

**A D D INFORMATION SERVICES  
ANNUAL REPORT AND FINANCIAL STATEMENTS  
FOR THE YEAR ENDED 31<sup>ST</sup> MARCH 2022**

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## **A D D Information Services Charity Information**

**Organisation Name:** A D D Information Services

**Organisation Address:** 10<sup>th</sup> floor  
Hyde House  
London  
NW9 6LH

**Charity Number:** 1070827

**Bankers:** Lloyds Bank  
105-109 Station Road Middlesex  
Edgware  
HA8 7JL

**Independent Examiner:** Community Barnet  
SEIDS Hub  
Empire Way  
Wembley  
HA9 0RJ

**A D D Information Services  
Trustees Report  
For the year ended 31<sup>st</sup> March 2022**

## Headlines

- ADDISS is still here. We have survived the immediate pressures of the Covid-19 crisis but this year has been challenging because of the aftermath
- Key sources of revenue have reduced
- The follow-on from the crisis continues to create even more issues for the people affected by ADHD
- Proving support to people waiting for diagnosis and treatment from the NHS remains a priority
- The crisis has highlighted how much there is still to do, and will be for the foreseeable future
- We need to continue the process of recovering our full financial and operational strength to move forward
- There are vital local and national actions that need to be taken *now*
- Our understanding and experience of local, individual support gives us unique insight into what is needed at the national scale
- We are going on with our mission. In 2022-23 we will develop and begin to implement a new strategy

## About ADDISS

Attention Deficit Disorder Information Services (ADDISS) is a registered charity dedicated to serving individuals and their families affected by the highly prevalent medical condition, Attention Deficit Hyperactivity Disorder (ADHD) and a wide range of comorbid conditions that either result from ADHD or have a greater impact because of ADHD.

Our purposes include:

- 
- *ensuring that all individuals affected by ADHD receive the care and appropriate, treatment they need from schools, social services, mental health services and other organisations*
  - *promoting knowledge, understanding and positive attitudes towards ADHD in society*
  - *influencing practitioners and key decision-makers*
- 

ADDISS works at both a national and local level in partnership with local support groups to provide information, training and support for parents, people with ADHD and professionals in the fields of ADHD and related learning and behavioural difficulties. What we learn from our local activities is vital to our own national strategy and to the challenges of ADHD generally.

## **A D D Information Services Trustees Report For the year ended 31<sup>st</sup> March 2022**

We support a multi-disciplinary assessment and treatment protocol, including education and behavioural interventions, with or without medication and aim to help and support families in finding the most appropriate approach to intervention for their child or for an adult with ADHD.

Our work is supported and guided by its professional board of expert advisors., We also have medium-term plans to launch a youth advisory board.

### **ADDISS in 2021-22: challenges, actions and achievements**

In 2021-22 ADDISS was faced with significant challenges but continued to deliver strong, effective support to ADHD individuals and the wider community as well as make limited progress on development work. However, dealing with day-to-day challenges for our clients and for the charity itself has limited how much medium-term development we have been able to undertake.

2021-22 was another difficult year. For people with ADHD and their families the pandemic and lockdown created new pressures, often intense, that affected mental health, education and employment. Pressure on NHS services seems to have grown during that period. For ADDISS itself the immediate aftermath of the first phase of the pandemic saw both increased demand and problems with financing and resources needed to respond.

### **Finances and fundraising**

ADDISS remained active and solvent in the year, but our financial position continues to suffer because of Covid19: we have not been able to deliver training courses and other services that normally provide significant income. We have been able to contain our cost base through furloughing, and as noted we received a grant from the Pears Foundation to help us continue to deliver services. We have also received a grant from the Young Barnet Foundation, Space to Grow programme to provide services locally in Barnet. This enabled us to bring some staff back from furlough and to reach more families.

Our rent and utilities are paid for by our trading subsidiary. This is mainly funded through our licenced training programme for professionals which has taken the biggest hit during lockdown and we have yet to get back to the level of income pre-pandemic. We are working on restoring this income. We took out a bounceback loan in 2020 which we are repaying on schedule.

However, these are short-term solutions and we recognise the considerable challenges that we face in the medium term, in common with many smaller charities. We are developing a strategy that will allow ADDISS to grow in key areas while maintaining the services we offer to people affected by ADHD and their families. The objective is to increase its capacity to improve the lives of people with ADHD as well as make ADDISS sustainable in the long term. This will include strengthening our infrastructure as well as developing and delivering support and services to more people.

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**Our funding sources in 2021-2022**

Pears Foundation

Young Barnet Foundation – Space to Grow Fund

European project work

Individual donations and Fundraisers using the Just Giving Platform and Facebook Giving.

