# 'ASPIRE'

# FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2012

Registered Company No 03744357

THESDAY



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25/09/2012 COMPANIES HOUSE #32

# 'ASPIRE'

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# 'ASPIRE'

# Reference and Administrative Details

PRESIDENT John Inverdale

VICE PRESIDENTS Angi Jones

Baroness Masham A Sparkes J R Tattersall

Lady Margaret Tebbit

CHAIRMAN D A Edwards

VICE CHAIRMAN A H Lambert

CHIEF EXECUTIVE B Carlin MBA

CHIEF EXECUTIVE B Calliff Mich

TRUSTEES & DIRECTORS

E Campbell
D A Edwards
Dr A Gall
L Hamill
F L Jerreat
M King OBE
A H Lambert
Dr S Patel

Dr S Patel
C Peel
S Roulstone

TREASURER T J Griffin FCA

CHARITY NUMBER 1075317 – England & Wales

SC037482 - Scotland

BUSINESS ADDRESS Aspire National Training Centre

Wood Lane Stanmore

Middlesex HA7 4AP

REGISTERED OFFICE Bridge House

London Bridge London SE1 9QR

AUDITORS Wilkins Kennedy LLP

**Chartered Accountants** 

Bridge House London Bridge London SE1 9QR

BANKERS CAF Cash Limited

Kings Hill West Malling Kent ME19 4TA

Lloyds Bank Plc 32 Oxford Street London W1A 2LD

SOLICITORS Bircham Dyson Bell

50 Broadway London SW1H 0BL

### 'ASPIRE'

# Chairman's Report

The European Union is enduring significant financial difficulties that are already affecting the disposable resources of government and ordinary people alike. Consequently some of the least fortunate and vulnerable people in this country will experience increased difficulty in obtaining the care and support they need at a time when they need it the most. Please, for a moment, stop and think about the consequence of sustaining a spinal cord injury. Not only would you experience physical and emotional pain, you would face significant challenges whilst trying to maintain a balance of family and personal relationships. Life as you know it, in a split second, would have changed. Nothing can prepare you for the enormous challenges you will face in the quest to regain control of your life. I know, it happened to me in 1993. I woke up in Stanmore Spinal Injury Centre and owe so much to all those who helped me. It was the reason I accepted an invitation to become a trustee of Aspire in 2005.

I am now pleased to report as Chairman that in recognition of the work initiated by the senior management team, Aspire was voted Just Giving Charity of the Year, People's Choice 2012 and our Fundraising Income has grown by 7% on the previous year. The funds raised support programs developed by Aspire to provide practical help to people paralysed by spinal cord injuries, for as long as they need it, helping them move from injury to independence. Some of our key programs and work are as follows.

- Our Assistive Technology Programme teaches people to use a computer, regardless of their level of injury, so that
  they can keep in touch with family and friends whilst in rehabilitation and to throughout their recovery to keep in
  control of their personal finances and do all the things that we take for granted every day. The 3<sup>rd</sup> Aspire Assistive
  Technology Conference, a ground breaking forum for nursing and charity professionals was delivered in October
  2011 and received excellent feedback, sessions are focused on new and evolving technologies such as tablets and
  voice recognition and their potential use for those with spinal cord injuries.
- The Aspire Grants programme provided financial support to 91 individuals towards the cost of wheelchairs and
  other essential equipment, to promote greater independence, that would often be financially beyond their reach
  Our Independent Living Advisors continue to be active in the 9 Spinal Injury Centres around the country and the
  Aspire National Training Centre continues to be a leading example of a fully accessible leisure facility with services
  available to both disabled and non-disabled customers
- One of the challenges to building an independent and fulfilling life after a spinal cord injury can be finding
  employment. The Instructability Programme was launched as a pilot course nearly two years ago to offer training
  and practical experience to disabled people who want to become a Fitness Instructor and was further developed in
  partnership with YMCAFit. This programme has been awarded the 'Inspired by London 2012' mark
- Our 25<sup>th</sup> Aspire House was opened this year. These temporary homes provide a vital sanctuary in the transition from hospital to returning to an independent life. Our research has identified that at least 20% of all spinal cord injury patients in England and Wales are discharged into Care Homes where not unsurprisingly they can suffer from depression, feelings of isolation and they become inactive. In the future we hope that our Housing Programme will prevent any spinal cord injury patient being unnecessarily discharged to a Care Home. One of the last acts of Peter Stanford, our former Chairman and Trustee, was to effect an introduction to a benevolent entrepreneur who has launched a major capital appeal to raise funds for the adaptation, furnishing and equipping of a further 75 properties.

This is my first report on a year as Chairman and the experience has served to emphasise to me the enormous and selfless contribution made by our past Chairman, Peter Stanford, who steered Aspire for an incredible 23 years and to whom we want to express our appreciation

In the past year a number of new trustees have joined the board of Aspire and I am sure that together the board will provide insight and support to the visionary work of the management team of Aspire who were recently rewarded with the accolade of Sunday Times Best 100 Not-for-Profit Organisations to work for I want to conclude by thanking everyone who makes a contribution towards the work, resource and funds of Aspire

David Edwards Chairman

#### 'ASPIRE'

# Report of The Trustees

The Trustees, who are also directors of the charitable company for the purposes of the Companies Act 2006, present their report and financial statements for the year ended 31 March 2012 in accordance with that Act, the Charities Act 1993 and the governing instrument

# Structure, Governance and Management

### Constitution

Aspire is a registered charity, number 1075317 and is also a company limited by guarantee, registered company number 3744357. The Charity is also registered with the Office for the Scottish Charity Regulator 'OSCR' with registered charity number SC037482.

### **Trustees**

The trustees who served during the year were as follows

E Campbell (appointed 21 September 2011)

D A Edwards (appointed Chairman 30 November 2011)

Dr A Gall

L Hamili

F L Jerreat

M King (appointed 21 September 2011)

V Knox (retired 30 November 2011)

A H Lambert

Dr S Patel (appointed 21 September 2011)

C M V Peel (appointed 30 November 2011)

S Roulstone (appointed 21 September 2011)

P Stanford (retired 30 November 2011)

None of the Trustees had an interest in any contract or arrangement of a material nature during the year under review

# Methods for recruiting and appointing trustees

The Trustees select members to join the trustee board that will compliment and strengthen the existing professional expertise and competencies of the board. A 'Key Skill' analysis is undertaken to identify any skills/experience/knowledge gaps on the Trustee Board before undertaking a specific recruitment process. The Trustees also welcome expressions of interest from candidates who have served a minimum of one year as a committee member supporting the work of the charity. The Trustees meet a minimum of four times a year and in addition to this attend exceptional meetings to review and develop the charity's strategy. The Trustees have several committees set up under specific terms of reference which delegate certain functions from the trustee board. Each committee is chaired by a Trustee whose responsibility it is to communicate the work and progress of the committee to the Board and to present decisions that need to be ratified by the full Board.

# Policies & procedures for inducting and training trustees

During the recruitment process, a new Trustee receives a full induction to the organisation including Aspire's history, ethos, culture and vision for the future. Further to this a meeting is arranged with the Chief Executive and Directors of the Charity at the Aspire National Training. Centre when a tour of the facilities is given and a more detailed explanation is provided regarding the charity's activities. Trustees are also provided with necessary information about support and advice prepared by the Charities Commission. Trustees are also invited to attend Seminars and Conferences that may be deemed appropriate and where they are not able to attend, one Trustee will provide an update and feedback to the Board from any events attended.

'ASPIRE'

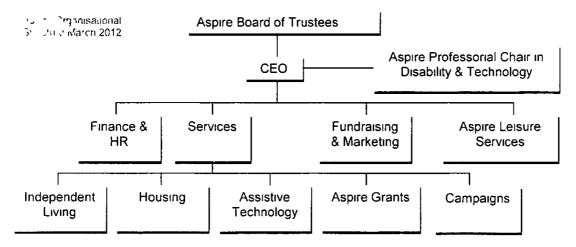
# Report of The Trustees

# Organisational structure and how decisions are made

The Aspire Board of Trustees is ultimately responsible for ensuring the Charity's strategic direction and the actions of its employees. This responsibility is discharged through the Chief Executive Officer. The Trustee Board meet every three months to review performance against agreed operational and financial targets. Each activity area of Aspire's work is closely monitored by Committees that include at least one Trustee who will Chair the Committee. Each Committee will invite external experts and advisors to assist in the monitoring and evaluation of these activities and to help in the longer-term development. The committees all meet prior to each and every Trustee meeting when reports are presented. Issues that require Trustee decisions are presented at the meeting where the Board will debate and agree what action is appropriate Each decision is communicated through the Chief Executive Officer and recorded in the minutes of the meeting.

