss and exchange ideas and information relevant to autistic people and access social support and a sense of autistic community. The 'announce' list provides essential information about upcoming Autscope events for those who find the 'chat' list difficult or overwhelming to access. Additionally, Autscope uses email lists to involve our wider membership in the running of Autscope events through a system of subcommittees and working groups. These provide opportunities for members to engage socially through collaboration on practical tasks and develop a range of skills in a safe, supportive environment.

During the period covered by this report, Autscope has also developed as an organisation. Bye-laws were adopted in July 2011. The AGM held in August 2011 provided the members with an opportunity to (re)adopt the governing documents (legally unnecessary, but the directors took the view that this was morally necessary, since the full membership had not previously had an opportunity to do so). The directors also appointed independent examiners (CASE accountancy services) and reviewed Autscope's insurance requirements (including purchasing directors' indemnity insurance). Autscope also made good progress in fundraising during this period: setting up an online store offering Autscope merchandise and registering with a service enabling donations via text message. The directors have also sought to continue a process of documenting Autscope's governance and management processes for induction and training purposes.

Summary

In the short period covered by this interim report, Autscope has:

- provided low-cost access to the 2011 Autscope conference providing respite, support and education to 80 autistic people;
- encouraged the production of new materials which were presented at that conference and made these materials freely available to the general public on our website;
- provided information about self-advocacy and issues of interest to autistic people and opportunities for education and development to conference participants and those using the Autscope email lists;
- developed as an organisation in the long-term interests of our beneficiaries.

Trustee recruitment, induction and training

Directors (trustees) are drawn primarily from autistic people who are or have been beneficiaries of the work of the company and are elected by the members in accordance with the articles and bye-laws. Directors are advised of their responsibilities both as a company director and as a charity trustee on appointment and are kept advised and updated on any changes in responsibilities that come into force. Whenever possible, training is provided on current legislation and good practice. A well attended training session was provided for all directors during Autscope's 2011 conference and the materials from that session are available to current and future directors through a secure website.

Financial Review

The total funds held at the end of the financial period were £9,723. This included £1,189 of designated funds comprising £400 for accountancy services and £789 in the development fund (intended for expenditure on organisational development). A total of £9,723 was held in reserve. The company had already paid £1,480 as the deposit (not charged as expenditure during this period) to secure the Autscope venue for 2012. This expense item would be reflected in the 2011/2012 accounts.

**The Autscope Organisation
Directors' report (continued)
for the year ended 30 September 2011**

Reserves policy

The directors have adopted the following reserves policy (adopted 20th July 2011).

The company needs to have sufficient funds to:

- * enter into contracts with two venues simultaneously,
- * to pay a venue's shortfall charge between our target attendance and the pessimistic estimate of the attendance
- * to cover unknown and unexpected charges

The company will maintain reserves between two limits to cover these expenses. If the reserves are outside these limits, the company will take action, by modifying the fees for the next conference or otherwise, to bring the reserves back into the desired range.

A high estimate of the venue deposit is $20\% * 90 * \text{GBP } 180 = \text{GBP } 3240$.

A high estimate of the second venue deposit is $\text{GBP } 3240$.

A high estimate of the shortfall charge is $50\% * 20 * \text{GBP } 180 = \text{GBP } 1800$.

A high estimate of the unknown charges is $\text{GBP } 1500$.

The upper limit will be set at $\text{GBP } 9780$.

A low estimate of the venue deposit is $15\% * 75 * \text{GBP } 165 = \text{GBP } 1856.25$

A low estimate of the second venue deposit is $\text{GBP } 1856.25$.

A low estimate of the shortfall charge is $50\% * 5 * \text{GBP } 165 = \text{GBP } 412.50$

A low estimate of the unknown charges is $\text{GBP } 1000$.

The lower limit will be set at $\text{GBP } 5125$.

Exemptions

The directors have taken advantage of the exemptions available to small companies, including the audit exemption (see statement on balance sheet)

Responsibilities of the trustees/directors

Company law requires the directors to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity at the end of the year and of the surplus or deficiency for the year then ended.

In preparing those financial statements, directors are required to: select suitable accounting policies, as described on page 10, and then apply them on a consistent basis, making judgements and estimates that are prudent and reasonable. The members of the Committee must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The directors are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the charity, and enable them to ensure that the financial statements comply with the Companies Act 2006. The directors are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud or other irregularities.

Small company provisions:

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Signed on behalf of the charity's trustees:

Signed _____ Date _____
Yo Dunn, Secretary

**Independent examiner's report to the trustees of
The Autscope Organisation
for the year ended 30 September 2011**

I report on the accounts of the charity, which are set out on pages 8 to 11.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the Charities Act) and that an independent examination is needed.

