



**Cornwall  
Mobility**



# Annual Report

2016-2017

[cornwallmobility.co.uk](http://cornwallmobility.co.uk)



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## **CORNWALL MOBILITY CENTRE LTD**

### **CHAIRMAN'S REPORT FOR THE PERIOD 1 APRIL 2016 to 31 MARCH 2017**

The Centre continues to develop into a vibrant and active organisation and this year has been a particularly taxing and interesting one. Two of our Trustees have retired from the Board. David Scott, who has been with us for many years and who has guided us through the partial reconstruction of the Centre, leaves to move his family and expanding business ventures to North Cornwall. Matt Campbell-Hill leaves as he becomes more involved with work in London. Both have been an asset to the Board and the Centre and we wish them well for their future endeavours. Our Board sub-committees have continued to operate very successfully and I have been particularly pleased with, and grateful for, the willingness and dedication that all Trustees have shown in contributing not only to vigorous discussion and debate at Board meetings, but also to a number of our Board Committees.

The year has also seen several changes in our staffing levels, most notably in the strengthening of our staffing in the Independent Living services and with additional Occupational Therapists who provide expertise in both the driving assessments and Independent Living. It is sometimes easy to forget that we are an assessment-led organisation, but this year I have been particularly pleased to receive unsolicited feedback from several people expressing their appreciation for the professional approach and care shown by our staff. Feedback from our clients has continued to improve with 100% rating the quality of assessment to be excellent (79%) or very good (23%). Even better was the rating for the standard of advice given: 81% rating it as excellent and 19% rating it as good. Few organisations could claim such a level of satisfaction which is a reflection of the commitment and hard work of our staff.

The remodelling of our showroom has been on-going for some months and is now complete. Almost every member of staff has been involved in the process of moving out, rebuilding, redecorating and then moving back, while at the same time maintaining services to our clients. The end-product is a clean, bright and inviting area in which to assess our clients and introduce them to the very best products available for their needs. Work on our beach chair development project continues with financial support from the BIG2 fund, in collaboration with the University of Falmouth and Active Plus. We hope to be testing a new prototype on the beaches of Cornwall later this summer.

This year has seen a significant increase in the number of organisations with whom we collaborate. These partnerships now total 21(not including ADAPT, below) and while they vary in size all are important. Among them our partnership with Devon and Cornwall Police has proved to be particularly successful - the number of Driving Assessments that we have delivered overall up 33% on last year. We have also extended our outreach centres where we can carry our assessments and now have 5 from Penzance to Plymouth. The contract for our involvement in the Trans Manche Project – ADAPT, which has 19 partners from the Southern Counties of England and the Northern Départements of France, has now been signed and work

will begin in earnest later this summer, and will continue over the next few years.

Last year we hosted an important visit by the Chairman and CEO of Driving Mobility (Formerly the Forum of Mobility Centres) to discuss policy matters of mutual interest and subsequently held the Forum Board meeting in the Centre. The latter meeting was also attended by Sue Rogers from the Department of Transport. Late in the summer, the CEO of Driving Mobility unexpectedly resigned and because of its importance to us, our Board agreed to second our CEO, Edward Trehwella, on a part time basis to help steer Driving Mobility through a difficult patch. After 6 months secondment and following a national recruitment campaign, Edward has recently been appointed as CEO of Driving Mobility. This was not quite the outcome of the secondment we had foreseen, but we offer him our very sincere congratulations on his appointment. During his time with us, he has been a real strength in breathing fresh air into our Centre's operations and outreach. Cornwall Mobility has moved forward significantly under his leadership. He and I have enjoyed a very constructive working relationship and we will all miss him.

In closing, I would like particularly to acknowledge our indebtedness to all those many individuals, including many of our own staff, and bodies who have continued to support our charitable aims. Without their generous support and encouragement we would be unable to do the things to which we aspire.



Professor Colin Roberts

*Chairman, Cornwall Mobility*

# CORNWALL MOBILITY CENTRE LTD

## REFERENCE AND ADMINISTRATIVE DETAILS

Patron – H.R.H. The Duchess of Kent

### 1. Business Address/ Registered Office:

Cornwall Mobility Centre  
Tehidy House  
Royal Cornwall Hospital  
TRURO  
TR1 3LJ

Tel 00 44 (0)1872 254920

Fax 00 44 (0)1872 254921

E-mail: info@cornwallmobility.co.uk

Website: cornwallmobility.co.uk

**Registered Charity Number:** 1096745

**Company Number:** 4713856

**Date of Incorporation:** 27 March 2003

### 2. President: Lord St Levan

#### Vice Presidents:

Jeanne Nicholls MBE - deceased

Sarah Galsworthy

Olga Polizzi

Sue Mantle

### 3. Trustees:

Professor Colin Roberts FIAMBE (Chairman)

Peter Peace BSC FRCS (Vice Chairman)

Tony Fry FCA (Treasurer)

Dr Margaret Abban MBBS FRCP PGCE

Simon Blamey

Matt Campbell-Hill – resigned 27 July 2016

Carrie Gilmore

Chris Nicholls

Tracie North

Anne O'Shea

David Scott BSC DIP BLDG CONS FRICS resigned October 2016

Geoff Squibb

One third of the members of the Board shall retire every year at the Annual General Meeting but may be re-elected.

