

Registered number: 334659

**PETER BRADLEY FOUNDATION
CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)**

**DIRECTORS' REPORT AND
FINANCIAL STATEMENTS**

FOR THE YEAR ENDED 31 DECEMBER 2019

**84 Northumberland Road
Ballsbridge
Dublin 4**

**Duignan Carthy O'Neill Limited
Chartered Accountants
Registered Auditors**

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
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COMPANY INFORMATION

Directors	Denis Buckley (Chairman) Laurie Mannix (resigned 24 September 2019) Seamus Moore Martin Quaid (resigned 7 October 2019) Clair Cullinan (appointed 23 July 2019) Marzena Golinska (appointed 23 July 2019) Niamh Cahill (appointed 23 July 2019) Hugh O'Connor (appointed 24 September 2019)
Company secretary	Barbara O'Connell
Registered number	334659
Registered office	Century House 100 George's Street Upper Dun Laoghaire Co. Dublin A96 R2V3
Trading name	Acquired Brain Injury Ireland
Independent auditors	Duignan Carthy O'Neill Limited Chartered Accountants & Registered Auditors 84 Northumberland Road Ballsbridge Dublin 4
Bankers	Allied Irish Bank plc Cornelscourt Dublin 18
Solicitors	TP Robinson Solicitors 24 Fitzwilliam Street Upper Dublin 2

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**DIRECTORS' REPORT
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The Board of Directors is pleased to present its Annual Report, together with the Audited Accounts for the year ended 31st December 2019. The accounts of the Company together with the related notes on pages 23 to 37 which form part of the accounts have been prepared in accordance with the Companies Act 2014 and Charities SORP (FRS 102).

Principal Activity and Business Review

Mission, Priority Areas and Strategic Objectives

Acquired Brain Injury Ireland's mission is *'To enable people with neuro-rehabilitation needs to lead meaningful lives in the community by providing personalised quality rehabilitation and support'*.

Acquired Brain Injury Ireland is accredited internationally by the Commission on the Accreditation of Rehabilitation Facilities (CARF) and was awarded in October 2018 for another 3 years for:

- (1) Residential Rehabilitation Programmes: Brain Injury Specialty Programme (Adults)
- (2) Home and Community Services: Brain Injury Specialty Programmes (Children and Adults)
- (3) Case Management: Brain Injury Specialty Programmes
- (4) Governance Standards Applied.

The 2019 plan was drawn up for the organisation to achieve its main strategic objectives in five key areas: service development and delivery, organisational efficiency and effectiveness, brain injury education and training, brain injury awareness, advocacy, and research.

Legal Status

The Peter Bradley Foundation CLG is a company limited by guarantee trading as Acquired Brain Injury Ireland, not having a share capital, incorporated in Ireland on 01/11/2000 under the Companies Acts, registered number 334659. The Company has been granted charitable status for taxation purposes by the Revenue commissioners, Charity Number 14289. The company has registered with the Charity Regulator, Registered Charity Number 20046200. All income is applied solely towards the promotion of the charitable objectives of the company.

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Financial Accounts for 2019

The financial results as set out on page 19 demonstrate a deficit for the year of €271k (2018: €193k surplus). The HSE has committed to sustaining the organisation as part of a cash acceleration plan and engagement will continue with the HSE in 2020.

Total income for the year ended December 2019 at €15.1 million represented an increase of €0.7m (5.03%) over 2018. The majority (89.79%) of Acquired Brain Injury Ireland's income can be attributed to the HSE and other statutory agencies. This is relatively consistent compared to 2018. Direct service grants and other income comparatively (excluding the sleepover income arrears declared in 2018) increased by 10.09% year on year. Acquired Brain Injury Ireland recorded income of €338k in respect of the Ability grant programme funded by the Department of Employment Affairs and Social Protection (ESF) in 2019 and €40.6k in relation to our Carer's Programme funded by the Department of Rural and Community Development under the Dormant Accounts Programme. Fundraised and events income combined increased by €83k in 2019 (38.1%).

Total charitable expenditure for 2019 increased by 8.3% to €15.4million. Whilst this increase can be partially explained by the attributable costs of increased service provision and grant expenditure, separately increased cost pressures in 2019 were a key driver in the organisation's closing deficit in 2019. The organisation's national office moved premises in 2019 and recruited vacant posts essential to service provision.

The financial accounts are presented at the end of this report.

Future Developments

The directors have approved a new 5-year strategic plan 2020-2024 however they are not expecting to make any significant changes in the nature of the business in the near future. At the time of approving the financial statements, the company is exposed to the effects of the Covid-19 pandemic which has had a negative effect on its operations since the year end and has resulted in increased costs together with an increased demand for its services. In planning its future activities, the directors will seek to develop the company's activities whilst managing the effects of the difficult trading period caused by this outbreak.

Principal Risks and Uncertainties

In the first half of 2020, the outbreak of Covid-19 spread throughout Asia, Europe and Worldwide. The initial impact of this has been severe and has resulted in a significant worldwide slowdown in economic activity. The effect of Covid-19 presents many risks for ABII, the effects of which cannot be fully quantified at the time of approving the financial statements. As a result, the directors consider the implications of the Covid-19 pandemic to be a significant uncertainty at the time of approving the financial statements.

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Although the effects cannot be fully determined, the directors believe that the main risks associated with Covid-19 are as follows:

- a prolonged period of government recommendations and restrictions on the movement of people to contain the virus, which impact on the delivery of services by the staff of Acquired Brain Injury Ireland
- a potential reduction in economic activity following the recommencement of trading which may result in reduced consumer spending and demand for the company's services from the HSE
- a potential increase in the demand for the services of the company due to the increase in ABI because of the effects of Covid-19. It is known to cause stroke, debilitation and neurological deficits requiring neurorehabilitation.

General Overview of Acquired Brain Injury Ireland's Operations

During 2019, in a continuing climate of severe fiscal challenges within the Health Service Executive (HSE), Acquired Brain Injury Ireland continued to work creatively to respond to the identified and often complex needs of a significant acquired brain injury population. The organisation managed to continue to provide and maintain a range of essential national clinically-led core services during the year as follows:

- Home and Community Rehabilitation
- Residential Rehabilitation
- Transitional Living
- Day Resource /Clubhouse Services
- Case Management
- Brain Injury Education and Information
- Cognitive Behavioural Therapy (CBT)
- Family Carer Training
- Family Support Services
- Family Therapy

HSE Central Support Funding

Continued underfunding for shared central support services providing core governance and compliance is putting the whole organisation at risk and continues to be an area of great concern. This funding has not been increased since 2009 despite organisational growth and unprecedented and complex compliance requirements. Negotiations with the HSE, while ongoing have yet to resolve the issue.

Revenue funding in 2019 was secured for client services, through Service Level Agreements with the Health Service Executive (HSE) and additional finances continue to be raised through grant funding and fundraising campaigns. Direct funding for the shared central support services continues to be an issue and seeking a resolution to this continues to be a top priority. In 2019 the HSE provided additional funding to Acquired Brain Injury Ireland to alleviate this shortfall. They continue to do this on a 'once off' basis .

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Consolidation of Services and Business Developments

2019 reflected the previous years' trading as it was a further year of consolidation of Acquired Brain Injury Ireland's core services and supports, with limited business development due to resource restrictions. Our organisation's primary focus was to achieve positive outcomes for people affected by acquired brain injury, by working with the HSE to maintain services covered by 15 Service Agreements (SAs). The following figures represent the number of clients who were supported by Acquired Brain Injury Ireland, in the different services provided.

Region	Residential Service Users	Community Service User	Day Service	Case Management Service Users	Total Service Users
East, North East- CHO 6, 7 & 9	25	101	45	203	374
South, East Midlands CHO 5 & 8	14	55	191	81	341
South, Mid-West CHO 3 & 4	17	138	0	0	155
West, North West CHO 1 & 2	17	58	32	97	204
Total	73	352	268	381	1074

Service Developments: Despite statutory funding reductions across services Acquired Brain Injury Ireland remained resolute to maintain existing services and worked creatively, both internally and externally, to maximise opportunities for the people affected by an acquired brain injury who accessed its services. Whilst growth in services was limited, developments were experienced in Home & Community Outreach Rehabilitation and Day Resource/Clubhouse services and facilities.

