

**Registered Charity Number: 1126132**  
**Company Number: 04229975**

**Advonet**  
**(A Company Limited by Guarantee)**

**Trustees' Annual Report and**  
**Consolidated Financial Statements**  
**for the year ended 31 March 2022**

# Advonet

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# Advonet

## Charity Information

### Trustees

M Ahmed  
R Beck  
P C Gleeson  
P J Gruen  
I Nip  
R Porter  
K Tandel  
E V Williams  
M M Yip  
W Case  
K S Thirkill  
C Jarvis (appointed 15 December 2021, resigned 17 February 2022)

### Company Secretary

P S Bramson (appointed 25 May 2021)

### Key Management Personnel

P Bramson	Chief Executive
C L De Arostegui	Finance Director (until May 2021)
L Kelly	Finance Director (from May 2021)
L S Greenfield	Operations Director
W Cork	Partnership and Development Director
N Hussain	Advocacy Director

### Registered charity number

1126132

### Company number

04229975

### Principal and registered office

Unity Business Centre  
26 Roundhay Road  
Leeds  
LS7 1AB

### Independent Auditors

Azets Audit Services Limited  
Triune Court  
Monks Cross Drive  
York  
YO32 9GZ

### Bankers

Unity Trust Bank plc  
Four Brindleyplace  
Birmingham  
B1 2JB

# Advonet

## Report of the Trustees for the year ended 31 March 2022

The Trustees are pleased to present their annual report together with the consolidated financial statements of the charity and its subsidiary, Leep1 CIC, for the year ending 31 March 2022, which are also prepared to meet the requirements of a Directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Articles of Association, and 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 the Republic of Ireland (FRS 102) (effective 1 January 2019).

### **Reference and Administrative details**

The charity information on page 1 forms part of this report.

### **Objectives and Activities**

The objectives of Advonet are to relieve poverty and sickness and preserve and protect the health of the public irrespective of race, culture, gender, sexual orientation, religious beliefs, age or disability in particular:

- Promoting awareness and understanding of advocacy practice
- Supporting the development of advocacy services
- The provision of a point of contact for people who need advocacy support or help
- The provision of advocacy services in the North of England
- The development, co-ordination and facilitation of training and education on advocacy and issues relevant to advocacy
- The development and promotion of good practice standards for advocacy

The Trustees review the aims and objectives of the organisation each year and in the current year they did this as part of the Strategic Review. The Trustees have referred to the guidance issued by the Charity Commission on public benefit when reviewing our aims and objectives.

This review looks at what we achieved and the outcomes of our work over the year ended 31 March 2022.

### **The focus of our work: how our activities support our objectives**

Advonet's future will involve providing advocacy and supporting other communities, individuals and organisations to do this; and finding creative ways of working with people who have been marginalised to ensure that their voices and experiences are used to help society become more inclusive.

Advonet recognises the importance of raising awareness within the wider community of the needs of people facing disadvantage and takes a key role in the development and innovation of advocacy services to meet those needs. It participates in bodies such as the Leeds Dementia Board, the Leeds Safeguarding Board, the Autism Partnership Board and the Leeds Learning Disabilities Partnership Board to ensure that the often-negative experiences of its clients can drive service improvement. The charity does this in consultation with clients of services and those who care for them.

In 21-22, the Advonet group sought to meet its objectives by:

- Continuing to fine tune the quality and performance of our advocacy services in Leeds (through our consortium with Age UK and Touchstone) and Kirklees (in partnership with Touchstone).
- Responding to the continuing pandemic by further developing a hybrid approach to supporting adults in disadvantaged situation to have their rights respected, voice heard at a time of additional challenge.
- Continuing to support our subsidiary Leep1's vital work on digital inclusion which has been hugely important in helping people with learning disabilities who otherwise would have faced even greater isolation as a result of the pandemic.
- Addressing health inequalities faced by LGBTQ+ adults with learning disabilities and/or Neuro-divergent with Outspoken, a new National Lottery funded project led by our CHANGE team with support from MESMAC.

# Advonet

## Report of the Trustees for the year ended 31 March 2022

- Expanding the Leeds Autism AIM's post-diagnostic provision which help newly diagnosed autistic adults to learn more about themselves and their condition.
- Establishing the Yorkshire AIM, a Comic Relief funded project, working in West Yorkshire to improve how mental health services connect with autistic adults.
- Allocating £25k of our reserves to Leeds to a new fund to help small groups to develop advocacy offers for communities which are missing out on advocacy. The purpose of the fund is to widen access to advocacy.
- Reviewing our structure and working methods with the support of an external consultant with a long history of third sector management. He interviewed all our staff and identified with them new ways of working. This enabled us to find some greater efficiencies and to bring in more effective processes for example around case management.
- Achieved ISO 9001, an award given for the comprehensiveness of our Quality Management System. The assessor praised our commitment to continual improvement and learning from what could have gone better.

### **How our activities deliver public benefit**

The main project areas we have worked in this year and who we try to help are outlined in the paragraphs below.

#### **Statutory Advocacy**

As part of our 1.3 M advocacy services contract with Leeds City Council we have delivered statutory and non-statutory advocacy services across a range of settings.

Our First Contact Team (FCT) receives referrals through our central contact number and via an online enquiry form, responding to enquiries and processing referrals prior to these being allocated to an advocate.

In the past 12 months, our advocacy services received 2,325 referrals and provided advocacy to 2,160 people across the five services between the start of April 2021 and end of March 2022. There was an increase of 39% in the number of clients provided with advocacy compared with 2020/21 as services picked up after pandemic restrictions. Advonet's response to Coronavirus is covered in more detail on page 9. Our Independent Mental Capacity Advocacy (IMCA) and Independent Mental Health Advocacy (IMHA) teams received the most referrals. We have continued to embed the advocacy principles within our work and will be preparing to renew our existing Advocacy Quality Performance Mark in 2022.

We continue to invest in the development of our staff. At the end of March 2022, 8 advocates attained the Independent Advocacy Qualification (IAQ) certificate or diploma, with a further 5 working towards attaining it.

#### **Health Complaints Services**

Our Health Complaints Advocacy team help clients who live in the Leeds City Council area to make a complaint about any care they have received from a service run by the NHS. As part of our services, our advocates provide information about the NHS complaints procedure and help clients explore the options available to them so they can decide what to do.

We supported 134 new clients and 169 existing clients in 2021-22.

#### **Independent Mental Capacity Advocacy**

The Mental Capacity Act (MCA) is legislation about supporting and protecting vulnerable people who are unable to make their own decisions. As part of our advocacy in this area, the Independent Mental Capacity Advocate (IMCA) work on supporting clients to have maximum participation in all matters related to their life, ensuring that their life choices are respected, and their rights are upheld. Over the past year, one area of focus has been to develop more effective partnership working with external agencies/providers, to further promote the use of the Mental Capacity Act and the role of the IMCA.

During the year, we supported 248 new clients and 670 existing clients.

# Advonet

## Report of the Trustees for the year ended 31 March 2022

### Independent Mental Health Advocacy

The Independent Mental Health Advocacy (IMHA) team continues to work with people who have been detained under the Mental Health Act and want their voice to be heard and their rights respected. New innovations include working in private hospitals and in Care Home settings. We continually develop effective relationships with Mental Health Operational Steering Groups to affect change through discussing systemic advocacy issues. We provided IMHA training and info to healthcare professionals in a range of settings.

During 2021-22, we supported 320 new clients and 199 existing clients.