# CORNWALL MOBILITY CENTRE LTD

## REFERENCE AND ADMINISTRATIVE DETAILS

### 4. Bankers:

NatWest  
2/4 St Nicholas Street  
Truro  
TR1 2RN

### 7. Solicitors

Foot Anstey  
High Water House  
Malpas Road  
Truro  
TR1 1QH

### 5. Chief Executive & Company Secretary

Edward Trehwella

### 6. Auditors:

PKF Francis Clark  
Lowin House  
Tregolls Road  
Truro TR1 2NA

### 8. Investment advisors:

Charles Stanley & Co  
Southernhay West  
Broadwalk House  
Exeter  
EX1 1TS

### 9. Medical Advisors:

Peter Peace (Retired Orthopaedic Surgeon)  
Dr Margaret Abban (Retired Consultant Physician)

### 10. Staff roles and numbers:

#### Driving Mobility Department

Driving Consultant ADI / Deputy Manager	x	1
Driving Consultant ADI	x	3
Wheelchair / Scooter Assessor	x	2
Occupational Therapist	x	4

#### Corporate Governance

Finance Manager / Deputy Manager	x	1
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#### Independent Living Department

Manager	x	1
Assessor / Assistant Assessor	x	3

#### Information Services and Admin Support Staff

Head of Administration	x	1
Receptionist / Administrative Assistant	x	4

#### Repair / Maintenance & Adaptations Workshop

Workshop Manager	x	1
Technician	x	3

# **CORNWALL MOBILITY CENTRE LTD**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **11. Corporate Governance**

The organisation is a charitable company limited by guarantee governed by its Memorandum and Articles of Association dated 25 March 2003. It is registered as a charity with the Charity Commission.

### **12. Recruitment and Appointment of New Trustees**

Regular Skills Audits of the existing Trustees are carried out to identify gaps, bearing in mind the skills required by the Board to perform its duties effectively. New Trustees will be recruited based on the skills, knowledge and experience the Board needs to ensure that the charity is well governed. The Centre uses its standard recruitment methods to attract new Trustees who fulfil these requirements. Trustees are elected by the members of the charitable company attending the Annual General Meeting.

### **13. Induction and Training of New Trustee**

The Centre uses its standard induction methods for all new Trustees, which incorporate:

Being introduced to all staff, management and the Board as a whole. New Trustees receive a Trustees' Handbook which covers the Trustees' Roles and Responsibilities together with details and explanations of the Centre's Policies and Objectives.

New Trustees receiving in-house training as required and are expected to attend any courses which are deemed necessary for the fulfilment of their role by the Board.

### **14. Organisational Structure**

The delegation of day to day running of the Centre is given to the Chief Executive/Company Secretary Mr Edward Trehwella who in turn delegates down through the management structure.

All policy and financial decisions are made by the Trustees at their quarterly meetings. Where appropriate, sub-committees are established which report back to the Board as deemed necessary to ratify decisions.

# **CORNWALL MOBILITY CENTRE LTD**

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **15. The Charity's risk management strategy**

The Trustees of the Cornwall Mobility Centre Ltd confirm that they have identified the major risks to which the Charity is exposed. These have been reviewed by the Chief Executive and the Treasurer and systems established to mitigate those risks. The systems and actions of the above have been endorsed by the Trustees.

### **16. Staffing**

#### **16.1 Reviews**

The Cornwall Mobility Centre is committed to a Personal Development Review system as an effective means of improving performance, morale and communication within the Centre by:

- Demonstrating an interest in its employees
- Clarifying roles, responsibilities and expected standards of work
- Improving communication both ways
- Providing constructive feedback on performance
- Achieving realistic goals and objectives
- Improving job satisfaction
- Identifying individual development needs.

The Personal Development Review focuses on the strengths of the individual and their role in the Centre and shapes their development needs to contribute to its future performance. The formal review meeting takes place in January with progress being reviewed in July.

#### **16.2 Risk Assessments**

These are carried out in all work areas on a regular basis. Implementation of changes are agreed to comply with the latest legislative requirements as necessary.

## **CORNWALL MOBILITY CENTRE LTD**

### **STRUCTURE, GOVERNANCE AND MANAGEMENT**

#### 16.3 Staff Training

The Centre continues to strive to provide in-house training to ensure its compliance with legislation and ensure staff safety and understanding is enhanced.

It also strongly supports Continuing Professional Development (CPD) to ensure that all staff maintain and develop the knowledge and skills required to ensure that clients receive a high level of service.

Staff are encouraged, together with their line manager and through the annual review system, to seek individual courses that will contribute to their own CPD and ultimately benefit the Centre and its clients.

# **CORNWALL MOBILITY CENTRE LTD**

## **TRUSTEES' REPORT OBJECTIVES AND ACTIVITIES**

### **17. Trustees' Report for the Year Ended 31 March 2017**

The Trustees, who are directors for the purposes of company law and trustees for the purpose of charity law, have pleasure in submitting their report and the audited financial statements for the year to 31 March 2017.

#### **Charitable objects**

The Trustees shall hold the Trust Fund on trust for the following objects:

- The relief of poverty and distress among disabled persons in particular by providing or assisting in the provision of mobility aids.
- The provision to such persons of equipment for the purpose of increasing their mobility and the provision of training in the use of such equipment.

The Trustees review the aims, objectives and activities each year with the aim of ensuring that they remain focused on the stated purposes. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set, keeping in mind the Charity Commission guidance on public benefit.

### **18. Background**

The Cornwall Mobility Centre, serving the South West Peninsula, was set up in 1987 at the Tehidy Hospital Site, in Camborne. In 1994 the Centre was relocated to the Royal Cornwall Hospital campus, where it is accommodated in the first purpose built unit of its kind in the United Kingdom. It was incorporated into a Company Limited by Guarantee with no share capital on 27 March 2003 but retaining its legal status as a registered charity.

All the facilities and accommodation are totally accessible for people with mobility impairments. Through a series of expansion projects the Centre now has showrooms for Independent Living Equipment, wheelchairs and scooters as well as a dedicated Paediatric Showroom containing child car seats, wheelchairs and mobility equipment. Also on site are purpose built workshops to accommodate both mobility equipment repairs and servicing and vehicle adaptation.

The Centre strives to respond to the needs of our clients with regards to the expansion of the services it provides. Staff at the Centre are passionate about serving the best interests of their client-base and are committed to making the world, and specifically Cornwall, a better, safer and above all inclusive place.

Our mission is to provide solutions, services, support and reassurance to people of all ages in the South West who face independence and mobility challenges.

# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT OBJECTIVES AND ACTIVITIES

### 19. Review of the Year

#### 19.1 Freedom Fund

One of our Independent Living Department Assessors has a passion for running and decided she wanted to help young adults who have a disability or mobility challenge gain access to and experience outdoor leisure activities, so she set up the 'Freedom Fund' as a part of Cornwall Mobility to provide help with the purchase of equipment and adaptations. To raise funds she has competed in several gruelling challenges during the year, including the Arc of Attrition Winter 100 Mile Ultra marathon, and plans to continue to take part in many more.