Key achievements in service development included:

- All residential services are fully **HIQA** registered with all mandatory three-year re-registrations successful
- The new Cavan/Monaghan **Community Service** established in late 2018 has been very successful. Following discussions with the HSE, plans are in place to expand the numbers of individuals accessing the service in 2020.
- The **Community Service** based at our Lisrath Residential Neuro-rehabilitation Service (Drogheda, Co Louth) which commenced in 2016, continues to develop. 2019 saw the opening of a **Clubhouse** in Kilkenny, as this service continues to flourish.
- The construction of a **newly built 5-bedroom property in Waterford**, alongside 3 independent living units, in partnership with Anvers Housing Association CLG, is underway. This property will have a better layout for existing and future residents, accessibility throughout, and location centrality with good access to Waterford city. In Macroom, plans for a purpose built accessible residence are underway in partnership with Tuath Housing. Works were completed to the existing residence to ensure accessibility in the short term.
- The building of a Resource Centre in Castleisland, Kerry, was completed and attention now turns to furnishing and staffing this new centre.

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- Growth continued in each of the 9 Acquired Brain Injury Ireland's **Day Resource/Clubhouse Services** and facilities. However, as in previous years, these developments were mainly possible due to the generosity of private grant funders and the support of community fundraising activities. The unpredictable nature of this level of funding leaves these centres vulnerable to closure. However, funding was secured for 2019 for all Clubhouses/Resource Centres in CHO Area 1 (East North East & North West Areas). Acquired Brain Injury Ireland currently has 16 **residential rehabilitation services** in Dublin (6), Wexford, Waterford, Cork, Limerick, Clare (2), Sligo, Donegal, Drogheda and Offaly. While vacancies did arise from time to time as individuals transitioned out into the community, we were able to secure new clients to fill these vacancies within the services. However, there are challenges with that, as the HSE Disability Services are increasingly reluctant to fund residential places due to their own funding issues.
- Acquired Brain Injury Ireland's **home and community services** and supports continue to be a significant and strong area for the organisation, with 15 services nationally. Developments in this outreach service are largely due to the HSE's funding response to local identified acquired brain injury needs. Business activity in this area during 2019 remained strong with an incremental increase in clients. The pilot community service in Roscommon moved to a one-year fixed term service and the new Cavan/Monaghan service was consolidated with an ongoing funding stream secured with the HSE. Services were very successful in applications for National Lottery Grants which provided additional funding for specific and time-bound projects and initiatives. Additionally, the Fundraising Department has successfully applied for a number of grants on behalf of the Community Services and we have been able source additional equipment and run additional groups and activities we otherwise wouldn't have been able to.
- ABI Ireland were successful in achieving two **Pobal** funded grants. The first success relates to the success in achieving funding for the provision of vocational assessment and individualised planning and support for people with ABI between the ages of 18-29 years who wish to return to work, training or education. Secondly, ABI Ireland were successful in achieving funding to commence peer support project for carers of those with an acquired brain injury. Both projects commenced in 2019.
- ABI Ireland were also successful in achieving philanthropic funding from the **Social Innovation Fund** to support the widening of our vocational assessment and individualised services for individuals in the Munster area who not served by the above Pobal funded project. This project will be rolled out in 2020.

Clinically-led services

Acquired Brain Injury Ireland services are clinically-led and overseen by a range of clinicians with an acquired brain injury expertise including neuropsychology, occupational therapy and social work. The clinicians are supported by an expert team of local service managers, case managers, team leaders and rehabilitation assistants.

In 2019, following a full review of clinical processes in the organisation: from referral, assessment and right through to discharge as appropriate, a new service wide clinical process was introduced to ensure a consistent and measurable approach to service quantum and outcomes across all services. The clinical teams utilise clinical outcome measures to demonstrate the effectiveness of the rehabilitation interventions, leading to increased levels of independence and reduced caregiver burden on families.

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Human Resources

Acquired Brain Injury Ireland employs a staff team to meet the requirements of the organisation. In 2019 the average paid employee headcount during the year was 298 (2018:272).

The Human Resources (HR) Team provides a broad range of services to the organisation across the employee life cycle, including recruitment and selection, induction and training, employee engagement, employee relations, HR administration, performance management and learning and development. The team is responsible for ensuring compliance with legal and regulatory obligations and with the Commission on Accreditation of Rehabilitation Facilities (CARF) requirements. The HR Team partners with the organisation in meeting the strategic and operational objectives through effective HR strategies.

There were a number of projects undertaken by the HR team in 2019. An internal review and re-engineering of the internal HR processes and workflows was undertaken by the HR team in order to implement a paperless HR office. The capability of the HR and recruitment system was further developed in support of this and to achieve enhanced reporting capability.

Engagement and Retention Strategic initiatives were implemented across 2019 in response to the challenges in the Sector regarding Recruitment and Turnover. In further support of this, Employee Wellness was highly prioritised throughout the year. The HR department commenced research in 2019 to identify a suitable Quality Mark for Wellness in the Organisation. In addition, Wellness and Resilience formed a key part of the Annual Employee Information Days in July 2019, which was very well received and appreciated by our employees.

In 2019, further significant progress was made in relation to organisational compliance with the GDPR Regulations.

Employee Communications and Engagement remained a key focus in 2019, with our Annual Employee Information Days held in July, chaired by the CEO. An Employee Feedback Survey was carried out in 2019 which covered key areas including Organisational Culture, Communication, Leadership, Teamwork, Manager Support, Work Environment, Employee Development, Compensation and Recognition, and Work Engagement. The Survey achieved a strong response rate (80.8%) and the scores were extremely positive again for the organisation overall.

Once again our culture received some of our highest scores as reflected by the fact that 97% of employees said they are aware of the organisation's mission, 96% of employees support the overall direction and 96% said they would recommend Acquired Brain Injury Ireland to friends and family.

Communication is an ongoing challenge for any organisation and it is essential to the work we do. At Senior Strategic Level, Employee Communication and Engagement has been a priority for the past two years. The results of the 2019 survey reported a significant improvement in the organisation's communication. 80% of employees felt well informed about plans and progress in the organisation compared to 72% in 2018. Similarly, 80% of employees felt up to date on news and issues in Acquired Brain Injury Ireland. These scores have not only increased since last year, but they also outperformed international benchmark scores amongst other organisations. Furthermore, 86% of employees believe the organisation is managed effectively by senior management within current resources which is a testament to the leadership of the organisation. This was significantly higher than international benchmarks which scored 11% lower.

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In 2019 satisfaction scores remained consistently strong for teamwork, work environment, employee development and manager support. A positive increase by 10% was noted when 94% of employees reported that their manager treats them with respect, compared to 84% last year.

The survey also highlighted areas for improvement which were predominantly focused on compensation and level of satisfaction with the overall package as well as the need for opportunities for growth and development. As an organisation, we will continue to work on these areas.

Learning and Development

In 2019 Acquired Brain Injury Ireland continued to invest in staff by offering learning and development opportunities including mandatory and organisation specific training according to legislative and regulatory compliance and best practice. This continued to enhance Acquired Brain Injury Ireland's standards in line with CARF.

Two Certified Brain Injury Specialist training events were coordinated in 2019 resulting in 35 ABI Ireland staff receiving certification and registration as Certified Brain Injury Specialists. The average pass rate for our ABII attendees was 94.44% compared with the ACBIS benchmark average pass rate of 74.55% which is an excellent performance standard.

The Learning Management System was developed and launched in 2019. It is an online platform to allow for internal, interactive eLearning delivery, record keeping and reporting.

Communications, Research and Advocacy & Raising Awareness

In 2019 Acquired Brain Injury Ireland coordinated and participated in a variety of local, regional and national communication, policy and research activities. These events and activities helped to raise awareness of acquired brain injury as a condition and the work of Acquired Brain Injury Ireland as the leading national service provider. The organisation engaged with individuals, groups, organisations and communities to support Acquired Brain Injury Ireland by investing time, money and expertise.