Coaching services

Psychotherapy Services

National Lottery

**Our mission and vital objectives: what we do**

- Achieving recognition of ADHD and advocacy for children and adults
- Providing clear and factually based information about ADHD to parents, teachers, social service professionals, healthcare professionals and policymakers
- Supporting a broad range of evidence-based interventions
- Working with professional and patient organisations in the fields of health, education and youth justice
- Providing access to advice for children, adults and families from knowledgeable peers

**Our values: how we operate**

These principles are essential to the way ADDISS operates and will underpin its new strategy.

- Collaborative
- Never giving up: persistence and resilience in supporting families through difficult and demanding circumstances
- Empathetic and compassionate while remaining objective
- Accuracy, completeness, objectivity, evidence-based
- Expert
- Positive about the value that ADHD people bring to all aspects of society if they have the support, they need
- Engaging and communicative with everyone affected by ADHD or involved in care and treatment of ADHD individuals
- and everyone who makes or influences policy about care for ADHD people

**Our role in reducing the long-term effects of ADHD**

The support and information that ADDISS provides aims to reduce the long-term impact of undiagnosed, misdiagnosed or untreated ADHD on:

- individuals
- families
- schools
- mental health and social services
- employers and colleagues
- children and adults.

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ADHD is a significant cause of personal and social problems. Without adequate support and interventions or with incorrect diagnosis ADHD can result in:

- Wasted lives, unrealised potential
- Under-performance at school, unnecessary exclusion and reduced educational achievement
- Mental health problems
- Difficulties in making and sustaining relationships (with peers, teachers and family)
- Difficulties finding and keeping a job
- Substance abuse, addictions, gambling, failed relationships
- Increasing involvement with the criminal justice system

## **ADDISS and ADHD now**

**ADDISS operates in a world in which understanding of ADHD is changing, but actual action to support individuals, families and the community is visibly lagging.** That lag creates not only significant problems and pain for individuals and their families, but also puts unnecessary pressure on the community and on services and institutions. Equally distressing is the lost individual potential and loss to society of people with talent and energy who could be effective and happy if only the right type of support was available to all of them. Above all, ADDISS exists to close this gap and so benefit ADHD individuals and the communities they belong to personally and structurally.

It is estimated that between 3% and 7% of school age children in the UK have ADHD. The UK's National Institute for Clinical Excellence, (NICE), suggests that it affects 5% of the school-aged population. People do not 'grow out' of the condition and the majority of those children will continue to have significant problems dealing with their ADHD throughout adulthood and into old age. ADDISS directly supports people at all stages of their lives, including vital work to support families in crisis.

However, although there are lots of headlines about ADHD and more *apparent* public recognition, there is little commitment to action that would help in both the short and medium term.

There have been notable changes in the way professionals in healthcare, social or educational settings perceive ADHD as a distinct clinical entity, and the virtually universal acceptance of the need for an early diagnosis and management of this eminently treatable condition.

However, this is not evenly distributed across the UK and many people are not able to benefit from it. There is a drastic lack of service provision and support for families and individuals.

**In the longer term, this represents massive loss of potential for society and the economy: the strengths and potential of ADHD people are lost through poor education, misdiagnosis, lack of service provision and misunderstanding among some medical professionals.**

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**The net effect is a large unnecessary additional financial burden on the public purse: some studies have estimated the cost to the UK could be £3.6bn (Demos; 2018 figure).**

***Positive signs ADDISS can build on***

Given the high prevalence of ADHD, there is, however, a general acceptance amongst policymakers in the UK Government as to the economic and human cost associated with unrecognised or untreated ADHD, both personally on the lives of individuals in short- and long- term, and collectively on the society as a whole. Indeed, there is now a widely held consensus that undiagnosed, misdiagnosed and untreated ADHD can be a factor in youth crime, substance drug abuse and higher prevalence of self-harm.

External lobbying groups have ensured the Green paper for special educational needs provision recognises the needs of children with ADHD in the school setting.

**ADDISS's challenge is to make sure that this thinking has an impact on the real lives of people affected by ADHD.**

Our strategy for 2022-23 and onwards engages directly with these issues. Our main initiatives will be to:

- repair and strengthen our income
- the development of a national helpline and associated services able to provide significant support to people with ADHD and their families and carers, based on our existing telephone support service.

## **ADDISS and the ADHD challenge ahead**

As long as ADHD continues to be overlooked in many areas of life and by many organisations, ADDISS will be an essential organisation.

- To people affected by ADHD and their families
- To schools
- To social services
- To the NHS and mental health services
- To policymakers

As the UK emerges from responding to the pandemic, it has become clear that the pressures on ADHD individuals and their families, as well as schools, employers and public services, has grown and that many ADHD-affected people have suffered severe mental health impacts. Health and social services for ADHD people have not been expanded to deal with the increased demand.

Picking up the pieces is beyond the capacity of any single one of the UK charities supporting ADHD work and, like all others involved in ADHD, ADDISS will need to review its activities and the use that it makes of its very stretched resources. Between October 2021 and January 2022, we reviewed all our major objectives and the strategy needed to achieve them. This has faced us with some hard choices but we will be stronger as a result.