#### 19.2 Driving Mobility

This department specialises in driving, vehicle access and adaptations assessments as well as in-vehicle hoists and wheelchairs and scooters. We have continued to grow the number of referrals, the actual number of Driver Assessments increasing by almost 35% over the previous year. The Devon and Cornwall Police referrals scheme has continued to grow and currently accounts for over 100 assessments per year. In support of our coverage we now have established outreach Centres where we offer these assessments at Penzance and Launceston as well as Exeter, Plymouth, Liskeard and Holsworthy. In this context because our overall assessment numbers undertaken in Devon exceed those conducted at Truro we are considering, and have applied to DfT for support for, a more permanent, staffed, base in Exeter. We are grateful for DfT support for all of our activities in this department. The department is also heavily involved in undertaking training on behalf of the Council. We have continued with our mandatory CPD programme at Chester University for our staff at levels 4 and 7 as part of our accreditation by Driving Mobility and have also been actively working to support the network on several of their committees. We have added to our OT support for the department through a new permanent member of staff as well as two others who work for us on driving assessments on a part time basis.

# **CORNWALL MOBILITY CENTRE LTD**

## **TRUSTEES' REPORT OBJECTIVES AND ACTIVITIES**

### 19.3 Workshops

The Workshops continue to underpin much of what the Centre does and is an intrinsic part of all aspects of our operations. This year we have maintained the same level of staff and have supported large numbers of clients for Vehicle Adaptations, both private and through the Motability scheme. In the Repair and Maintenance workshop we have continued to support independent living equipment sales and hire, seating and hoist servicing and repair, hospital work in terms of wheelchairs and resuscitation equipment. In addition we have continued to operate the fleet of beach sand chairs, with Council and charity support for maintenance, and maintain and deploy these on major Cornish beaches. Our programme to produce a novel product in this area with Falmouth University has now passed through the first prototype stage and a second wave of prototypes will be deployed on beaches in summer 2017 before the design is finalised and assuming enough market-pull, we start to sell these sand chairs.

### 19.4 Independent Living

Our activities involving the assessment for, and the supply of, mobility equipment have been supported by our membership of the British Healthcare Trades Association (BHTA), and accreditation to their codes of practice enable us to remain at the forefront of developments in this fast-moving field. In support of our drive to develop our range of services and products in the field of independent living we have strengthened the team through the recruitment of a Manager for this area, new assessors and another Occupational Therapist (OT). We have remodelled the showroom itself allowing us to extend and renew our range of products as well as expanding our service provision such as support for return to work following a trauma resulting in a mobility issue. We have also in the course of the year conducted a wide range of promotional events in which we were strongly supported by some of our key mobility equipment manufacturers.

### 19.5 Staffing

Staff numbers have increased during the year in the Independent Living department by 2 assessors. This is in support of our drive to develop this area further through a combination of assessments and the supply of products and services.

# **CORNWALL MOBILITY CENTRE LTD**

## **TRUSTEES' REPORT OBJECTIVES AND ACTIVITIES**

### 19.6 Public Awareness

We have continued with a programme of information aimed at GP surgeries throughout Cornwall and Devon, we target motor dealers for adaptations work in Cornwall and we try to let out our conference facilities to appropriate organisations and then give their delegates a tour of the Centre in the interests of spreading the word. Our programme of speaking at events has continued steadily ranging from specialist ones such as the Probus through to Women's Institutes and other groups such as Carers and Memory Cafes. It is still our declared aim to have Cornwall Mobility recognised as a household name in Cornwall by 2020.

### 19.7 Marketing

A marketing plan is developed for each year of operation, and this year included the following major items:

- Events programme (see #19.6 above)
- Website
- Social media
- Advertising
- Showroom
- Media engagement

In the course of the year considerable media engagement was achieved including radio, newspaper and TV coverage of particular events. The Business Plan for next year focusses heavily on reaping the reward of our investment in staff and facilities in the area of independent living and so we are concentrating on training and expansion in this area including looking at the possibility of other outlets.

# **CORNWALL MOBILITY CENTRE LTD**

## **TRUSTEES' REPORT OBJECTIVES AND ACTIVITIES**

### 19.8 Partnerships

It has become evident that collaborative projects with other similar-minded organisations enable us to leverage our slender resources to help us aspire to achieving our mission. The following is a non-exhaustive list of organisations we have worked with this year:

- Active Plus
- Cornwall Rural Communities Charity
- Devon and Cornwall Police
- RCHT
- Isles of Scilly Council
- Kernow CCG
- Cornwall Council
- Falmouth University
- Driving Mobility
- Living Well project
- Age UK
- Volunteer Cornwall
- Disability Cornwall & Isles of Scilly
- Cornwall VSF
- Cornwall Carers Service
- Quinnian Trust
- Clare Milne Trust
- BHTA
- Oxford Innovation
- MNDA
- ADAPT programme

## CORNWALL MOBILITY CENTRE LTD

### TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

#### 20. General Service Achievements

	Total 2015/16	Total 2016/17
Enquiries	16,561	17,509

Specialised Vehicle	1	1
Driving Ability	304	479
Adaptations	175	154
Review	13	20
Driver Assessments	<b>493</b>	<b>654</b>
Access Assessments	88	48
Wheelchair / Scooter assessments	205	196
Other	126	152
<b>Total Number of Assessments</b>	<b>912</b>	<b>1050</b>