- **Media:** A number of events and activities, both internal and external, publicised acquired brain injuries and Acquired Brain Injury Ireland through media channels including TV, radio, print and social media. These events included placement of national media features on TV and radio as part of National Brain Awareness Week and promotion of the organisation's Pre Budget submission, as well as writing opinion editorials in media and driving engagement across our social media platforms, namely Facebook, Twitter, Instagram and LinkedIn.
- **Influencing policy:** Acquired Brain Injury Ireland held a policy roundtable event with 25 high level stakeholders to discuss policy issues in relation to rehabilitation for people with brain injury. As a result of the roundtable a paper was published in an international peer reviewed journal by Health Policy Analyst Dr. Sara Burke et al from Trinity College Dublin. An Oireachtas briefing for all TDs and senators in Leinster House was held in October in order to raise the profile of our organisation among key political stakeholders. People with brain injury, family members and staff and other supporters attended the event. We also prepared our election campaign materials and our asks for Election 2020. We also collaborated with other organisations to advocate the implementation of the Neuro-rehabilitation Strategy and the funding challenges facing Section 39 organisations.

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- **Research:** Acquired Brain Injury Ireland hosted a research seminar, 'Acquired brain injury research in Ireland': advancing our knowledge; growing our community with over 100 delegates and 8 expert speakers in order to showcase brain injury research in Ireland. Throughout the year, Acquired Brain Injury Ireland supported post graduate, doctoral and post-doctoral researchers in accessing research subjects, including people with an acquired brain injury, family members and staff. In addition, the Acquired Brain Injury Ireland Research Ethics Committee (REC) reviewed 12 ethics applications from researchers which are contributing to the acquired brain injury knowledge and evidence base nationally and internationally. REC training was organised for the members. Acquired Brain Injury Ireland partnered with Trinity College Dublin and were successful in a funding bid to Irish Research Council to engage a post-doctoral researcher. The researcher will be based in the Global Brain Health Institute in TCD and will conduct research on a health economics project entitled 'An economic evaluation of ABI rehabilitation models: developing evidence to inform the Irish health system'.

Fundraising

Acquired Brain Injury Ireland's work goes further with generous donations and fundraising by hundreds of individuals, groups, and businesses. We are also supported by grants from many organisations around the country. This support allows us to progress projects both locally and nationally that we otherwise would not have been able to do and react quickly when challenges arise. It allows the purchase of essential equipment, resources, classes needed by our clients group and allows us buy in essential specialist services on a short term basis. We are extremely grateful for this support. Our donors have been incredibly generous for which we are so grateful. It really makes a difference for brain injury survivors.

Objectives and Activities

Our fundraising goal in 2019 was to build on the work from the establishment of the fundraising directorate in 2017 and groundwork that we laid in 2018. We wanted to ensure we continued to raise sufficient funds to enable Acquired Brain Injury Ireland to deliver and expand its work.

The main objectives for fundraising in 2019 were to:

- Grow the supporter base with existing and potential new supporters.
- Develop a diversified income base that is not overly reliant on any one source of funds

Fundraising Achievements

In 2019, our fundraising activities attracted generous support from all corners of the country.

- **Community Fundraising** – provides essential additional income that allows Acquired Brain Injury Ireland to enhance services. In 2019, community fundraising supporting the organisation ranged from a sponsored daily dips across December in Sligo, mini-marathons & marathons in Dublin, hiking events in Kerry, table quizzes across the country, fashion shows in the Midlands, golf classics and many diverse activities around every part of the country.
- **National Annual Event** – We ran our annual 'bake for brain injury' event during national Brain Awareness Week in March 2019. It brought in as much income as the previous three years combined. This marked the seventh year for this annual fundraiser.

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- **Other Events** –Three significant fundraising events took place in 2019 raising €46549. The first was a Valentines ball held in Tullamore and supporting our midlands services which raised just short of €10,000. The second was the third annual '10k fun-run' in Clane which attracted more than 700 participants and raised €21,000. For the first year, Paul McGrath hosted his first golf classic on our behalf. This raised over €11,000.
- **Corporate, major donors and trusts** – During 2019, both private companies and public sector bodies supported Acquired Brain Injury Ireland's work through employee fundraising, corporate donations and project sponsorship, amongst many other activities. Companies as diverse as BNY Mellon, Dublin Bus, Roche Ireland, GlaxoSmithKline, EI Electronics, Megazyme, Tableau Software, Drummonds Ltd, Deutsche Bank and many more supported Acquired Brain Injury Ireland. Additionally, we received multiple grants from organisations as diverse as the Hospital Saturday Fund, Monkstown Hospital Foundation and County Councils from all over the country.
- **Individual Giving** - Committed giving (by direct debit) is an important future source of predictable income for the organisation. We conducted our first recruitment of people in 2018 and continued to build this stream during 2019. We have also started working on our direct mail appeals to grow supporter base. Across 2019 we had our first structured year of activity including newsletters and relevant communications. We completed three direct appeal asks, one regular giving ask, one legacy appeal and a tax ask as well. All appeals were integrated across direct mail, e-mail and social networks. The goal was to start regularising appeals to supporters, clean the database to ensure that we would be more efficient in future and purchase cold data to grow the appeal.

Quality Assurance/Accreditation:

Acquired Brain Injury Ireland is actively committed to providing services at an internationally recognized standard.

1. Commission on Accreditation of Rehabilitation Facilities (CARF)

Following on from the successful CARF Accreditation Inspection in October 2018, Acquired Brain Injury Ireland services are accredited by the Commission on Accreditation of Rehabilitation Facilities for the following Brain Injury Specialty Programmes:

- (1) Home and community services (Adults)
- (2) Home and community services (Children)
- (3) Residential Rehabilitation programmes (Adults)
- (4) Governance standards
- (5) Case Management

This accreditation is a prestigious and internationally recognised quality mark which signals that the services we provide meet or exceed international best practice. Acquired Brain Injury Ireland has been successfully accredited every three years since 2003. However, in 2018 we applied for accreditation in Case Management for the first time, and successfully achieved the gold standard of three years accreditation, in tandem with our other services. This recognises the significant work our Case Managers do and indeed have done for many years.

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2. Health Information and Quality Authority (HIQA):

Acquired Brain Injury Ireland's neuro rehabilitation residential services are now all fully registered with the Health Information and Quality Authority (HIQA) and are monitored under the Health Act 2007 (Care and support of residents in designated centres for persons (children and adults) with disabilities) regulations 2013. There were a number of inspections across services in 2019, all with excellent outcomes and very positive about the staff teams do and how person centred we are. Issues that arise are invariably legacy and premises related due to the establishment of many of our residential services in ordinary houses well in advance of regulation in 2013.

Identified and Unmet Acquired Brain Injury Need

Unfortunately, due to insufficient resources, many national acquired brain injury service gaps in the community remained unaddressed in 2019. In particular there is insufficient investment in home and community and residential services leading to significant waiting lists, delayed discharges from acute and NRH hospitals as well as inappropriate placement in nursing homes of people with an acquired brain injury.

Acquired Brain Injury Ireland's Planned Future Developments

Acquired Brain Injury Ireland commenced work on the new strategic plan for 2020-2024. The updated vision, mission and values of the organisation provided the blueprint when identifying the five objectives for the new strategic plan. These are:

- 1) Creating equal access to neuro rehabilitation
- 2) Influencing change and raise the voice of brain injury survivors through evidence-based research
- 3) Developing specialist training in brain injury rehabilitation
- 4) Reducing care giver burden for families affected by brain injury.
- 5) Building and optimising organisational capacity

Reserves policy

Of the total income of Acquired Brain Injury Ireland, 99.26% is restricted and thus expended on charitable activities in line with the applicable restriction. The company held cash at the bank of €742,714 as at 31st December 2019, of which €474,192 is classed as restricted.

Restricted funds are funds subject to specific trusts, which may be declared by the donor(s) but still within the wider objectives of the charity. Restricted funds may be restricted income funds, which are expendable at the discretion of the Trustees in furtherance of some particular aspect(s) of the objectives of the charity, or they may be capital funds.

Unrestricted funds are expendable at the discretion of the Board and Management in furtherance of the charity's objectives. The Directors can designate part or all of the unrestricted funds for specific purposes. These designations have an administrative purpose only and do not legally restrict the Board's discretion to apply the fund.