### Care Act Advocacy

Our Care Act Advocates work with individuals to help them make their own decisions. They support people to understand the care and support process they will be involved in. They also help people to communicate their wishes and feelings to inform discussions about their future care and support needs. We supported 59 new clients and 67 existing clients in 2021-22. We are looking to promote this service more, in the future, so that people get the advocacy they are entitled to.

### Community Advocacy

Our Community Advocacy helps clients to uphold their rights. Advocates help our clients to understand and put forward their choices and to be involved and have a say in what they need. Our service is available for any adult in Leeds who needs advocacy support to have their voice heard dealing with organisations including Adult Social Care, healthcare professionals, Department of Work and Pensions (DWP), utility companies and housing services.

We supported 102 new clients and 127 existing clients in 2021-22.

### Turn to Us Project

Over the year we developed a peer advocacy service for parents who are having to deal with social workers. Parents and carers with lived experience of the social care system are being trained to help others in similar situations to be more confident at using services to help their families. This development happened alongside the ongoing development of our wider self-advocacy offer.

### Ask4Advocacy Kirklees

This service provides the statutory and non-statutory advocacy services for Kirklees and is delivered through a partnership between Advonet and Touchstone. Three Advonet staff are seconded into the project and provide both advocacy and advocacy management support. The service supported 1,835 clients and took 1,283 new referrals between April 2021-March 2022. We supported more people in Kirklees than in previous years, and we received more referrals.

### In-house Advocacy

As well as providing advocacy to all eligible citizens in Leeds, (and as Touchstone's partners in Kirklees), The Advonet Group offers separately funded, in-house advocacy services to other settings.

These include LCH/LYPFT's young people's service at Red Kite View, within which we offer a service to voluntary patients under 18. We have continued to deliver advocacy services within the Exemplar Health Care Group and have provided an Independent Mental Health Advocacy service in Waterloo Manor Hospital and Active Pathways.

### Asking You!

Asking You's People Parliament, the 'user' reference group for Leeds Partnership Board for People with Learning Disabilities, began meeting in person after the pandemic, whenever guidelines and risk assessments allowed. Asking You! also supported a number of user-led services reviews, including a review of the provision offered by Aspire and a review of Working Age Adults Accommodation Services. In addition, Asking You! coproduced quality standards for Day Opportunities Providers together with people who used the Providers services.

# Advonet

## Report of the Trustees for the year ended 31 March 2022

### CHANGE

CHANGE has continued to develop its easy read provision, updating its image bank and resources. It has aimed this year for more recurrent and larger pieces of work and ensuring that easy read is embedded into project work/ funding. They have produced resources for Macmillan, National Lottery and around the LPS among many other areas. Project work this year included:

- OutSpoken Project - providing self-advocacy courses and peer support for LGBTQ+ people that are autistic or have a learning disability and training for health and care professionals.
- Safeguarding Adults Board – facilitating Citizens Reference Group.
- Respect - end of life planning work - research and development of resources.
- Heritage project - learning disability history and celebration partnership work.
- Supporting development of peer advocacy and parents with learning disabilities.

The manager has led on development of training this year, with a planned focus on CHANGE training in year one and a longer-term plan to connect to wider Advonet training.

### Leeds Autism AIM

Our Leeds Autism AIM service provides a range of services to autistic adults locally that have little other funded support. It has increasing demand and high engagement, supporting 684 people in the last year. The service has three main pots of funding: continuation funding from Leeds ICB for its core service, including increased funding for its post-diagnostic support. The mentoring and peer support areas have gained further £159k funding from The National Lottery Community Fund for continuation and development for a further 3 years. They have also gained additional ICB funding to expand their Health Access work with wider GP surgeries/ LCP. They continue to deliver autism mental health training to Live Well Leeds Community Based Mental Health service. They have expanded their partnership work, groups and resources. They are in discussion requesting additional funding for the core and post diagnostic service to meet increased demand and funding for development of pre-diagnostic support. They have also been approached about developing ADHD support maybe linked to the Health Access work. There is also the likely potential for increased autism regional work if the service has capacity.

### Yorkshire Autism AIM:

Yorkshire AIM are one year into 4 years funding of £430k from Comic Relief Changemakers fund for the Mental Health Equity project, improving access to mental health services for autistic people across the West Yorkshire region. They have worked with Leeds Mind in developing adapted peer support models and training, developed training for advocacy and social prescribing services and delivered 2 stage training to our own advocates. They have started work on developing mental health consultation routes, linking to relevant partners/ stakeholders, with Leeds AIM support.

Sensory inpatient work: the £73k work on improving the sensory environment on inpatient wards has been extended to March of next year. The project has consulted with clients and staff on identified wards, developed sensory checking tools, report templates and training for sensory checkers. It is working closely with Bradford District Care Trust and the ICS in next stages of development. There is the potential for expanding this work post pilot stage.

Leep1 is our Community Interest Company ('CIC'). They promote self-advocacy for individuals with learning disabilities and run several projects and activities. Leep has had several changes of staffing over the last year and been impacted by sickness after re-opening after Covid. They were successful in obtaining Resilience Funding via Leeds Community Foundation for 2 years that will help them build back stronger after the Covid period. They have completed a self-assessment and a 2-year action plan. They have restarted their club nights and face to face delivery and started to improve identified quality areas. They are focusing in the next year on reviewing purpose eg self-advocacy focus working with the People First group, reviewing Director involvement and decision making of people with learning disabilities, staff development/training, more effective monitoring and reviews, volunteer processes and rebuilding link/partnership working both internally and externally. They have been successful in gaining Anchor funding and renewing Aspire work and at stage 2 of a large 3-year Lottery bid in partnership with CHANGE. Finalising this has been delayed due to capacity in the service. In the new year, they are aiming to re- start and further develop their Cooking and AND groups, increasing funded referrals and focus on increasing both café trainees and wider café income.

# Advonet

## Report of the Trustees for the year ended 31 March 2022

### **Our Volunteers**

Our volunteers remain a vital part of the organisation. In line with the national picture, we saw some drop in numbers over the pandemic but we are finding lots of new interest amongst volunteers. We have done work to improve our volunteer offer and run new multi-media promotional campaigns. We have worked hard to make sure that our recruitment and training and support offers are truly inclusive. We have two new coordinators, renewed mentoring funding and are in the process of preparing for IIV re- accreditation. Throughout our 20 plus year history we have seen volunteering as brilliant source of future employees and a good way of engaging with Leeds diverse communities.

### **Structure, Governance and Management**

The organisation is a charitable company limited by guarantee, incorporated on 6 June 2001 and a registered charity. The charity is established under a Memorandum of Association which outlines the objectives and aims of the organisation. Members are required to contribute £1 in the event of the Company winding up.

Details of the registered number and office are given on page 1.

### **Recruitment and appointment of Trustees**

Trustees serve on the Board in the capacity as both Company Director and Trustee. They receive no remuneration and any expenses are shown in Note 7 to the financial statements. Appointments to the Board are made by the Members of the Company at the Annual General Meeting or at a general meeting held during the year in accordance with the Articles of Association.

There are twelve places available on the Board. A third of the places on the Board are set aside for people from the organisation's client groups i.e. those with lived experience of mental health issues or autism. When a Director's vacancy arises the Board seek to maintain a broad skill mix to ensure that the composition of the Board can support the Senior Management team and the organisation in delivering its aims and objectives.