In addition to this, weekly meetings are held by the Vice-Chairman and the Chief Executive to monitor the Charity's performance and governance. Financial matters are also reviewed under the same frequency between the Honorary Treasurer and the Chief Executive.

A 5 Year Strategic Plan has been developed to give clear guidance for longer-term decisions. The Strategic plan is communicated to all staff within Aspire and is instrumental in shaping each department's Annual Operational Plan. In developing these Operational Plans each department, in consultation with the designated Trustee, undertakes an annual review of current performance and the Strengths, Weaknesses (internal), and Opportunities and Threats (external). This process commences in December of each year with the final plans being approved by each of the Committees before being presented to the Board of Trustees, for final approval, at the March Trustee meeting. The new plans with the supporting financial budgets are then implemented at the beginning of April.



# Wider network and/or relationship with affiliated organisations

To communicate and advance the work of Aspire we work with other charities and organisations to ensure the most effective means of operating and delivering our services. Aspire is a member of a consortium of spinal cord injury charities called SIT (Spinal Injuries Together). This consortium was launched in 2004 and aims to ensure each of the charities know what they are working to achieve, give support where necessary, seek opportunities for collaboration and avoid any duplication of service activity.

As part of our Assistive Technology Services Aspire is a member of a nationwide network of Karten CTEC Centres Aspire is also a member of the Executive Board for the UK Spinal Cord Injury Research Network, the European Spinal Cord Injury Federation and a member of MASCIP (Multidisciplinary Association of Spinal Cord Injury Professionals)

#### 'ASPIRE'

### Report of The Trustees

# Risk Management

The Trustees have examined the major risks which the charity faces and confirm that systems have been established so that the necessary steps can be taken to manage those risks

The systems of internal control are designed to provide reasonable, but not absolute, assurance against material misstatement or loss. They include

- Full competitor and external threat analysis for all services
- An annual budget with full supporting business plans approved by the trustees
- Regular consideration by the trustees of financial results, variances from budgets and non-financial performance
- Quarterly reporting and assessment of operational plans and objectives that have been agreed and set for the year
- Delegation of authority and segregation of duties
- Identification and management of risks
- . On-going investment in the development of the professional knowledge and capability of staff
- A 5 Year Strategy with supporting 3 year financial forecasts

# **Objectives and Activities**

Aspire was founded in 1983 to work with people with spinal cord injury to create opportunity, choice and independence through its activities in rehabilitation, reintegration and research. Its office is in Stanmore in Middlesex, alongside the London Spinal Injury Centre at the Royal National Orthopaedic Hospital Trust (RNOH)

### Rehabilitation

Aspire gives practical, financial and emotional support to people with spinal cord injuries from the time of their injury through to discharge from a Spinal Injury Centre and onwards for the rest of their lives. Aspire has developed a range of services which it believes offers individuals a nurturing and rehabilitative environment that will enable them to achieve their full potential. It is Aspire's aim to deliver and build on these services throughout the UK.

# Reintegration

Aspire's National Training Centre was extended to become Europe's first National Training Centre for disabled and non-disabled people. It was opened by The Duke of York in September 1998 and is the showpiece of the Charity's unique approach to breaking down the barriers between non-disabled and disabled people. As well as state-of-the-art rehabilitation, physiotherapy and occupational therapy suites, the Centre offers a large range of sporting, dance and training activities, all of which are run on an integrated basis – where non-disabled and disabled people can take part side-by-side. The Centre now enjoys more than 500,000 active visits each year, with 28% of membership and approximately 36% attendance by disabled customers.

Aspire provides temporary homes for those waiting to be discharged from hospital so that they may be reunited with their family and start living their life again whilst waiting for a permanent home to be made available. Last year we acquired, adapted and opened more such houses in various locations in the UK increasing our housing complement to 21. Our key aim over the coming years is to expand this provision to support the discharge needs of spinal injury patients.

Aspire provides a range of practical services to support people with a spinal cord injury to reintegrate into society and lead a fulfilled life

# Research

Aspire has, from its inception, been excited by the possibilities of technology. The Charity is determined that people with spinal cord injuries should be at the cutting edge of potentially beneficial new developments in this field. To that end, Aspire has invested almost £2 million in support of our Professorial Chair in Disability and Technology over the past sixteen years through University College London Institute of Orthopaedics and Musculo-Skeletal Sciences, based at the Aspire Centre for Disability Sciences, Royal National Orthopaedic Hospital, Stanmore

#### 'ASPIRE'

# **Report of The Trustees**

#### Main objectives for the year

Aspire will continue to develop and expand its services on a national scale to support people with a spinal cord injury from the moment of their injury throughout their life

In 2011/12 Aspire's key objectives were

- Independent Living undertake evaluation of success of Aspire book and research need for a second, continued use of the Aspire Independent Living Advisor (AILA) evaluation system, secure increased Aspire involvement with Patient Education Programmes, explore possibilities of introducing Relatives' Days to Spinal Cord Injury Centres (SCIC), establish working relationships with Spinal Injuries Together (SIT – Spinal Injury Charity Consortium) colleagues
- 2 Benefits Advice monitor service throughout transition caused by Pensions, Disability & Carers Service (PDCS) management changes and provide mediation and support where necessary, seek opportunities to expand scope of Service as needed, secure media recognition of Service
- 3 Aspire Housing Increase Housing stock from 21 to 27, ensure minimum of 5 properties in line for completion 2012/13, maintain evaluation systems, recruit 'Housing Procurement' manager, increase number of individual 'advocacy' cases taken on, including Aspire tenants
- 4 Assistive Technology Plan and deliver training conference, trial latest technology and make reviews available to relevant parties, develop and implement evaluation system, implement maintenance system for computers and technology, secure increased use of volunteer Forum
- 5 Aspire Grants Year spend to equal £120k, all paperwork files to be transferred to online system, maintain evaluation systems
- 6 Campaigning Complete care research, carry out analysis and make recommendations, seek information on housing waiting lists, analyse and respond as appropriate, respond to all relevant consultations and reports, have Early Day Motion tabled, and secure Parliamentary Questions for key information, see Independent Housing Research undertaken and provide support as necessary
- 7 Sports Development Aspire will continue to use its expertise and success in breaking down the barriers between disabled and non-disabled people within the leisure environment. Aspire recognise that this will lead to greater access to rehabilitation and health beneficial exercise as well as social inclusion for people with a spinal cord injury. We therefore aim to,
  - To influence the Leisure Industry in inclusive design and operation of leisure facilities through the Inclusive Fitness Initiative (IFI) and Quest accreditation schemes
  - Continue the inclusive coaching work in Harrow, Brent and Barnet special schools
  - Expand the Access to Volunteering scheme
  - Run three disabled fitness instructor courses (Instructability) for 30 disabled people in London
- 8 Research at the Aspire Centre for Disability Science Aspire Professor to commence January 2012 and recruit and appoint our first Aspire PhD Studentship to research in the field of the Ageing in Spinally Injured People

# 9 Fundraising -

- Generate unrestricted income of over £1million and restricted project income of £317k at a cost of £527k
- Consolidate our position online by reducing our website bounce rate to 40% and increasing our Twitter followers to 1600 and Facebook fans to 1200
- Reinvigorate the Aspire Channel Swim with a major Corporate partner, engage 50% more swimming pools and reach our target of £450k
- Launch a Text Giving facility with a view to raising £10k from this new technique
- Introduce two new events to attract Corporate supporters Aspire Golf Day (North) and the Aspire Iron Man Challenge in association with Lloyd's Corporate Banking

'ASPIRE'

# Report of The Trustees

### Strategies for achieving those objectives

- Aspire will continue to develop new relationships with Housing Associations in key geographical locations, already identified, to gain new fully accessible properties to add to its existing complement of Aspire Houses. Aspire will work in partnership with the Housing Associations toward new build projects and present a case to gain access to existing housing stock. Through our Campaigning activities, Aspire will seek to gain political support towards the successful development of our Housing complement.
- We have forged strong relationships with the Occupational Therapists at all Spinal Injury Centres where our Assistive Technology facilities have been placed. We continue to work with and report to our funders, who support our programme, to ensure they are kept informed of all developments and benefits to the spinal injury community and maintain an understanding of the latest technological developments. Our programme continues to be supported by the volunteer tutors many of whom are former patients.
- 3 A national service of Aspire Independent Living Advisors provides practical support and advice on living life with a spinal cord injury. They ensure newly injured patients are informed of all the services available to support them and of the practical solutions to problems that Aspire can provide
- 4 Aspire aims to raise the profile of issues in Parliament, the media and other organisations. Respond to relevant consultations and debates. Secure quantitative and qualitative evidence of the scale of the problems and use this data where appropriate. Our Campaigns Manager works closely with Aspire Services to continue to identify issues and evolve objectives to meet changing demands.
- 5 We will actively pursue local arts and drama organisations to work in partnership with Aspire towards the introduction of additional integrated services in the Aspire National Training Centre
- 6 Aspire will undertake constant reviews and assessments of our fundraising throughout the year to ensure we achieve the most effective and efficient fundraising results
- 7 Continual monitoring by the Fundraising and Marketing committee will ensure the compliance with our annual plan and budgets
- 8 Our achievements and future objectives will be assessed against our Five Year Strategy to ensure we remain committed to our strategic aims. Our Five Year Strategy document remains our guide in developing overall objectives and provides the longer-term direction for all departments within Aspire.