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Corporate Governance

The Board of Acquired Brain Injury Ireland is fully committed to maintaining the highest standards of Corporate Governance and they believe that this is a key element in ensuring the proper operations of the company's activities. Acquired Brain Injury Ireland complies with the Governance Code for Community, Voluntary, and Charitable Organisations in Ireland and the Commission on Accreditation of Rehabilitation Facilities governance standards. The organisation complies with the Charities Regulator Guidelines for Charitable Organisations on Fundraising from the Public.

We are members of the Charities Institute Ireland and were awarded with their Triple Lock Standard (best practice in transparency and accountability) on October 9th, 2018

The Board is responsible for providing leadership, setting strategy and exercising control over the company. The Board accepts it needs to work effectively, behave with integrity and be transparent and accountable. The directors bring to the Board their significant business and decision-making skills achieved in their respective fields together with a broad range of experience and views. There is a clear division of responsibility in the company. The Board retains control of major decisions under a formal schedule of matters reserved to the Board for decision, with the Chief Executive Officer and executive team responsible for devising and implementing strategy and policy decisions within the authorities delegated to them by the Board.

On appointment, directors receive induction training and comprehensive briefing documents. The Board is chaired by Denis Buckley. There were three sub-committees of the Board.

Board of Directors

Acquired Brain Injury Ireland's Board of Directors met eight times in 2019 (2018: 7). Board Members included (Chairperson) Denis Buckley, Martin Quaid, Laurie Mannix, Seamus Moore, Clair Cullinan, Marzena Golinska, Hugh O'Connor and Niamh Cahill.

Finance & Audit Sub-Committee

The role of the Finance and Audit Committee is to advise all directors about the quality of the company's financial statements and work with the company's external auditor, to make sure the company's financial statements reflect its financial position fairly and accurately.

It makes recommendations to the Board as appropriate. During 2019 the committee met 7 times. Members of this committee included (Chairperson) M. Quaid, D. Buckley, E. Fitzpatrick and M. Golinska. The CEO, the Head of Finance and the Financial Controller attended but they are not members.

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Quality Safety and Risk Committee

The role of the Quality, Safety and Risk Committee is to oversee the:

- Development, implementation, and evaluation of all strategic plans for Acquired Brain Injury Ireland and the development, implementation and evaluation of annual business/operations plans. The responsibility for drafting of the strategic and annual plans is with the CEO and the executive team.
- Development, implementation and evaluation of an organisational development plan to ensure that Acquired Brain Injury Ireland has the appropriate structures, systems, staffing and skills to enable it to deliver on its mission, meet its strategic goals and comply with its statutory requirements and obligations.
- Development of a succession plan covering the Board, CEO and key management personnel.
- Compliance with the Commission on Accreditation of Rehabilitation Facilities requirements and HIQA guidelines.
- Compliance with Governance Code and development and implementation of best practice corporate governance policies
- Assessment of Acquired Brain Injury Ireland's strategic, operational, and clinical risk, and the development of a Risk Register and Business Continuity Management Plan.
- Development, implementation and regular evaluation of Acquired Brain Injury Ireland's health and safety framework (safety statement, policies etc.) and the levels of Acquired Brain Injury Ireland and safety regulatory compliance.

The committee met a number of times in 2019 and wishes to express its gratitude for the support and assistance provided by external consultant M. Fitzgerald. Donnchadh Whelan attended Risk Register training provided by the HSE and the committee was reassured that the maintenance and operation of the Risk Register is fully compliant. The regular Committee members are the Chairperson of the Board, Denis Buckley, Barbara O'Connell, CEO and Donnchadh Whelan, National Services Manager. Other staff members are invited on occasion to share expertise.

Remuneration Committee

The Remuneration Committee did not meet in 2019. Committee members included in 2018 were Seamus Moore and Denis Buckley.

Management and Staff

We acknowledge with appreciation the committed work of our staff and volunteers. Our continuing success and achievement are due to their professionalism, dedication, and commitment to our mission and values.

Environment

The company has a proactive approach to assisting all personnel conduct our business in a manner that protects the environment of our customers, employees and the community. The company is compliant with relevant environmental legislation.

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Pension

The company operates a defined contribution pension scheme which employees are eligible to join. The pension scheme assets and liabilities are administered and held independently of the company. The company is compliant with all requirements under pension legislation.

Political Donations

The Electoral Act, 1997 requires companies to disclose all political donations over €200 in aggregate made during the financial year. The directors, on enquiry, have satisfied themselves that no such donations have been made by the company.

Events since the Balance Sheet Date

The Covid-19 outbreak is the main post-balance sheet event and the company reacted to these conditions by moving services online and launched 'Tele-rehab' services for day resource and outreach client groups, family support and clinical treatment. Residential services were on lockdown according to Dept of Health, Government and HSE guidelines whilst adhering to HIQA standards. Whilst this has resulted in the company remaining operational during the period, there has been an increase in operational costs because of Covid-19, both pay and non pay. This includes provision of equipment to facilitate home working, PPE and staff sickness cover etc. The directors are confident that the company will be fully operational once the period of restriction is lifted.

While this has created additional challenges for the company, at the time of approving the financial statements, the directors consider that the balance sheet has not been impacted on events since the year end and as a result no adjustment has been made to the financial statements for the year ended 31 December 2019.

Going Concern

After making enquiries, the directors have a reasonable expectation that the company has sufficient resources to continue its principal activities for the foreseeable future. For this reason, the accounts continue to be prepared under the going concern basis. As stated in the notes to the Accounts the company is primarily dependent on the Health Service Executive for funding its activities. The company, in active discussion with the HSE, is currently reviewing the organisation's level of funding, costs and expenditures on an ongoing basis with a view to formulating a plan to bring income and expenditure into balance for the future.

Directors

The directors of the company who served during the year are listed on the information page of this report.

Taxation Status

The Peter Bradley Foundation Company Limited by Guarantee trading as Acquired Brain Injury Ireland has been granted charitable status under Sections 207 and 208 of the Taxes Consolidation Act 1997.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

DIRECTORS' REPORT
FOR THE YEAR ENDED 31 DECEMBER 2019

Risk Management

The organisation follows a process to identify and rank the significant organisational risks that we face and how these risks are monitored and managed. The Quality Safety and Risk Committee assess Acquired Brain Injury Ireland's strategic, operational and clinical risk and develop a risk register and business continuity management plan to manage this risk. Appropriate systems and procedures are in place to mitigate these risks and provide reasonable but not complete assurance against these risks.

Safety, Health and Welfare Act 2005

Acquired Brain Injury Ireland has a health and safety policy in existence and is fully committed to its on-going review in accordance with the specific requirements of the Act.

Accounting Records

The measures taken by the directors to ensure compliance with the requirements of Sections 281 to 285 of the Companies Act 2014 regarding adequate accounting records are the implementation of necessary policies and procedures for recording transactions, the employment of competent accounting personnel with appropriate expertise, and the provision of adequate resources to the financial function. The accounting records are maintained at the Registered Office.

Statement on relevant audit information

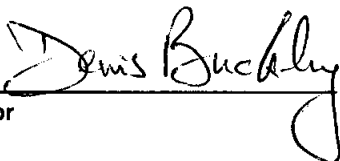
Each of the persons who are directors at the time when this Directors' Report is approved has confirmed that:

so far as the director is aware, there is no relevant audit information of which the Company's auditors are unaware, and the director has taken all the steps that ought to have been taken as a director in order to be aware of any relevant audit information and to establish that the Company's auditors are aware of that information.


Auditors

The auditors, Duignan Carthy O'Neill Limited, have expressed their willingness to continue in office in accordance with section 383(2) of the Companies Act 2014.

On behalf of the Board



Director



Director

Date: 15/10/20

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

DIRECTORS' RESPONSIBILITIES STATEMENT
FOR THE YEAR ENDED 31 DECEMBER 2019

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with Irish law and regulations.

Irish company law requires the directors to prepare the financial statements for each financial year. Under the law, the directors have elected to prepare the financial statements in accordance with the Companies Act 2014 and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

Under company law, the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the assets, liabilities and financial position of the Company as at the financial year end date, of the profit or loss for that financial year and otherwise comply with the Companies Act 2014.

In preparing these financial statements, the directors are required to:

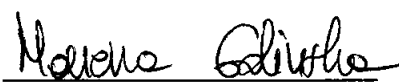
- select suitable accounting policies for the Company's financial statements and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- state whether the financial statements have been prepared in accordance with applicable accounting standards, identify those standards, and note the effect and the reasons for any material departure from those standards; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Company will continue in business.
- observe the methods and principles in the Charities SORP.

