

**EDINBURGH HEADWAY GROUP**  
**Annual Report and Financial Statements**  
**For the year ended 31 March 2005**

50138081



# **EDINBURGH HEADWAY GROUP**

## **Annual Report and Financial Statements**

**For the year ended 31 March 2005**

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### **Executive Committee**

**Directors:** Mrs J M Bryden MBE  
J B Armstrong Dip Arch  
JDM Urquhart CA  
W Bryden MA, LLB, SSC  
Mrs M S Miller (resigned 15 September 2004)  
M A B Dickson BSc  
D Williamson BSc CA (appointed 15 September 2004)

**Co-opted Members:** B Pentland FRCP (Co-opted 15 September 2004)  
Mrs D Wallace (Co-opted 15 September 2004)  
K P Rutherford BSc Hons (Co-opted 15 September 2004)  
C Normand WS (Co-opted 29 March 2005)

### **Chairman**

Mrs Jean M Bryden MBE

### **Secretary**

M A B Dickson BSc

### **Treasurer**

J D M Urquhart CA

### **Auditor**

A B Dobson & Co CA

### **Bankers**

Royal Bank of Scotland

### **Solicitors**

Balfour & Manson

### **Registered office**

Headway House  
Astley Ainslie Hospital  
Canaan Lane  
Edinburgh  
EH9 2HL

**Registered Number:** 138081

**Registered Charity:** SC006528

**EDINBURGH HEADWAY GROUP**  
**Report of the Directors**  
**For the year ended 31 March 2005**

The Directors have pleasure in presenting their report for the year ended 31 March 2005.

**Constitution**

Edinburgh Headway Group was incorporated in April 1992 as a company limited by guarantee and on 26 May 1992 acquired the net assets of the Edinburgh Headway Group, a trust which had been formed in 1982. It has received permission from the Registrar of Companies to omit the word "limited" from the company name.

**Objectives and Activities**

It is the intention of the Group to carry on the rehabilitation of persons who have suffered traumatic head injuries and to provide care and support for such persons, their relatives and carers. To carry out this work the Group will continue to provide a full programme of activities and therapy sessions.

**Executive Committee**

**Directors**

The directors during the year were as shown on page 1.

**Co-opted Members**

B Pentland, K P Rutherford and Mrs D Wallace were co-opted on 15 September 2004 and C Normand on 29 March 2005 as members of the committee until the Annual General Meeting. All are eligible for re-appointment by the Board of Directors to the Executive Committee.

**Financial results**

The Group's surplus as disclosed in the Income and Expenditure Account and Statement of Financial Activities amounted to £74,067 (2004 - £56,742). £30,000 has been transferred to the Capital and Development Fund and the balances of £27,722 and £16,801 have been carried forward in the General Fund and Restricted Funds respectively.

During the year under review the Group was again grateful to receive grants and donations from many sources including another major donation from Henderson Boyd Jackson. Support was continued from the City of Edinburgh Council and a new source of funding was received from the Big Lottery Fund. Funding from Lothian Health Board also continued but at a significantly reduced level.

The financial results do not include any value for the work by the many volunteers, without which the work of the Group could not be carried out.

**Big Lottery Fund Project**

At the beginning of the financial year, the Directors were delighted to be awarded a grant of £173,321 over a period of 3 years to develop a project to improve access to the services provided by the Group and other similar organisations.

## **EDINBURGH HEADWAY GROUP**

### **Report of the Directors**

**For the year ended 31 March 2005**

#### **Reserves Policy**

The Directors have reviewed the financial requirements of the Group and have concluded that, in view of the changes at the Astley Ainslie Hospital which commenced in early 2005, the unrestricted funds required by the Group are as follows:

General Fund	£30,000
Capital and Development Fund	£650,000

At the above levels the Directors believe that the Group would be able to meet any foreseeable expenditure, relating to property, from the Capital and Development Fund and ordinary expenditure from the General Fund, when supplemented by recurring grants and fundraising. The current levels of reserves are £27,722 and £374,157 respectively and the Directors will continue to seek additional funds to meet the shortfall (see note 9a).

#### **Investment Policy**

Under the Memorandum and Articles of Association, the Group has power to make any investment which the Directors see fit.

Investment decisions are made after receiving expert advice and the Group's investment approach is reviewed annually.

The Group's investment policy is based on a medium to low investment risk.

The rise in the stock market during the year has resulted in a partial recovery in the value of the Group's investments and this, together with the investment of an additional £100,000, has resulted in an increase in the value of investments to £376,863.

