

BROOK ADVISORY CENTRES
the young people's sexual health charity

REPORT AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2011

Company no. 813847

Charity no. 239966

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COMPANIES HOUSE

Brook Advisory Centre
Report and Financial Statements
year ended 31 March 2011

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Trustees' annual report 2010/11

Reference and Administrative Details

Charity Name:	Brook Advisory Centres
Charity Number:	239966
Company Number:	813847
Registered office:	421 Highgate Studios, 53-79 Highgate Road, London NW5 1TL
National Director:	Simon Blake
Auditors:	Kingston Smith LLP, Devonshire House, 60 Goswell Road, London EC1M 7AD
Bankers:	Lloyds TSB, 273 Kentish Town Road, London NW5 2LP
Solicitors:	Birdman & Partners, 275 Gray's Inn Road, London WC1X 8QF Butcher Burns, Beaumont House, 47 Mount Pleasant, London WC1X 0AE

Trustees

The following people have been trustees (and directors as defined by the Companies Act 2006) during the period 1 April 2010 to the date of this report:

Trustees 1 April 2010 to 31 March 2011

Eve Martin	Chair	(resigned 02/11/10)
David Chater	Co Vice-Chair	
Jessica Assato	Co Vice-Chair	
David Kelner	Treasurer	
Pete Lawson	Board member	(resigned 02/11/10)
Viv Crouch	Board member	
Emma Price	Board member	
Adrian Hardy	Board member	
Nicky Trimboy	Board member	
Frank McGhee	Board member	(resigned 23/09/10)
Josina Calliste	Ex-officio board member	
Alaina Dingwall	Ex-officio board member	

Trustees 1 April 2011 to date

Linda Thomas

Roger F Gibson

Scott Bennett

(all being members of the Subsidiaries Committee of the parent company/charity: Brook Advisory – charity number 1140431)

Structure, Management and Governance

Brook is a company limited by guarantee. The liability of the members is limited to £5 per member. Brook is a Registered Charity and is also incorporated under the Companies Acts of England and Wales. Brook is governed by its Memorandum and Articles of Association, as last amended in April 2011.

Appointment of Trustees

Prior to 31 March 2011

Trustees fell into two categories, those elected by the national members (Organisation Appointed Directors) and those appointed from relevant executive committees across the country (Centre Appointed Directors). If the total number of Directors fell to fewer than nine (5 Organisation appointed and 4 Centre appointed), the Board was required to hold ballot(s) for election to vacant posts.

Organisation Appointed Directors were appointed under a ballot of the members of the Organisation carried out in the period commencing twenty-one days immediately before an Annual General Meeting of the Organisation or in such other period during which any Annual General Meeting of the Organisation was to be held, and in accordance with the rules laid down by the Board.

Centre Appointed Directors were appointed under a ballot of Relevant Executive Committees carried out in a Ballot Period with any Centre Appointed Director appointed by such a ballot taking up the office of Director at the first Board meeting held after the relevant Ballot Period. Centre Director Ballots were conducted in accordance with rules and procedures laid down by the Board.

From 1 April 2011

The first eight trustees of the new Brook Advisory parent organisation were elected from the charities that made up the Brook Network prior to March 31st 2011.

A maximum of six further trustees will be recruited in 2011/12 to ensure the right mix of skills is in place on the board. Both appointed and co-opted trustees will ordinarily be advertised through a range of on and off line mechanisms to ensure diversity of skills, backgrounds and experience on the board.

All candidates are interviewed by a nominations committee and references are taken up prior to appointment for successful candidates. All trustees are CRB checked.

Trustees serve a three year term, and the maximum that can be served is six years. The first eight trustees' terms will be staggered to ensure continuity.

The board appoints members to the Subsidiaries Committee and they act as Trustees for the other charities within the group

Trustee Induction and Training

Throughout 2010/11 Brook ran an in-house induction programme for everyone who was new to Brook. New trustees of Brook Centres were invited to attend these induction sessions. This was supplemented by.