The directors are responsible for ensuring that the Company keeps or causes to be kept adequate accounting records which correctly explain and record the transactions of the Company, enable at any time the assets, liabilities, financial position and surplus or deficit of the Company to be determined with reasonable accuracy, enable them to ensure that the financial statements and Directors' Report comply with the Companies Act 2014 and enable the financial statements to be audited. They are also responsible for safeguarding the assets of the Company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the Company's website. Legislation in Republic of Ireland governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

On behalf of the board


Director


Director

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

**INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY, OF PETER BRADLEY FOUNDATION CLG T/A
ACQUIRED BRAIN INJURY IRELAND**

Report on the audit of the financial statements

Opinion

We have audited the financial statements of Peter Bradley Foundation CLG t/a Acquired Brain Injury Ireland (the 'Company') for the year ended 31 December 2019, which comprise the Statement of Financial Activities, the Balance Sheet, the Statement of Cash Flows, the Statement of Changes in funds and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is Irish law and Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

In our opinion, the accompanying financial statements:

- give a true and fair view of the assets, liabilities and financial position of the Company as at 31 December 2019 and of its deficit for the year ended;
- have been properly prepared in accordance with Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'; and
- have been properly prepared in accordance with the requirements of the Companies Act 2014.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (Ireland) (ISAs (Ireland)) and applicable law. Our responsibilities under those standards are further described in the Auditors' responsibilities for the audit of the financial statements section of our report. We are independent of the Company in accordance with the ethical requirements that are relevant to our audit of financial statements in Ireland, including the Ethical Standard issued by the Irish Auditing and Accounting Supervisory Authority (IAASA), 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

We have nothing to report in respect of the following matters in relation to which ISA (Ireland) 570 requires us to report to you where:

- the directors' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the directors have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the Company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY, OF PETER BRADLEY FOUNDATION CLG T/A
ACQUIRED BRAIN INJURY IRELAND (CONTINUED)

Other information

The directors are responsible for the other information. The other information comprises the information included in the Annual report, other than the financial statements and our Auditors' 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.

Opinion on other matters prescribed by the Companies Act 2014

Based solely on the work undertaken in the course of the audit, we report that:

- in our opinion, the information given in the Directors' Report is consistent with the financial statements; and
- in our opinion, the Directors' Report has been prepared in accordance with applicable legal requirements.

We have obtained all the information and explanations which we consider necessary for the purposes of our audit.

In our opinion the accounting records of the Company were sufficient to permit the financial statements to be readily and properly audited, and the financial statements are in agreement with the accounting records.

Matters on which we are required to report by exception

Based on the knowledge and understanding of the Company and its environment obtained in the course of the audit, we have not identified any material misstatements in the Directors' Report.

The Companies Act 2014 requires us to report to you if, in our opinion, the disclosures of directors' remuneration and transactions required by sections 305 to 312 of the Act are not made. We have nothing to report in this regard.

Respective responsibilities and restrictions on use

Responsibilities of directors for the financial statements

As explained more fully in the Directors' Responsibilities Statement on page 15, the directors 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 the directors 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 directors are responsible for assessing the Company'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 management either intends to liquidate the Company or to cease operations, or has no realistic alternative but to do so.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS, AS A BODY, OF PETER BRADLEY FOUNDATION CLG T/A
ACQUIRED BRAIN INJURY IRELAND (CONTINUED)

Auditors' 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 Auditors' 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 (Ireland) 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 IAASA's website at: [https://www.iaasa.ie/Publications/ISA-700-\(Ireland\)](https://www.iaasa.ie/Publications/ISA-700-(Ireland)). This description forms part of our Auditors' Report.

The purpose of our audit work and to whom we owe our responsibilities

This report is made solely to the Company's members, as a body, in accordance with Section 391 of the Companies Act 2014. Our audit work has been undertaken so that we might state to the Company's members those matters we are required to state to them in an Auditors' 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 Company and the Company's members, as a body, for our audit work, for this report, or for the opinions we have formed.



Elizabeth Murphy

for and on behalf of
Duignan Carthy O'Neill Limited

Chartered Accountants & Registered Auditors

84 Northumberland Road
Ballsbridge
Dublin 4

Date: 15 October 2020

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME & EXPENDITURE)
FOR THE YEAR ENDED 31 DECEMBER 2019

2019				2018			
		Restricted Funds	Unrestricted Funds	Total Funds	Restricted Funds	Unrestricted Funds	Total Funds
		€	€	€	€	€	€
Income from:							
Grants	6	13,924,184	-	13,924,184	13,460,766	-	13,460,766
Other activities	7	911,526	-	911,526	733,317	-	733,317
Special events		188,704		188,704	104,524		104,524
Donations		-	98,586	98,586	-	94,069	94,069
Miscellaneous		-	13,100	13,100	-	19,510	19,510
Total Income		15,024,414	111,686	15,136,100	14,298,607	113,579	14,412,186
Expenditure on:							
Raising funds		(49,323)	-	(49,323)	(23,807)	-	(23,807)
Charitable activities		(15,353,819)	-	(15,353,819)	(14,190,942)	-	(14,190,942)
Total Expenditure		(15,403,142)	-	(15,403,142)	(14,214,749)	-	(14,214,749)
Operating income/ (expenditure)	8	(378,728)	111,686	(267,042)	83,858	113,579	197,437
Interest payable	13	-	(3,565)	(3,565)	-	(4,229)	(4,229)
Interest earned	12	-	19	19	-	1	1
Net income/ (expenditure)		(378,728)	108,140	(270,588)	83,858	109,351	193,209
Transfer between funds		-	-	-	-	-	-
Net movement in funds		(378,728)	108,140	(270,588)	83,858	109,351	193,209
Reconciliation of funds:							
Total funds brought fwd		1,230,025	385,189	1,615,214	1,092,198	275,838	1,368,036
Capital reserve movement		(95,289)	-	(95,289)	53,969	-	53,969
Total funds carried fwd		756,008	493,329	1,249,337	1,230,025	385,189	1,615,214

Incoming and outgoing resources relate to continuing operations.

The company has no recognised gains or losses other than the movement in funds for the year.

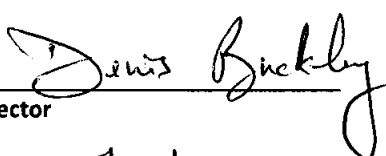
The notes on pages 23 - 37 form part of these financial statements.

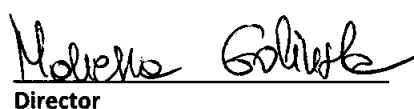
PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

BALANCE SHEET
AS AT 31 DECEMBER 2019

	Note	2019 €	2018 €
Fixed assets			
Tangible assets	15	1,998,463	1,936,826
		<u>1,998,463</u>	<u>1,936,826</u>
Current assets			
Debtors: amounts falling due within one year	16	558,186	724,043
Cash at bank and in hand	17	1,054,329	948,924
		<u>1,612,515</u>	<u>1,672,967</u>
Creditors: amounts falling due within one year	18	(1,901,912)	(1,425,548)
Net current (liabilities)/assets		<u>(289,397)</u>	<u>247,419</u>
Total assets less current liabilities		<u>1,709,066</u>	<u>2,184,245</u>
Creditors: amounts falling due after more than one year	19	(459,729)	(569,031)
Net assets		<u><u>1,249,337</u></u>	<u><u>1,615,214</u></u>
Capital and reserves			
Capital reserve	26	499,304	594,593
Revaluation reserve		(69,458)	(69,458)
Gift received		495,198	495,198
Accumulated funds		324,293	594,881
Shareholders' funds		<u><u>1,249,337</u></u>	<u><u>1,615,214</u></u>

The financial statements were approved and authorised for issue by the board:


Director


Director

Date: 15/10/20

The notes on pages 23 to 37 form part of these financial statements.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

