

CDM COMMUNITY TRANSPORT

TRUSTEES' REPORT

FOR THE YEAR ENDED 31 MARCH 2023

The trustees present their report and financial statements for the year ended 31 March 2023.

Background

CDM Community Transport (CDM) was established in 2013 as a result of the merger of Cookstown Rural Community Transport and Dungannon and District Community Transport.

CDM Community Transport is a company limited by guarantee with charitable status that has been established to provide the transport services, previously carried on by two organisations in Cookstown and Dungannon. The new company will also act as lead body to administer DFI funding to the existing Magherafelt organisation - Out and About Community Transport.

CDM Community Transport operates on a 10b permit. Only registered members can avail of the transport services.

Structure, governance and management

The organisation is a company limited by guarantee and does not have share capital. The company is a registered charity with the NI Charities Commission from the 15 December 2015 (charity number: NIC 103418).

The company was established under a Memorandum and Articles of Association, which established the objects and powers of the charitable company, and is governed under its Articles of Association.

CDM Community Transport has a cross-community focus and is managed by the trustees who are elected annually and representatives must be elected from both council areas.

The appointment of trustees is in accordance with the charity's Articles of Association, whereby each member will be entitled to nominate one person only in writing not less than seven days before the date of the Annual General Meeting.

The trustees (who are also the directors for the purposes of company law) who served during the year were:

W Mayne MBE
F Burton
L Hughes
M O'Neill MBE
S Donnelly
M Farquhar
B Scullion

(Appointed 1 May 2022)

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Objectives and activities

The objects and activities of the charity are:

1. To provide safe, accessible door-to-door transport to members, especially the most disadvantaged members living in the rural areas of Mid Ulster:
 - providing an accessible vehicle which can collect people from their homes and take them to the required destination
 - training drivers to the MiDAS standard in order to provide a quality service
 - raising the profile of CDM Community Transport in various hamlets and villages in the Mid Ulster Area in an effort to increase participation in the project
 - ensuring that staff who deal with disabled members are trained in Customer Care and Passenger Assistance
 - utilising the most cost-effective vehicle in the provision of demand led rural transport services
 - making the small vehicle available to families who have a disabled family member.
2. To provide a door-to-door service to members living in rural areas where there is little or no other form of suitable transport available:
 - increasing the database of volunteer drivers who are willing to give up their spare time for the benefit of others
 - provide disability awareness training and First Aid to suitable volunteers
 - raising awareness, especially in rural villages and hamlets
 - co-ordinating volunteer availability with demand in specific areas of the district
 - providing regular support, training and information for volunteer drivers
 - liaising with other community and voluntary activists in service provision to disadvantaged groups and individuals.
3. Increase the efficiency and effectiveness of local transport resources with a one-stop-shop:
 - providing information and advice to members on various suitable modes of transport
 - building up relationships with private operators and taxi owners in the district
 - working closely with neighbouring Rural Transport Partnerships in preparation for the restructuring of local Councils
 - providing a feeder service to the Public Transport
 - providing information on training available to other voluntary organisations, especially those who operate their own transport.
- 4.CDM Community Transport have been providing Disability Action Services from April 2013.

Achievements and performance

The company has during the year endeavoured:

- to provide Dial a lift services to registered members living in rural areas of Mid Ulster who have no access to public transport,
- to provide free or ½ fare travel (up to April 2021) to members who have a verified smartpass,
- to continue to provide group hire on either a 'with' or 'without driver' basis,

At present CDM Community Transport have 366 group memberships, 1,396 individual members and 333 DAT members.

The directors are satisfied that all grants, including the RTF and COVID Relief (Resource) Funding have been used solely for the purposes intended and in accordance with each of the terms and conditions.

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Financial Review

The company meets its day to day running costs via a revenue grant from the Department of Infrastructure. This grant is normally made for a 12 month period and guarantees funding for that period. As a result of the ongoing political instability in Northern Ireland and lack of a functioning Assembly, the company have only received a letter of offer from the Department for funding to 31 July 2023. There has been no offer of funding from the Department regarding the rest of the next financial year. This creates a material uncertainty over the ability of the company to continue as a going concern.

The Trustees are in constant contact with the Department and have no reason to believe that funding will not be achieved. In the interim the Trustees have sought new sources of funding and started a process of cost reductions to ensure that the company can continue as a going concern.

The trustees will conduct annual reviews of the appropriate level of unrestricted reserves. The purpose of this reserve is to provide stability for the charity to ensure that it is able to honour existing contractual obligations, to upgrade existing capital equipment, to cover unforeseen events beyond the company's control and to enable it to continue its operations in the unlikely event of a significant fluctuation in expenditure or income. The board has an ongoing programme of capital replacement due to high maintenance and running costs.

The committee aim to build reserves to at least 3 months of annual expenditure, to meet financial commitments, to meet capital repayments for vehicles purchased on Hire Purchase and also to build in a provision for redundancy for all staff in the unlikely event that funding would cease. The committee currently estimate the provision for redundancy to be £83,000. This may be achieved by increasing earned income or reducing expenditure. The present level of reserves available to the charity is £266,832 and this is considered satisfactory. Of this amount, £63,000 is held in cash at bank and in hand.

Auditor

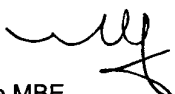
David Lyttle + Co Ltd were appointed auditor to the company and in accordance with section 485 of the Companies Act 2006, a resolution proposing that they be re-appointed will be put at a General Meeting.

Statement of disclosure to auditor

So far as the trustees are aware, there is no relevant audit information of which the company's auditor are unaware. Additionally, the trustees have taken all the necessary steps that trustees ought to have taken as trustee in order to make themselves aware of all relevant audit information and to establish that the company's auditors are aware of that information.

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

On behalf of the board

 MBE

W Mayne MBE

Trustee

29 June 2023