#### **Risk Assessment**

The Directors have conducted their own review of the major risks to which the Group is exposed and have taken steps to mitigate those risks.

#### **Statement of Directors' responsibilities**

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

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

The directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

**EDINBURGH HEADWAY GROUP**

**Report of the Directors**

**For the year ended 31 March 2005**

**Auditor**

Following the retiral of A B Dobson, a resolution to appoint Whitelaw Wells CA as Auditors of the Group will be submitted to the members at the Annual General Meeting to be held on 14 September 2005.

2 August 2005

**By order of the Directors**

*Malcolm A B Dickson*

**Secretary**

*M A B Dickson BSc*

**EDINBURGH HEADWAY GROUP**  
**Independent Auditors' Report to the Members**  
**For the year ended 31 March 2005**

We have audited the financial statements of the Edinburgh Headway Group for the year ended 31 March 2005, which comprise the Income and Expenditure Account (incorporating a Statement of Financial Activities), the Balance Sheet and the related notes. These financial statements have been prepared under the historical cost convention and the accounting policies set out therein.

This report is made solely to the Members of the Edinburgh Headway Group, as a body, in accordance with Companies Act 1985. Our audit work has been undertaken so that we might state to the Group'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 Group and the Members as a body, for our audit work, for this report, or for the opinions we have formed.

**Respective responsibilities of trustees and auditors**

The trustees (who are also the directors of the Edinburgh Headway Group for the purposes of company law) have responsibilities for preparing the Report of the Directors and the financial statements in accordance with applicable law and United Kingdom Accounting Standards and these responsibilities are set out in the Statement of Directors' Responsibilities.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Directors' Report is not consistent with the financial statements, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We are not required to consider whether any statement in the Directors' Annual Report concerning the major risks to which the charity is exposed covers all existing risks and controls, or to form an opinion on the effectiveness of the charity's risk management and control procedures.

We read other information contained in the Directors' Annual Report and consider whether it is consistent with the audited financial statements. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

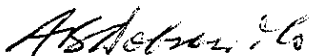
**Basis of audit opinion**

We conducted our audit in accordance with United Kingdom Auditing Standards issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the directors in the preparation of the financial statements and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

**Opinion**

In our opinion the financial statements give a true and fair view of the state of the company's affairs as at 31 March 2005 and of its incoming resources and application of resources including, in its income and expenditure account, the surplus for the year then ended and have been properly prepared in accordance with the Companies Act 1985 applicable to small companies.



A B Dobson & Co CA  
Chartered Accountant and Registered Auditor  
Drem, North Berwick

2 August 2005

# EDINBURGH HEADWAY GROUP

## Income & Expenditure Account incorporating Statement of Financial Activities

For the year ended 31 March 2005

	Notes	Unrestricted Fund £	Designated Fund £	Restricted Funds £	2005 £	2004 £
<b>Incoming resources</b>						
Voluntary income						
- Donations		49,126	-	-	49,126	46,965
Activities in furtherance of objectives						
- Grants	2	21,948	-	81,467	103,415	61,620
- Transport contributions		776	-	-	776	1,753
Activities for generating funds						
- Miscellaneous Fund Raising		2,320	-	-	2,320	2,195
- Subscriptions		153	-	-	153	192
Investment Income		15,117	-	-	15,117	11,612
Miscellaneous		512	-	-	512	222
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		89,952	-	81,467	171,419	124,559
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Resources expended</b>						
Activities in furtherance of objectives						
- Charitable expenditure	4	56,043	-	63,570	119,613	92,393
- Administrative costs	3	2,387	-	4,631	7,018	4,216
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
		58,430	-	68,201	126,631	96,609
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net incoming resources before transfers</b>		31,522	-	13,266	44,788	27,950
Transfers between funds	9	(30,000)	30,000	-	-	-
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Surplus for year</b>		1,522	30,000	13,266	44,788	27,950
Gain on sale of fixed asset		-	-	-	-	2,746
Investment gains – Realised	6&9a	-	1,572	-	1,572	4,145
- Unrealised	9a	-	27,707	-	27,707	21,901
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
<b>Net movement in funds</b>		1,522	59,279	13,266	74,067	56,742
Balances at 1 April	9	26,200	314,878	3,535	344,613	287,871
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
Balances at 31 March	9	27,722	374,157	16,801	418,680	344,613
		<hr/>	<hr/>	<hr/>	<hr/>	<hr/>

All activities relate to continuing operations.