# How objectives link to longer term strategies & objectives

Our Aspire Services Department is the spearhead of our national outreach programme and takes the Charity out into the community, nationwide. Our objectives are set to ensure, 1) we increase our awareness to the multidisciplinary spinal cord injury professionals, 2) newly injured patients, and 3) the general spinal injury community. Direct links with each and every Spinal Centre will also help Aspire communicate with more people with spinal cord injuries directly. The success of our Aspire Independent Living Advisors provides a regular face to this increased presence and essential guidance to Aspire Services on the most appropriate support and help needed.

Evidence indicates that one of the greatest issues facing Spinal Injury Centres and patients is the ability to be discharged to an accessible home at the end of the rehabilitation process and to get back on with their life. 25% of patients are discharged to Care Homes. This may be the most appropriate accommodation for a minority of patients but it is certainly not for the majority. Patients, once discharged to a Care Home, can face a residency period of one to six years. During this time they will live in a single room and be prevented from being reunited with their family in their own home and not able to enjoy the freedom and independence we all take for granted. For the 59% of patients discharged to their own homes almost all will be attempting to live in an un-adapted home where living conditions can be very limiting and extremely challenging

Expanding our housing complement will increase the possibility of patients being discharged to a temporary home whilst action is taken to prepare a permanent home. The additional benefits are that our properties promote independence, can accommodate a live in carer and family if necessary whilst this service also ensures a specialist bed in a spinal injury centre can become available for a newly injured patient at the earliest opportunity

### 'ASPIRE'

# Report of The Trustees

### How objectives link to longer term strategies & objectives (cont.)

Aspire aims to ensure our Housing Programme supports every Spinal Injury Centre throughout the UK and will continue to expand. Objective 3 will aim to address this and start to provide additional national support.

Our Assistive Technology provides patients with internet access to stay in touch with family and friends worldwide, keep up to date with the outside world and the independence to bank online. This technology embraces our ethos and helps to maintain independence.

Aspire exists to support people from injury to independence. Our campaigning objectives allow us to reach and have a positive influence on those beyond our immediate service users, ensuring that Aspire has an impact on all 40,000 people in the UK with a spinal cord injury.

### Achievements and Performance

#### Objective 1

Independent Living - undertake evaluation of success of Aspire book and research need for a second edition, continued use of the Aspire Independent Living Advisor (AILA) evaluation system, secure increased Aspire involvement with Patient Education Programmes in Spinal Cord Injury Centres (SCIC), explore possibilities of introducing Relatives' Days to SCICs, establish working relationships with SIT (Spinal Injuries Together – Consortium of five national charities) colleagues

#### Outcome

Feedback on Aspire Book indicates it was well received. A second, more tailored, book has now been funded with work due to start late summer 2012. The AlLA monitoring continues, with the Policy and Information Officer undertaking the work on a monthly basis. Aspire has supported Stanmore and Wakefield's Patient Education Programme using volunteers and part-time staff, a Patient Education Administrator role was created to perform this function and has been well received in Wakefield. This position has been offered to Stanmore and Sheffield too. Relatives' Days have not progressed, with work on the Patient Education Programmes filling some of the original need. Strong working relationships with SIT colleagues established at all levels of the organisation, leading to better information sharing and direct work on specific projects.

# Objective 2

Benefits Advice – monitor service throughout transition caused by PDCS (Pensions, Disability & Carers Service) management changes and provide mediation and support where necessary, seek opportunities to expand scope of Service as needed, secure media recognition of Service

# Outcome

 DWP (Department of Work & Pensions) Service is working effectively in every Centre that requires it Regular meetings held between Spinal Cord Injury Centres, Aspire and the DWP. The DWP and Aspire signed a formal partnership agreement to secure the Service. Media coverage not achieved.

# **Objective 3**

Aspire Housing - Increase Housing stock from 21 to 27, ensure minimum of 5 properties in line for completion 2012/13, maintain evaluation systems, recruit 'Housing Procurement' manager, increase number of individual 'advocacy' cases taken on, including Aspire tenants

# Outcome

The Aspire Housing stock was increased to 25, with plans in place for 3 guaranteed properties for the new Financial Year Many more properties are under discussion but yet to have formal agreements in place. The evaluation system is established, with all tenants undertaking an exit interview when they move on to their permanent home. A Housing Procurement consultant was employed in January 2012 and has secured relationships with a number of large Housing Associations. Advocacy work has continued and we worked with the Spinal Injuries Association to provide the material for their Housing Masterclass training which is available to anyone with a spinal cord injury.

'ASPIRE'

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Report of The Trustees

# Achievements and Performance (cont )

### Objective 4

Assistive Technology - Plan and deliver training conference, trial latest technology and make reviews available to relevant parties, develop and implement evaluation system, implement maintenance system for computers and technology, secure increased use of volunteer Forum

### Outcome

The 3<sup>rd</sup> Aspire Assistive Technology Conference was delivered in October 2011 and received excellent feedback, sessions focused on new technologies and their potential use for those with spinal cord injuries, as well as looking at some of the more regularly used equipment and software. Reviews were carried out on accessible gaming technology (in conjunction with Southport Spinal Centre), tablet computers, styluses and voice-controlled phone software – reviews were published on the Aspire website, made available at the Conference and distributed to interested parties. Our Assistive Technology Manager has implemented a basic maintenance system and made use of volunteers for some of this work, but it continues to be an issue, more work still needs to be done on this. The Volunteer Forum continues to be used, although take up is not as high as we would have hoped. The evaluation system has been discussed with Salisbury. Stoke Mandeville and Stanmore and plans are underway for it to be put into practice, but we have been unsuccessful so far.

### Objective 5

Aspire Grants - Year spend to equal £120k, all paperwork files to be transferred to online system, maintain evaluation systems

# Outcome

The targeted spend was achieved, supporting 91 individuals. Every successful applicant is called six months after receiving their equipment and undertakes a short feedback questionnaire. This evaluation process indicates that the Grants are providing a vital service that meets expectations and supports individuals with equipment that directly benefits them. All old paperwork has been transferred to the online system.

# Objective 6

Campaigning – Complete Care Research, carry out analysis and make recommendations, seek information on housing waiting lists, analyse and respond as appropriate, respond to all relevant consultations and reports, have Early Day Motion tabled, and secure Parliamentary Questions for key information, see Independent Housing Research undertaken and provide support as necessary

# Outcome

Care research is still ongoing, but is due to hit targeted sample size in the Summer of 2012. Analysis and recommendations will be produced once this has been achieved. Freedom of Information requests were sent to London Boroughs seeking information on waiting lists — the results were included in a call to Mayoral candidates to do more to provide accessible housing. Over 15 consultations and reports were responded to during the course of the year, with internal briefings produced to support the senior management team and other key staff. An Early Day Motion was tabled to support Spinal Injuries Awareness. Day and Parliamentary Questions were tabled seeking information on a range of issues including. Disabled Facilities Grants and Continuing Care. Loughborough University were commissioned to undertake research into the impact of living in a nursing home — findings are due in the Autumn of 2012.