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## **PRACTICAL SUPPORT**

Our main strategy is to broaden the coverage and availability of our helpline and related services and we are seeking grant funding to do this in 2022-23. We are delighted that our psychotherapist continues to be a part of our team, working part-time on a voluntary basis; supporting families and individuals on the helpline once a week giving in depth advice and support. He also delivers therapy and support for adults with ADHD, young people and their families. We have parent coaches on our team who work directly with parents and young people themselves offering strategies to manage their ADHD both in school and in the community. However, we are still desperately in need of the funds to increase our capacity for support.

It is essential that young people and adults with ADHD are able to access some of the treatment they need to improve their quality of life. However, this access is still extremely variable - between different parts of the country, different services, different professions and different views of what causes behaviour.

Our work will hopefully enable many more people with ADHD to get the treatment they need – or ask for the specific appropriate help they need. - delivered to them within health services.

The views of our work are commonly expressed by the subscribers and users of ADDISS services - which include many thousands of children, young people, ADHD adults, parents and carers, and professionals from many fields. These professionals include teachers, psychiatrists, nursery nurses, psychologists, paediatricians, enlightened staff of the youth, police and prison services and many more. This growing group of ADHD affected, and ADHD-friendly people has influenced the work and direction of ADDISS over the 25 plus years since it was set up.

## **ADHD AWARENESS IN PROFESSIONS AND THROUGH SOCIETY**

Many professionals are involved in the recognition, diagnosis, treatment and management of people affected by ADHD: GPs, nurses, psychotherapists, teachers, social workers, probation officers, police officers, prison staff and others. Some all very well informed but many have not had the opportunity to learn usefully and consistently about ADHD and its impact.

A key longer-term objective for ADDISS is to start addressing that information gap. We are working hard at supporting individuals and families, but often the context in which we provide that support is one of limited information or understanding among the different services and organisations they interact with. ADDISS is well positioned to address that gap based on both its knowledge of ADHD and its understanding of the lived experience of its members and clients.

This will form a major part of our strategy in the longer-term term once the organisation has recovered from the disruption to operations and funding resulting from the pandemic, and the helpline is firmly established.

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## Review of our activity and impact

### UK-WIDE PRACTICAL SUPPORT FOR INDIVIDUALS

#### Helpline

The telephone helpline run by ADDISS is the only helpline providing specialist information and advice on ADHD in the UK which provides open access for everyone. Due to the lack of awareness around ADHD and the services available for sufferers, the ADDISS helpline is often the first, and sometimes only, port of call for individuals, or their parents, who suspect that they, or their children, have ADHD. It is still run with a skeleton staff, but the passion of the staff to give help and advice to those most in need make up for their small number.

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*In 2021-22 we again received several thousand calls of which we were able to provide direct support to several hundred. These were from people directly affected by ADHD, close family and friends and teachers, social workers and other professionals.*

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Our VOIP system allows us to log every call to the charity helpline. Over a six-month period in 2021-22 around 500 calls were answered by a skeleton staff and several volunteers. Our volunteers were able to take calls from home using digital technology. There were over 1000 calls coming into the helpline in total during that time, but we were unable to answer them all. There is clearly a need for a fully funded full-time helpline. All calls were logged, and postcodes were recorded giving us a heat map showing a wide geographical reach.

As well as the helpline itself, we support families with letters to schools, attending tribunals and offering training to staff. This is time-consuming, resource-intensive but is a lifeline for the people we support in addition to receiving calls on the helpline, we also receive many enquiries via email. Given our limited resources we are unable to answer all. We have identified this as an area that needs more investment either in staff resources or improvement in our digital technology.

The main subjects of calls were:

*Seeking a diagnosis:* Calls from both parents and adults seeking a route to diagnosis are now by far the greatest number of calls. In the last year we have seen an explosion in adult diagnosis and especially women in midlife. ADDISS provides advice and support: helping them navigate the system has been a lifeline for many.

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*Gaming addiction:* An increasing problem in younger children especially during lockdown and one with little UK expertise. This is typical of the areas where ADDISS can make a difference by collecting information from specialist and experts internationally as well as in the UK to provide a resource base for practitioners.

*Education:* Many parents call us because their children's needs are not being properly met in school. They are misunderstood, mismanaged, and lack of staff training leads to inappropriate punishments and exclusions. ADDISS provides advice and support.

**In 2022-23, we will push forward on our strategy to develop a national helpline that can provide consistent and reliable information to a much wider community.**

### Online support groups

ADDISS runs a number of online support groups that meet weekly for the most part. These groups include ones for parents, parents of adult children with ADHD, adults affected by ADHD and dedicated groups for women and men. Each group has attendance cap of 20 people; 160 people are registered for the women's' group.