There are no recognised gains and losses other than those included above.

The notes on pages 8 to 12 form part of these financial statements

# EDINBURGH HEADWAY GROUP

## Balance Sheet

As at 31 March 2005

	Notes	£	2005	£	£	2004	£
<b>Fixed assets</b>	5			3,573			2,023
<b>Investments</b>	6			376,863			272,635
				<hr/>			<hr/>
				380,436			274,658
<b>Current assets</b>							
Debtors and prepayments			9,225			2,310	
Cash at bank and on deposit			45,132			72,902	
			<hr/>			<hr/>	
			54,357			75,212	
<b>Creditors: Amounts falling due within one year</b>	8		(16,113)			(5,257)	
			<hr/>			<hr/>	
<b>Net current assets</b>				38,244			69,955
				<hr/>			<hr/>
<b>Total net assets</b>				418,680			344,613
				<hr/>			<hr/>
<b>Funds</b>							
Designated fund	9a			374,157			314,878
Restricted funds	9b			16,801			3,535
Unrestricted funds	9c			27,722			26,200
				<hr/>			<hr/>
				418,680			344,613
				<hr/>			<hr/>

The Financial Statements were approved by  
the Committee on 28 June 2005

 Chairman  
Jean M Bryden MBE

The notes on pages 8 to 12 form part of these financial statements



## EDINBURGH HEADWAY GROUP

### Notes to the Financial Statements

For the year ended 31 March 2005

#### 1. Accounting policies

##### Basis of accounting

Apart from investments, which are stated at market value, the Financial Statements have been prepared on the historical cost basis of accounting and are in accordance with applicable Financial Reporting Standards in the United Kingdom. They are in accordance with the recommendations in the Statement of Recommended Practice – Accounting and Reporting by Charities (issued in October 2000). There have been no changes in the accounting policies.

As allowed by paragraph 3 (3) of schedule 4 to the 1985 Companies Act the directors have, due to the special nature of the company's business, adapted the prescribed format of the Profit and Loss Account.

##### Depreciation

Depreciation is provided on all fixed assets at rates calculated to write off the cost less estimated residual value of each asset evenly over its expected useful life as follows:

Equipment        3 to 5 years

##### Investment income

Income from investments is credited gross to the Income and Expenditure Account in the year in which it is received.

##### Therapy costs

Therapy costs are shown after deduction of £1,995 (2004 - £1,892) in respect of contributions by beneficiaries.

##### Pensions

The Group operates a stakeholder pension scheme, which currently has no members.

##### VAT

Edinburgh Headway Group is not registered for VAT and expenditure includes VAT where applicable.

##### Charitable activities

Expenditure has been allocated between administration and the services of the Group to reflect the value derived by each activity.

2. Grants	2005 £	2004 £
Lothian Health Board	21,948	28,690
City of Edinburgh Council	33,589	32,930
Big Lottery Fund	47,878	-
	<hr/>	<hr/>
	103,415	61,620
	<hr/>	<hr/>

# EDINBURGH HEADWAY GROUP

## Notes to the Financial Statements - continued

For the year ended 31 March 2005

3. Administrative Costs		2005	2004
		£	£
Printing, stationery, postage and telephone		7,048	4,692
Insurance		2,952	2,239
Property and equipment costs		695	1,447
Professional fees		6,229	4,641
Auditors remuneration		620	600
Recruitment expenses		2,620	827
Miscellaneous expenses		2,067	1,423
		<hr/>	<hr/>
		22,231	15,869
Less : Allocated to Charitable expenditure (notes 1 and 4)		(15,213)	(11,653)
		<hr/>	<hr/>
		7,018	4,216
		<hr/>	<hr/>
4. Charitable expenditure		2005	2004
		£	£
Staff costs	- Salaries	87,639	63,687
	- Social security costs	6,372	3,586
		<hr/>	<hr/>
		94,011	67,273
Therapy costs	1	2,354	3,561
Training		823	356
Advertising		170	362
Transport costs		1,603	5,385
Volunteer expenses		3,021	2,663
Care Commission		460	-
Depreciation	5	1,958	1,140
		<hr/>	<hr/>
		104,400	80,740
Allocated costs	3	15,213	11,653
		<hr/>	<hr/>
		119,613	92,393
		<hr/>	<hr/>

The average weekly number of employees during the year was 11 (2004 - 12).

No remuneration was paid to any member of the Executive Committee during the period (2004 - Nil) and no reimbursements of expenses incurred on behalf of the Group have been requested by the Directors (2004 - nil).