Under the terms of the Memorandum and Articles of Association, one third of the Board must retire by rotation at each Annual General Meeting. The Board members who retire are the longest serving directors. Retiring Trustees can offer themselves for re-election.

### **Trustee Induction and Training**

It is Advonet's practice that potential trustees are encouraged to attend board meetings as an observer before joining the Board so that they are able to familiarise themselves with the policy, procedures and structures of the organisation. Additional ad-hoc training is also offered to all Trustees where further knowledge is requested.

All Trustees are issued with a Trustee handbook and attend a formal induction session when they join the Board. They are encouraged to engage with staff and attend meetings, if they wish, to gain a more in depth understanding of the organisation.

### **Organisational Structure**

The Board meets at least 4 times a year. The Board is responsible for the strategic direction and governance of the organisation and determines the organisation's policies. During the financial year, the Resources, Quality and Development sub-groups were used to provide the Board further opportunity to scrutinise the operations in more detail.

The Resources sub-group covers Finance, Health & Safety, HR and data protection matters. The Quality sub-group focuses on the operations of the organisation and the Development sub-group focuses on new development opportunities. The Board delegates the operational running of the Company to the Senior Management Team ("SMT").

The Senior Management Team is headed by the Chief Executive, who is appointed by the Board to be responsible for the day-to-day operations of the organisation. The Senior Management Team also includes the Advocacy Director (also responsible for quality management), the Inclusion Projects Director (also responsible for communications) and the Finance Director (who is responsible for Finance, IT and Data Protection).

# Advonet

## Report of the Trustees for the year ended 31 March 2022

### Key management remuneration

During the financial year ending 31 March 2022, the Chief Executive, the Finance Director, the Advocacy Director and the Inclusion Project's Director formed the charity's key management personnel. The key management's pay award is set by the Board following a benchmarking exercise which compared the salaries of similar roles in comparable organisations. No employee earned more than £60,000 per annum in the current or previous financial year.

### Risk Management

The Board conduct an annual review of the risks to which the organisation is exposed. This includes assessing the potential impact and likelihood, the controls that are in place, and those that could be put in place, to mitigate the risks identified.

A risk register is maintained under the headings: Governance, Operational, Financial; Compliance; and Environmental/Social/Political Factors. It is jointly compiled by the Board and the SMT

At the last review, the principal risks and uncertainties facing the charity identified were loss of funding and changes in health and social care policy. These risks are managed by developing strong working partnerships with our funders, seeking to diversify our funding sources and ensuring we engage with strategic bodies.

### Financial Review

The financial statements comply with the Companies Act 2006, the provisions of 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), and the conditions in the company's memorandum and articles of association.

The movement in funds is shown on the Statement of Financial Activities on page 15.

### Principal Funding Sources

Advonet, and its consortium partners (Touchstone, and Age UK), started to deliver the five-year contract for Advocacy in Leeds in April 2018 (with the potential to be extended for up to a further three years) following completion of a tender process. This contract with Leeds City Council remains the major source of funding for the organisation, consistent with prior year. (62% of income in 21/22; 66% of income in 20/21).

Advonet also has contract funding as part of the Ask4Advocacy contract in Kirklees. Additionally, the group has secured grant funding from several different sources including other departments of Leeds City Council, Leeds CCG, Comic Relief and the National Lottery Community Fund.

### Fundraising

Advonet, at present, only undertakes some small scale informal fundraising activities e.g. sponsored events. All amounts raised by fund raising activities are included in donations. Advonet does not use professional fundraisers or third parties to fundraise on our behalf. There have been no complaints about fundraising activity this year.

### Charity Reserves

#### Performance in year

During the year ended 31 March 2022 Advonet made a surplus of £17,341 (2020/21: £9,151). The unrestricted surplus was £15,018 (2020/21: £73,153).

Unrestricted reserves (excluding fixed assets and designated funds) were £497,178 at the end of the year. Information in relation to the charity's reserves policy is given below.

#### Designated funds

The trustees had designated £40,000 of unrestricted reserves for spending on Community Advocacy under the Leeds City Council Adult Social Care contract. During the year, after discussions with Commissioners we have now reallocated it to a Turn to Us project, a specialist self-advocacy/ peer advocacy project for parents with additional needs who are going through child protection processes. We are co-producing this pilot project with Leeds City Council Children and Families Protectorate, as well as with parents and carers.

# Advonet

## Report of the Trustees for the year ended 31 March 2022

In addition to the reserves requirement detailed above, the Board designated £100,000 of further funds from free reserves at the end of 20/21. This was in respect of projects which will enable The Advonet Group to use advocacy approaches to equip people in minoritized groups to be better socially included. For example, through the Leeds Advocacy Fund, we will offer community groups packages of advocacy training, together with small grants to enable them to offer advocacy to groups of people which our generic advocacy offer is struggling to reach. We will support grant holders to monitor efficacy, capture outcomes and secure continuation funding. Another project will involve us to expanding our training provision, so that we can share our learning and enable others to benefit from the insights of the people who use our services. In the first phase in 20/21, people with lived experience of Learning Disabilities and Autism were employed to train local professionals in awareness of communication needs and awareness; as well as training their peers to be better to understand issues like using health and social care and decision making.

### **Restricted funds**

The restricted funds at the end of March 2022 totalled £83,117 and principally represents amounts held for Advocacy Awareness, Autism North, Leeds Independent Health Complaints Advocacy and Asking You! projects.

### **Advonet's Reserves Policy**

In forming a reserves policy, the trustees have regard to the financial impact of the principal risks set out on page 7.

Advonet maintains an unrestricted cash reserve to provide a reasonable working balance between meeting existing commitments and recognising that there can sometimes be a delay in receiving grants or other income due. The Board has undertaken a more detailed review of reserves requirements rather than the previous target of 3 months' salary costs (equating to c. £448k) and has reviewed the level of reserves required to take account of known liabilities and possible contingencies. The Risk Register is reviewed on a regular basis and informs the Reserves Policy to ensure that we capture funds that enable us to deal with known risks in a sustainable way. For example, a short-term cash flow problem due to late payment of a significant contract, or the long term sickness of a key member of staff. The required reserves estimate at 31 March 2022 is £482,908 following a review this year to ensure that potential additional risks to our operations arising from the cost of living crisis are incorporated into this value.

Free reserves (excluding fixed assets and designated funds) of the organisation as at the end of March 2022 are £497,178 (2021: £482,701) and therefore in excess of the amount required under the reserves policy by £14,270. Given the uncertain environment presented by the cost of living crisis the Trustees consider this to be a prudent position.

As part of the review of the financial status of the organisation, the trustees reviewed the financial forecast of the organisation for the next 12 months. This has been updated for the preparation of the financial statements and the trustees are comfortable that the basis of going concern for the preparation of the financial statements is appropriate.

### **Investment Policy**

The board continues to review the investment policy to ensure that the maximum investment returns are achieved, while not compromising the operational requirements and having regard to the acceptable level of investment risk.

The board has considered the most appropriate policy for the investment of funds and has decided that, given the current low return on investment obtainable investment in the form of cash remains the most appropriate policy. A higher interest deposit account has been opened with Unity Trust Bank in order to obtain a return on surplus funds. The charity has no present ethical investment stance.

The powers to invest are governed by the company Memorandum and Articles of Association which give the trustees the power to manage, invest and expend all monies belonging to the Company.

### **Commitments**

The Directors have not entered any commitments to future capital purchases at the balance sheet date (prior year: no commitments).