## LOCAL PRACTICAL SUPPORT

### Support for ADHD in Barnet

ADDISS provides intensive hands-on support to families in Barnet. We work with families mainly in the Barnet area of North London. We aim to improve the life chances and outcomes for ADHD people and support their families and schools. Barnet is the second largest borough in London where 5000 children are living with ADHD of which only about 8% may have a formal diagnosis. Many families who have children with ADHD find that they have difficulty managing their children's behaviour and that their children are often socially isolated at school and in their local communities.

ADDISS also partners with Voluntary Sector organisations in the local area, such as Barnet SENDIASS, Mencap, the Young Barnet Foundation, Community Barnet and Inclusion Barnet.

### Work with schools

We were commissioned by a local secondary school to deliver ADHD coaching and mentoring services for three days across two sites. In addition to this the school sent a number of challenging children to spend a week with us at ADDISS over the course of the year. This was as an alternative to sending them to the Pupil referral Unit. They worked really hard and achieved well in an environment more suited to their impairments

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Feedback from parents was very positive.

*We are writing to underline the extraordinary work which our daughter X (year 8) has received from the school's engagement with ADDISS.*

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*X's work with ADDISS during school hours and the support we have received outside school hours both contributed immeasurably to X's mental well-being as she struggles with the challenges which secondary school presents for a child with ADHD.*

*The ADDISS team has supported her psychologically (with self esteem and social interaction) and enabled her to explain to others how she feels.*

*It has provided tools to navigate her condition (organisational techniques, study planning, identification of tutors specialised in ADHD etc) and has given us the tools to support her.*

*We wanted you to be fully aware of these benefits and to implore you to ensure that this vital part of our daughter's school week remains in place next year. While girls typically mask these traits better than boys, it is clear that the need for support is no less. Work with ADDISS helps X to overcome the shame she feels, when identified as different.*

*I do hope you can confirm that this vital support will remain in place.*

*If there is any further information we can provide on our experience please do not hesitate to let us know.*

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*My son Y was diagnosed with ADHD about two years ago. He is now 15 years old. Since the diagnosis we have had the most incredible support from ADDISS and especially Andrea Bilbow who has been there for Y every step of the way. We are so lucky that at a difficult time we had the support of ADDISS through [school]. Y had weekly meetings with Ms Bilbow and I was able to speak to her whenever I had a question or for any form of support. She helped us with regards to medication and gave us advice of what would be most helpful to him; because of this he is now on a fantastic medication. Andrea Bilbow gave advice to my son on his eating habits and sleep routine which has been beneficial for schoolwork. On that note she also advised us on how to ask support from CAMHS and [school] in regards to his examinations and concentration in lessons. From a boy who has been struggling in school with concentration and exam results after getting approval to have a separate quieter room and access to a computer facility he has now done so well in exams including excellent grades in maths which means he can do the Higher paper for his GCSEs. Thank you also to ADDISS for the training sessions available to parents - the 123 Magic sessions for younger children and also the training sessions aimed at teenagers. These have been invaluable. To end off, without the support of Andrea Bilbow and everyone else at ADDISS Y would not be getting the support he needs from his school, his parents and older siblings. We have learnt how to be there to support our son because of everything we have learnt, and this is all from ADDISS.*

## **A D D Information Services Trustees Report For the year ended 31<sup>st</sup> March 2022**

In 2021 we received funding from the Young Barnet Foundation to continue supporting families in Barnet.

**A key part of our new strategy will be to take the lessons from supporting ADHD families in Barnet and see how they can be applied nationally by supporting organisations providing similar services elsewhere.**

### **Mentoring**

During the academic year 2020-2021 we were commissioned to provide ADHD mentoring and coaching services to young people with ADHD in a local secondary school. This project was very successful, and we have since been commissioned to provide one-to-one mentoring to students with ADHD as well as developing teachers' skills across two sites. We provide 24 hours of support per week. This is an innovative project from a forward-thinking school, and we do not believe it is available in any other secondary school across the UK: other schools are already contacting us to find out about similar programmes. We hope to build on this model with other schools as part of our strategy.

### **The ADDISS Resource Centre**

The Resource Centre at our offices in North London usually provides a wide range of books, DVDs and training materials as well as a large amount of reference texts, articles and resources. The resource centre has been visited by many different people ranging from parents, adults with ADHD, students, doctors, teachers and many other professionals seeking information, help and support. However, we have not been able to operate the Resource Centre since the pandemic. As part of our new strategy, we will be assessing the potential for an online equivalent.

## **ADVANCING KNOWLEDGE AND INFORMATION IN THE UK AND INTERNATIONALLY**

### **Newsletter**

ADHD News is our quarterly newsletter. These newsletters carry articles written by contributors all over the world and are of a very high quality. The newsletter is currently sent to paid members of ADDISS which includes parents, professionals and a large number of clinics. It is often given freely at events. It is then placed on the website for general viewing one year after publication. We would like the funding to allow us to publish and give this away freely to all parents and professionals as it has proven to be extremely popular and helpful. Interestingly we do have an international membership reflected in our conference attendance and research.