# Objective 7

Sports Development – Aspire will continue to use its expertise and success in breaking down the barriers between disabled and non-disabled people within the leisure environment. Aspire recognise that this will lead to greater access to rehabilitation and health beneficial exercise as well as social inclusion for people with a spinal cord injury. We therefore aim to,

- To influence the Leisure Industry in inclusive design and operation of leisure facilities through the Inclusive Fitness Initiative (IFI) and Quest accreditation schemes
- Continue the inclusive coaching work in Harrow, Brent and Barnet special schools
- Expand the Access to Volunteering scheme
- Run three disabled fitness instructor courses (Instructability) for 30 disabled people in London

#### 'ASPIRE'

# Report of The Trustees

# Achievements and Performance (cont )

#### Outcome

- Aspire have worked in partnership with Quest (Leisure Industry Quality Standard) and the English Federation of Disability Sport to write the 'Access and Equity' module in the new Quest model
- The Sports Development Team has delivered inclusive sports sessions across the three boroughs to approximately 400 disabled children
- 5 people with Spinal Cord Injury went through the Instructability programme with one candidate securing permanent employment. The funding for this scheme has ceased, but the volunteering element has been combined with the Instructability programme below.
- Three courses ran May, September and February with 28 disabled people being successfully trained

# **Objective 8**

Research at the Aspire Centre for Disability Science - Aspire Professor to commence January 2012 and recruit and appoint our first Aspire PhD Studentship to research in the field of the Ageing in Spinally Injured People

#### Outcome

The successful Professorial appointment, having agreed their employment contract, refused the appointment one week before their contract we due to begin. Aspire entered into negotiations with UCL as to how best to progress from this disappointing position to achieve the maximum benefit from the partnership

# Objective 9

#### Fundraising -

- Generate unrestricted income of over £1million and restricted project income of £317k at a cost of £527k
- Consolidate our position online by reducing our website bounce rate to 40% and increasing our Twitter followers to 1600 and Facebook fans to 1200
- Reinvigorate the Aspire Channel Swim with a major Corporate partner, engage 50% more swimming pools and reach our target of £450k
- Launch a Text Giving facility with a view to raising £10k from this new technique
- Introduce two new events to attract Corporate supporters Aspire Golf Day (North) and the Aspire Iron Man Challenge in association with Lloyd's Corporate Banking

### Outcome

- We generated £1 03 million in unrestricted income and £257k of restricted project income. Whilst we did not hit the
  unrestricted project income we had confirmation of several large gifts which would have led us to exceed that target
  and have put us in a strong position early on in the new financial year.
- Our website bounce rate is now 40%, we have over 2500 Twitter followers and 1330 Facebook likes with a
  considerably higher activity rate than previously
- The Aspire Channel Swim now has a major corporate partner Zoggs. In addition to this we have engaged three
  majors leisure contract management companies which equates to more like 100% uplift on pools engaged. This
  year's event did not hit its financial target (£387k) but we did see a 10% increase on previous year and are well set
  up for the following year.
- We launched the Text Giving facility but it did not quite deliver as expected. However, we did see a significant increase in our income though JustGiving's other services and as a result we won the 'Charity of the Year' award at JustGiving's annual award ceremony.
- · We introduced both of the aforementioned events and exceeded target in both areas

| 'ASPIRE' Report of The Trustee | s   |
|--------------------------------|---|
| Financial Review               |   |
|                                |   |
|                                | TABLE REMOVED FOR COMPANIES HOUSE FILING  |
| Total Fundraising income       | Figure 1 Aspire Fundraising Income 2007 ~ 2012  has increased by 7% over the last year. These results are completely in line with our overal  |
| strategy to diversify and to   | build on our fundraising capacity in a sustainable way  |
|                                |   |
|                                |   |
|                                | TABLE REMOVED FOR COMPANIES HOUSE FILING  |
|                                | Figure 2 Aspire Charitable Income 2007 ~ 2012   |
| beginning of the current       | due to the increased number of properties added at the end of the previous financial year and the financial year. The Aspire National Training Centre continues to demonstrate its success by e fourth consecutive year and boosting income by 6.5% on the previous year. |
|                                |   |

| 'ASPIRE'  |
|---|
| Report of The Trustees  |
| Expenditure   |
|   |
| TABLE REMOVED FOR COMPANIES HOUSE FILING  |
| Figure 2 Applyo Total Copt of Fundrologing 2007 v. 2012   |
| Figure 3 Aspire Total Cost of Fundraising 2007 ~ 2012  Aspire has invested in building fundraising capacity to support the development in our fundraising performance. A target has also been to strive for improved cost effectiveness by maintaining the total cost of fundraising at or below 23% of total charity expenditure. Although our cost of fundraising has increased marginally this is equivalent to less than 21% of our total charity expenditure, illustrated in figure 4. |
|   |
|   |
|   |
|   |
| TABLE REMOVED FOR COMPANIES HOUSE FILING  |
| Figure 4 Fundraising as a Percentage of Total Annual Expenditure 2007 ~ 2012  |

# ASSOCIATION FOR SPINAL INJURY RESEARCH REHABILITATION AND REINTEGRATION 'ASPIRE' **Report of The Trustees**

**Expenditure** (continued)

TABLE REMOVED FOR COMPANIES HOUSE FILING

# Figure 5 Aspire Charitable Expenditure 2007 ~ 2012

The Aspire National Training Centre expenditure increased as a result of greater activities

expenditure this year has been in support of technological devices to computer/gaming/telecommunications access for spinal injury people with limited or no upper limb function We also commissioned research into the psychological impact of a spinal injury patient being discharged into a Care Home

Aspire Housing expenditure increased against the previous year due to the increase in the number of properties we now The total expenditure shown above is for the adaptation, furnishing and equipping, rent and on-going have available operating costs

The Aspire Grants has successfully supported people with a spinal cord injury throughout the UK, for more than seventeen Grants are given to purchase specialist equipment that will promote and improve a spinally injured person's independence. We are striving to increase the volume and value of our grants and are pleased that we have been able to closely match last year

Independent Living is the expenditure that supports our team of Aspire Independent Living Advisors who support patients in the spinal injury centres throughout the UK. This team now meets the needs of 9 spinal injury centres

Assistive Technology costs decreased slightly this year due to the cost of hardware and software upgrades throughout the UK being completed the previous year

### 'ASPIRE'

# Report of The Trustees

# Investment policy and returns

Aspire operates an investment policy to achieve the maximum possible return at the lowest level of risk. There are two key components of our investments, 1) support the cost of our Professorial Chair, and 2) support the designated and restricted funding allocated to our programme of services. We aim to ensure that cash deposits grow in value, in line with the rate of inflation, whilst providing a modest return on the original capital invested. To achieve this, Aspire has chosen to invest with the Ashcourt and Rowan Fixed Interest Bonds (guaranteed return of 7.8% on the original capital value), CCLA Property Fund (7.33%), CCLA Investment Fund (4.38%) and IM CAF Fixed Interest Fund (3.16%) whilst also placing cash deposits with Scottish Widows (1.5%)

The market value of the investments as at 31 March 2012 was £1,590k. This includes £1,154k in restricted funds to support the Aspire Professorial Chair and the remainder in designated funds to support future projects and current services.

#### Reserves Policy

Free reserves available for use or designation by Aspire are the unrestricted funds (note 12) less the net book value of tangible fixed assets (note 6). The Trustees have reviewed the general reserves policy for the Charity and have considered the financial requirements needed to support the work of the Charity and to protect against potential risks.

|                                   | 2011/12 |  |
|-----------------------------------|---------|--|
|                                   | £,000   |  |
| Total Unrestricted Funds          | 518     |  |
| Less Tangible Fixed Assets        | 149     |  |
| Free reserves before designations | 369     |  |

The Trustees have established a policy whereby the unrestricted funds (not committed or invested in tangible fixed assets) held by the Charity is sufficient to support the planned activities and budgeted expenditure of £2,736k throughout 2012/13. This, in the opinion of the Trustees, will provide sufficient protection against any potential drop in funding income to ensure Aspire Services remain unaffected.

# Volunteers

The Charity is extremely grateful for the altruistic efforts of its volunteers who are involved in our administration, governance through membership of a Sub-Committee, support and fundraising activities. The dedication shown by our volunteers has been unfaltering and complimented with boundless energy, enthusiasm and commitment. We are indebted to them for their support.

# **Employees**

All Employees are provided with monthly newsletters that update them on the most recent activities of the Charity and the achievements throughout the year. We also invite all employees to attend full staff meetings that provide them with an opportunity to openly express any concerns and explore ideas they may have directly with our senior management team. Staff are also encouraged to stay in touch with progress through social media. Aspire Facebook and Twitter and to take part in events throughout the UK.

The Charity has implemented a number of detailed policies in relation to all aspects of personnel matters as an awarded Investor in People organisation. The Charity was also awarded Best Companies Two Star Accreditation and is proud to be in the Sunday Times Top 100 Best Not-for-Profit Organisations to Work For 2012.