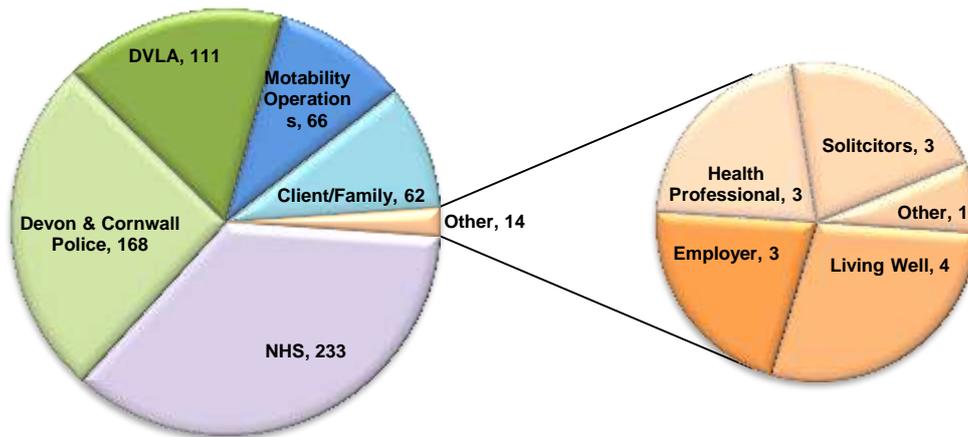
Adaptations Fitting / Service / Repair	182	203
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Mobility Equipment Service / Repair	579	666
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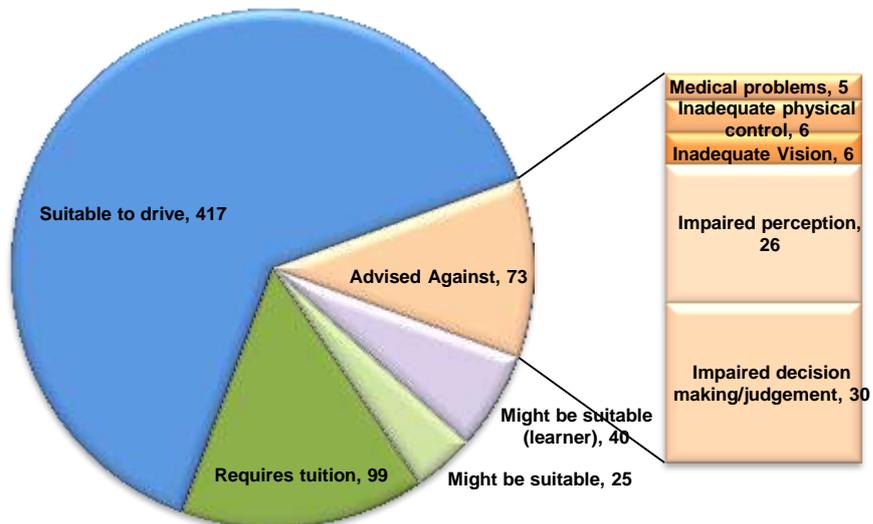
**CORNWALL MOBILITY CENTRE LTD**  
**TRUSTEES' REPORT**  
**ACHIEVEMENTS AND PERFORMANCE**

**21. DRIVER ASSESSMENTS:**

**21.1 REFERRER TYPE**



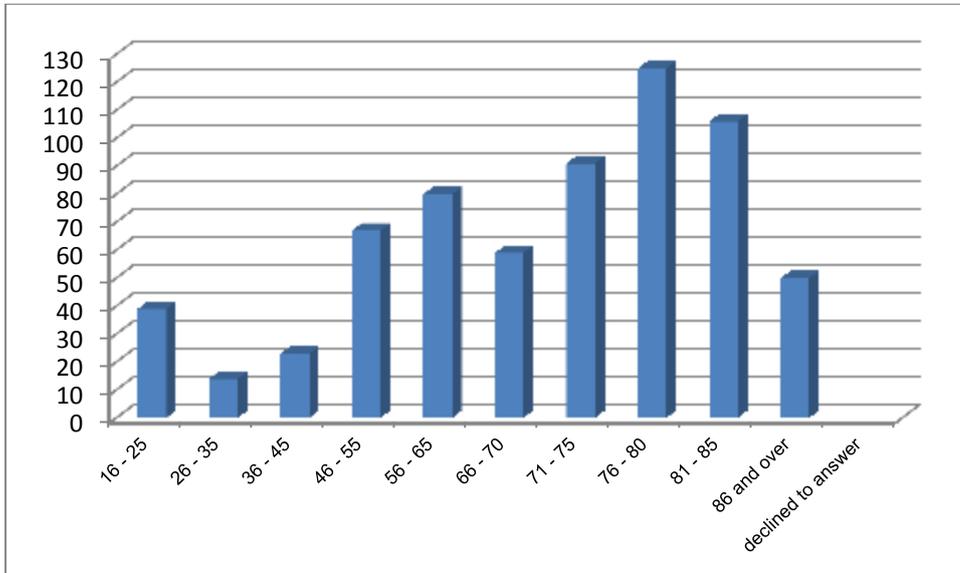
**21.2 OUTCOMES**



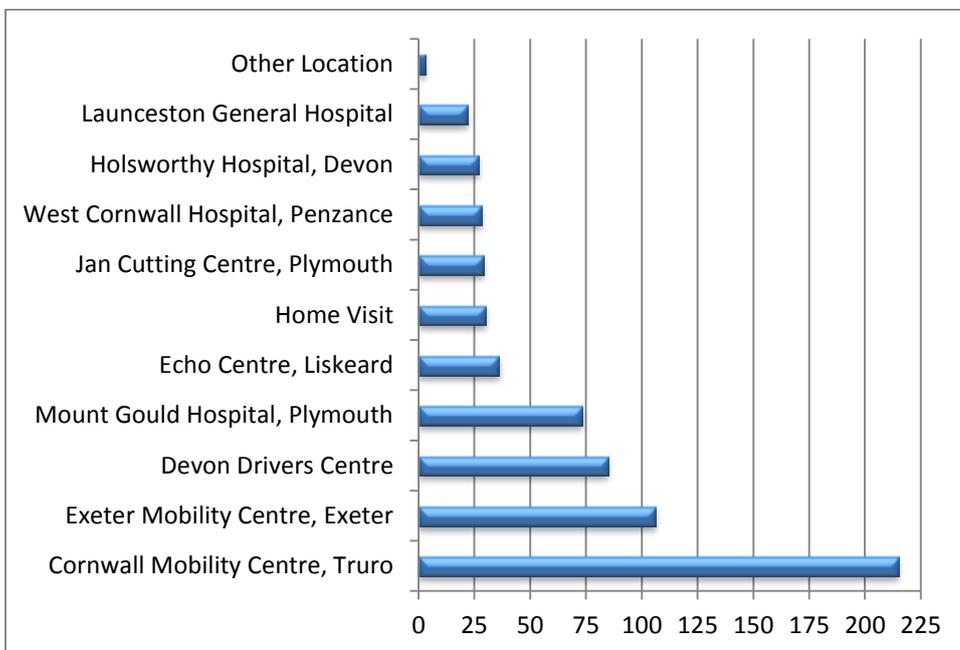
# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 21. DRIVER ASSESSMENTS (continued): 21.3 AGE GROUPS