### **Website and social media**

Whilst the website has up until now been very helpful to the public, it needs updating, not just with information but with new technology to allow better engagement and interaction. We have begun a project to completely replace our website with a version meeting modern standards and hosting a wealth of information as well as using digital technology to allow us to connect better with the public and our subscribers. This is becoming an essential part of our work and we are urgently seeking funding to continue the development.

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We currently run a number of closed Facebook groups with over 20,000 members. These are strongly moderated. We have two public Facebook pages which allow us to share information very quickly with followers. Our Facebook pages have a combined following of over 10,000 followers. We also run an international Facebook in collaboration with Empower ADD which has in excess of 13000 followers.

We also manage a twitter account @UK\_ADHD with over 5,000 followers, We need to increase our access to core IT, web and social media skills, either through recruitment or suitable contracts.

### **PARTICIPATION IN PROJECTS AND RESEARCH**

Through our contact with people affected by ADHD and their lived experience, our online groups, newsletter, Facebook page and email newsletter we assist in the understanding of lived experience of ADHD. We apply this knowledge through participation as partners in a number of multi-partner research projects. Our role is typically as Investigator responsible for patient participation. We also help with the dissemination of project outcomes. ADDISS has been asked to participate in a significant number of UK and international research projects with leading universities, including:

- University College London
- Kings College London
- University of Oxford
- University of Newcastle
- University of Southampton
- University of Berne
- Hong Kong University
- University of Nottingham
- University of Huddersfield
- Radboud University, Netherlands

ADDISS is uniquely trusted to do this by researchers because of its deep, long-standing hands-on support for individuals and families affected by ADHD. Projects in which we are involved include research into

- the relationship between nutrition and ADHD
- how ADHD and obesity may interact
- sleep factors and ADHD
- crosstalk between genetics, immune activation/ inflammation, and microbiome
- pharmaceutical and non-pharmaceutical interventions
- ADHD and remote technology

ADDISS benefits financially through funding for these projects, but they are also significant in building long-term relationships with our partners and extending our knowledge through direct access to the detailed research results and informal knowledge generated.



## A D D Information Services Trustees Report For the year ended 31<sup>st</sup> March 2022

### Specific projects of note

#### *Eat2beNICE – A Horizon 20/20 Project*

We are involved in an EU project run out of the Netherlands called Eat2beNICE which will investigate the effects of Nutrition and Lifestyle on Impulsive, Compulsive, and Externalizing behaviours. Maladaptive impulsivity and compulsivity predispose to antisocial and addictive behaviours. Factors influencing those traits are not well understood, but diet, lifestyle, socioeconomic status (SES), sex, and heritability play pivotal roles. The project aims (1) to identify nutrition and lifestyle drivers that can be employed to prevent detrimental impulsivity/compulsivity in males and females across the lifespan, (2) to characterize the etiologic paths leading to extreme behaviour, and (3) to promote policy changes to counteract maladaptive impulsivity/compulsivity by disseminating evidence-based information about health-related behaviours to families, clinicians, policy makers, and general public. We join experts from multiple disciplines across Europe to achieve this. This project will run until February 2023 <https://newbrainnutrition.com/>

#### *CANDY – A Horizon 20/20 Project*

The CANDY project kicked off in March 2020 and took place online as we in the UK and Europe went into lockdown. Neurodevelopmental conditions, such as autism, attention-deficit hyperactivity disorder (ADHD), and intellectual disability (ID) are clinically heterogeneous, often co-exist and they affect ~15% of the European population. They are also often associated with somatic illnesses (e.g. epilepsy, autoimmune and gastrointestinal disease) which can have a strong impact on the quality of life. The combination of ID and epilepsy in autism, for instance, is associated with a reduction in lifespan of ~ 20 years.

Currently, we lack effective new treatments for neurodevelopmental conditions and do not understand why they co-exist. There is hope, however. Recent evidence shows that certain genetic variants, which increase the risk for neurodevelopmental conditions, are shared between these conditions and affect the same biological pathways. Many of these variants impact synaptic plasticity (activity-dependent modification of synaptic transmission) and glutamate and GABA neurotransmission (i.e. excitatory and inhibitory (E/I) balance). The symptom profile and severity are likely also moderated by environmental factors acting at different time points (critical periods). Therefore, we are also investigating the role of early maternal immune activation and the gut microbiome. The interaction between host genetics and gut microbiome could clarify why carrying certain risk-conferring genetic variants only explains a part of the different symptom spectra that we see in neurodevelopmental conditions.