# Advonet

## Report of the Trustees for the year ended 31 March 2022

### Coronavirus: Our response

Commissioners report anecdotally that throughout the pandemic, we were always quick off the mark at maintaining and returning to face-to-face service delivery as soon as conditions and regulations allowed.

The Leep1 team maintained an online presence for over 300 members. Leep1 were integral to the learning-disabled community during the Covid period. They were able to utilise their strong engagement to respond flexibly very quickly to providing online support and connections and supporting local consultations. They played a key part in the ALaDDIN (Leeds Day Opportunities Providers) digital development group and together with Asking You! enabled us to keep services such as Healthwatch informed of particular barriers and themes in this community, explore solutions and ensure the voice and influence for this group during Covid.

Leeds Autism AIM continued to enjoy high levels of engagement with their online offer, created in response to the coronavirus.

### Plans for Future Periods

The organisation plans on continuing to develop and build upon the activities outlined earlier in the Trustees' report.

In 2019 we created a strategic plan for the next five years which continues to develop our work. Our key objectives:

- Independence: To protect Advonet's independence by widening the range of ways in which we obtain our income;
- Pioneering: To be the most ground-breaking advocacy provider across Yorkshire and the Humber;
- Diversity: To be the most diverse advocacy organisation in our region in terms of volunteers, staff and clients;
- Influence: To be a highly influential Advocacy organisation in the Yorkshire and the Humber region;
- Partnership: To design, deliver, review and improve all of our services together with the people who will get the most benefit from them and other expert partners;
- Excellence: To be recognised by the people who use our services, and other key partners as a provider of outstanding services;
- Resourcefulness: To continually strive to use our resources as efficiently as possible.

In 2022/23 we will review our progress with our strategic business plan and use our learning from it to develop our 23-28 Strategic Plan.

### **Responsibilities of the Board of Trustees**

The Trustees (who are also directors of Advonet for the purpose of Company law) are responsible for preparing a Trustees' Annual Report and Financial Statements in accordance with applicable law and UK Accounting Standards (UK Generally Accepted Accounting Practice).

Company law requires the Trustees prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date and of its incoming resources and application of those resources, including income and expenditure, for the financial year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the Charities SORP;
- Make judgements 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; and
- Prepare the financial statements on the going concern basis unless it is not appropriate to assume that the company will continue on that basis.

# Advonet

## Report of the Trustees for the year ended 31 March 2022

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the UK governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

### Board of Trustees

The Board, who are directors for the purpose of company law and trustees for the purpose of charity law, who served during the year and up to the date of this report are set out in page 1.

In accordance with company law, as the company's directors, we certify that:

- So far as we are aware, there is no relevant audit information of which the company's auditors are unaware, or that income is not
- As the directors of the company we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

### Auditors

Azets Audit Services Limited were appointed auditor following their acquisition of Garbutt & Elliott Audit Limited. Azets Audit Services Limited have indicated their willingness to stand for reappointment at the Annual General Meeting.

The Trustees' Report was approved by the Board of Trustees on 14/12/2022 and signed on its behalf by:



**P Gleeson**  
**Trustee**

# Advonet

## Independent Auditor's Report to the Members of Advonet

### Opinion

We have audited the financial statements of Advonet (the "parent charity") and its subsidiary (the "group") for the year ended 31 March 2022 which comprise the Consolidated Statement of Financial Activities, the Group and Charity Balance Sheets, the Consolidated Statement of Cash Flows and the related Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2022 and of its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the Charity in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the group's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

### Other information

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

# Advonet

## Independent Auditor's Report to the Members of Advonet

### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the trustees' report (incorporating the directors' report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report (incorporating the directors' report) has been prepared in accordance with applicable legal requirements.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' Annual Report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

### Responsibilities of the trustees

As explained more fully in the trustees' responsibilities statement, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as they determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the Charitable Company and Group's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the Charitable Company or to cease operations, or have no realistic alternative but to do so.

### Our responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

# Advonet

## Independent Auditor's Report to the Members of Advonet

### **Extent to which the audit was capable of identifying irregularities, including fraud**

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements from our general commercial and sector experience, through discussion with the trustees and other management, and from inspection of the charitable group's regulatory and legal correspondence. We discussed with the trustees and other management the policies and procedures regarding compliance with laws and regulations. We communicated identified laws and regulations throughout our team and remained alert to any indications of non-compliance during the audit.

The charitable group is subject to laws and regulations that directly affect the financial statements including financial reporting legislation (including related companies and charities legislation), pensions legislation, taxation legislation and further laws and regulations that could indirectly affect the financial statements, including health and safety and employment legislation. We assessed the extent of compliance with these laws and regulations as part of our procedures on the related financial statement items. Auditing standards limit the required audit procedures to identify non-compliance with these laws and regulations to enquiry of the directors and other management and inspection of regulatory and legal correspondence, if any. These procedures did not identify any potentially material actual or suspected non-compliance.

To identify risks of material misstatement due to fraud we considered the opportunities and incentives and pressures that may exist within the charitable group to commit fraud. Our risk assessment procedures included enquiry of trustees and other management to understand the high level policies and procedures in place to prevent and detect fraud, reading Board minutes and considering performance targets and incentive schemes in place for management. We communicated identified fraud risks throughout our team and remained alert to any indications of fraud during the audit.

As a result of these procedures we identified the greatest potential for fraud in the following areas:

- income recognition and in particular the risk that income is recognised in the wrong reporting period, or that restricted income is incorrectly recognised within unrestricted income; and
- subjective accounting estimates.

These risks may arise due to a potential desire to present differing results in order to meet management objectives.

As required by auditing standards we also identified and addressed the risk of management override of controls.

We performed the following procedures to address the risks of fraud identified:

- identifying and testing high risk journal entries through vouching the entries to supporting documentation;
- assessing significant accounting estimates for bias; and
- testing the recognition of income and in particular that it was appropriately recognised or deferred.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. For example, the further removed non-compliance with laws and regulations is from the events and transactions reflected in the financial statements, the less likely the inherently limited procedures required by auditing standards would identify it.

In addition, as with any audit, there remained a higher risk of non-detection of fraud, as these may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. Our audit procedures are designed to detect material misstatement. We are not responsible for preventing non-compliance or fraud and cannot be expected to detect non-compliance with all laws and regulations.

# Advonet

## Independent Auditor's Report to the Members of Advonet

### Use of our report

This report is made solely to the Charity's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the Charity's members those matters we are required to state to them in an auditor's 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 Charity's members as a body, for our audit work, for this report, or for the opinions we have formed.

*Azets Audit Services Ltd.*

**Alan Sidebottom**  
**Senior Statutory Auditor**

14/12/2022

.....

**For and on behalf of Azets Audit Services Limited**  
**Statutory Auditor**

Triune Court  
Monks Cross Drive  
York  
YO32 9GZ

# Advonet

## Consolidated Statement of Financial Activities (including Income and Expenditure Account) for the year ended 31 March 2022

	Notes	Unrestricted funds £	Designated funds £	Restricted funds £	2022 Total £	2021 Total £
<b>Income from:</b>						
Donations and non-performance grants	3	4,282	-	-	4,282	910
Charitable activities	4	1,047,626	-	1,005,822	2,053,448	1,946,501
Gift of CHANGE's assets and activities		-	-	-	-	449
Other		25,763	-	-	25,763	-
<b>Total income</b>		1,077,671	-	1,005,822	2,083,493	1,947,860
<b>Expenditure on:</b>						
Charitable activities	5	891,584	-	1,174,568	2,066,152	1,938,709
<b>Total expenditure</b>		891,584	-	1,174,568	2,066,152	1,938,709
<b>Net income/(expenditure) before transfers</b>	6	186,087	-	(168,746)	17,341	9,151
<b>Transfers between funds</b>	14	(171,069)	-	171,069	-	-
<b>Net movement in funds</b>		15,018	-	2,323	17,341	9,151
<b>Reconciliation of funds</b>						
Total funds brought forward	14,15	511,582	140,000	80,794	732,376	723,225
<b>Total funds carried forward</b>	14,15	526,600	140,000	83,117	749,717	732,376

The Statement of Financial Activities includes all gains and losses recognised in the current period and the previous year and all relates to continuing operations.