### 21.4 ASSESSMENT LOCATIONS

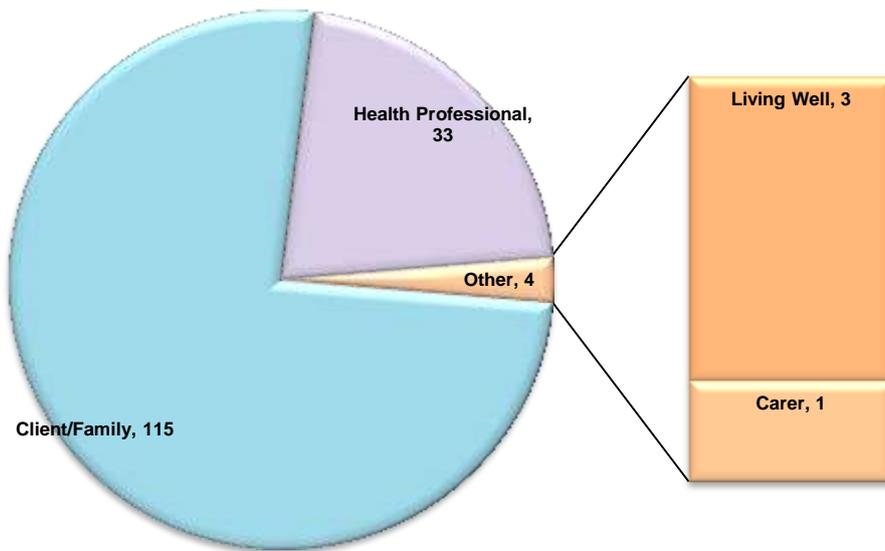


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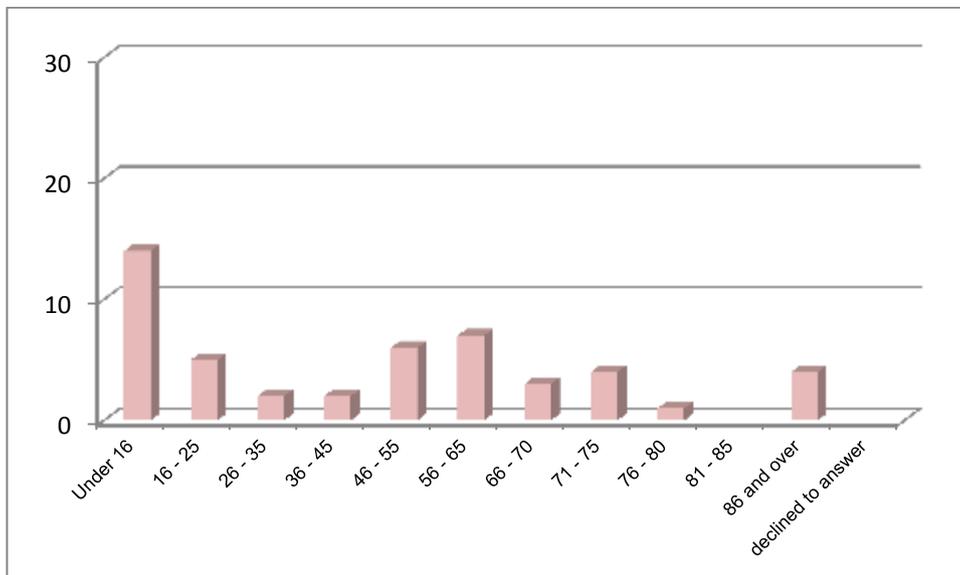
## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 22. ACCESS ASSESSMENTS:

#### 22.1 REFERRER TYPE



#### 22.2 AGE GROUPS



# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 22. ACCESS ASSESSMENTS (continued):