### 'ASPIRE'

# Report of The Trustees

# Trusts and commercial supporters

Aspire would like to thank the following trusts and foundations for their support of our work during the last year

Big Lottery Fund

Worshipful Company of Wheelwrights

David Hammond Charitable Foundation

Rayden Charitable Trust

Jordan Charitable Foundation

Hospital Saturday Fund Charitable Trust

Albert Hunt Trust

Tilehouse Trust

B-CH 1971 Chantable Trust

Carr-Ellison Family Charitable Trust

Anton Jurgens Charitable Trust

Joan Strutt Charitable Trust

Monday Charitable Trust

John Lyon's Charity

Rothschild Foundation

Christopher Laing Foundation

Robert Orpwood Blott Settlement

Milbourn Charitable Trust

James Tudor Foundation

H R Pratt Boorman Family Trust

Sir James Roll Charitable Trust

Miss Marjorie E Rouse Charitable Foundation

# Aspire would also like to thank the following people for their support

John Inverdale

Rob Nothman

Access Legal from Shoosmiths

AlixPartners

Barclays Financial Planning

Coca-Cola Enterprises

Eurotunnel

Fittleworth

Hollister Ltd

ISG plc

Johnson Matthey plc

**JWT** 

Ladbrokes plc

Lloyds Bank Corporate Markets

London Special Risks InDepth Tourism

Reed Smith

Alan Bloom

Tesco Direct

Next plc

Phoenix Healthcare & Recruitment

Potter Rees Serious Injury Solicitors

P R Hanna

Prudential plc

Sandy Lodge Golf Club

SwimTrek

Tata Steel

Zoggs

Porters Park Golf Club

Leigh Day & Co

Beatability Ltd

Crown Lifts Ltd

Ian Robertson

Mountview Estates

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'ASPIRE'

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# Report of The Trustees

### Plans for Future - 2012/13

Aspire will continue to develop and expand its services on a national scale to support people with a spinal cord injury from the moment of their injury throughout their life

The key objectives for Aspire are

- 1 Plan and deliver second Aspire book, expand involvement with Patient Education Programmes, improve knowledge and delivery of advice in key areas for patients in Northern Ireland and Wales
- 2 Benefits Advice DWP Service working effectively in every Centre that requires it. Regular meetings held between Centres, Aspire and DWP DWP and Aspire signed a formal partnership agreement to secure the Service. Media coverage not achieved.
- 3 Aspire Housing Increase Housing stock from 25 to 35, ensure minimum of 7 properties guaranteed for completion 2013/14, improve move in and move on rates, plan for expansion of Housing Service, including a recommendation for possible new staff areas
- 4 Assistive Technology Implement evaluation system, recruit a larger volunteer pool, review existing equipment provision and plan for a full upgrade for 2013/14, plan and deliver training conference and additional volunteer training sessions
- 5 Aspire Grants Year spend to equal £140k, support fundraising to increase monies coming in, seek improved repayments from successful compensation claims
- 6 Campaigning Complete care research, carry out analysis and make recommendations, update research on NHS Continuing Care, disseminate findings as appropriate, respond to all relevant consultations and reports, plan and carry out research into discrimination within the jobs markets, work with Loughborough University to maximise the impact of the Care Homes research report
- 7 Sports Development Aspire will continue to use its expertise and success in breaking down the barriers between disabled and non-disabled people within the leisure environment. Aspire recognise that this will lead to greater access to rehabilitation and health beneficial exercise as well as social inclusion for people with a spinal cord injury. During the next financial year the department plans to deliver the following.
  - Deliver 450 inclusive sports sessions to schools through the John Lyon Project
  - Deliver 11 coach2coach sessions through Positive Activities project
  - · Deliver three Instructability courses
- 8 Research at the Aspire Centre for Disability Science Work in partnership with UCL to develop the most effective method of recruiting research talent to build research capability for Aspire by August 2012 Implement new plan as soon as agreement is reached to ensure effective research activity is in place by the beginning of 2013
- 9 Fundraising -
  - Maintain unrestricted income of £1million but put a renewed focus on generating restricted donations with a target of £645k
  - Raise in excess of £500k for Aspire Housing programme through the Harebell Appeal
  - Carry out a review of Aspire's website with a view to generating income through online appeals as opposed to our fundraising events. Target of £10k for online appeals.
  - . Further consolidate our online position by increasing our Twitter followers to 4000 and our Facebook to 2000
  - Launch regular giving campaign with a view to bringing in £1000 a month from regular donations by the end of the financial year

'ASPIRE'

Report of The Trustees

# Statement of Trustees' Responsibilities

The trustees are responsible for preparing the Trustees' Report and the financial statements, in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice)

Company law 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 charitable company and of the incoming resources and application of resources, including the income and expenditure of the charitable company for the year. In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- observe the methods and principles in the Charities SORP,
- make judgements and estimates that are reasonable and prudent,
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation

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

In so far as the trustees are aware

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

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

# Statement as to disclosure of information to auditors

So far as the Trustees are aware, there is no relevant audit information (as defined by Sections 495 and 496 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has taken all the steps that he or she ought to have taken as a trustee/director in order to make himself or herself aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information

# **Auditors**

A resolution for the re-appointment of Wilkins Kennedy LLP as auditors to the charitable company will be submitted to the Annual General Meeting

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

Alan Lambert

Date 30 8. 2012

der of the Board

### 'ASPIRE'

# Independent Auditors' Report To The Members

We have audited the financial statements of the Association for Spinal Injury Research Rehabilitation and Reintegration for the year ended 31 March 2012 which comprise the Consolidated Statement of Financial Activities, the Consolidated and Charity Balance Sheet, Consolidated Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities)

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed

# Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement set out on page 17, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view

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

# Scope of the audit of the financial statements

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

# Opinion on financial statements

In our opinion the financial statements

- give a true and fair view of the state of the Group and of the charitable company's affairs as at 31 March 2012, and
  of the incoming resources and application of resources, including the income and expenditure, for the year then
  ended,
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to smaller entities, and
- have been prepared in accordance with the requirements of the Companies Act 2006

# Opinion on other matters prescribed by the Companies Act 2006

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

# Matters on which we are required to report by exception

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

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us, or
- the financial statements are not in agreement with the accounting records and returns, or
- · certain disclosures of trustees' remuneration specified by law are not made, or
- we have not received all the information and explanations we require for our audit, or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption in preparing the Trustees' Annual Report

Willia Kendy W

Bridge House London Bridge London SE1 9QR

John Howard (Senior Statutory Auditor)

For and on behalf of Wilkins Kennedy LLP, Statutory Auditor

Date 03 Septender 2012

# Consolidated Statement of Financial Activities

For The Year Ended 31 March 2012

'ASPIRE'

|  | Notes | Unrestricted Funds £'000 | Restricted Funds £'000 | Total<br><u>2012</u><br>£'000 | Total<br><u>2011</u><br>£'000 |
|--|-------|--------------------------|------------------------|-------------------------------|-------------------------------|
| Incoming resources                             |       |                          |                        |                               |                               |
| Incoming resources from generated funds        | _     |                          |                        |                               | 475                           |
| Voluntary income                               | 2     | 270                      | 257                    | 527                           | 475                           |
| Activities for generating funds                | •     | 701                      |                        | 761                           | 728                           |
| Income of trading subsidiary                   | 3     | 761                      | -                      | 761<br>94                     | 726<br>85                     |
| Investment income                              |       | 12                       | 82                     | 94                            | 65                            |
| Incoming resources from charitable activities  |       | 1 105                    | _                      | 1,105                         | 1,038                         |
| National Training Centre                       |       | 1,105<br>155             | -                      | 1, 105                        | 109                           |
| Aspire Housing                                 |       |                          |                        |                               |                               |
| Total incoming resources                       |       | 2,303                    | 339                    | 2,642                         | 2,435                         |
| Resources expended                             |       |                          |                        |                               |                               |
| Cost of generating funds                       |       |                          |                        |                               |                               |
| Cost of generating voluntary income            |       | 186                      | -                      | 186                           | 199                           |
| Costs of trading subsidiary                    |       | 371                      | -                      | 371                           | 327                           |
| Charitable expenditure                         |       |                          |                        |                               |                               |
| National Training Centre                       |       | 1,271                    | 7                      | 1,278                         | 1,233                         |
| Research                                       |       | 3                        | 34                     | 37                            | 57                            |
| Aspire Housing                                 |       | 234                      | 106                    | 340                           | 251                           |
| Aspire Grants                                  |       | 152                      | -                      | 152                           | 163                           |
| Promoting independent living                   |       | 81                       | 76                     | 157                           | 141                           |
| Assistive technology                           |       | 50                       | 25                     | 75                            | 107                           |
| Campaigning                                    |       | 47                       | -                      | 47                            | 40                            |
| Governance costs                               |       | 17                       | -                      | 17                            | 29                            |
| Total resources expended                       | 4     | 2,412                    | 248                    | 2,660                         | 2,547                         |
| Net incoming (outgoing) resources              |       | (109)                    | 91                     | (4.0)                         | (4.42)                        |
| before transfers                               |       | (109)                    | 31                     | (18)                          | (112)                         |
| Transfer between funds                         |       | (1)                      | 1                      |                               |                               |
| Net incoming (outgoing) resources              |       | (110)                    | 92                     | (18)                          | (112)                         |
| Gain on investments                            | 7     | 1                        | (132)                  | (131)                         | 117                           |
| Net movement in funds                          |       | (109)                    | (40)                   | (149)                         | 4                             |
| Fund balances brought forward                  |       | 627                      | 1,311                  | 1,938                         | 1,933                         |
| Fund balances carried forward at 31 March 2012 |       | 518                      | 1,271                  | 1,789                         | 1,937                         |
| TOTAL GULO I MIGION EVIE                       |       |                          |                        |                               |                               |