- A trustee induction pack
- Meetings with all key staff
- Visits to Brook services. There is a trustee development session before at least three board meetings per year. Further training and induction activities are arranged according to individual needs.

The Brook Network

Until March 31st 2011, this charity was the Brook national charity (known as the Brook national office) and the 'owner' of the Brook brand. This charity approved the establishment of new services, which can be, but are not necessarily, set up as independent charitable companies – the relationship between this charity and the others was managed through a licence agreement. It is an agreed strategy not to approve any new independent charitable companies, and to either develop new services under our charity number or to support existing Brook centres that are independently constituted to expand the reach of their service.

The Centres, and the national office, worked together as the Brook Network with a partnership statement and licence agreement which protected the Brook brand and set out standards and requirements of all the Brook organisations across the UK and Jersey. All parts of the network shared common charitable objects and a common vision, mission statement, and values. The Network also had a common strategic framework.

Brook, as set out in the Memorandum and Articles of Association of the Centres, required an annual licence fee of 2% to be paid by the Centres excluding funds raised for capital costs

Brook Centres provide contraception, pregnancy testing, advice, and counselling, testing and treatment for sexually transmitted infections, referral for abortion, as well as outreach, education and satellite services in response to local need. Brook works within a shared quality assurance framework (PQASSO)

The national office provided strategic leadership and direction, overseeing the national quality assurance programme and best practice and leading the advocacy, campaigning, communications and policy work on behalf of the

Network. The national office also runs Ask Brook – a specialist young people's information service which provides signposting to local sexual and emotional health services and support for young people on sexual health topics such as contraception, emergency contraception, pregnancy testing, abortion and sexually transmitted infections.

Brook produces a range of publications on a broad range of sexual health issues for use by health and education professionals, youth workers, and young people themselves. We run a training and conference programme for professionals working with young people.

Organisational change

Brook published a 10-year strategic framework in January 2009 and launched a review of our organisational design and governance structure to ensure we are 'fit for purpose' and able to meet the Brook Network strategic goals as set out in the strategic framework as efficiently and effectively as possible. The national office led the organisational review.

Following extensive consultation the decision was made to become a legal group and a parent company and charity was established and registered in England and Wales and Scotland. On March 31st 2011, all charities within the Brook Network, (with the exception of Brook Northern Ireland with whom discussions continue) became part of this group and the trustees of each of the charities resigned.

The new Brook organisation has one board and a subsidiaries committee, and is being led by a CEO and an interim SMT in 2011.

Brook national office Management Structure

In 2010/11, the national office management structure was as outlined below. All staff were line managed by a member of this Management Team. In addition, there was a matrix of four project strands – Fundraising, Quality, Advocacy and Enterprise – which were managed by members of the management team to which all staff contributed

Risk Assessment

Brook regularly undertakes a detailed review and assessment of risks, financial and non-financial, to which it is exposed in its current activities as part of our annual business planning process and these are set out in the business plan

The trustees have considered a summary of all major risks and have ensured that effective systems and controls exist to reduce internal risks and respond swiftly to external risks and minimise their impact.

Risks are monitored continually by the senior management team, reviewed regularly by the Honorary Officers and annually by the Board unless there are issues that need the Board's immediate attention

Key risks examined through 2010/11 included the changing political environment and particularly the risk to young people's services in Stockton, the changing political environment and particularly the major changes to the NHS and commissioning environment. Clinical risk in Stockton and the wider network was regularly assessed and discussed at board level. The change programme which was central to the work of the organisation, had a risk register which highlighted the key risks to the change programme, particularly around cost and staff engagement

Aims, Objectives and Strategies; Achievements and Performance; Plans for the future

Brook's charitable objects, as declared in the Memorandum of Association are to *'promote the health, particularly sexual health of young people and those most vulnerable to sexual ill health through providing information, education and outreach, counselling, confidential clinical and medical services, professional advice and training'*