#### 22.3 ASSESSMENT LOCATIONS

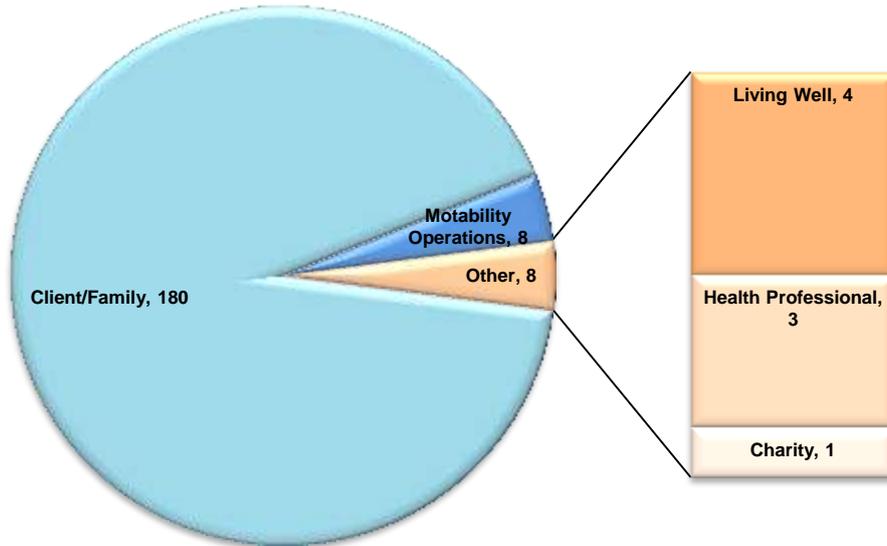


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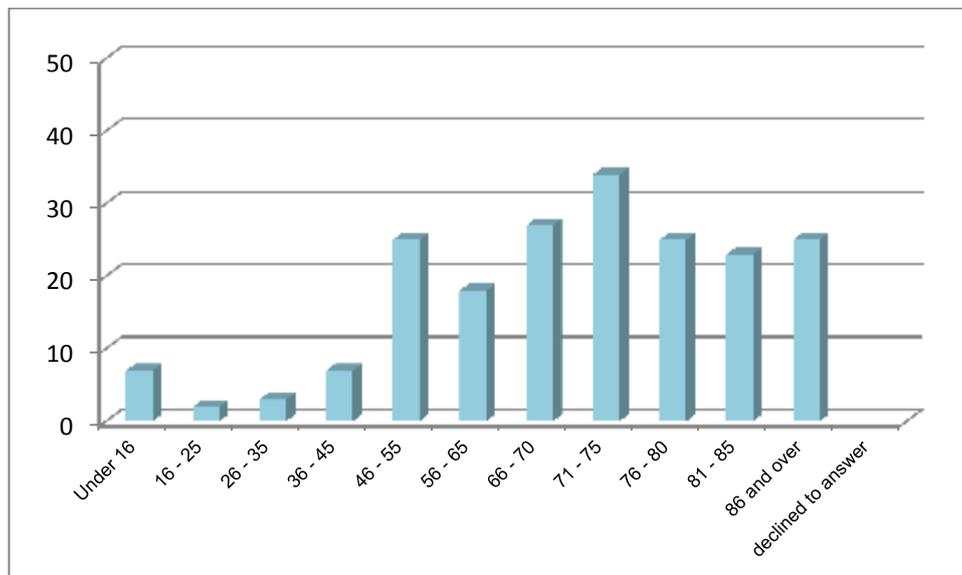
## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 23. WHEELCHAIR / SCOOTER ASSESSMENTS:

#### 23.1 REFERRER TYPE



#### 23.2 AGE GROUPS

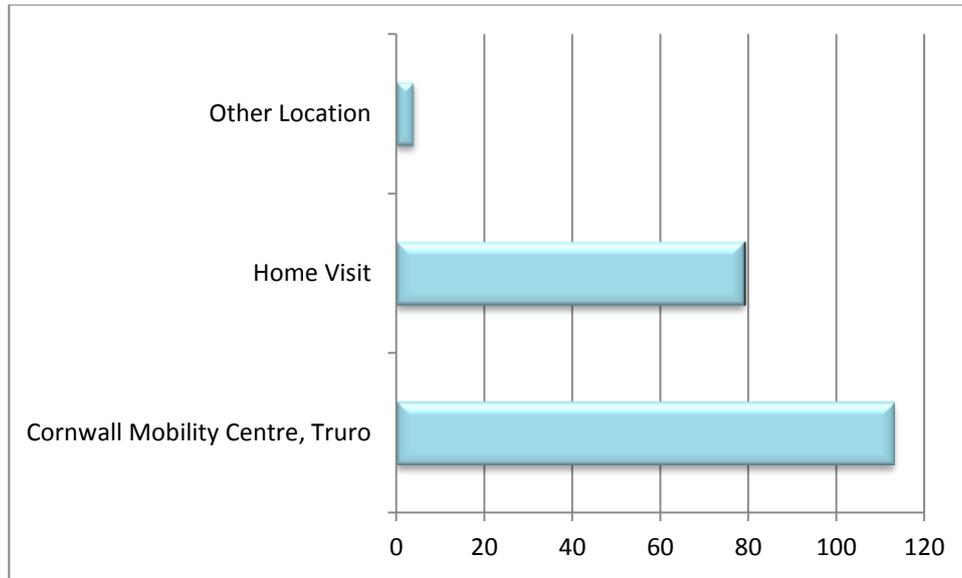


# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 23. WHEELCHAIR / SCOOTER ASSESSMENTS (continued):