The notes on pages 18 to 32 form part of these financial statements.

A fully detailed Consolidated Statement of Financial Activities for the year ended 31 March 2021 is shown in note 20 to the financial statements.

The Statement of Financial Activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# Advonet

## Balance Sheets as at 31 March 2022

		Group		Charity	
	Notes	2022	2021	2022	2021
		£	£	£	£
<b>Fixed assets</b>					
Tangible fixed assets	10	29,422	28,881	23,366	22,636
Investments	11	-	-	10	10
<b>Current assets</b>					
Debtors	12	415,376	252,294	389,782	246,653
Cash at bank and in hand		789,925	794,508	717,526	673,948
Stock		9,100	8,166	9,100	8,156
		1,214,401	1,054,968	1,116,408	928,757
<b>Creditors:</b> Amounts falling due within one year	13	(494,106)	(351,473)	(432,008)	(253,256)
<b>Net current assets</b>		720,295	703,495	684,399	675,501
<b>Total net assets</b>	15	749,717	732,376	707,776	698,147
<b>Represented by:</b>					
Unrestricted charity funds:					
- General		526,600	511,582	484,659	477,353
- Designated		140,000	140,000	140,000	140,000
Restricted charity funds		83,117	80,794	83,117	80,794
<b>Total funds</b>	14,15	749,717	732,376	749,776	698,147

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act relating to small companies.

The notes on pages 19 to 32 form part of these financial statements.

14/12/2022

The financial statements were approved by the board of Trustees on ..... and signed on its behalf by:



**P Gleeson**  
Trustee

**Company registration number: 04229975**

# Advonet

## Consolidated Cash Flow Statement for the year ended 31 March 2022

	Notes	2022 £	2021 £
<b>Cash flows from operating activities</b>			
Cash generated by/(used by) operations	<b>18</b>	13,658	391,807
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		(18,241)	(18,606)
<b>Net cash (used in) investing activities</b>		(18,241)	(18,606)
<b>Change in cash and cash equivalents in the year</b>		(4,583)	373,201
Cash and cash equivalents at 1 April 2021		794,508	421,307
<b>Cash and cash equivalents at 31 March 2022</b>		789,925	794,508

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022

### 1. Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

#### Charitable company information

The charitable company is limited by guarantee, with the liability of members limited to £1 per member. The charitable company is registered in England and Wales with the Charity Commission. The registered office is Unity Business Centre, 26 Roundhay Road, Leeds, LS7 1AB.

If upon winding up or dissolution of the charitable company there remain any assets, after satisfying all debts and liabilities, the assets represented by the accumulated fund shall be transferred to some other charitable body or bodies having objectives similar to the Charity.

#### Accounting convention

The financial statements have been prepared on a going concern basis 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 (FRS102) (effective 1 January 2019) ("Charities SORP (FRS102)"), the Financial Reporting Standard applicable in the UK and Ireland (FRS 102), the Companies Act 2006 and the Charities Act 2011.

The financial statements are prepared in sterling, which is the functional currency of the company. Monetary amounts in these financial statements are rounded to the nearest £1.

Advonet meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at cost or transaction value unless otherwise stated in the relevant accounting policy notes.

On the grounds that the charitable company's results are consolidated into the charitable company's group accounts the charitable company has taken advantage of certain exemptions conferred by section 1.11 of FRS102 as follows:

- Exemption from presenting a charitable company statement of cash flows as a primary statement to the financial statements.

#### Going concern

The Trustees have at the time of approving the financial statements a reasonable expectation that the charitable company and group have adequate resources to continue in operational existence for the foreseeable future. The charitable company and group have cash reserves sufficient to meet immediate requirements. The Trustees have no intention to wind the charitable company up in the foreseeable future. It is considered that there are currently no material uncertainties which impact on the charitable company being able to continue in its current form. Thus, the Trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### Basis of consolidation

The financial statements consolidate the results of the charitable company and its wholly owned subsidiary, Leep1 CIC, on a line by line basis. A separate Statement of Financial Activities and Income and Expenditure Account for the charitable company has not been presented as the charitable company has taken advantage of the exemption afforded by section 408 of the Companies Act 2006.

The income of the charitable company for the year was £1,837,933 (2021 - £1,709,389). There was no Gift Aid asset transfer (2021 - £nil) from the subsidiary. Expenditure amounted to £1,800,313 (2021 - £1,710,182). The net surplus of the charitable company for the year was £9,620 (2021 - £793 deficit).

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### Income

All income is included in the Consolidated Statement of Financial Activities when the charitable company is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- **Donations and non-performance grants** are received by way of grants and donations. These amounts are included in full in the Consolidated Statement of Financial Activities in the year in which they are receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant. Where grants are received during the year which contain performance conditions to be met in future periods, the amount of the grant which relates to the future periods is shown as deferred grants and is included within creditors.
- **Grants** where the income is related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance.
- **Donated services:** The value of the services provided by volunteers has not been included. Further details of the contribution made by volunteers can be found in the annual report.

Income arising from grants and similar contracts specifically for the provision of activities or services which are provided as part of the charitable activities of the charity is recorded under the heading of income from charitable activities.

### Fund accounting

Funds held by the charity are either:

- Unrestricted general funds - these are funds which can be used in accordance with the charitable objects at the discretion of the Trustees;
- Designated funds - these are funds allocated from the general fund or received from third parties which have no restrictions on their uses but which are designated for a particular purpose according to the Trustees; or
- Restricted funds - these are funds that can only be used for particular restricted purposes, as specified by the donors, within the objects of the charity.

### Expenditure

Expenditure is recognised in the period in which it is incurred. Expenditure includes related value added tax which cannot be recovered. Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to the expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to that category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

### Governance costs

Governance costs comprise all costs relating to public accountability of the charity. The costs include statutory audit fees.

### Operating leases

Rentals applicable to operating leases are charged to the Consolidated Statement of Financial Activities on a straight line basis over the term of the lease.

### Staff costs

The costs of short term employee benefits are recognised as a liability and an expense where settlement of obligations does not fall within the same period.

Employee severance and redundancy pay is recognised within the accounts, on an accruals basis in the year in which the employee either left, or agreed to leave, the organisation.

### Pension costs

The Company operates a defined contribution pension scheme. The pension cost in the Consolidated Statement of Financial Activities represents the contributions payable for the year.

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### Fixed assets and depreciation

Fixed assets are included on a historical cost basis. It is a policy of the trustees that individual items with a cost below £500 are not capitalised.

Depreciation is provided at the following rates and bases to write off the cost of tangible fixed assets over their estimated useful lives:

Fixtures, fittings and office equipment	33% straight line
Computer equipment	33% straight line

### Financial instruments

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

### Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity held for working capital. Bank overdrafts are shown within borrowings in current liabilities.

### Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid.