It is my responsibility to:

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

Basis of independent examiner's report

My examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the 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

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

1. which gives me reasonable cause to believe that in any material respect the requirements:
 - to keep accounting records in accordance with section 130 of the Charities Act;
 - to prepare accounts which accord with the accounting records and comply with the accounting requirements of the Charities Act have not been met; or
2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed _____ Date _____
Paul Boïelle MEng, MAAT
Community Accountancy Self Help

The Autscope Organisation
Statement of financial activities
(incorporating the income and expenditure account)
for the year ended 30 September 2011

	Unrestricted Funds	Designated Funds	Restricted Funds	2011 Total Funds	2010
Notes	£	£	£	£	£
Incoming resources					
Conference: Booking fees	11,286	-	-	11,286	-
Conference: Transport fees	240	-	-	240	-
Donations	10,512	-	300	10,812	-
Membership fees	260	-	-	260	-
Sale of merchandise	274	-	-	274	-
Other income	130	-	-	130	-
Total incoming resources	22,702	-	300	23,002	-
Resources expended					
Conference: Venue	9,447	-	-	9,447	-
Conference: Child care	780	-	-	780	-
Conference: Travel	400	-	-	400	-
Licences	121	-	-	121	-
Service Charges	116	-	-	116	-
Insurance	382	-	-	382	-
Merchandise purchase	400	-	-	400	-
Vehicle Hire	150	-	-	150	-
Travel	63	-	-	63	-
Web Hosting	-	-	300	300	-
Printing, postage & stationery	137	-	-	137	-
Other expenses	283	-	-	283	-
Audit & Accountancy	700	-	-	700	-
Total resources expended	12,979	-	300	13,279	-
Net income/(expenditure)	9,723	-	-	9,723	-
Total funds brought forward	-	-	-	-	-
Transfers between funds	(1,189)	1,189	-	-	-
Total funds carried forward	8,534	1,189	-	9,723	-

All the activities of the charitable company are classed as continuing.

**The Autscope Organisation
Balance sheet
for year ended 30 September 2011**

	Notes	£	2011 £	2010 £
Current assets				
Debtors	2	1,780		-
Cash at bank and in hand		<u>9,330</u>		-
Total current assets		11,110		-
Liabilities				
Creditors:				
amounts falling due within one ye	3	<u>(1,387)</u>		-
Net current assets			9,723	-
Net assets	4		<u>9,723</u>	<u>-</u>
The funds of the charity				
Unrestricted funds			8,534	-
Designated funds			1,189	-
Restricted funds			-	-
Total funds	5		<u>9,723</u>	<u>-</u>

Exemption from audit

For the year ending 30/09/2011 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- *The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476;*
- *The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.*

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The trustees declare that they have approved the accounts above.
Signed on behalf of the charity's trustees:

Signed _____
Yo Dunn, Secretary

Dated _____

The Autscope Organisation
Notes to the accounts
for the year ended 30 September 2011

1. Accounting policies

Basis of the preparation of the accounts

These financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities - Statement of Recommended Practice (SORP revised 2005), the Financial Reporting Standard for Smaller Entities (effective April 2008) and the provisions applicable to companies subject to the small companies regime under the Companies Act 2006.

Incoming resources

All material incoming resources have been included on a receivable basis – i.e. they are included if the date receivable falls within the period covered by these accounts.

Resources expended

These have been analysed using a natural classification.

2. Debtors

	2011	2010
	£	£
Other debtors	300	-
Prepayments	1,480	-
	<u>1,780</u>	<u>-</u>

3. Creditors

	2011	2010
	£	£
Creditors	687	-
Accruals	700	-
	<u>1,387</u>	<u>-</u>

4. Movements in funds

	balance	resources expended)		balance
	£	£	£	£
Unrestricted funds				
General funds	-	21,586	(11,863)	(1,189)
	<u>-</u>	<u>21,586</u>	<u>(11,863)</u>	<u>(1,189)</u>
Designated funds				
Accountancy	-	-	-	400
Development	-	-	-	789
	<u>-</u>	<u>-</u>	<u>-</u>	<u>1,189</u>
Restricted funds				

**The Autscope Organisation
Notes to the accounts (continued)
for the year ended 30 September 2011**

5. Analysis of net assets by fund

	Unrestricted funds £	Restricted funds £	Total funds £
Net current assets	8,534	1,189	9,723
	<u>8,534</u>	<u>1,189</u>	<u>9,723</u>

6. Trustees' remuneration, benefits and expenses

During the accounting period, the charity purchased Trustee Indemnity Insurance for the sum of £158. During this period, a total of £763 was owed to six trustees for expenses incurred; £76 was reimbursed to one trustee.

7. Independent examination and accountancy services

During the period, the cost of the examination and accountancy services was £700.

8. Previous period comparison

The previous period's figures have not been included for comparison accounts are not available for that period.

9. Glossary of terms

Restricted funds: These are funds given to the charity, subject to specific restrictions set by the donor, but still within the general objects of the charity.

Designated funds: These are unrestricted funds set aside by the trustees for specific purposes.

Creditors: These are amounts owed by the charity, but not paid during the accounting period.

Debtors: These are amounts owed to the charity, but not received in the accounting period.

Prepayments: These are services that the charity has paid for in advance, but not used during the accounting period.