All of Brook's activity aims to improve the sexual health of young people up to the age of 25 and enable them to enjoy their sexuality without harm. We work within the UN Convention on the Rights of the Child

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2006 to have due regard to the Charity Commission's general guidance on public benefit

Our strategic framework identifies our core activity areas as;

- Provision of clinical and support services
- Education and training
- Lobbying, campaigning and advocacy and commits us to;
 - Maintain our specialism in sexual health for the under 25s, addressing the sexual health needs of children and young people holistically. We recognise the range of issues that impact on sexual choices and behaviour, such as emotional confidence, alcohol, and family experience. We will work with other organisations with specific expertise to develop 'joined up' services

-
- o Double our reach over the next ten years – at baseline we had direct contact with 200,000 young people each year through our education programmes, services and Ask Brook By 2019 we will have direct contact with 400,000 young people.

Underpinning these commitments are eight strategic goals.

- Young people will be involved in all of our work
- We will ensure we are a robust Network that provides value for money
- Evidence, clinical excellence and a commitment to ongoing improvement will drive all our work
- We will develop a strong Brook workforce including volunteers and trustees who are connected to and driven by our values
- We will establish a framework for measuring and demonstrating evidence of impact
- We will share our learning, knowledge and expertise with professionals.
- We will develop, maintain and establish strong relationships with a range of partners
- We will develop a robust and sustainable funding and support base.

The strategic framework provides the planning context for the Brook Network, the national office and the Centres.

Key achievements for the national office in 2010/11 were:

Young people will be involved in all of our work

- Delivery of a young people-led self-esteem campaign – 'Big Issues...' run by a team of young volunteers which included posters, web content, PR and a roadshow and a launch attended by boyband JLS
- Delivery of the Ask Brook Information service (telephone, email and text), including the development of a texting service set up in response to user feedback
- Undertook a research project with young people to inform the government's next steps on the teenage pregnancy strategy
- Delivery of a needs assessment and feasibility study into delivering 'virtual' services to young people (eg online, mobile, text) This will lead to the development of services throughout the next year

We will ensure we are a robust Network that provides value for money

- Managed four 2-day meetings of the network and a leadership conference for all trustees and directors across the network
- Led a major organisational review and change programme (as outlined above).

Evidence, clinical excellence and a commitment to ongoing improvement will drive all our work

- Supported the network in achieving CQC registration, including CQC

registration for the Stockton service, operated under the national office charity number

- Employed a Clinical Director to lead improvements to clinical governance and quality.
- Held a clinical leads conference to provide clinical leads with a chance to share best practice and learn from each other, as well as receive a clinical update

We will develop a strong Brook workforce including volunteers and trustees who are connected to and driven by our values.

- Development of an online induction E-learning tool for staff which focussed on 6 key modules: Brook's values, quality services, education, health and safety
- Delivery of an Ask Brook volunteer programme with appropriate training and policy development.
- Series of trustee development sessions to support the development of trustee skills and knowledge.

We will establish a framework for measuring and demonstrating evidence of impact.

- Pilot of an Outcomes Star, developed to measure consistently the impact of Brook's education services with young people.
- We commissioned the New Economics Foundation to undertake a preliminary socio-economic review of our work. This provides a useful analysis of the cost benefits of Brook services and a useful benchmark for further examination of our social return on investment.

We will share our learning, knowledge and expertise with professionals

- Held a national conference on consent for 250 professionals working with young people
- Ran consultancy projects in Devon and Suffolk to support the improvement of young people's sexual health services in those areas
- Ran the Brook awards recognising and celebrating excellence in sexual health across the country.
- Developed a leaflet on sexuality drawing on experience from across the Brook network
- Produced guidance on working with young men which was well received by professionals working with young people across the country
- Worked through key policy groups and in partnership with others in the field to lobby for improved sexual health and education for young people, including membership of the Teenage Pregnancy Independent Advisory Group, the Sexual Health Independent Advisory Group, the Sexual Health Organisations Group.
- Responded to a wider range of government consultations on young people, sexual health and SRE.