Financial assets, other than those held at fair value through profit and loss, are assessed for indicators of impairment at each reporting end date.

Financial assets are impaired where there is objective evidence that, as a result of one or more events that occurred after the initial recognition of the financial asset. Impairment losses are recognised in the income and expenditure account.

### Creditors, loans and provisions

Creditors, loans and provisions are recognised where the group 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. Creditors, loans and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

Financial liabilities are only derecognised when, and only when, the group's obligations are discharged, cancelled or they expire.

Amounts recognised as provisions are best estimates of the consideration required to settle the present obligation at the reporting end date, taking into account the risks and uncertainties surrounding the obligation.

## 2. Critical accounting estimates and judgements

In the application of the group's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised, if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods.

The Trustees consider that there are no critical accounting estimates and judgements that have a material impact on these financial statements.

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 3. Donations and non-performance grants

	2022 £	2021 £
Donations	4,282	910

£nil of donations (2021: £500) in the year were restricted.

### 4. Income from charitable activities

For the year ended 31 March 2022	Unrestricted Funds £	Restricted Funds £	2022 £
<b>Local authority contracts:</b>			
Leeds City Council-Department of Adult Social Care	613,208	688,627	1,301,835
<b>Other contracts:</b>			
Kirklees Advocacy Hub	97,100	-	97,100
<b>Other service income:</b>			
Ad-hoc advocacy	22,754	-	22,754
Additional service user income	20,391	1,350	21,741
Easy Read	56,214	-	56,214
<b>Other grants:</b>			
Asking You	-	68,192	68,192
Autism North CCG	-	66,512	66,512
Autism - Big Lottery	-	32,692	32,692
Live Well Leeds	-	3,886	3,886
Safeguarding Project	-	1,399	1,399
Change	3,254	-	3,254
Health Inequalities - Autism	-	37,361	37,361
LBGTQ+	-	54,078	54,078
Changemakers	-	34,841	34,841
Respite Review (LCC) Start 01092021	-	2,839	2,839
Police Cards	-	(1,286)	(1,286)
Sensory Inpatient Project	-	12,237	12,237
Autism - AIM Mentoring and Peer Support - TNL	-	3,094	3,094
Leep1 grants	134,338	-	134,338
<b>Café income:</b>			
Café daily takings	10,181	-	10,181
Café events catering	330	-	330
Café trainee income	35,620	-	35,620
<b>Other Leep1 income:</b>			
Income from activities	7,484	-	7,484
Training fee income	1,882	-	1,882
Member income	44,870	-	44,870
	1,047,626	1,005,822	2,053,448

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 4. Income from charitable activities

For the year ended 31 March 2021	Unrestricted Funds £	Restricted Funds £	2021 £
<b>Local authority contracts:</b>			
Leeds City Council-Department of Adult Social Care	605,890	678,339	1,284,229
<b>Other contracts:</b>			
Kirklees Advocacy Hub	97,100	-	97,100
<b>Other service income:</b>			
Ad-hoc advocacy	27,902	-	27,902
Additional service user income	51,974	-	51,974
Easy Read	52,427	-	52,427
<b>Other grants:</b>			
Autism North	-	58,723	58,723
Asking You!	-	71,780	71,780
Big Lottery – Autism Community	-	72,082	72,082
Live Well Leeds	-	2,351	2,351
Safeguarding project	-	5,837	5,837
CQC	-	1,931	1,931
Keeping Connected	-	7,500	7,500
Change	21,314	-	21,314
Community Advocacy	275	-	275
Spot Purchase	689	-	689
Leep1 grants	151,674	-	151,674
<b>Café income:</b>			
Café trainee income	36,282	-	36,282
<b>Other Leep1 income:</b>			
Income from activities	2,231	-	2,231
Room rental income	200	-	200
	1,047,958	898,543	1,946,501

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 5. Expenditure on charitable activities

For the year ended 31 March 2022	Unrestricted £	Restricted £	2022 Total £
<b>Direct costs:</b>			
Salaries, social security and pension (Note 8)	586,262	768,818	1,355,080
Age UK Leeds	-	42,993	42,993
Touchstone	-	26,424	26,424
Other subcontractors	2,732	20,321	23,053
Volunteer expenses	1,065	803	1,868
Project evaluation costs	-	9,080	9,080
Training	14,696	325	15,021
Recruitment	5,367	586	5,953
Travel	3,673	7,011	10,684
Subscriptions	7,154	261	7,415
Insurances	9,584	-	9,584
Activity costs	4,743	2,280	7,023
Café provision	4,823	-	4,823
	640,099	878,902	1,519,001
<b>Support costs:</b>			
Salaries, social security and pension (Note 8)	284,143	-	284,143
Computer costs	50,206	576	50,782
Premises costs	77,301	-	77,301
Corporation tax	1,603	-	1,603
Communications	19,591	9,053	28,644
Printing, postage and stationery	9,506	1,150	10,656
Repairs and maintenance	19,536	-	19,536
Legal and professional	(6,571)	31,911	25,340
Bad debts	597	-	597
Depreciation	17,530	170	17,700
Irrecoverable VAT	5,199	-	5,199
Other	10,922	1,181	12,103
Bank charges	783	-	783
Allocation of shared resources	(251,423)	251,423	-
	238,923	295,464	534,387
<b>Governance costs:</b>			
Trustee and management meetings	380	202	582
Auditor remuneration	12,182	-	12,182
	12,562	202	12,764
<b>Total expenditure on charitable activities</b>	<b>891,584</b>	<b>1,174,568</b>	<b>2,066,152</b>

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 5. Expenditure on charitable activities (continued)

For the year ended 31 March 2021	Unrestricted £	Restricted £	2021 Total £
<b>Direct costs:</b>			
Salaries, social security and pension (Note 8)	603,958	682,487	1,286,445
Age UK Leeds	60,000	-	60,000
Sign Health	531	30,316	30,847
Touchstone	2,497	6,755	9,252
Other subcontractors	14,547	(815)	13,732
Volunteer expenses	1,328	89	1,417
Project evaluation costs	655	9,864	10,519
Training	19,844	-	19,844
Recruitment	2,159	72	2,231
Travel	681	2,176	2,857
Subscriptions	6,434	181	6,615
Insurances	7,524	-	7,524
Activity costs	1,289	2,275	3,564
Café provision	159	-	159
	721,606	733,400	1,455,006
<b>Support costs:</b>			
Salaries, social security and pension (Note 8)	238,606	-	238,606
Computer costs	48,884	335	49,219
Premises costs	76,913	199	77,112
Corporation tax	1,862	-	1,862
Communications	21,416	7,139	28,555
Printing, postage and stationery	8,788	2,416	11,204
Repairs and maintenance	20,950	33	20,983
Legal and professional	(3,593)	21,934	18,341
Bad debts	1,354	89	1,443
Depreciation	9,668	-	9,668
Irrecoverable VAT	5,941	-	5,941
Other	12,278	785	13,063
Bank charges	521	-	521
Allocation of shared resources	(240,771)	240,771	-
	202,817	273,701	476,518
<b>Governance costs:</b>			
Trustee and management meetings	167	368	535
Auditor remuneration	6,650	-	6,650
	6,817	368	7,185
<b>Total expenditure on charitable activities</b>	<b>931,240</b>	<b>1,007,469</b>	<b>1,938,709</b>

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 6. Net income for the year

	2022 £	2021 £
This is stated after charging:		
Depreciation – owned assets	17,700	9,668
Operating lease charges	43,028	19,183
Auditor's remuneration - audit services	8,650	6,650
- other services	3,232	3,400

### 7. Trustees' remuneration, benefits and expenses

No trustees' remuneration or other benefits were paid for the year ended 31 March 2022 (2021: £nil).