Our overall goal is to improve the understanding of the crosstalk between genetics, immune activation/ inflammation, and microbiome, and thereby provide a compelling novel conceptual framework. <https://www.candy-project.eu/>

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### *Timespan A Horizon 20/20 Project*

Emerging evidence points at a significant association and shared genetic traits between adult attention-deficit / hyperactivity disorder (ADHD) and cardiometabolic conditions such as obesity, type 2 diabetes, and cardiovascular disease, which, when inadequately treated, can lead to adverse outcomes and significant costs for society. Various national guidelines on cardiometabolic disease already highlight the importance of concurrent psychiatric disorders, but there is a lack of knowledge around ADHD. This is problematic given that ADHD is a common, serious, and complex chronic condition among adults. This is where TIMESPAN steps in, fostering improvements in risk stratification and of the treatments for patients with ADHD who also have a cardiometabolic disease.

<https://timespan.eu/>

### **1 2 3 Magic Research Project in Partnership with University College London**

Over 400 families applied to participate in the 1 2 3 Magic project with only enough spaces for 100 parents. A total of eight six week workshops have been delivered. The results are currently being evaluated.

We were once again invited to apply for a grant from the PEARS Foundation and have applied for and received £17,000 over two years 2022/23 to 2023/24 to deliver more workshops to accommodate many of those who have been unable to get onto the research.

### **New Research Projects ADDISS is participating in 2022-23**

We are partners in two new funding approved projects with responsibility for patient participation.

- DISCA - Digital Sleep Support for Children with Attention Deficit/Hyperactivity Disorder (The DISCA
- Research for Patient Benefit (RfPB) Programme: NIHR203035 – Comparing pharmacological and non-pharmacological interventions for adults with AttentionDeficit/Hyperactivity Disorder (ADHD): systematic review and network metaanalysis
- Co-producing Implementation of RECOGNeyes in Schools (COIRS)
- Pharmacological and non-pharmacological interventions for adults with ADHD
- ATTENS - **A multi-centre, blinded, randomized, parallel-group, phase IIb study to compare the efficacy of real versus sham external Trigeminal Nerve Stimulation (eTNS) on symptoms in youth with Attention Deficit Hyperactivity Disorder**



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**Reserves Policy**

The Trustees continue to monitor the levels of reserves and ensure there is a surplus each year.

**Financial Position**

The Statement of Financial Activities shows £174,190 of Incoming Resources; compared to the previous year, the incoming resources were £172,482; it must be noted that the key funded sources are grants, which vary every year. The Expended Resources totalled £188,158 compared to £143,633 in the previous year. The level of expenditure reflects the organisation's ability to provide the required services in line with the objectives and the available level of resources. The Trustees continue to seek alternative funding whilst at the same time monitoring operational costs to ensure that the standards of the levels of service are maintained. The Trustees will increase their efforts to ensure the forthcoming year maintains reasonable results for the organisation.

The Board is mindful of the going concern issues that continue to affect the sector. The Board agrees the organisation will continue to operate as a going concern; however, measures were put in place to ensure that the organisation will only commit to expenditures funded by grants.

Operations, income and reserves were significantly negatively impacted by the Covid pandemic. Our existing and potential funders were also affected, and there may be a reduction in the amount of grant funding available in the short term.

The Trustees and management have put in place a recovery plan that covers diversifying our range of funders and rebuilding the contribution from trading income from the charity's associated company. We are also implementing significant temporary cost savings that can be maintained until our income is restored. We aim to stabilise our reserves over the next twelve months.

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<b>Trustees' Name</b>	<b>Trustees' Role</b>	<b>Date Appointed/Co-Opted</b>	<b>Date Resigned</b>
Mrs Jessica Hyams	Co chair	20.02.2016	
Mrs Sharon O'Dell	Treasurer	12.03.2011	
Mrs Bernadette Ashton	Secretary	11.06.2016	
Mrs Jenny Missen	Co chair	12.03.2011	
Dr Rashmin C Tamhne	Trustee	12.03.2011	
Paul Mann	Trustee	07.11.2021	09.08.2022
Philip Anderton PhD	Trustee	12.09.2021	
Ernest Ambe	Trustee	12.09.2021	
Hugh Look	Trustee	08.05.2022	

**Members of the Professional Advisory Board:**

Prof. Eric Taylor

Prof. Peter Hill

Dr Daphne Keen

Prof. Jeremy Turk

Prof. Ian Wong

Paul Cooper PhD

Dr Nikos Myttas

Dr Paramala Santosh

Dr David Coghill

Dr Val Harpin

Prof. Amanda Kirby

Professor Chris Hollis

Dr Ulrich Muller-Sedgwick

Jane -Sedgwick-Muller

Dr Maite Ferrin

## A D D Information Services Trustees Report For the year ended 31<sup>st</sup> March 2022

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

The A D D Information Services trustees are responsible for preparing a trustees' annual report and financial statements in accordance with applicable law and United Kingdom accounting Standards (United Kingdom Generally Accepted Accounting Practice)

The law applicable to Charities in England and Wales requires Trustees to prepare financial statements for each year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources for that period. In preparing the financial statements the trustees are required to: -

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK 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 to enable them to ensure that the financial statements comply with Charities Act 2011. They are also responsible for safeguarding the assets of the charity and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees declare that they have approved this report.