STATEMENT OF CHANGES IN FUNDS
FOR THE YEAR ENDED 31 DECEMBER 2019

	Capital reserve €	Revaluation reserve €	Gifts received €	Accumulated funds €	Total funds €
At 1 January 2018	540,624	(69,458)	495,198	401,672	1,368,036
Comprehensive income for the year					
Surplus for the year	-	-	-	193,209	193,209
Total comprehensive income for the year	-	-	-	193,209	193,209
Movement of capital grant	53,969	-	-	-	53,969
At 1 January 2019	594,593	(69,458)	495,198	594,881	1,615,214
Comprehensive income for the year					
Deficit for the year	-	-	-	(270,588)	(270,588)
Total comprehensive income for the year	-	-	-	(270,588)	(270,588)
Movement of capital grant	(95,289)	-	-	-	(95,289)
At 31 December 2019	499,304	(69,458)	495,198	324,293	1,249,337

The notes on pages 23 to 37 form part of these financial statements.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 DECEMBER 2019

	2019 €	2018 €
Cash flows from operating activities		
(Deficit)/Surplus for the financial year	(270,588)	193,209
Adjustments for:		
Depreciation of tangible assets	316,033	308,769
Amortisation of capital grants	(288,515)	(292,349)
Interest paid	3,565	7,954
Interest received	(19)	(1)
Decrease/(increase) in debtors	165,857	(4,214)
Increase/(decrease) in creditors	106,271	(101,642)
Net cash generated from operating activities	32,604	111,726
Cash flows from investing activities		
Purchase of tangible fixed assets	(377,970)	(504,619)
Sale of tangible fixed assets	300	-
Interest received	19	1
Net cash from investing activities	(377,651)	(504,618)
Cash flows from financing activities		
Repayment of loans	(50,855)	(50,190)
Deferred reserves/income	193,257	346,320
Interest paid	(3,565)	(7,954)
Net cash used in financing activities	138,837	288,176
Net (decrease) in cash and cash equivalents	(206,210)	(104,716)
Cash and cash equivalents at beginning of year	948,924	1,053,640
Cash and cash equivalents at the end of year	742,714	948,924
Cash and cash equivalents at the end of year comprise:		
Cash at bank and in hand	1,054,329	948,924
Bank overdrafts	(311,615)	-
	742,714	948,924

The notes on pages 23 to 37 form part of these financial statements.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

1. General information

These financial statements comprising the Statement of financial activities, Balance Sheet, Statement of changes in funds, Statement of cashflows and the related notes constitute the individual financial statements of Peter Bradley Foundation CLG t/a Acquired Brain Injury Ireland for the financial year ended 31 December 2019.

Peter Bradley Foundation CLG t/a Acquired Brain Injury Ireland is a company limited by guarantee, incorporated in the Republic of Ireland. The company was incorporated in Ireland on 1 November 2000. The companies registered number is 334659 and it's registered office is located at Century House, 100 George's Street Upper, Dun Laoghaire Co. Dublin. The nature of the company's operations and its principal activities are set out in the Director's Report.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with Financial Reporting Standard 102, the Financial Reporting Standard applicable in the UK and the Republic of Ireland and Irish statute comprising of the Companies Act 2014 and the Charities SORP (FRS 102).

The preparation of financial statements in compliance with FRS 102 requires the use of certain critical accounting estimates. It also requires management to exercise judgment in applying the Company's accounting policies (see note 3).

As permitted by section 291(3)(4) of the Companies Act 2014, the Group has varied the standard formats specified in that Act for the Statement of Financial Activities, the Balance Sheets and Cash Flow Statement. Departures from the standard formats, as outlined in the Companies Act 2014, are to comply with the requirements of the Charities SORP and are in compliance with sections 4.7, 10.6 and 15.2 of that SORP.

Most of the company's income is derived from grants and the company is dependent upon these grants continuing to fund its activities.

The following principal accounting policies have been applied:

2.2 Operating leases: the Company as lessee

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

Benefits received and receivable as an incentive to sign an operating lease are recognised on a straight line basis over the lease term, unless another systematic basis is representative of the time pattern of the lessee's benefit from the use of the leased asset.

2.3 Restricted Funds

Restricted Funds are funds received which can only be used for particular purposes specified by the donors and binding on the directors. Such purposes are within the overall aim of the company.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

2. Accounting policies (continued)

2.4 Government grants

Grants are accounted under the performance model as permitted by FRS 102. Grants relating to expenditure on tangible fixed assets are credited to the Statement of Financial Activities at the same rate as the depreciation on the assets to which the grant relates. The deferred element of grants is included in creditors as deferred income.

Grants of a revenue nature are recognised in the Statement of Financial Activities in the same period as the related expenditure.

2.5 Interest income

Interest income is recognised in the Statement of Financial Activities using the effective interest method.

Deposit interest is recognised in the financial statements on a receipt basis.

2.6 Fundraising Income

Fundraising income is credited to the Statement of Financial Activities in the year in which it is considered receivable by the company.

2.7 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to transfer economic benefit to a third party, 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 classified by activity. The costs of each activity are made up of the total of direct costs and shared costs, including support costs involved in undertaking each activity. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs which contribute to more than one activity and support costs which are not attributable to a single activity are apportioned between those activities on a basis consistent with the use of resources. Central staff costs are allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use.

2.8 Finance costs

Finance costs are charged to the Statement of Financial Activities over the term of the debt using the effective interest method so that the amount charged is at a constant rate on the carrying amount. Issue costs are initially recognised as a reduction in the proceeds of the associated capital instrument.

2.9 Borrowing costs

All borrowing costs are recognised in the Statement of Financial Activities in the year in which they are incurred.

2.10 HSE Capital Loans

Capital loans received from the HSE to finance the purchase and renovation of property are amortised over the depreciation terms of the related assets. The grants state inter alia that if the premises cease to be used for the principal activities of the Company, the loan will be repayable on demand subject to the amount being reduced by one twentieth for each year the premises were used.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

2. Accounting policies (continued)

2.11 Pensions

Defined contribution pension plan

The Company operates a defined contribution plan for its employees. A defined contribution plan is a pension plan under which the Company pays fixed contributions into a separate entity. Once the contributions have been paid the Company has no further payment obligations.

The contributions are recognised as an expense in the Statement of Financial Activities when they fall due. Amounts not paid are shown in accruals as a liability in the Balance Sheet. The assets of the plan are held separately from the Company in independently administered funds.

2.12 Tangible fixed assets

Tangible fixed assets under the cost model are stated at historical cost less accumulated depreciation and any accumulated impairment losses. Historical cost includes expenditure that is directly attributable to bringing the asset to the location and condition necessary for it to be capable of operating in the manner intended by management.

At each reporting date the company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined which is the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

The Company adds to the carrying amount of an item of fixed assets the cost of replacing part of such an item when that cost is incurred, if the replacement part is expected to provide incremental future benefits to the Company. The carrying amount of the replaced part is derecognised. Repairs and maintenance are charged to profit or loss during the period in which they are incurred.

Depreciation is charged so as to allocate the cost of assets less their residual value over their estimated useful lives, using the straight-line method.

Depreciation is provided on the following straight line basis:

Freehold property	- 4% - 20%
Motor vehicles	- 20%
Fixtures and fittings	- 20% - 50%
Office equipment	- 20% - 33.3%
Harris clock card system	- 20%

The assets' residual values, useful lives and depreciation methods are reviewed, and adjusted prospectively if appropriate, or if there is an indication of a significant change since the last reporting date.

Gains and losses on disposals are determined by comparing the proceeds with the carrying amount and are recognised in the Statement of Financial Activities.

2.13 Debtors

Short term debtors are measured at transaction price, less any impairment. Loans receivable are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method, less any impairment.

PETER BRADLEY FOUNDATION CLG T/A ACQUIRED BRAIN INJURY IRELAND
(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

2. Accounting policies (continued)

2.14 Cash and cash equivalents

Cash is represented by cash in hand and deposits with financial institutions repayable without penalty on notice of not more than 24 hours. Cash equivalents are highly liquid investments that mature in no more than three months from the date of acquisition and that are readily convertible to known amounts of cash with insignificant risk of change in value.

In the Statement of Cash Flows, cash and cash equivalents are shown net of bank overdrafts that are repayable on demand and form an integral part of the Company's cash management.

2.15 Creditors

Short term creditors are measured at the transaction price. Other financial liabilities, including bank loans, are measured initially at fair value, net of transaction costs, and are measured subsequently at amortised cost using the effective interest method.