#### 23.3 ASSESSMENT LOCATIONS

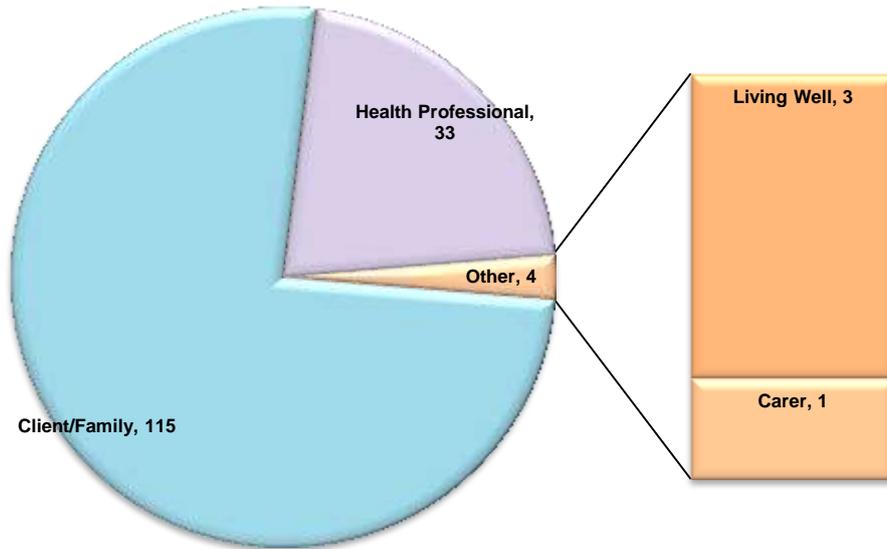


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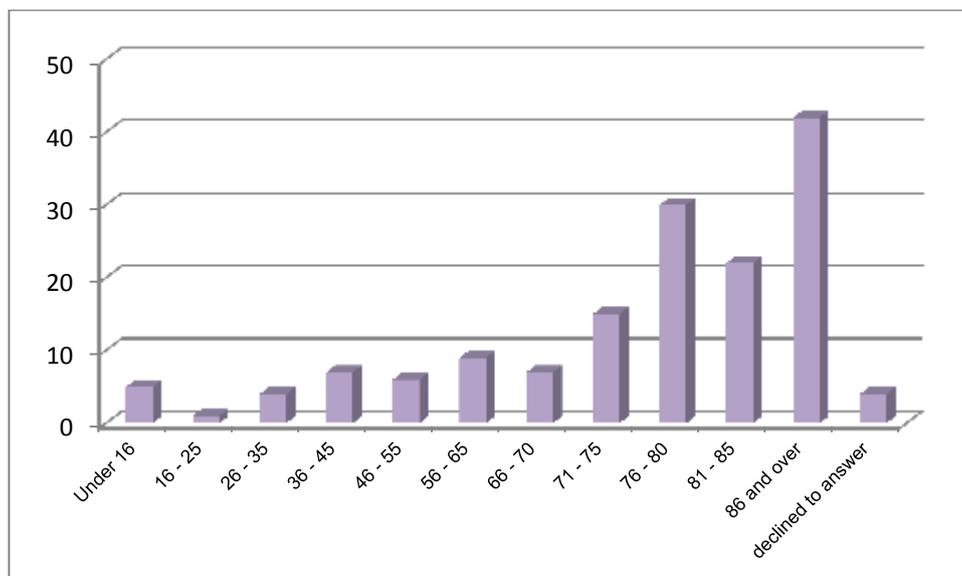
## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 24. OTHER ASSESSMENTS:

#### 24.1 REFERRER TYPE



#### 24.2 AGE GROUPS

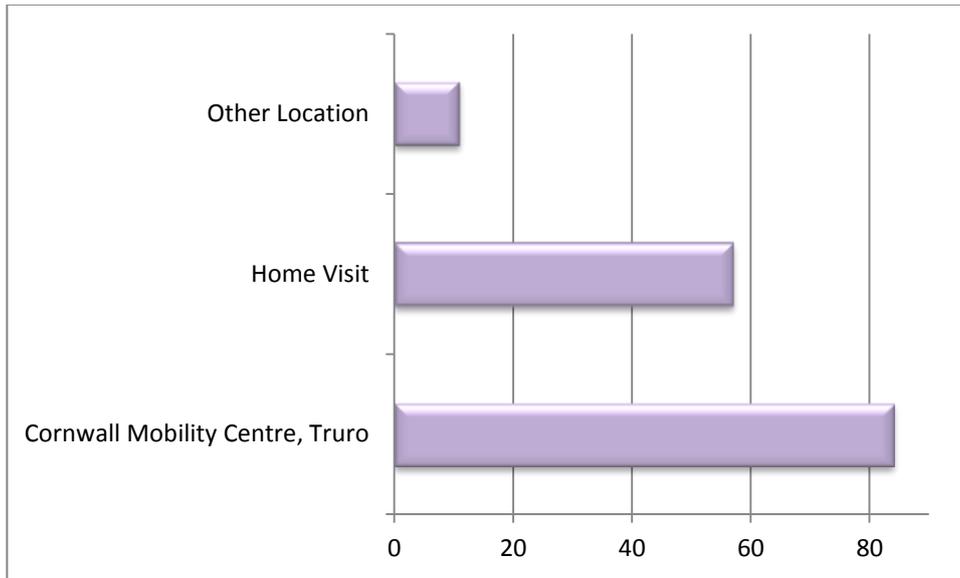


# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT ACHIEVEMENTS AND PERFORMANCE

### 24. OTHER ASSESSMENTS (continued):

#### 24.3 ASSESSMENT LOCATIONS



# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT

### 25. FUTURE DEVELOPMENT

#### 25.1 Clients

Key feedback led us to believe that the Showroom needed modernisation and that our processes also needed to be more efficient in order to facilitate our meeting our challenging growth targets. To this end we have remodelled the showroom in the course of this year and are currently seeking to upgrade, or replace, our Business System to meet the demands of our increased trading pattern. We also hope that this will help with a real focus on delivering an effective experience to our clients. As an organisation we will never stray from the ethos of always being a clinically-led assessments provider, but when we do come to retail sales, we are striving to take a more up-to-date approach.

#### 25.2 Partnerships

Much of our work necessitates the establishment of appropriate partnerships. Mature partnerships which have particularly benefitted us this year include Driving Mobility, BHTA, DfT, Disability Cornwall & IoS, Devon and Cornwall Police, The Clare Milne Trust, Age (UK) – Living Well programme, the Quinnian Trust, RCHT and IoS Council.

In terms of partnerships enabling us to approach particular markets, this year we intend to work more closely with Active Plus, the ADAPT programme, Kernow Care, the Cornwall Foundation Trust (Wheelchair Services), RCHT, KCCG, Cornwall Council (Tremorvah), and the DWP.

Research and Development is an area we have striven to expand into. We have, with Falmouth University developed a novel sandchair which is currently at the final prototyping stage and will move into production in the course of the next year. We have successfully bid as a participant in the ADAPT programme with 16 UK and French universities and hospitals which intends to develop a simulator for wheelchair users as well as a “connected” wheelchair. This project was awarded to our consortium in November, the total value is €9M over 4 years with the Cornwall Mobility share being €307K. Cornwall Mobility is leading the consortium on the clinical trials and the technology transfer aspects of the project, as well as contributing to the Communications and Educational strands as well.

## CORNWALL MOBILITY CENTRE LTD

### TRUSTEES' REPORT

#### 25.3 Management

The costs of providing a wide range of assessments, only some of which are supported by the DfT, continue to exceed the Centre's income. With this in mind we have restructured our primary purpose trading over this year with the aim of increasing income and expanding income streams to offset the losses made on assessments. To this end we undertook a restructuring exercise which is not yet complete and will give us a clearer focus, a clearer demarcation between Driving Mobility and Independent Living and better processes enabling the Workshops to better support the both sides of the organisation. In our recruitment we have placed a greater emphasis on OTs being an intrinsic part of both teams, to ensure that all assessments fully meet the needs of all clients.