Full Name: JENNIFER ANN MISSEN  
Position: CO-CHAIR  
Signature: J.A. Mussen  
Date: 28.1.23

**A D D Information Services  
Independent Examiner's Report  
For the year ended 31st March 2022**

**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 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 matters have come to my attention.

**Basis of independent examiner's statement**

My examination was carried out in accordance with 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 the 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; and
  - 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 to enable a proper understanding of the accounts to be reached.

Signature: ..... *KChidziva* .....

Name: Keisha Chidziva

Date: 28/01/2023

Professional Qualification: BSc Applied Accounting

Address: Community Barnet  
SEIDS Hub, Empire Way, Wembley, HA9 0RJ

**A D D Information Services**  
**Statement of Financial Activities**  
**For the year ended 31<sup>st</sup> March 2022**

	<b>Notes</b>	<b>Unrestricted Funds 2022 £</b>	<b>Restricted Funds 2022 £</b>	<b>Total Funds 2022 £</b>	<b>Total Funds 2021 £</b>
<b>Income from:</b>					
Charitable Activities	<b>2</b>	160,603	13,585	174,188	172,480
Investments	<b>3</b>	2	-	2	2
<b>Total Income</b>		<u>160,604</u>	<u>13,585</u>	<u>174,190</u>	<u>172,482</u>
<b>Expenditure on:</b>					
Charitable Activities	<b>4</b>	(136,548)	(51,610)	(188,158)	(143,633)
<b>Total Expenditure</b>		<u>(136,548)</u>	<u>(51,610)</u>	<u>(188,158)</u>	<u>(143,633)</u>
Net Income and (Expenditure) before transfers		24,057	(38,025)	(13,968)	28,849
Transfers		-	-	-	-
Net Income and (Expenditure)		24,057	(38,025)	(13,968)	28,849
<b>Reconciliation of Funds</b>					
Total Funds Brought Forward		<u>39,404</u>	<u>38,027</u>	<u>77,431</u>	<u>48,582</u>
<b>Total Funds Carried Forward</b>		<u><b>63,461</b></u>	<u><b>2</b></u>	<u><b>63,463</b></u>	<u><b>77,431</b></u>

**A D D Information Services**  
**Balance Sheet**  
**as at 31<sup>st</sup> March 2022**

		2022		2021	
	Notes	£	£	£	£
<b>Fixed Assets</b>					
Investment	5		<u>25,000</u>		<u>25,000</u>
			25,000		25,000
<b>Current Assets</b>					
Cash at Hand and Bank			36,388		47,775
Debtors	6		<u>11,685</u>		<u>8,566</u>
			48,073		56,341
Creditors: Amounts falling due within one year	7		<u>(9,610)</u>		<u>(3,910)</u>
			38,463		52,431
			<u>63,463</u>		<u>77,431</u>
Restricted Funds	8		2		38,027
Unrestricted Funds	9		<u>63,461</u>		<u>39,404</u>
			<u>63,463</u>		<u>77,431</u>

The Trustees declare that they have approved this report.

Full Name:

JENNIFER ANN MISSON

Position:

CO-CHAIR

Signature:

J.A. Misson

Date:

28.1.23

**A D D Information Services**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2022**

**Basis of accounting**

The financial statements have been prepared in accordance with 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 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

In preparing the accounts, the trustees have considered whether in applying the accounting policies required by FRS 102 and the Charities SORP FRS 102 the restatement of comparative items was required. After due consideration, it was concluded that no restatement of the comparatives was required.

The financial statements have been prepared on a going concern basis. In arriving at this conclusion, the trustees have taken into account any material uncertainties that may affect the charity's ability to continue as a going concern.

**Recognition of Incoming Resources**

These are included in the Statement of Financial Activities (SOFA) when:

- the charity becomes entitled to the resources;
- the trustees are virtually certain they will receive the resources; and
- the monetary value can be measured with sufficient reliability.

**Funds Structure**

Unrestricted income funds comprise those funds which the trustees are free to use for any purpose in furtherance of the charitable objects. Unrestricted funds include designated funds where the trustees, at their discretion, have created a fund for a specific purpose.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by the funder.

**Income recognition**

All income is recognised once the charity has entitlement to the income, there is sufficient certainty or receipt and so it is probable that the income will be received, and the amount of income receivable can be measured reliably.

**Grants and Donations**

Grants and donations are only included in the SOFA when the charity has unconditional entitlement to the resources. Donations represent voluntary amounts received during the year.

**Expenditure recognition**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required, and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses, including support costs and governance costs, are allocated or apportioned to the applicable expenditure headings in the statement of financial activities.

**A D D Information Services**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2022**

**1. ACCOUNTING POLICIES (continued)**

**Cash Flow Statement**

The Charity has taken advantage of FRS 102 (Section 1A) which exempts small charities from preparing Cash Flow Statements.