Trustees' expenses paid for the year ended 31 March 2022 amounted to £432 (2021: £nil).

### 8. Staff costs

	2022 £	2021 £
Wages and salaries	1,457,164	1,350,565
Sessional workers	4,714	7,977
National insurance	108,520	99,523
Pension costs	71,647	66,986
	1,642,045	1,525,051

The charity considers its key management personnel to comprise the Trustees, Chief Executive, Finance Director, Advocacy and Operations Director, and Partnership and Development Director. The total remuneration of the key management personnel was £162,908 (2021: £151,908).

Reimbursed expenses, which are all subject to the charity's processes of internal controls, do not form part of remuneration and are not included above.

No employee earned more than £60,000 per annum in the current or previous year.

The average number of employees (full and part time) was:	2022 No.	2021 No.
Administration and advocacy (excluding volunteers)	85	80

### 9. Taxation

The charitable activities of Advonet are potentially exempt from taxation under Chapter 3 of part 11 of the Corporation Tax Act 2010.

Leep1 CIC is not exempt to corporation tax and so surpluses are subject to a taxation charge – see Note 5.

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 10. Tangible fixed assets

Group	Computer equipment	Fixtures, fittings and office equipment	Total
<b>Cost</b>			
Balance at 1 April 2021	131,024	72,942	203,966
Additions	14,646	3,595	18,241
Balance at 31 March 2022	145,670	76,537	222,207
<b>Accumulated depreciation</b>			
Balance at 1 April 2021	103,307	71,778	175,085
Charge for the year	16,265	1,435	17,700
Balance at 31 March 2022	119,572	73,213	192,785
<b>Net book value At 31 March 2022</b>	26,098	3,324	29,422
<b>At 31 March 2021</b>	27,717	1,164	28,881

  

Charity	Computer equipment	Fixtures, fittings and office equipment	Total
<b>Cost</b>			
Balance at 1 April 2021	113,758	51,638	165,396
Additions	14,646	-	14,646
Balance at 31 March 2022	128,404	51,638	180,042
<b>Accumulated depreciation</b>			
Balance at 1 April 2021	92,064	50,696	142,760
Charge for the year	13,480	436	13,916
Balance at 31 March 2022	105,544	51,132	156,676
<b>Net book value At 31 March 2022</b>	22,860	506	23,366
<b>At 31 March 2021</b>	21,694	942	22,636

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 11. Investments

The consolidated financial statements include the results of Leep1 CIC, a company limited by guarantee (incorporated in England and Wales, registered number 07252221), its sole member being Advonet. The liability of the charity in the event of Leep1 CIC being wound up is limited by a sum not exceeding £1.

The principal activity of Leep1 CIC is that of providing independent advocacy and related/connected services.

Investment in the wholly owned subsidiary is carried at cost of £10 (2021: £10) in the balance sheet of the charity.

The trading results of the subsidiary company, as extracted from the unaudited financial statements, are summarised below:

	2022 £	2021 £
<b>Turnover</b>	245,560	238,270
Cost of sales	(15,606)	(15,609)
<b>Gross profit</b>	229,954	222,661
Administrative expenses	(220,629)	(211,055)
Other operating income	-	200
<b>Profit before tax</b>	9,325	11,806
Taxation on ordinary activities	(1,603)	(1,862)
<b>Profit for the financial year</b>	7,722	9,944
Retained earnings brought forward	34,229	24,285
<b>Retained earnings carried forward</b>	41,951	34,229

Income earned and expenditure incurred by Leep1 CIC have been recognised within the charitable activities of Advonet's consolidated accounts on the basis that these activities are deemed to have charitable intentions and purposes.

### 12. Debtors

	Group		Charity	
	2022 £	2021 £	2022 £	2021 £
Trade debtors	365,730	223,621	347,697	222,756
Other debtors	10,245	10,721	9,445	9,930
Prepayments and accrued income	39,401	17,952	32,640	13,967
	415,376	252,294	389,782	246,653

### 13. Creditors – Amounts falling due within one year

	Group		Charity	
	2022 £	2021 £	2022 £	2021 £
Trade creditors	32,594	56,593	31,474	56,343
Accruals	94,290	58,609	81,990	45,537
Other creditors	12,734	30,272	1,189	19,712
Tax and social security	26,231	41,401	24,619	39,530
Deferred income	328,257	164,598	292,736	92,134
	494,106	351,473	432,008	253,256

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 13. Creditors – Amounts falling due within one year (continued)

	Group		Charity	
	2022	2021	2022	2021
	£	£	£	£
<b>Deferred income</b>				
Brought forward	164,598	112,295	92,134	74,900
Released in the year	(164,598)	(96,927)	(92,134)	(60,532)
Deferred in the year	328,257	149,230	292,736	77,766
Carried forward	328,257	164,598	292,736	92,134

### 14. Funds summary

For the year ended 31 March 2022	Balance 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance 31 March 2022 £
<b>Unrestricted:</b>					
Charity core activities	511,582	1,077,671	(891,584)	(171,069)	526,600
<b>Designated funds:</b>					
ASC community	140,000	-	-	-	140,000
<b>Restricted:</b>					
Advocacy Awareness	6,684	-	(555)	(3,056)	3,073
Leeds Independent Health	36,538	204,965	(200,300)	4,279	45,482
Complaints Advocacy					
Leeds Independent Mental	-	246,000	(335,587)	89,587	-
Capacity Advocacy					
Autism – National Lottery	-	32,693	(29,172)	(3,719)	(198)
Leeds Independent Mental Health	-	200,000	(270,406)	70,406	-
Advocacy					
Leeds Care Act Advocacy	-	25,000	(58,824)	33,824	-
Autism North	4,837	66,512	(52,633)	(17,370)	1,346
Asking You!	32,903	69,541	(60,717)	(8,454)	33,273
Live Well Leeds	(96)	3,886	(3,886)	96	-
Safeguarding Project	-	11,399	(10,715)	(276)	408
Health Inequalities	(72)	37,361	(39,085)	1,796	-
CCG Funding - Autism Hubs in					
North Leeds		-	(20,407)	20,239	(168)
LGBTQ+	-	54,078	(48,277)	(5,801)	-
Changemakers	-	34,841	(28,273)	(6,568)	-
AIM Consultancy for YAAMHEP	-	-	(6,605)	6,630	25
Respite Review	-	2,839	(52)	(2,787)	-
Police Cards	-	1,376	(1,137)	(239)	-
Sensory Inpatient	-	12,237	(7,473)	(4,764)	-
Autism - AIM Mentoring & Peer	-	3,094	(464)	(2,630)	-
Support					
Respect Project	-	-	-	(124)	(124)
	80,794	1,005,822	(1,174,568)	171,069	83,117
<b>Total funds</b>	<b>732,376</b>	<b>2,083,493</b>	<b>(2,066,152)</b>	<b>-</b>	<b>749,717</b>