We will develop, maintain and establish strong relationships with a range of partners

- Worked with FPA and the London School of Hygiene and Tropical Medicine

to develop a contraceptive decision aid which was launched simultaneously on Brook and FPA's websites. Called 'My Contraception Tool', it is a unique combination of research, software, young people's involvement and user testing.

- Worked with Oakfield School and Sports College in Nottingham to deliver a significant training resource for professionals working with young people with learning difficulties called 'Living Your Life'.
- We remain active partners in various groups and coalitions including;
 - Voice for Choice – campaigning to defend and extend abortion law across the UK including Northern Ireland
 - Sex Education Forum – campaigning to improve the quality and quantity of sex and relationships education in school and community settings.

We will develop a robust and sustainable funding and support base

- Launched the Brook 100 Club – a fundraising club for individuals who wish to support Brook by raising £1,000 or more each year
- Held four fundraising events, including involvement in the British 10k and the Royal Parks half marathon
- Built funding partnerships with a range of corporate supporters
- Improved and strengthened the publications portfolio
- Improved the cost model for the conference and awards to ensure the event was profitable.
- Set up a matrix structure to enable all national staff to be involved in fundraising and income generation
- Secured pro-bono support worth at least £50,000 to support the legal and management costs of the change programme

Brook Stockton

- It was with great sadness that at the end of the year Brook closed its services in Stockton. Brook in Stockton had been running only a relatively short time – three years – but in that time had reached a growing number of the most vulnerable young people in a particularly deprived area. Unfortunately, a decision was taken to provide young people's services as part of mainstream services and Brook closed. The dedicated staff at Brook Stockton made a real difference to the lives of the young people they supported. Whilst Brook is no longer in Stockton, we hope some of what we learned and taught there about delivering young people friendly services still remains, and we will watch their sexual health outcomes for young people with interest.

As a Network in 2010/11 Brook;

- Identified children and young people's participation, clinical excellence and sharing services and cost efficiencies as key shared priorities for the organisation,
 - Developing a strategic and standards based approach to involving young people across Brook
 - Undertaking a major review, development and improvement

- programme to ensure we were able to successfully register with the Care Quality Commission
- o Secured a bulk purchase deal on contraceptive supplies to reduce costs

Looking ahead to 2011/12 Brook will,

- Ensure we are fit for purpose and able to protect and deliver young people's sexual health services in the evolving financial and commissioning environment
- Develop and implement a unified governance, management and accountability framework
- Integrate and improve the efficiency and effectiveness of systems within the new Brook organisation
- Establish clear measures of success for the new organisation
- Continue to focus on cost efficiencies and productivity review and begin implementation of a new organisational structure
- Continue to be a loud, bold voice to protect and enhance young people's sexual rights, and involve young people systematically in the organisation

Financial results summary for the year

Unrestricted income decreased from £964,811 in the previous year to £682,264. With a further £876,981 of restricted income received during the current year; total income decreased by 37% to £1,559,245.

Expenditure of unrestricted funds decreased from £942,586 to £878,048 in 2010/11, while restricted expenditure decreased from £1,387,984 to £1,303,489. Total expenditure therefore decreased 6.4% to £2,181,537. This left a deficit of £622,292 in the year that was planned to facilitate the transformation to new Brook. Total unrestricted funds were £116,341 at the year end. In addition £126,863 of restricted funds remained unspent at the year end.

Funds

At the year end, there was one restricted fund in deficit:

- Third Sector Investment Programme: This is a three year programme and Brook undertook some additional work in year one. The fund will balance by the end of 2011/12

Reserves Policy

The trustees have reviewed the reserves policy in the knowledge that income levels may fluctuate significantly from year to year and it may not always be practicable to reduce expenditure levels enough to compensate for temporary falls in income. They have therefore agreed that, we should aim to ensure general funds do not fall below £265,000 which is estimated to be 3 months of core costs.