**Trade Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid.

**Trade Creditors**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably.

**Fixed Assets**

Fixed Assets costing £250 or more are initially recorded at cost.

**Depreciation**

It is provided on tangible fixed assets to write off the cost or valuation, less any estimation residual value over their expected useful economic life as follows:

Plant and Machinery	33% reducing balance basis
Fixtures and Fittings	25% reducing balance basis

**Investment**

Fixed Asset investments are stated at cost less diminution in value



**A D D Information Services**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2022**

**2. Income from Charitable Activities**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Behave	-	5,029	5,029	-
Eat 2 Be Nice	-	8,556	8,556	-
Base	-	-	-	4,905
Barnet CCG	-	-	-	-
Young Barnet Foundation	-	-	-	10,337
European Grants	-	-	-	9,336
Pears Foundation	-	-	-	14,740
Grant Income	81,761	-	81,761	68,390
Contract Income	10,000	-	10,000	13,908
Donations and Gifts	21,833	-	21,833	26,977
Fundraising Income	758	-	758	-
Other Income	7,348	-	7,348	1,637
Conference, Book Sales and Support Services	8,056	-	8,056	-
Subscription	8,039	-	8,039	7,933
Consultancy and Training	22,807	-	22,807	14,316
<b>Total</b>	<b>160,603</b>	<b>13,585</b>	<b>174,188</b>	<b>172,480</b>

**3. Investment Income**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Bank Interest	2	0	2	2
	<u>2</u>	<u>0</u>	<u>2</u>	<u>2</u>

**4. Total Expenditure on Charitable Activities**

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>Total Funds 2022</b>	<b>Total Funds 2021</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Publicity Costs	- 14	-	- 14	19
Salaries	108,031	51,610	159,641	123,997
Other Direct Costs	3,150	-	3,150	3,361
Establishment Costs	18,852	-	18,852	10,873
Printing, posting and Stationery	901	-	901	1,522
Travel and Subsistence	142	-	142	1,387
Accountancy Fees	4,125	-	4,125	2,475
Governance	1,361	-	1,361	-
	<u>136,548</u>	<u>51,610</u>	<u>188,158</u>	<u>143,633</u>

**A D D Information Services**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2022**

The rental expenditure for the Charity was donated and paid by ADD Information Services Ltd.

**5. Investments held as Fixed Assets**

	Investment in group and associated undertakings
Market Value	£
As at 1st April 2021 and 31st March 2022	25,000
Net book value	
As at 31st March 2022	25,000
As at 31st March 2021	25,000

All investment assets were held in the UK.

The charity holds more than 20% of the share capital of the following company:

Subsidiary undertakings	Country of Incorporation	Principal Activity	Class	%
A D D Information Services Limited	England and Wales	Marketing of books and videos and the running of conferences on Attention Deficit Disorder Syndrome	Ordinary Shares	100

Subsidiary undertakings	Capital & Reserves	Profit/(loss) for the period
	£	£
A D D Information Services Limited	3,502	(21,498)

**6. Debtors**

	2022	2021
	£	£
Trade Debtors	11,685	8,566
	<u>11,685</u>	<u>8,566</u>

**A D D Information Services**  
**Notes to the Financial Statements**  
**For the year ended 31<sup>st</sup> March 2022**

**7. Creditors**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Other Creditors	(9,610)	(3,910)
	<u>(9,610)</u>	<u>(3,910)</u>

**8. Restricted Funds**

	<b>At 1st April 2021</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>At 31st March 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
Behave	51	5,029	(5,079)	1
London Borough of Barnet	1	-	-	1
Eat 2 Be Nice	83	8,556	(8,639)	0
Base	4,945	-	(4,945)	0
Young Barnet Foundation	8,871	-	(8,871)	-
European Grants	9,336	-	(9,336)	0
Pears Foundation	14,740	-	(14,740)	-
<b>Total</b>	<u>38,027</u>	<u>13,585</u>	<u>(51,610)</u>	<u>2</u>

**9. Unrestricted Funds**

	<b>At 1st April 2021</b>	<b>Incoming Resources</b>	<b>Resources Expended</b>	<b>At 31st March 2022</b>
	<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
General Funds	<u>39,404</u>	<u>160,604</u>	<u>(136,548)</u>	<u>63,461</u>

**10. Related Parties**

**Controlling entity**

The Charity is controlled by the trustees.

**Related party transaction**

At the balance sheet date, Mrs. J Missen and Mrs. O'Dell jointly owned on trust all the issue share capital of A D D Information Services Limited on behalf of A D D Information Services.

**11. Employees Remuneration**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages and Salaries	<u>159,641</u>	<u>123,997</u>

**A D D Information Services  
Notes to the Financial Statements  
For the year ended 31<sup>st</sup> March 2022**

**No Trustees received any remuneration during the year**