2.16 Holiday pay accrual

A liability is recognised to the extent of any unused holiday pay entitlement which is accrued at the Balance Sheet date and carried forward to future periods. This is measured at the undiscounted salary cost of the future holiday entitlement so accrued at the Balance Sheet date.

2.17 Financial instruments

The Company only enters into basic financial instrument transactions that result in the recognition of financial assets and liabilities like trade and other debtors and creditors, loans from banks and other third parties, loans to related parties.

Debt instruments (other than those wholly repayable or receivable within one year), including loans and other accounts receivable and payable, are initially measured at present value of the future cash flows and subsequently at amortised cost using the effective interest method. Debt instruments that are payable or receivable within one year, typically trade debtors and creditors, are measured, initially and subsequently, at the undiscounted amount of the cash or other consideration expected to be paid or received. However, if the arrangements of a short-term instrument constitute a financing transaction, like the payment of a trade debt deferred beyond normal business terms or financed at a rate of interest that is not a market rate or in the case of an out-right short-term loan not at market rate, the financial asset or liability is measured, initially, at the present value of the future cash flow discounted at a market rate of interest for a similar debt instrument and subsequently at amortised cost.

Financial assets that are measured at cost and amortised cost are assessed at the end of each reporting period for objective evidence of impairment. If objective evidence of impairment is found, an impairment loss is recognised in the Statement of Financial Activities.

For financial assets measured at amortised cost, the impairment loss is measured as the difference between an asset's carrying amount and the present value of estimated cash flows discounted at the asset's original effective interest rate. If a financial asset has a variable interest rate, the discount rate for measuring any impairment loss is the current effective interest rate determined under the contract.

Financial assets and liabilities are offset and the net amount reported in the Balance Sheet when there is an enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

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(A Company Limited by Guarantee)

NOTES TO THE FINANCIAL STATEMENTS
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3. Judgments in applying accounting policies and key sources of estimation uncertainty

The preparation of these financial statements requires management to make judgements, estimates and assumptions that affect the application of policies and reported amounts of assets and liabilities, income and expenses. Judgements and estimates are continually evaluated and are based on historical experiences and other factors, including expectations of future events that are believed to be reasonable under the circumstances. The company makes estimates and assumptions concerning the future. The resulting accounting estimates will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Long-lived assets

Long-lived assets comprising of property represent significant portion of total assets. The annual depreciation and amortisation charge depends primarily on the estimated lives of each type of asset and, in certain circumstances, estimates of residual values. The directors regularly review these useful lives and change them if necessary to reflect current conditions. In determining these useful lives management consider physical condition and expected economic utilisation of the property assets. Changes in the useful lives can have a significant impact on the depreciation and amortisation charge for the financial year. The net book value of Tangible Fixed Assets subject to depreciation at the financial year end date was €1,998,463.

4. Going Concern

The company continued to trade during 2019 and incurred a deficit of €270k. At 31 December 2019, it has net current liabilities of €289k and net assets of €1,250k.

During the first quarter of 2020, the Covid-19 pandemic has spread initially from Asia to Europe and subsequently worldwide. The initial economic effect of this has been a worldwide slowdown in economic activity and the loss of jobs across many businesses. In Ireland there are restrictions placed on “non-essential” businesses which has resulted in many businesses temporarily closing in measures designed to restrict the movement of people and to slow down the spread of the virus.

ABII has continued to operate during this period and has not seen a significant effect on its activities as a result of the virus. The directors have prepared budgets for the upcoming 12 months which show that the company will continue as a going concern.

The financial statements have been prepared on a going concern basis.

5. Income

Total income is described as follows:

	2019 €	2018 €
Restricted funds	15,024,414	14,298,607
Un-restricted funds	111,686	113,579
	<u>15,136,100</u>	<u>14,412,186</u>

The total income of the company for the year has been derived from its principal activity wholly undertaken in Ireland.

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NOTES TO THE FINANCIAL STATEMENTS
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6. Health Board & Other Revenue Grants Received

	2019 €	2018 €
HSE - East Coast	3,434,627	3,388,543
HSE - Northern area	971,123	1,045,615
HSE - Mid Western	2,022,415	2,066,827
HSE - North Western	687,562	713,082
HSE - South Eastern	1,224,378	1,373,537
HSE - Western	530,226	525,020
HSE - North Eastern	851,142	737,120
HSE - South Western	1,535,830	1,434,718
HSE - South	1,100,489	983,281
HSE - Midlands	1,234,499	1,232,749
	<hr/>	<hr/>
	13,592,291	13,500,492
Other		
Department of Employment Affairs and Social Protection - European Social Fund	338,245	7,314
Department of Rural and Community Development under the Dormant Account Programme- Pobal	40,688	-
Less: Grants applied towards expenditure	(47,040)	(47,040)
	<hr/>	<hr/>
	13,924,184	13,460,766
	<hr/>	<hr/>

Health Board & Other Revenue Grants Received (continued)

The organisation was granted funding by Pobal (Department of Employment Affairs and Social Projection-European Social Fund) under the Ability grant programme in 2018. The term of this grant is from 2 July 2018 to 1 July 2021. The purpose of this grant is to fund 250 individuals with and acquired brain injury (ABI) aged 18-29 years, wishing to access employment, training or education opportunities.

Up until the end of the financial year ended 31 December 2019, the organisation received €467k in respect of this grant, €345k was declared as income in line with expenditure for this period, €6k was allocated to capital reserves, with €115k deferred as at 31 December 2019.

ABII are compliant with relevant Circulars, including Circular 44/2006 "Tax Clearance Procedures Grants, Subsidies and Similar Type Payments".

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NOTES TO THE FINANCIAL STATEMENTS
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7. Sundry income

	2019 €	2018 €
Office of Wards of Court	603,562	361,614
Other income	60,363	36,335
Lottery	35,188	30,323
Client Contributions	166,078	168,088
Other Grants	46,335	136,957
	<u>911,526</u>	<u>733,317</u>

8. Operating surplus

The operating deficit is stated after charging:

	2019 €	2018 €
Operating lease rentals	557,477	375,870
Depreciation of tangible fixed assets	316,033	308,769
Auditors' remuneration	10,245	10,245
Auditors' other fees	2,609	3,562
Defined contribution pension	146,410	139,180
	<u>1,032,774</u>	<u>937,636</u>

	2019 €	2018 €
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and after crediting:

Government grants amortised	(288,215)	(292,349)
	<u>(288,215)</u>	<u>(292,349)</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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9. Employees

Staff costs were as follows:

	2019	2018
	€	€
Wages and salaries	11,143,394	10,565,366
Employers PRSI costs	1,185,745	1,131,745
Other pension and assurance costs	167,646	161,140
	<u>12,496,785</u>	<u>11,858,251</u>

Capitalised employee costs during the year amounted to €NIL (2018 -€NIL).

The average monthly number of employees, during the year was as follows:

	2019	2018
	No.	No.
Rehabilitation & support staff	<u>298</u>	<u>272</u>

	2019	2018
	No.	No.
Employment benefits breakdown (Includes ER Contribution to Pension)		
€0 - €69,999	289	264
€70,000 - €79,999	5	5
€80,000 - €89,999	1	-
€90,000 - €99,999	1	1
€100,000 - €109,999	1	1
€110,000 - €119,999	-	-
€120,000 - €129,999	1	1
€130,000 - €139,999	-	-
	<u>298</u>	<u>272</u>

	2019	2018
	€	€
Chief Executive Officer Salary	<u>117,387</u>	<u>117,387</u>
	<u>117,387</u>	<u>117,387</u>

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 DECEMBER 2019

10. Directors' remuneration

None of the directors received any salaries from the company for the year ended 31 December 2019 (2018: €Nil). Directors were reimbursed €2,879 (2018: €2,883) for expenses relating to carrying out their duty as a director.

11. Pension commitments

The company operates a defined contribution pension scheme. The scheme and its assets are held by independent managers. The pension charge represents contributions due from the company and amounted to €146,410 (2018: €139,180).