# EDINBURGH HEADWAY GROUP

## Notes to the Financial Statements - continued

For the year ended 31 March 2005

<b>5. Fixed assets</b>	<b>Equipment</b>	
	<b>£</b>	
<b>Cost</b>		
At 1 April 2004	16,827	
Additions during year	3,508	
	<hr/>	
	20,335	
	<hr/>	
<b>Depreciation</b>		
At 1 April 2004	14,804	
Charge for year	1,958	
	<hr/>	
	16,762	
	<hr/>	
<b>Net book value</b>		
At 31 March 2005	3,573	
	<hr/>	
At 31 March 2004	2,023	
	<hr/>	
<b>6. Investments</b>	<b>2005</b>	<b>2004</b>
	<b>£</b>	<b>£</b>
Market value at 1 April 2004	272,635	147,492
Disposal at opening Market Value	(24,080)	(12,035)
Additions at cost	100,601	115,277
Unrealised gains	27,707	21,901
	<hr/>	<hr/>
Market value at 31 March 2005	376,863	272,635
	<hr/>	<hr/>
Cost at 31 March 2005	360,842	286,783
	<hr/>	<hr/>
Analysis of how the portfolio is structured:		
	<b>2005</b>	<b>2004</b>
	<b>%</b>	<b>%</b>
UK Government Stocks	9.1	6.1
Other UK Fixed Interest and Convertible Stocks	9.1	15.9
Other UK Equities	81.8	78.0
	<hr/>	<hr/>
	100.0	100.0
	<hr/>	<hr/>

# EDINBURGH HEADWAY GROUP

## Notes to the Financial Statements - continued

For the year ended 31 March 2005

### 7. Taxation

Edinburgh Headway Group is a charity and is recognised as such by the Inland Revenue for taxation purposes. As a result there is no liability to taxation on any of its income.

### 8. Creditors: amount falling due within one year

	2005 £	2004 £
Other creditors	7,197	5,257
Deferred grant	8,916	-
	<u>16,113</u>	<u>5,257</u>

### 9. Funds

a. Designated Fund	2005 £	2004 £
<b>Capital &amp; Development Fund</b>		
Balance at 1 April	314,878	258,832
Investment gains - Realised	1,572	4,145
- Unrealised	27,707	21,901
Transfer from General Fund	30,000	30,000
	<u>374,157</u>	<u>314,878</u>

The Capital and Development Fund has been established to provide resources for the relocation arising from the re-development of the Astley Ainslie Hospital, the first phase of which commenced in early 2005. The existing premises are supplied by the Hospital on an informal year-to-year basis and are due to be demolished as part of Phase 1 of the redevelopment. The probable current cost of suitable replacement premises has been professionally estimated at £427,000. This cost excludes site acquisition which cannot be readily predicted but would be a material amount. The costs of temporary accommodation, fit out costs and furniture and fittings have been similarly excluded.

The Fund may not normally be applied for the purposes of revenue expenditure.

b. Restricted Funds	Balance at 1 April 2004	Incoming Resources	Transfers during year	Expenditure during year	Balance at 31 March 2005
Befriending Project	3,535	33,589	-	33,892	3,232
Big Lottery Fund	-	47,878	-	34,309	13,569
	<u>3,535</u>	<u>81,467</u>	<u>-</u>	<u>68,201</u>	<u>16,801</u>

Restricted Funds are in respect of grants given specifically for a) The Befriending Project which seeks to reduce the isolation of head injured people and give respite for family and carers and b) The Big Lottery Fund which funds the improvement of access to support services for the head injured family and carers.

# EDINBURGH HEADWAY GROUP

## Notes to the Financial Statements - continued

For the year ended 31 March 2005

### 9. Funds – continued

	2005 £	2004 £
<b>c. Unrestricted General Fund</b>		
Balance at 1 April	26,200	25,780
Surplus for year per Income and Expenditure Account	31,522	30,420
Transfer to Designated Fund - Capital and Development Fund	(30,000)	(30,000)
	<u>27,722</u>	<u>26,200</u>

### 10. Analysis of net assets between funds

	Designated Fund £	Restricted Fund £	Unrestricted Fund £	Total Funds £
Balances at 31 March 2005	374,157	16,801	27,722	418,680
<b>Represented by:</b>				
Fixed assets	2,643	930	-	3,573
Investments	376,863	-	-	376,863
Net current assets	(5,349)	15,871	27,722	38,244
	<u>374,157</u>	<u>16,801</u>	<u>27,722</u>	<u>418,680</u>

### 11. Capital

The Group has no Share Capital as it is a company limited by guarantee.