General funds totalled £116,341 at the year end, but this total included £127,763 of tangible fixed assets and £40,755 of stock. "Free" reserves therefore are £52,177 in deficit at the year end.

Statement of Trustees' Responsibilities

The trustees (who are also directors of Brook Advisory Centres for the purposes of company law) are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law required trustees to prepare financial statements for each financial year which give a true and fair view of the state of the affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to

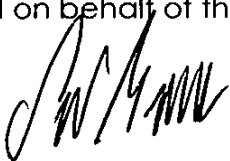
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the trustees are aware.

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information

Signed on behalf of the Trustees



Trustee

S. BENNETT

Date **9th December 2011**

Independent Auditors' Report to the Members of Brook Advisory Centres

We have audited the financial statements of Brook Advisory Centres for the year ended 31 March 2011 which comprise the Statement of Financial Activities (the Summary Income and Expenditure Account), the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company'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 any party other than the charitable company and charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditors

As explained more fully in the Trustees' Responsibilities Statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed, the reasonableness of significant accounting estimates made by the trustees, and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Trustees Annual Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on the financial statements

In our opinion the financial statements

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2011 and of its incoming resources and application of resources, including 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 properly prepared in accordance with the requirements of the Companies Act 2006.

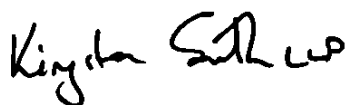
Opinion on other matters prescribed by the Companies Act

In our opinion the information given in the Trustees' Annual Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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, or
- the financial statements are not in agreement with the accounting records and returns, or
- certain disclosures of trustees' remunerations specified by law are not made, or
- we have not received all the information and explanations we require for our audit.



Martin Burchmore, Senior Statutory Auditor
For and on behalf of Kingston Smith LLP

Devonshire House
60 Goswell Road
London EC1M 7AD
Date

12th December 2011

Brook Advisory Centres
Statement of Financial Activities
(incorporating an Income and Expenditure account)
for the year ended 31 March 2011

	Note	Unrestricted funds £	Restricted funds £	Total 2011 £	Total 2010 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income					
Subscriptions and donations		56,059	-	56,059	20,303
Grants	2	48,784	876,981	925,765	1,858,147
Investment income	4	2,204	-	2,204	5,339
Incoming resources from charitable activities					
Improving young people's sexual health	3	575,217	-	575,217	589,750
Total incoming resources		682,264	876,981	1,559,245	2,473,539
Resources expended					
Costs of generating funds		26,687	-	26,687	45,510
Charitable activities					
Improving young people's sexual health		841,994	1,269,103	2,111,097	2,246,378
Governance costs		9,367	34,386	43,753	38,682
Total resources expended	5	878,048	1,303,489	2,181,537	2,330,570
Net movement in funds for the year before transfers		(195,784)	(426,508)	(622,292)	142,969
Transfers	15	(9,436)	9,436	-	-
Net movement in funds for the year after transfers		(205,220)	(417,072)	(622,292)	142,969
Funds at 1 April		321,561	543,935	865,496	722,527
Funds at 31 March		116,341	126,863	243,204	865,496

There were no gains or losses in the year other than as above

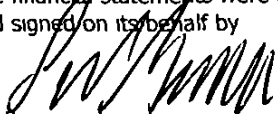
All activities are continuing and are within the Charity's objects

Brook Advisory Centres

Balance Sheet **as at 31 March 2011**

	Note	2011 £	2011 £	2010 £	2010 £
Fixed assets					
Tangible assets	10		127,763		144,241
Current assets					
Stocks	11	40,755		55,762	
Debtors	12	214,327		359,859	
Cash at bank and in hand		83,153		579,288	
		<u>338,235</u>		<u>994,909</u>	
Creditors amounts falling due within one year	13	<u>(222,794)</u>		<u>(273,654)</u>	
Net current assets			115,441		721,255
Net assets			<u>243,204</u>		<u>865,496</u>
Funds					
Restricted funds	15		126,863		543,935
Unrestricted funds					
General funds			116,341		239,005
Designated funds	16		-		82,556
Total funds	17		<u>243,204</u>		<u>865,496</u>