# 'ASPIRE'

# Consolidated Balance Sheet

# As at 31 March 2012

|                               |       | <u>2012</u> | <u>2</u> | <u>2011</u> |       |
|-------------------------------|-------|-------------|----------|-------------|-------|
|                               | Notes | £,000       | £'000    | £'000       | £'000 |
| Fixed assets                  |       |             |          |             |       |
| Tangible fixed assets         | 6     |             | 149      |             | 176   |
| Investments                   | 7     |             | 1,590    |             | 1,872 |
|                               |       |             | 1,739    |             | 2,048 |
| Current assets                |       |             |          |             |       |
| Stocks                        | 8     | 1           |          | 1           |       |
| Debtors                       | 9     | 195         |          | 225         |       |
| Cash at bank and in hand      |       | 416         |          | 170         |       |
|                               |       | 612         |          | 396         |       |
| Creditors Amounts falling due |       |             |          |             |       |
| Within one year               | 10    | (562)       |          | (506)       |       |
| Net current liabilities       |       |             | 50       |             | (110) |
| Net assets                    |       |             | 1,789    |             | 1,938 |
|                               |       |             |          |             |       |
|                               |       |             |          |             |       |
| Funds                         |       |             |          |             |       |
| Restricted funds              | 11    |             | 1,271    |             | 1,311 |
| Unrestricted funds            | 12    |             | 518      |             | 627   |
|                               |       |             | 1,789    |             | 1,938 |
|                               |       |             |          |             |       |

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and with the Financial Reporting Standard for Smaller Entities (April 2008)

The financial statements were approved by the Board on 30.4 and signed on their behalf by -

Alan Lambert

# 'ASPIRE'

# **Charitable Company Balance Sheet**

# As at 31 March 2012

|                               | Notes  | <u>201</u><br>£,000 | <u>2</u><br>£'000 | <u>2011</u><br>£ '000 | £'000 |
|-------------------------------|--------|---------------------|-------------------|-----------------------|-------|
|                               | 110103 | 2,000               | 2 000             | 2 000                 | 2000  |
| Fixed assets                  |        |                     |                   |                       | 470   |
| Tangible fixed assets         | 6<br>7 |                     | 149               |                       | 176   |
| Investments                   | ,      |                     | 1,590             |                       | 1,872 |
|                               |        |                     | 1,739             |                       | 2,048 |
| Current assets                |        |                     | ·                 |                       |       |
| Debtors                       | 9      | 97                  |                   | 116                   |       |
| Cash at bank and in hand      |        | 351                 |                   | 144                   |       |
|                               |        | 448                 |                   | 260                   |       |
| Creditors Amounts falling due |        |                     |                   |                       |       |
| within one year               | 10     | (398)               |                   | (370)                 |       |
| Net current liabilities       |        |                     | 50                |                       | (110) |
| Net assets                    |        |                     | 1,789             |                       | 1,938 |
| Net assets                    |        |                     |                   |                       |       |
|                               |        |                     |                   |                       |       |
| Funds                         |        |                     | 4.074             |                       | 4 044 |
| Restricted funds              | 11     |                     | 1,271             |                       | 1,311 |
| Unrestricted funds            | 12     |                     | 518               |                       | 627   |
|                               |        |                     |                   |                       |       |
|                               |        |                     | 1,789             |                       | 1,938 |
|                               |        |                     |                   |                       |       |

The financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small entities and with the Financial Reporting Standard for Smaller Entities (April 2008)

The financial statements were approved by the Board on 30 A and signed on their behalf by -

Alan Lambert

# 'ASPIRE'

# **Consolidated Cash Flow Statement**

# For the Year Ended 31 March 2012

| Reconciliation of changes in resources to net cash flow from operating activities                           | <u>2012</u><br>£'000 | £'000      | <u>2011</u><br>£'000     | £'000            |
|---|----------------------|------------|--------------------------|------------------|
| Changes in resources Depreciation   |                      | (18)<br>71 |                          | (112)<br>72      |
| Decrease in stocks Decrease/(increase) in debtors Increase in creditors                                     |                      | 31<br>56   |                          | 5<br>(75)<br>114 |
| Net cash flow from operating activities   |                      | 140        |                          | 4                |
| Cash flow statement   |                      |            |                          | _                |
| Net cash flow from operating activities   |                      | 140        |                          | 4                |
| Capital expenditure and financial investment  |                      |            |                          |                  |
| Payments to acquire investments Payments to acquire tangible fixed assets Proceeds from sale of investments | (736)<br>(44)<br>886 |            | (1,290)<br>(45)<br>1,275 |                  |
|   |                      | 106        |                          | (60)             |
|   |                      | 246        |                          | (56)             |
| Financing   |                      |            |                          | -                |
| Increase /(decrease) in cash  |                      | 246        |                          | (56)             |
| Reconciliation of changes in cash   |                      |            | ***                      | -                |
| Balance at 1 Aprıl 2011   |                      | 170        |                          | 226              |
| Increase/(decrease) in cash   | _                    | 246        |                          | (56)             |
| Balance at 31 March 2012  |                      | 416        |                          | 170              |

'ASPIRE'

Notes To The Financial Statements

For the Year Ended 31 March 2012

#### 1 ACCOUNTING POLICIES

#### a) Basis of accounting

The financial statements are prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), applicable UK Accounting Standards and the Statement of Recommended Practice, "Accounting and Reporting by Charities" (SORP 2005), issued in March 2005

#### b) Consolidation

These financial statements consolidate the results of the Charity and its wholly owned subsidiary, ASPIRE Fundraising Limited, on a line by line basis. A separate statement of financial activities for the charitable company has not been presented as permitted by paragraph 397 of the SORP

# c) Incoming resources

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

- Voluntary income including core grants, sponsorship, donations and gifts is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Incoming resources from charitable activities comprises income from carrying out the charity's activities, including the operation of the National Training Centre and the supported housing
- · Investment income is included when receivable

# d) Resources expended

Expenditure is accounted for on an accruals basis. The irrecoverable element of VAT is included with the item of expense to which it relates.

- Costs of generating funds are those costs incurred in attracting voluntary income
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs allocated directly to such activities and those costs of an indirect nature necessary to support them.
- Governance costs include those incurred in the governance of the charity and are primarily associated with constitutional and statutory requirements

# e) Tangible fixed assets

Depreciation on all tangible fixed assets is calculated to write off their cost over their estimated useful lives at the following annual rates -

Leasehold improvements

20 years

Office fixtures & fittings
Computer equipment

25% per annum on cost 33% per annum on cost

# f) Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Any gain or loss on revaluation is taken to the SOFA

### a) Stock

Stock is stated at the lower of cost and net realisable value

#### 'ASPIRE'

#### Notes To The Financial Statements

# 1 ACCOUNTING POLICIES (Continued)

### h) Funds accounting

Restricted funds – these are funds that can only be used for specific restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Designated funds – these are funds set aside by the trustees out of unrestricted general funds for specific future purposes or projects

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees

# ı) Legal status

Aspire is a company limited by guarantee and has no share capital. The liability of each member in the event of a winding up is limited to £1

# j) Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part II Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

| 2 | VOLUNTARY INCOME | <u>2012</u><br>€'000 | <u>2011</u><br>£'000 |
|---|------------------|----------------------|----------------------|
|   | Donations        | 411                  | 270                  |
|   | Grants received  | 116<br>————          | 205<br>              |
|   |                  | 527                  | 475                  |

# 3 SUBSIDIARY UNDERTAKING – ASPIRE FUNDRAISING LIMITED

The profit of the subsidiary undertaking, Aspire Fundraising Limited, is gifted to the charity so that there is no liability to Corporation Tax for that entity. Aspire Fundraising Limited produces audited accounts annually to 31 March and a summary of the company's transactions and financial position is set out below.

| Turnover<br>Cost of sales             | 761<br>(109) | 728<br>(197) |
|---------------------------------------|--------------|--------------|
| Operating costs                       | 652<br>(261) | 531<br>(129) |
| Operating profit<br>Interest received | 391          | 402          |
| Net income of trading subsidiary      | 391          | 402          |
| Payments made under gift aid          | (391)        | (402)        |
| Retained in subsidiary                | <u> </u>     |              |

'ASPIRE'