### 12. Pensions

#### *Defined contribution scheme*

As there were no employees within the pension scheme during the year the cost for the year was £nil (31 March 2004 £nil).



# **EDINBURGH HEADWAY GROUP**

## **CHAIRMAN'S REPORT**

**SEPTEMBER 2005**

# **EDINBURGH HEADWAY GROUP**

## **ANNUAL GENERAL MEETING**

### **CHAIRMAN'S REPORT**

**SEPTEMBER 2005**

Headway House has welcomed new members, new volunteers, own-car volunteer drivers, Sixth Formers from George Heriot's School as part of their community involvement and a great many visitors over what has been a very busy but satisfying year. We were also pleased to welcome Campbell Normand to our Management Committee as a co-opted member.

**BEFRIENDING PROJECT** - Simon Glen, Befriending Project Co-ordinator and Joan Gubby, Administrative Assistant, continue to do sterling work for the Project. They have organised regular evening sessions covering many topics and Carers/Befrienders meals and also recruited new Befriending volunteers. They also help out in many other ways in the work of general Headway. We gratefully acknowledge the financial support of the Social Work Department of the City of Edinburgh Council.

**BIG LOTTERY PROJECT** - Maxine Lowrie, the Project Manager, joined Headway in May last year with the aim of improving the quality of life for families, carers and those affected by head injury by improving access to support services including those offered by Headway House thus reducing the social isolation that they feel. She also aims to improve the quality of care by raising awareness amongst medical and other caring professionals of the complex needs of those with head injuries. Maxine, who is now ably supported by Janet Walker as part-time Administrative Assistant, has done excellent work in identifying people with brain injury and their families who would benefit from support. She has visited various hospitals on a regular basis and made presentations to interested groups including GPs, Social Workers and Community Health Care teams. We are very grateful to the Big Lottery Fund for their support for this worthwhile three year Project.

**LOTHIAN HEALTH BOARD FUNDING** - We are grateful to the Board for their continuing financial support towards our core activities although the annual payment has been reduced by £10,000 per annum. The Primary Care Division includes the Astley Ainslie Hospital and as always we are deeply grateful to the Hospital for the continued use of our premises and their ongoing support in other ways.

**FUTURE OF HEADWAY HOUSE** - We understand, at the time of writing, that this remains unresolved and that our occupation is likely to continue for some time. The Hospital Management have promised to keep us fully informed regarding development of the site on part of which Headway House stands.

**CARE COMMISSION/**

**CARE COMMISSION** - The annual Care Commission inspection was scheduled to take place on Wednesday 13 July but, unfortunately, was postponed to later in the year because the Care Commission Officer was ill. Last year's inspection report was very positive and is available to read if you so wish.

**DONATIONS** - Sincere thanks to all our benefactors for their generous financial support throughout the year which helps us to provide the very necessary services to our head-injured members, their families and carers. Henderson Boyd Jackson held yet another very successful SportsQuest Evening and have organised a Spectacular Charity Ball on our behalf in October which promises to be a splendid evening. Our Patron, Ronnie Corbett, performed the opening ceremony at Prestonfield Golf Club of their refurbished Clubhouse and at his request (in lieu of a fee) the Club presented us with a cheque for £750.

**FUND-RAISING** - Our grateful thanks to those who allow us to have our collecting boxes on their premises and to members and carers who have boxes at home. Many thanks also to those who donate and buy from our Headway Shop and to our Activities Co-ordinators for their in-house fund-raising. All very much appreciated.

**NEW MEMBERS** - We extended a warm welcome to several new members this year. We are happy to have them with us and do hope they are enjoying the variety of activities we offer.

**VOLUNTEERS** - We are grateful to our growing army of volunteers for their continued support in so many ways within Headway. What would we do without you! Gail Cody, who was a volunteer part-time Activities Co-ordinator with us for some time has moved on to pastures new. We wish her well and thank her for her input.

**TRANSPORT** - Our grateful thanks to Midlothian Council for their continuing support in bringing in several of our members who are resident in Midlothian on a weekly basis and to our own-car volunteer drivers. Thanks also to volunteer drivers from Henderson Boyd Jackson who have been bringing two of our members in on a regular basis and to Balerno Parish Church Helping Hands who are always willing to help out in an emergency.