The financial statements were approved for issue by the Trustees on
and signed on its behalf by



S Bennett - Trustee

9th December 2011

COMPANIES HOUSE NUMBER: 813847

Brook Advisory Centres

Notes to the financial statements for the year ended 31 March 2011

1 Accounting policies

The following accounting policies have been used consistently in dealing with items which are considered material in relation to the company's accounts

Basis of accounting

The accounts have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice for Charities issued by the Charity Commission in March 2005 (SORP 2005), the Companies Act 2006 and applicable accounting standards

Depreciation

Fixed assets costing more than £1,000 are capitalised and depreciated over their estimated useful lives

improvements to leasehold property	period of lease
computer equipment	25% straight line
software licence	10% straight line
other equipment	20% straight line

Stocks

Stocks are stated at the lower of cost and net realisable value

Incoming resources

Incoming resources include all amounts received or receivable up to the accounting date which have been confirmed to the company and whose value can be assessed with reasonable accuracy. Gifts in kind, including investments, are recognised at their market value on receipt.

Deferred income

Income is deferred when it relates to payment in advance for goods and services not yet provided.

Operating leases

Operating lease costs are charged to the Statement of Financial Activities on a straight line basis over the lease term.

Outgoing resources

Expenditure is charged on an accruals basis and is analysed between the company's main activities. Direct expenditure, including staff costs and associated establishment and overhead costs, is allocated directly to the relevant activity. Other staff costs and associated establishment and overhead costs are classified as support costs and are allocated to specific activities by reference to the time spent on each. The company's main activities are:

- charitable activities comprise expenditure related to the company's charitable objectives
- costs of generating funds comprise expenditure related to fundraising activities and related publicity
- governance costs comprise expenditure relating to the governance of the company

Pension scheme

The company contributes to the personal schemes of certain employees at Brook Advisory Centres. All such pension schemes are defined contribution schemes. The pension cost represents contributions payable by the company during the year.

Funds

Restricted funds are the unexpended balances of incoming resources held on trust to be applied for specific purposes. Designated funds are unrestricted funds that are set aside at the discretion of the trustees for specific purposes, the purpose of specific designated funds is shown in the notes to the financial statements. General funds are the accumulated surplus of incoming resources over outgoing resources and are available for use at the discretion of the trustees in furtherance of the company's objectives.

Brook Advisory Centres

Notes to the financial statements for the year ended 31 March 2011 (continued)

2 Incoming resources - grants	Unrestricted funds £	Restricted funds £	Total 2011 £	Total 2010 £	
Government grants (national and local)	-	667,209	667,209	1,347,042	
Other grants	48,784	209,772	258,556	511,105	
	48,784	876,981	925,765	1,858,147	
3 Incoming resources - charitable activities					
Brook centres	322,046	-	322,046	267,770	
Publications	88,858	-	88,858	181,678	
Conferences and seminars	66,429	-	66,429	61,794	
Consultancy	97,884	-	97,884	78,508	
	575,217	-	575,217	589,750	
			2011 £	2010 £	
4 Investment income					
Deposit interest	2,204			5,339	
5 Outgoing resources					
	Costs of generating funds £	Charitable activities £	Governance costs £	Total 2011 £	Total 2010 £
Direct costs	18,337	2,069,543	24,064	2,111,944	2,250,008
Support costs (note 6)	8,350	41,554	19,689	69,593	80,562
	26,687	2,111,097	43,753	2,181,537	2,330,570
6 Support costs					
Staff costs	5,010	6,225	7,883	19,118	22,844
Establishment and overheads	3,340	836	11,806	15,982	16,504
Other expenditure	-	34,493	-	34,493	41,214
	8,350	41,554	19,689	69,593	80,562

Brook Advisory Centres

Notes to the financial statements for the year ended 31 March 2011 (continued)