# **Notes To The Financial Statements**

| 4 | RESOURCES EXPENDED                  | Staff costs<br>£'000 | Direct costs<br>£'000 | Support<br>£'000 | Total<br>£'000 |
|---|-------------------------------------|----------------------|-----------------------|------------------|----------------|
|   | Cost of generating funds            |                      |                       |                  |                |
|   | Cost of generating voluntary income | 149                  | 37                    | -                | 186            |
|   | Costs of trading subsidiary         | 114                  | 244                   | 13               | 371            |
|   | Charitable expenditure              |                      |                       |                  |                |
|   | National Training Centre            | 733                  | 412                   | 133              | 1,278          |
|   | Research                            | 10                   | 27                    | -                | 37             |
|   | Aspire Housing                      | 78                   | 246                   | 16               | 340            |
|   | Aspire Grants                       | 23                   | 123                   | 6                | 152            |
|   | Promoting independent living        | 119                  | 5                     | 33               | 157            |
|   | Assistive technology                | 47                   | 7                     | 21               | 75             |
|   | Campaigning                         | 43                   | -                     | 4                | 47             |
|   | Governance costs                    | -                    | -                     | 17               | 17             |
|   |                                     | 1,316                | 1,101                 | 243              | 2,660          |

All costs are allocated between the expenditure categories noted above on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis, for example, time spent, per capita or floor area.

| Governance costs include | 2012<br>£  | <u>2011</u><br>£'000  |
|--------------------------|--|---|
| Auditors' remuneration   | _  |   |
| - For audit              | 5  | 4   |
| - For other services     | 11   | 3   |
| STAFF COSTS              |  |   |
| Wages and salaries       | 1,206  | 1,054   |
| Social security costs    | 92   | 72  |
| Pension contributions    | 18   | 11  |
|                          | 1,316  | 1,137   |
|                          | Auditors' remuneration - For audit - For other services  STAFF COSTS  Wages and salaries Social security costs | Auditors' remuneration - For audit - For other services  STAFF COSTS  Wages and salaries Social security costs Pension contributions  \$\frac{\fi |

None of the Trustees received any remuneration or benefits during the year (2011 None) Expenses totalling £585 were reimbursed to trustees during the year (2011 £443)

The emoluments of one member of staff are within the range £70,001 to £80,000

The average number of employees during the year was as follows

|                                 | Group       |      | <u>Parent</u> |             |
|---------------------------------|-------------|------|---------------|-------------|
|                                 | <u>2012</u> | 2011 | 2012          | <u>2011</u> |
| Aspire National Training Centre | 54          | 55   | 54            | 55          |
| Other                           | 15          | 15   | 15            | 15          |
| Trading subsidiary              | 7           | 7    | -             | -           |
|                                 | 76          | 77   | 69            | 70          |
|                                 |             |      |               |             |

# 'ASPIRE'

# **Notes To The Financial Statements**

| 6 | TANGIBLE FIXED ASSETS | Leasehold             | Fixtures, Fittings and |                       |
|---|-----------------------|-----------------------|------------------------|-----------------------|
|   | Group and Charity     | Improvements<br>£'000 | Computers<br>£'000     | <u>Total</u><br>£'000 |
|   | Cost                  |                       |                        |                       |
|   | At 1 April 2011       | 226                   | 220                    | 446                   |
|   | Additions             | 6                     | 38                     | 44                    |
|   | Disposals             | •                     | <u>.</u>               | -                     |
|   | At 31 March 2012      | 232                   | 258                    | 490                   |
|   | Depreciation          | <del></del>           |                        |                       |
|   | At 1 April 2011       | 128                   | 142                    | 270                   |
|   | Charge for the year   | 10                    | 61                     | 71                    |
|   | Disposals             | -                     | -                      | -                     |
|   | At 31 March 2012      | 138                   | 203                    | 341                   |
|   | Net Book Value        | <del></del>           |                        |                       |
|   | At 31 March 2012      | 94                    | 55<br>                 | 149                   |
|   | At 31 March 2011      | 98                    | 78                     | 176                   |

In the opinion of the directors the building comprising the National Training Centre has a nil value due to it being sited on land leased from the Royal National Orthopaedic Hospital and hence subject to certain restrictions. On this basis the building and certain associated equipment have been shown in the accounts of Aspire at a cost of nil, being depreciated cost less capital grants received.

| 7 | INVESTMENT                       | Grou                 | ıp            | Charity              |                      |
|---|----------------------------------|----------------------|---------------|----------------------|----------------------|
|   |                                  | <u>2012</u><br>£'000 | 2011<br>£'000 | <u>2012</u><br>£'000 | <u>2011</u><br>£'000 |
|   | Shares in subsidiary undertaking | 4.500                | -             | -                    | -                    |
|   | Other investments (note 7.1)     | 1,590                | 2             | 1,590                | 2                    |
|   |                                  | 1,590                | 2             | 1,590                | 2                    |
|   |                                  |                      |               |                      |                      |

Aspire is the beneficial owner of 10 ordinary shares of £1 each being the whole of the issued share capital of Aspire Fundraising Limited, a company incorporated in England

| 7 1 | OTHER INVESTMENTS           | <u>2012</u><br>€'000 | <u>2011</u><br>£'000 |
|-----|-----------------------------|----------------------|----------------------|
|     | Market value at 1 April     | 1,872                | 1,741                |
|     | Additions at cost           | 735                  | 1,290                |
|     | Proceeds on disposal        | (886)                | (1,275)              |
|     | Gain/(loss) on revaluation  | (131)                | 116                  |
|     | Market value at 31 March    | 1,590                | 1,872                |
|     | Historical cost at 31 March | 1,663                | 1,765                |

# 'ASPIRE'

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# **Notes To The Financial Statements**

| 7 1 | OTHER INVESTMENTS (continued)                                  |                      |                      | 2012<br>£            | <u>2011</u><br>€     |
|-----|--|----------------------|----------------------|----------------------|----------------------|
|     | CAF Bond Income Units CLA Northern Bank                        |                      |                      | 49<br>202            | 50<br>-<br>250       |
|     | Scottish Widow Ashcourt Rowan Asset Management                 |                      | _                    | 309<br>1,030         | 358<br>1,214         |
|     |  |                      | <del></del>          | 1,590                | 1,872                |
| 8   | sтоск  | Group                | ***                  | Cha                  | •                    |
|     |  | <u>2012</u><br>£'000 | <u>2011</u><br>£'000 | <u>2012</u><br>£'000 | <u>2011</u><br>£'000 |
|     | Goods for sales  | _ 1                  | _ 1                  | -                    | •                    |
| 9   | DEBTORS  |                      |                      |                      |                      |
|     | Other debtors Prepayments and accrued income                   | 53<br>142            | 32<br>193            | 40<br>57             | 20<br>96             |
|     |  | 195                  | 225                  | 97                   | 116                  |
| 10  | CREDITORS Amounts falling due within one year                  |                      |                      |                      |                      |
|     | Trade creditors  | 144                  | 124                  | 134                  | 124                  |
|     | Subscriptions in advance Other taxes and social security costs | 323<br>49            | 262<br>44            | 171<br>49            | 128<br>44            |
|     | Other taxes and social security costs Other creditors          | 49                   | 8                    | 48                   | 8                    |
|     | Accruals and deferred income                                   | 46                   | 68                   | 44                   | 66                   |
|     |  | <b>562</b>           | 506                  | 398                  | 370                  |

### Notes To The Financial Statements

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| 11 | RESTRICTED FUNDS                         | Balance<br>1 April<br><u>2011</u><br>£'000 | Incoming<br>Resources<br>£'000 | Utilised/<br><u>Released</u><br>£'000 | Investment<br>gain &<br><u>Transfers</u><br>£'000 | Balance<br>31 March<br><u>2012</u><br>£'000 |
|----|--|--|--------------------------------|---------------------------------------|---|---|
|    | Professorial Chair                       | 1,236                                      | 82                             | (32)                                  | (132)   | 1,154                                       |
|    | Carer Fund                               | . 9  | -                              | `(2)                                  | · -   | 7   |
|    | Fitness Studio                           | 4  | 1                              | -                                     | •   | 5   |
|    | Aspire Housing                           | 19   | 106                            | (106)                                 | -   | 19  |
|    | Physio Fund                              | -  | -                              | ` -                                   | -   | -   |
|    | Pope John Paul Garden                    | 1  | _                              | (2)                                   | 1   | -   |
|    | Spinal Injury Centre                     | 1  | -                              | -                                     | -   | 1   |
|    | Wheelchair Basketball                    | -  | 2                              | (2)                                   | -   | -   |
|    | Wheelchair Rugby                         | 1  | 1                              | -                                     | -   | 2   |
|    | Wheelchair Football                      | -  | -                              | -                                     | -   | -   |
|    | Assistive Technology                     | _  | 25                             | (25)                                  | -   | -   |
|    | Independent Living                       | -  | 36                             | (36)                                  | _   | -   |
|    | Big Lottery - Independent<br>Living Fund | -  | 40                             | (40)                                  | -   | -   |
|    | Capital grants Fund                      | 26   | _                              | (2)                                   | _   | 23  |
|    | Graham Nicholson Fund                    | 14   | 1                              | `-                                    | -   | 15  |
|    | Mary Tye Fund                            |  | 45                             |                                       | -   | 45  |
|    |  | 1,311                                      | 339                            | (248)                                 | (131)   | 1,271                                       |

The Professorial Chair fund has been established to support a professorial chair in disability and technology through University College London Institute of Orthopaedics and Musculo-Skeletal Sciences, based at the Royal National Orthopaedic Hospital Spinal Injury Unit. The purpose of the research undertaken through the Professorial Centre is to demonstrate, by using internationally recognised best practice, how marked improvement in function and quality of life can be achieved in a cost effective manner. The value of this research will benefit some of the most disadvantaged members of our society with physical disabilities. The fund receives income from the investments and interest from money held on account.