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 14. Funds summary

For the year ended 31 March 2021	Balance 1 April 2020 £	Income £	Expenditure £	Transfers £	Balance 31 March 2021 £
<b>Unrestricted:</b>					
Charity core activities	538,429	1,048,817	(931,240)	(144,424)	511,582
<b>Designated funds:</b>					
ASC community	40,000	-	-	100,000	140,000
<b>Restricted:</b>					
Advocacy Awareness	7,563	-	(879)	-	6,684
Leeds Independent Health Complaints Advocacy	91,119	204,000	(258,581)	-	36,538
Leeds Independent Mental Capacity Advocacy	-	246,000	(276,421)	30,421	-
Autism – National Lottery	-	72,582	(72,582)	-	-
Leeds Independent Mental Health Advocacy	-	200,000	(211,541)	11,541	-
Leeds Care Act Advocacy	3,458	25,000	(30,920)	2,462	-
Autism North	2,921	58,722	(56,806)	-	4,837
Asking You!	39,735	71,780	(78,612)	-	32,903
Live Well Leeds	-	4,701	(4,797)	-	(96)
Safeguarding Project	-	6,826	(6,826)	-	-
Care Quality Commission	-	1,932	(1,932)	-	-
Keeping Connected	-	7,500	(7,500)	-	-
Health Inequalities	-	-	(72)	-	(72)
	144,796	899,043	(1,007,469)	44,424	80,794
<b>Total funds</b>	<b>723,225</b>	<b>1,947,860</b>	<b>(1,938,709)</b>	<b>-</b>	<b>732,376</b>

#### Designated Fund:

**ASC Community Funding from Leeds City Council:** ASC received in respect of community advocacy designated in 2019/20.

#### Restricted Funds:

All restricted funds are income which has been given for a specific purpose. The funds are not available for use for anything other than the specific project the funding was issued for.

**Leeds Independent Health Complaints Advocacy:** This is independent health complaints advocacy which is required to be commissioned by local authorities. This advocacy support is aimed at empowering anyone in the Leeds area to resolve a complaint about healthcare commissioned or provided by the NHS in England.

**Leeds Independent Mental Capacity Advocacy:** instructed and non-instructed advocacy support in accordance with the Mental Capacity Act.

**Leeds Independent Mental Health Advocacy:** provision of instructed advocacy support in accordance with the Mental Health Act 1983.

**Independent Mental Health Advocacy - LD:** provision of instructed advocacy support for people with learning disabilities who qualify for IMHA as required by the Mental Health Act (amendment 2007).

**Autism - National Lottery:** Funding by National Lottery Reaching Communities Fund for mentoring and support within the Autism Community.

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 14. Funds summary (continued)

**Leeds Care Act Advocacy:** provision of instructed advocacy support in accordance with the Care Act 2014.

**LGBTQ Health Inclusion Project:** Funding from Dept of Health to develop, deliver and evaluate self-advocacy models and training for LGBT individuals who are on the autistic spectrum, have learning disabilities or have mental health issues.

**Autism North:** Leeds North Clinical Commissioning Group funding for Autism hubs in North Leeds.

Autism North and Autism South both provide funding for our autism hubs in different areas of Leeds. The hubs offer advocacy support and information and signposting services.

**Asking You!:** This is funding provided by Leeds City Council. This funding is used for a project to get people with learning disabilities involved in the services they use. This is through engagement in People's Parliament and also by being involved in the new strengths based approach by Adult Social Care.

**LGBTQ+:** National Lottery funded project to address exclusion experienced by LBGTQ +and people with a learning disability to enable them to connect more effectively with the wider LGBTQ+ Community, through self-advocacy workshops and peer support.

**Changemakers:** Funding awarded by Comic Relief to support autistic adults in West Yorkshire with their mental health via support groups and access to key resources.

### 15. Analysis of net assets between funds

For the year ended 31 March 2022	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed assets	29,422	-	-	29,422
Net current assets	497,178	140,000	83,117	720,295
<b>Total funds</b>	<b>526,600</b>	<b>140,000</b>	<b>83,117</b>	<b>749,717</b>

For the year ended 31 March 2021	Unrestricted funds £	Designated funds £	Restricted funds £	Total £
Fixed assets	28,881	-	-	28,881
Net current assets	482,701	140,000	80,794	703,495
<b>Total funds</b>	<b>511,582</b>	<b>140,000</b>	<b>80,794</b>	<b>732,376</b>

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 16. Commitments – Group and Charity

#### *Operating lease commitments*

The total future minimum lease payments under non-cancellable operating are as follows:

	2022 £	2021 £
<b>Expiry date:</b>		
Within one year	27,624	45,466
Between two and five years	25,444	-
	53,068	45,466

#### *Capital commitments*

At 31 March 2022 the charity had not approved any capital expenditure which has not been contracted for, nor entered any contracts for, capital expenditure which were not provided for (2021: £nil).

### 17. Related party transactions

During the year Advonet subcontracted to Age UK Leeds, Touchstone and Sign Health (2021: Age UK Leeds, Touchstone and Sign Health). Note 5 includes details of amounts paid to these parties for subcontracted advocacy work. Touchstone is a charity which has a director/trustee in common.

In October 2018, Advonet also entered into partnership with Touchstone in delivering advocacy work for the Kirklees Advocacy Hub. Total income received from Touchstone as part of this partnership is disclosed within Note 4 of the Financial Statements.

During the year, in addition to the recharge of expenses, Advonet charged Leep1 CIC (a subsidiary) management charges amounting to £27,003 (2021: £28,451). At the year end, Leep1 CIC owed Advonet £7,084 (2021: £11,904) which is included within trade debtors.

### 18. Reconciliation of net movement in funds to net cash flow from operating activities

	2022 £	2021 £
Net movement in funds	17,341	9,151
<b>Adjustments for:</b>		
Depreciation charges	17,700	9,668
Increase in stock	(934)	(6,827)
(Increase)/decrease in debtors	(163,082)	328,324
Decrease in creditors	(21,026)	(812)
Increase in deferred income	163,659	52,303
<b>Net cash provided by/(used in) operating activities</b>	<b>13,658</b>	<b>391,807</b>

# Advonet

## Notes to the Consolidated Financial Statements for the year ended 31 March 2022 (continued)

### 19. Analysis of net debt

Both during the current and previous year, and at the year end, the charitable group did not hold any borrowings or debt.

### 20. Comparative Consolidated Statement of Financial Activities (Including Income and Expenditure Account) for the year ended 31 March 2021

	Unrestricted funds £	Designated funds £	Restricted funds £	2021 Total £
<b>Income from:</b>				
Donations and non-performance grants	410	-	500	910
Charitable activities	1,047,958	-	898,543	1,946,501
Gift of CHANGE's assets and activities	449	-	-	449
<b>Total income</b>	<b>1,048,817</b>	<b>-</b>	<b>899,043</b>	<b>1,947,860</b>
<b>Expenditure on:</b>				
Charitable activities	931,240	-	1,007,469	1,938,709
<b>Total expenditure</b>	<b>931,240</b>	<b>-</b>	<b>1,007,469</b>	<b>1,938,709</b>
<b>Net income/expenditure before transfers</b>	<b>117,577</b>	<b>-</b>	<b>(108,426)</b>	<b>9,151</b>
<b>Transfers between funds</b>	<b>(144,424)</b>	<b>100,000</b>	<b>44,424</b>	<b>-</b>
<b>Net movement in funds</b>	<b>(26,847)</b>	<b>100,000</b>	<b>(64,002)</b>	<b>9,151</b>
<b>Reconciliation of funds</b>				
Total funds brought forward	538,429	40,000	144,796	723,225
<b>Total funds carried forward</b>	<b>511,582</b>	<b>140,000</b>	<b>80,794</b>	<b>732,376</b>