	2011 £	2010 £
7 Staff costs		
Salaries	888,845	736,241
Social security costs	89,324	73,951
Pensions costs	15,649	10,296
Other costs, including recruitment, training, temporary staff and consultants	234,242	358,268
	1,228,060	1,178,756

One employee earned between £70,000 and £80,000 during the year (2010, one between £60,000 and £70,000)

Pension contributions on behalf of this individual in the year were £3,043 (2010 £3,013)

The average full time staff equivalent for the year was 25 (2010, 24) The average number of staff during the year was 36 (2010, 29) and these were split as follows

	2011 No.	2010 No.
Senior management	4	4
Campaigns	5	4
Corporate functions	4	5
Service managers	3	3
Helpline advisors	8	6
Volunteer coordinator	2	2
Nurses	4	2
Counsellors	1	1
Outreach	5	2
	36	29

8 Trustees

None of the directors, who also acted as trustees of the charity, received any remuneration from the company for their services as trustees (2010, nil)

During the year, 6 trustees (2010, 5) were reimbursed for travelling expenses incurred in attending meetings and other expenses incurred on the company's behalf totalling £1,216 (2010, £1,773)

9 Net income/(expenditure) for the year

	2011 £	2010 £
Net income/(expenditure) for the year includes		
Auditors fees - audit - current year	7,150	7,000
- audit fee - prior year under provision	2,050	1,495
- other services	3,355	2,286
Depreciation	31,766	29,110

10 Tangible assets for use by the charity

	Leasehold Property £	Furniture and equipment £	Total £
Cost			
at 1 April 2010	3,343	209,866	213,209
additions	-	15,288	15,288
at 31 March 2011	3,343	225,154	228,497
Depreciation			
at 1 April 2010	3,343	65,625	68,968
charge in the year	-	31,766	31,766
at 31 March 2011	3,343	97,391	100,734
Net book value			
at 31 March 2011	-	127,763	127,763
at 31 March 2010	-	144,241	144,241

Brook Advisory Centres

Notes to the financial statements for the year ended 31 March 2011 (continued)

	2011 £	2010 £
11 Stocks and work in progress		
Publications	<u>40,755</u>	<u>55,762</u>
	2011 £	2010 £
12 Debtors		
Trade debtors	170,722	302,394
Other debtors	-	50,735
Prepayments and accrued income	<u>43,605</u>	<u>6,730</u>
	<u>214,327</u>	<u>359,859</u>
13 Creditors: amounts falling due within one year		
Trade creditors	88,955	95,681
Social security and other taxes	42,212	24,710
Deferred income	-	133,000
Other creditors	75,164	5,680
Accruals	<u>16,463</u>	<u>14,583</u>
	<u>222,794</u>	<u>273,654</u>
Deferred income		
Balance at 1 April 2010	133,000	
Amounts received	-	
Released to SOFA	<u>(133,000)</u>	
Balance at 31 March 2011	<u>-</u>	

14 Future financial commitments

The company has an annual commitment of £41,314 (2010, £41,314) under a property lease expiring on 14 April 2014

Brook Advisory Centres

Notes to the financial statements for the year ended 31 March 2011 (continued)