The Carer Fund has very kindly been supported over previous years by the Henry Smith Charity and John W Greening MBE. This has involved the development of training courses to give carers the knowledge and confidence to care for someone with a spinal cord injury. Aspire trained over 150 carers throughout the UK during a three year period. Aspire is now undertaking necessary research to identify issues with the provision of Care to provide evidence in support of our Campaigning for improvements in Carer Service. Aspire will also investigate the possibilities of developing new services to address clearly identified issues if it is best placed to do so

The Aspire National Training Centre Fitness Studio fund provides funding to support the purchase of additional fully accessible equipment that can be used by disabled and non-disabled customers. We are grateful to the City Bridge Trust and the London Marathon Charitable Trust for their financial support. Improvements have been made through the purchase of specialist accessible fitness equipment and the full refurbishment of the Studio which we have benefited from throughout the year

Aspire Housing provides temporary homes in the local community in key locations in England, Wales and Scotland for newly discharged patients. Spinally injured individuals may temporarily live in a specially adapted and fully accessible comfortable environment on their own or with their family, whilst arrangements are made to meet their long-term housing needs. We are extremely grateful to those individuals and Trusts for their financial support during the year.

### 'ASPIRE'

#### Notes To The Financial Statements

# 11 RESTRICTED FUNDS (Continued)

The Physio Fund supports the purchase of incidental equipment that will benefit patients and assist the Occupational and Physiotherapists, at the Royal National Orthopaedic Hospital, with the rehabilitation of patients with a spinal cord injury

Aspire fund the maintenance and upkeep of the Pope John Paul II Garden, which is located next to the Royal National Orthopaedic Hospital Spinal Injury Centre The cost of this work is supported through a private donation to Aspire each year

The Spinal Centre Fund receives donations from patients and families of patients. These funds are used to purchase a wide range of incidental items in support of patients.

Aspire provides financial support to cover some of the expenses for the Wheelchair Basketball, Wheelchair Rugby and Electric Wheelchair Football based at the National Training Centre and nationally

Our Assistive Technology programme provides specialist computer equipment, software and training support to teach people with a spinal cord injury with limited or no physical ability to operate a computer. This service is provided through Occupational Therapy Departments and dedicated rooms to give patients valuable access to the internet and permits communication with family, friends and work colleagues worldwide. Through generous grants from the James Tudor Foundation this service has been provided in the majority of Spinal Injury Centres throughout England, Wales, Northern Ireland and the Republic of Ireland.

The Independent Living fund includes a restricted Big Lottery Fund Grant and sponsorship from Shoosmiths Solicitors, Potter Rees Solicitors and PR Hanna Solicitors. This money is given in support of employing Independent Living Advisors who provide direct practical support information and guidance to new spinally injured patients and for the management of the team of Independent Living Advisors

The Big Lottery - Independent Living Fund is a Big Lottery Grant in support of the direct cost of delivering our Independent Living national services

The Capital Grants Fund represent grants received for the purchase of tangible fixed assets and is released at a rate consistent with the depreciation charged on these assets

The Graham Nicholson Fund was set up after his death in a motor accident in 2006. Dr Graham Nicholson was a highly regarded senior research fellow in the Aspire Centre for Disability Sciences, Institute of Orthopaedics and Musculoskeletal Science, University College London. This fund will provide financial support to research students who continue to work in the field of disability and technology to which Dr Nicholson was so dedicated.

The Mary Tye Fund has been set up to support spinal cord injury research approved by the UK Spinal Cord Injury Research Network The fund was established by the kind and generous donation from Mrs Mary Tye

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#### Notes To The Financial Statements

| 12 | UNRESTRICTED FUNDS            | Balance<br>1 April<br><u>2011</u><br>£'000 | Income<br>£'000 | Expenditure<br>£'000 | Investment<br>gain<br><u>Transfers</u><br>£'000 | Balance<br>31 March<br><u>2012</u><br>£'000 |
|----|-------------------------------|--|-----------------|----------------------|---|---|
|    | Designated Funds              |  |                 |                      |   |   |
|    | Aspire Westlake Research Fund | 75   | -               | -                    | (75)  | -   |
|    | Aspire Grants                 | 111  | 104             | (145)                | 75  | 145   |
|    | Aspire Housing                | 25   | -               | (25)                 | -   | -   |
|    | Independent Living            | 15   | -               | (15)                 | -   | -   |
|    | Building Fund                 | 81   | <del>-</del>    | (10)                 | -   | 71  |
|    | FES Rowing                    | 1  | -               | -                    | -   | 1   |
|    | Integrated Arts & Drama       | 7  | -               | (2)                  | -   | 5   |
|    | Assistive Technology          | 10   | -               | (10)                 | -   | -   |
|    | Disability Employment Project | 3  |                 | (3)                  |   |   |
|    |                               | 328  | 104             | (211)                | -   | 222   |
|    | Other                         |  |                 |                      |   |   |
|    | General reserve               | 299  | 2,199           | (2,201)              | <u> </u>  | 296   |
|    |                               | 627  | 2,303           | (2,411)              | -   | 518   |

Designated funds form part of Unrestricted Funds and are amounts set aside by the Trustees to meet specific future requirements of the organisation. Further details of these funds are shown below

The Aspire Westlake Research Fund is intended to fund research to find practical ways to identify and improve the effects of the ageing process in those with a spinal cord injury. The funds set aside are to support the cost of a PhD studentship at the Aspire Centre for Disability Sciences. The Trustees have chosen to transfer these funds in support of Aspire Grants with the PhD Studentship being funding from the Restricted Professorial Chair Fund.

The designation of £75,000 will support the cost of managing Aspire Grants over the next three years therefore ensuring that all funds raised in support of the fund will go direct to grant beneficiaries

The Housing, Independent Living and Assistive Technology funds support part of our service costs incurred during the year

The Aspire National Training Centre is now more than fourteen years old and the Trustees aim to maintain a fund to support any possible unplanned/unforeseen major cost of repair. This is why we hold a Building Fund

FES Rowing (Functional Electrical Stimulation Rowing) is a programme being supported by Aspire with the aim of translating over fifteen years of research in this area into a publicly available benefit to the spinal injury community. We are most grateful for a grant in support of this project from the Childwick Trust

The Integrated Arts & Drama fund has supported project work to introduce more inclusive services in the Aspire National Training Centre

The Disability Employment Project was set up to develop employment opportunities for disabled people. This money successfully funded a pilot training course for nine disabled people to become qualified fitness instructors with four securing permanent employment. The project has continued into the new financial year with no less than four additional courses being completed.

# 'ASPIRE'

# Notes To The Financial Statements

# 13 ALLOCATION OF CHARITY NET ASSETS

The net assets of the charity are held for the various funds as follows

|                    | Fixed<br><u>Assets</u><br>£'000 | Investments<br>£'000 | Current<br><u>Assets</u><br>£'000 | Current <u>Liabilities</u> £'000 | Total<br><u>2012</u><br>£'000 |
|--------------------|---------------------------------|----------------------|-----------------------------------|----------------------------------|-------------------------------|
| Restricted funds   | 23                              | 1,339                | 8                                 | (99)                             | 1,271                         |
| Unrestricted funds | 126                             | 251                  | 604                               | (463)                            | 518                           |
|                    | 149                             | 1,590                | 612                               | (562)                            | 1,789                         |

# 14 PENSION

The company contributes to a defined contribution pension scheme in respect of its employees. The contributions payable are charged to the Statement of Financial Activities. Pension contributions for the year amounted to £17,995 (2011 £10,884)