We will also be replacing the existing computer system which we use for all client transactions with a new Business System being supported by the DfT as part of the Driving Mobility programme. We will continue to take a prominent role in Driving Mobility, the BHTA, Cornwall Charity CEOs Club, and the Cornwall Chamber of Commerce which we joined this year.

## CORNWALL MOBILITY CENTRE LTD

### TRUSTEES' REPORT

#### 26 Current Vehicles plus Adaptations (including vehicles available for use by the charity, but not legally owned by the charity)

Citroen Berlingo	Brig-Ayd 150kg 4-way boot hoist / Autochair 150 kg 4-way boot hoist (interchangeable) Autochair Milford Person hoist front passenger position Can be fitted with Joey Lifting Platform as and when required EZ instructor brake
Fiat Ducato Panel Van	Wheelchair Platform Lift
Ford B-Max	80kg Boot mounted 4-way hoist Twin flip accelerator system He-Man dual Instructor brake Push / pull hand control with pin indicator Brig-Ayd electronic trigger accelerator Auto-Chair Turbo Slide (Driver and Passenger) Lodgeson's keypad for secondary switches
Ford Connect - WAV	Wheelchair ramp (Manually operated) 4-point solo fixing wheelchair restraint points Electric and Manual side access steps Turny HD front passenger seat Rear passenger safety system for wheelchair occupant EZ Instructor brake
Ford Fiesta	Instructor dual control brake
Ford Focus	Lodgesons wireless secondary switching Selection of steering aids Auto adapt 40 kg boot hoist Brig-Ayd pull / push accelerator and brake Brig-Ayd trigger accelerator system
Honda Jazz	Twin flip accelerators Push / Pull hand controlled accelerator and brake (R hand) incorporating pin indicator and dip/full beam switches KIVI over-ring accelerator Smartsteer secondary keypad / steering aid
Hyundai Santa-Fe	Instructor Brake

## CORNWALL MOBILITY CENTRE LTD

### TRUSTEES' REPORT

#### 26. Current Vehicles plus Adaptations (continued)

Nissan Micra	Lodgesons wireless secondary switching Brig-Ayd floor mounted Left foot accelerator Elap mechanical centre ring Adaptacar Push/Pull hand controls with indicator switch Elap Passenger Swivel Seat. He man instructor brake
Nissan Note	Brig-Ayd 40kg 2 way boot hoist He Man instructor brake and clutch
Peugot Boxer LWB Panel Van	
Peugeot Expert Tepee WAV	2-piece Wheelchair access ramp 4-point wheelchair restraints Wheelchair winch assist
Renault Traffic Panel Van	Wheelchair access ramp
Volkswagen Caddy	Drive from wheelchair, lowering hydraulic suspension, remote controlled back door and wheelchair ramp Aevit electronic gas and brake system Aevit electronic mini steering system Carony 'Go' wheelchair and automatic EZ lock docking station Push / pull hand controlled accelerator and brake Brig-Ayd electronic trigger accelerator Instructor brake Electronic parking brake Lodgesons wireless secondary switching and beeper system Variety of steering aids
Vauxhall Meriva	Easy release instructor brake
Volkswagen Polo	Lodgesons wireless secondary switching Selection of Steering Aids Brig-Ayd twin flip up accelerator pedals Brig-Ayd Pull / Push accelerator and brake Brig-Ayd electronic trigger accelerator He man Instructor brake

# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT FINANCIAL REVIEW

### 27. The Charity's policy on investments

The Trustees have set an investment policy to provide a mix between income and capital growth in accordance with a report prepared by Charles Stanley Group, Private Client Services. The Trustees will accept a medium level of risk and consider the performance of the investments at 5.9% Capital growth and 3.8% income to be satisfactory with respect to the volatility in the stock market.

### 28. The Charity's policy on reserves

The reserves are held to fund potential deficits caused by adverse economic conditions and changes in Government funding. A reserve of £845,526 - equal to twelve months of the Charity's day to day running costs, measured upon the last annual account, plus potential closing down costs is considered prudent and appropriate. Our current total funds of £901,586 (excluding fixed assets) represents 107% of this total.

### 29. Appreciation

The Trustees and staff record their thanks and appreciation to the following organisations for their continued support for our work at the Centre:

#### THE DUCHY HEALTH CHARITY LTD

Is particularly thanked for its long-term support and sponsorship of our work at the Centre during the past seventeen years.

#### VAUXHALL UK

For continuing to provide assessment vehicles.

#### DRIVING MOBILITY

For their continued support.

#### DfT

For their continued support of our work.

#### THE QUINNIAN TRUST

For their support for our sandchair development

#### THE CLARE MILNE TRUST

For their support for our domiciliary assessment services

#### OTHER CONTRIBUTORS TO THE CENTRE INCLUDE:

The many other local giving charities to which we are indebted.

The Royal Cornwall Hospital Trust which has supported the Centre with many reciprocal services during the past 20+ years.

Edward R Trewhella  
Chief Executive

# CORNWALL MOBILITY CENTRE LTD

## TRUSTEES' REPORT

### **30. Statement of trustees' responsibilities**

Company and charity law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period. In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards and statements of recommended practice have been followed subject to any departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees have overall responsibility for ensuring that the charity has appropriate systems of control, financial and otherwise. They are also responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### **31. Auditors**

A resolution proposing that Robinson Reed Layton be appointed as auditors of the charity will be put to the Annual General Meeting.

### **32. Statement of disclosure to auditors**

- a) So far as the trustees are aware, there is no relevant audit information of which the company's auditors are unaware; and
- b) We have taken all reasonable steps that we ought to have taken as trustees in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

### **33. Small company exemptions**

This report has been prepared in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' (revised 2011) and in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities.

### **34. Approval of Accounts**

The Trustees approved and adopted the financial statements set out on pages 31 to 44 of the Annual Report on 25 July 2017.

Dated:

Signed by the Chairman of the Board of Trustees: Professor Colin Roberts