12. Interest receivable

	2019 €	2018 €
Other interest receivable	19	1
	<u>19</u>	<u>1</u>
	<u><u>19</u></u>	<u><u>1</u></u>

13. Interest payable and similar expenses

	2019 €	2018 €
Interest payable on bank mortgages	3,565	4,229
	<u>3,565</u>	<u>4,229</u>
	<u><u>3,565</u></u>	<u><u>4,229</u></u>

14. Taxation

No charge to taxation arises as the company has been granted exemption under Section 207 and 208 of the Taxes Consolidation Act, 1997.

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NOTES TO THE FINANCIAL STATEMENTS
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15. Tangible fixed assets

	Freehold property €	Motor vehicles €	Fixtures and fittings €	Office equipment €	Total €
Cost or valuation					
At 1 January 2019	2,747,048	686,785	807,677	875,812	5,117,322
Additions	179,323	58,355	47,842	92,450	377,970
Disposals	-	(18,000)	-	(879)	(18,879)
At 31 December 2019	<u>2,926,371</u>	<u>727,140</u>	<u>855,519</u>	<u>967,383</u>	<u>5,476,413</u>
Depreciation					
At 1 January 2019	1,275,204	571,743	614,704	718,845	3,180,496
Charge for the year on owned assets	84,410	55,372	67,806	108,445	316,033
Disposals	-	(17,700)	-	(879)	(18,579)
At 31 December 2019	<u>1,359,614</u>	<u>609,415</u>	<u>682,510</u>	<u>826,411</u>	<u>3,477,950</u>
Net book value					
At 31 December 2019	<u>1,566,757</u>	<u>117,725</u>	<u>173,009</u>	<u>140,972</u>	<u>1,998,463</u>
At 31 December 2018	<u>1,471,844</u>	<u>115,042</u>	<u>192,973</u>	<u>156,967</u>	<u>1,936,826</u>

16. Debtors

	2019 €	2018 €
Grants including capital grants and other amounts due	271,634	523,416
Prepayments and accrued income	286,552	200,627
	<u>558,186</u>	<u>724,043</u>

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NOTES TO THE FINANCIAL STATEMENTS
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17. Cash and cash equivalents

	2019 €	2018 €
Cash at bank and in hand	1,054,329	948,924
Less: bank overdrafts	(311,615)	-
	<u>742,714</u>	<u>948,924</u>

18. Creditors: Amounts falling due within one year

	2019 €	2018 €
Overdrafts owed to credit institutions	311,615	-
Bank loan (Refer to note 20)	54,420	54,420
Other loans	58,447	58,447
Taxation and social insurance	311,377	274,334
Other creditors	387,043	344,949
Accruals	458,710	373,146
Deferred income	320,300	320,252
	<u>1,901,912</u>	<u>1,425,548</u>

Deferred income relates to funds received in 2019 that had performance related conditions attached which are to be carried out in 2020.

	2019 €	2018 €
Other taxation and social insurance		
PAYE/PRSI control	300,071	268,023
VAT & RCT	11,306	6,311
	<u>311,377</u>	<u>274,334</u>

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19. Creditors: Amounts falling due after more than one year

	2019 €	2018 €
Bank loans	244,687	295,542
HSE property capital loans	215,042	273,489
	<u>459,729</u>	<u>569,031</u>

20. Loans

Analysis of the maturity of loans is given below:

	2019 €	2018 €
Amounts falling due within one year		
Bank loans	54,420	54,420
HSE property capital loans	58,447	58,447
	<u>112,867</u>	<u>112,867</u>
Amounts falling due 1-2 years		
Bank loans	54,420	54,420
HSE property capital loans	58,447	58,447
	<u>112,867</u>	<u>112,867</u>
Amounts falling due 2-5 years		
Bank loans	163,260	163,260
HSE property capital loans	156,595	175,341
	<u>319,855</u>	<u>338,601</u>
Amounts falling due after more than 5 years		
Bank loans	27,007	77,862
HSE property capital loans	-	39,701
	<u>27,007</u>	<u>117,563</u>
	<u>572,596</u>	<u>681,898</u>

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20. (continued)

The bank loans are secured by a mortgage over company properties. The HSE property capital loans with year end balances of €273,489 (2018: €331,936) which are interest free and which have no repayments were amortised to the Statement of Financial Activities in the amount of €46,758 (2018: €46,758) over the term of the related assets. The HSE Capital Grants are also secured on the company's properties.

21. Financial instruments

	2019 €	2018 €
Financial assets		
Financial assets measured at fair value through profit or loss	1,054,329	948,924
Financial assets that are debt instruments measured at amortised cost	271,634	523,416
	<u>1,325,963</u>	<u>1,472,340</u>
Financial liabilities		
Financial liabilities measured at amortised cost	<u>(1,729,964)</u>	<u>(1,399,993)</u>

Financial assets measured at fair value through statement of financial activities comprise cash in bank.

Financial assets that are debt instruments measured at amortised cost comprise grants and other amounts due.

Financial liabilities measured at amortised cost comprise of bank loans, HSE property capital loans, other creditors, accruals and deferred income.

22. Company status

The company is limited by guarantee and consequently does not have share capital. The liability of each individual member per the Memorandum and Articles of Association is limited to €1.27.

23. Gift received Peter Bradley

On start-up, the company received a gift of property from Peter Bradley on conditions inter alia that it be used for the purposes of the company. The directors have decided that this item should be shown separately.

	2019 €	2018 €
Opening balance	495,198	495,198
Closing balance	<u>495,198</u>	<u>495,198</u>

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NOTES TO THE FINANCIAL STATEMENTS
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24. Contingent liabilities

As outlined in Note 2.10, the Company has received government grants towards the purchase of tangible fixed assets. Should these assets not be used for the purposes specified, the grants will become repayable in whole or in part.

25. Capital commitments

At 31 December 2019 the Company had capital commitments as follows:

	2019 €	2018 €
Capital expenditure	80,531	289,998
	<u>80,531</u>	<u>289,998</u>

26. Capital reserves

	2019 €	2018 €
Capital grants received and receivable		
Opening balance at start of year	3,926,101	3,579,781
Capital grant applied during year	162,386	346,320
	<u>4,088,487</u>	<u>3,926,101</u>
Amortisation		
Opening balance at start of year	(3,331,508)	(3,039,159)
Released during year	(288,515)	(292,349)
	<u>(3,620,023)</u>	<u>(3,331,508)</u>
Balance at end of year	<u>468,464</u>	<u>594,593</u>

27. Commitments under operating leases

At 31 December 2019 the Company had future minimum lease payments under non-cancellable operating leases as follows:

	2019 €	2018 €
Not later than 1 year	559,811	540,326
	<u>559,811</u>	<u>540,326</u>

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NOTES TO THE FINANCIAL STATEMENTS
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28. Related party transactions

The Company had related party transactions with Anvers Housing Association CLG, "Anvers", a company incorporated for charitable purposes as set out below. Anvers is a company limited by guarantee, which is managed and controlled by its own members and Board of Directors.

The Company rented accommodation from Anvers at a cost of €30,000 (2018: €30,000). The Company was also provided accommodation from Anvers at a €Nil cost basis for the first year. The Company provided administration services to Anvers and discharged expenses on behalf of Anvers. The service level agreement between Anvers and ABII provides for €27,000 for this service (2018: €27,000). At the year end the amount owing by Anvers was €29,236 (2018: €107,642).

During 2019 an amount of €4,211 was paid to a related party client and was authorised by the Board of Directors. (2018: €4,109)

The Company had related party transactions with Acquired Brain Injury NI a company incorporated for charitable purposes.

The Company provided discharged expenses on behalf of Acquired Brain Injury NI. At the year end the amount owing by Acquired Brain Injury NI was €11,689 (2018: €11,689).

29. Key Management Personnel Remuneration

The remuneration paid to key management personnel during the year ended 31 December 2019 amounted to €492,579 (2018: €488,390).

30. Post balance sheet events

In the first half of 2020, the Covid-19 virus spread worldwide. In common with many other countries, the Irish government issued guidance and restrictions on the movement of people designed to slow the spread of this virus. While this has created additional challenges for ABII, at the time of approving the financial statements, the directors consider that the balance sheet has not been impacted on events since the year end and as a result no adjustment has been made to the financial statements for the year ended 31 December 2019.

31. Controlling party

The company is controlled by its members and Board of Directors.

32. Approval of financial statements

The board of directors approved these financial statements for issue on

15/10/20