**DAYTIME ACTIVITIES** - Ongoing fitness sessions in our gymnasium, Arts/Crafts, Calligraphy, Reflexology, Relaxation, Tai Chi, Study Group, Snooker/Pool, Board games, Karaoke, Creative Writing, Computing, Swimming sessions at the Astley Ainslie Hydrotherapy pool, Music Therapy, Drama group, a Pampering Day for Ladies and our annual Barbecue with live entertainment by Audibility. A Union Canal barge trip organised by the Rotary Club of Braids was much enjoyed as was a later in-house organised trip.

**EVENING ACTIVITIES/**



**EVENING ACTIVITIES** - A Pampering Evening, our annual Burns Supper and Christmas Party.

**ID CARDS** - These are still available on production of 2 passport-sized photographs.

**ADVOCACY** - Our sincere thanks to Mary Mullen in her continuing role as Advocate for our head-injured members

**COUNSELLING** - Confidential counselling sessions for Carers and head-injured members can still be arranged through the Office.

**VOLUNTEER CENTRE INTERVIEWS** - David Williamson, Director and volunteer, agreed to be interviewed for a Case Studies Project. Christine Gibson and Gail Cody were also interviewed as to why they volunteered with Headway and the kind of things done here. Our thanks to them for so willingly agreeing to take part.

**NATIONWIDE AWARDS FOR VOLUNTARY ENDEAVOUR** - Bill Bryden was chosen as a Regional Winner in the Adult Individual Category for the Scotland region of these Awards. Pauline Linn of Headway Scotland very kindly nominated Bill and accompanied him to the Holiday Inn Hotel where he received his commemorative medal and vouchers. Thereafter he attended the National Gala Awards Ceremony at Lord's Cricket Ground as Scottish Finalist in the Adult Individual Category. Sadly Bill wasn't one of the four National Winners chosen but as a Finalist he won a trophy, vouchers and a cheque for £500.00 for the Charity of his choice. - us of course! Well done Bill and thoroughly deserved.

**DANISH BRAIN INJURY ORGANISATION** - Pauline Linn, Headway Scotland Development Manager, asked if a delegation from this group could visit us at Headway House. After a busy morning visiting the Charles Bell Pavilion, meeting with representatives from other organisations, having lunch then moving on to the Robert Fergusson Unit they duly arrived here. We gave them the usual tour then Bill Bryden gave them a run-down on what we, as a voluntary body, offered to those who had suffered a traumatic head injury and how we were run. They were very impressed that we were a mainly volunteer run Charity - they don't appear to have anything like that in Denmark. The feed-back from Pauline on the time the delegation spent with us was very positive.

**BRAIN INJURY SOCIAL WORK GROUP (BISWG)** - A Conference was organised by Fen Parry, senior Social Worker at the Fergusson Unit and Scottish Co-ordinator of BISWG, in the City Chambers which was attended by Social Workers from Scotland, England, Wales and Ireland. Sheena McDonald, broadcaster and journalist spoke about her personal experience following a bad head injury. Other speakers included Dr Brian Pentland, Clinical Director of the Scottish Brain Injury Rehabilitation Service based at the Astley Ainslie Hospital, representatives from a Brain Injury Rehabilitation Centre in Surrey, the Professor of Applied Neuropsychology/

Neuropsychology at Glasgow University and Bill Bryden. Our Display Board was manned by Maxine and Simon. It was a very interesting day and, hopefully, raised the profile of head injury.

**GENERAL ASSISTANT/HANDYMAN** – Sadly we have said goodbye to Andrew Farrar. We thank him for his input which included being our Minibus driver until we scrapped it in 2003. Andrew has promised not to lose touch and will pop in to see us when he can.

**AUDITOR** - We have also said goodbye to Andrew Dobson CA who has audited our annual accounts for many years. We will miss his skilled and cheerful guidance. We wish him well in his retirement.

Finally, sincere thanks to Ian Urquhart, our Treasurer, for all his hard work on our behalf; David Williamson for managing the funding arrangements with City of Edinburgh Council and the Big Lottery and handling the considerable administrative arrangements with the Care Commission; all the Management Committee for their input and support; Clare McCallum as our Bookkeeper at Headway; Staff, Therapists and our ever-growing army of Volunteers. We are fortunate in having so many dedicated people working with and for us.

A handwritten signature in black ink, reading "Jean M. Bryden" with a long horizontal flourish extending to the right.

Mrs Jean M Bryden MBE  
Chairman