15 Restricted funds

	Balance 1.4.10	Incoming resources	Outgoing resources	Transfers	Balance 31.3.11
	£	£	£	£	£
National, Regional and Local Government grants					
Ask Brook Information Service	33,914	228,000	261,914	-	-
C Card Consultancy	34,567	-	34,567	-	-
Website development	16,714	16,500	18,205	-	15,009
Organisational design & structure	(32,539)	117,191	94,088	9,436	-
Stockton BC	116,513	194,238	310,751	-	-
Redcar & Cleveland	34,971	-	34,971	-	-
Redcar & Cleveland Counselling Pilot	43,218	5,864	49,082	-	-
Young Fathers - Stockton	15,000	-	15,000	-	-
Third sector investment programme	(14,770)	106,000	103,280	-	(12,050)
Boys and young men work	22,089	-	22,089	-	-
Living your life	4,000	-	4,000	-	-
F E Colleges	9,000	-	9,000	-	-
Induction development project	112,500	-	54,060	-	58,440
Sexual and Reproductive Healthcare Activity	33,648	-	33,648	-	-
Virtual sexual health	-	50,000	50,000	-	-
Sexual Health Strategy	-	51,875	-	-	51,875
Other project grants					
Vodafone	22,789	-	22,789	-	-
Heatcote fund	1,500	-	1,500	-	-
V- talent year	75,591	35,938	97,940	-	13,589
Teenage pregnancy literature review	9,230	-	9,230	-	-
IPPF	-	11,375	11,375	-	-
The Monument trust	-	60,000	60,000	-	-
Monument Trust -Midwives	6,000	-	6,000	-	-
	543,935	876,981	1,303,489	9,436	126,863

Restricted funds represent funds given to the company for specific purposes, any restricted funds unspent at the year end are carried forward

Government grants funds for specific aspects of improving young people's sexual health

Other project grants funds for specific aspects of the charity's work

The fund in deficit shown above will have additional restricted income received in the 2011/12 financial year and thus the deficit will be cleared next year

The reason for the transfer of £9,436 shown above is to bring the Organisational design and structure fund back to zero

16 Designated funds

	Balance 1.04.10	Incoming resources	Outgoing resources	Transfers	Balance 31.3.11
	£	£	£	£	£
Capacity Building	14,000	3,000	83,616	66,616	-
Consultancy	29,276	48,436	86,801	9,089	-
Campaigns	39,280	17,471	94,051	37,300	-
	82,556	68,907	264,468	113,005	-

The reason for each of the transfers made above is to bring the designated funds back to zero

Brook Advisory Centres

Notes to the financial statements for the year ended 31 March 2011(continued)

17 Analysis of net assets between funds

	Tangible fixed assets £	Net current assets £	Total £
Restricted funds	-	126,863	126,863
General funds	127,763	(11,422)	116,341
	<u>127,763</u>	<u>115,441</u>	<u>243,204</u>

18 Pension commitments

The company makes contributions to defined contribution schemes, the assets of which are held separately from the assets of the company. The pension charge represents the company's contributions payable to the scheme, totalling £15,649 (2010, £10,296). An amount of £2,509 was due to the pension schemes at 31 March 2011 representing contributions for the month of March 2011 (2010 £1,852).

19 Related parties

The trustees shown below are also trustees of affiliated centres. All transactions with these centres are carried out on the same basis as those with any other centre and trustees take no part in discussions about any entity in which they have a particular interest.

Trustee	Centre	Transactions in the year £	Debtor at year end £
Adrian Hardy	Wigan and Leigh	21,428	2,341
Adrian Hardy	Liverpool	32,055	966
Emma Price	Birmingham	53,858	6,174
Frank McGhee	London	72,879	18,659

Brook Advisory Centres is the national office of Brook and was owner of the Brook brand. During the year, there were 16 affiliates, each of the parties were independent charities with common charitable objectives.

An annual levy of 2% was paid to the national office as part of the affiliation agreement by each of the affiliated charities. In return, they each received support in the form of policy development, advocacy work and communications. The amounts paid to the National office in the year were:

Brook Centres	£
Brook Bristol	19,596
Brook Birkenhead	12,023
Brook Wigan & Leigh	11,678
Brook Burnley	7,312
Brook Blackburn	17,723
Brook Birmingham	28,270
Brook Cornwall	7,196
Brook East of England	32,988
Brook Highland	2,731
Brook Jersey	5,378
Brook London	44,696
Brook Liverpool	18,314
Brook Manchester	17,607
Brook Northern Ireland	5,427
Brook Oldham	16,978
Brook Sandwell & Dudley	9,615

From 1st April 2011, Brook Advisory Centres is a 100% subsidiary of Brook Advisory, a charitable company registered in England and Wales (Charity Number 1140431, Company Number 07458731).