



*Reconstructing Lives. Rebuilding Futures.*

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**30 September 2014**



**BAPRAS**

British Association of Plastic  
Reconstructive and Aesthetic Surgeons

### **Our Vision**

To release the world's most vulnerable and marginalised children and adults from a state of poverty caused by deformity or disability through reconstructive plastic surgery.

### **Our Mission**

Provide training in all aspects of reconstructive surgery in developing countries, empowering local reconstructive plastic surgeons, hospitals and nursing staff to provide this vital support themselves.

**BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**  
**REPORT AND FINANCIAL STATEMENTS**  
**YEAR ENDED 30 SEPTEMBER 2014**

<b>CONTENTS</b>	<b>Page</b>
Reference and Administrative details	1
Trustees' Report	2 - 5
Independent Examiner Report	6
Statement of Financial Activities	7
Balance Sheet	8
Notes to the Financial Statements	9 - 11

**BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**  
**REFERENCE AND ADMINISTRATIVE DETAILS**  
**FOR THE YEAR ENDED 30 SEPTEMBER 2014**

**Status:** A registered charity and company limited by guarantee

**Company Number:** 8176873

**Charity Number:** 1154315

**Patrons:** Rt Hon Lord Ribeiro of Achimota and Ovington

**Trustees:** B Jemec (Chairman) *(13.08.12 – 31.07.2015)*  
N Gay (Honorary Treasurer) *(13.08.12 – 31.07.2015)*  
T Goodacre *(13.08.12 – 31.07.2015)*  
C Malic *(13.08.12 – 31.07.2015)*  
J H Stevenson *(20.05.2014 – 30.04.2017)*  
M Stewart *(20.05.14 – 30.04.2017)*  
N Timoney *(21.02.13 - 20.05.2014, resigned)*  
A Coore *(02.12.13 - 20.05.2014, resigned)*

**Registered Office:** 35 – 43 Lincoln’s Inn Fields  
London  
WC2A 3PN

**Governing document:** Memorandum and Articles incorporated 13 August 2012.  
Registered with the Charity Commission on 23 October 2013.

**Solicitors:** Camerons Solicitors LLP  
70 Wimpole Street  
London  
W1G 8AX

**Independent Examiner:** A Halsey FCA, DchA  
c/o haysmacintyre  
26 Red Lion Square  
London  
WC1R 4AG

**Bank:** National Westminster Bank plc  
Marylebone & Harley Street Branch  
PO Box 2021  
10 Marylebone High Street  
London  
W1A 1FH

# **BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**

## **TRUSTEES' REPORT**

### **YEAR ENDED 30 SEPTEMBER 2014**

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The Trustees present their Annual Report and Financial Statements for the year to 30 September 2014. The information on page 1 forms part of this report. The company was incorporated on 13 August 2012. During the year, on 23 October 2013, the company was registered with the Charity Commission.

#### **CHARITABLE OBJECTS**

The objects of the company as set out in our statutory document are:

- To advance education and training in reconstructive surgery in underdeveloped countries and support the development in such countries of sustainable high quality reconstructive surgery; and
- To relieve the sickness and distress and further the health of people affected by natural and other disasters in any part of the world by the provision of reconstructive surgery services.

In setting our objectives and planning activities, the Trustees have given careful consideration of the Charity Commission's general guidance on public benefit.

#### **APPOINTMENT OF TRUSTEES**

Trustees are appointed to the Board by the existing Trustees through a nomination and election process and ratified at the Annual General Meeting. A list of Trustees serving during the period of this report and up to the date the report and Financial Statements are approved is provided on page 1.

#### **RISK MANAGEMENT**

The first risk assessment was completed, reviewed and approved by the Board on 22 July 2014. The Trustees accept that the political, environmental and social threats in the developing countries that BFIRST operates in can be high and steps are continuously taken to mitigate these risks. Fundraising is an area that is closely monitored to ensure that the charity's ability to meet financial commitments and future projects.

The Trustees believe that BFIRST does not need to expose itself to a high level of risk in any other areas in order to achieve its present aims and goals. Therefore, a policy is followed to ensure only risks that are, or can be, mitigated to a medium risk level are accepted. This overall assessment of risk may change at a later date depending on initiatives being considered at the time.

#### **GRANT MAKING POLICY**

BFIRST awards grants to educational long-term projects in resource poor countries, after application, vetting and pending reports, with reproducible, internationally accepted outcome measures.

The other beneficiaries of grants are BFIRST Overseas Fellows. These are awarded to consultant plastic surgeons from resource-poor countries for six weeks duration, on an observational basis. The following procedures are followed:

- 1) Set applications and CVs will be received from individuals;
- 2) The Board will annually consider the applications and determine whether these sit within the criteria set by the Board;
- 3) Awards will be given on the basis of merit and a programme of follow up will be agreed with the recipient;

#### **REVIEW OF ACTIVITIES**

This is the second period of Financial Statements and accordingly the level of financial activity has been low but growing. Income in the form of donations has been received primarily from the British Association of Plastic, Reconstructive and Aesthetic Surgeons (BAPRAS) and a small amount of fundraising has taken place.

# **BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**

## **TRUSTEES' REPORT (continued)**

**YEAR ENDED 30 SEPTEMBER 2014**

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### **Resources expended**

In the year to 30 September 2014, £20,611 (2013: £13,000) was approved on grants. This included £11,366 on the overseas fellowship programmes to visit hospitals in the UK. In addition, BFIRST have spent and approved £8,246 on funding work in Cambodia with the Children's Surgical Centre. During the year £1,000 was paid to continue support for Project Harar and their work in Ethiopia.

BFIRST has grown out of the BAPRAS Overseas Service & Training Committee and has sound experience in the furtherance of education and training in reconstructive surgery. £19,968 was spent on support and governance costs during the year (2013: £3,109) to found the independent charity. A large proportion of this was related to one off expenditure relating the establishment of the charity. £12,858 was spent on the creation of a website and advice relating to the establishment of the public face of the charity. £4,740 was spent on the legal work required in establishing the charity. The remaining £2,370 was spent on the day to day running of the charity and promotional items.

### **Incoming resources**

The main and primary source of income from BAPRAS has remained. In the year to 30 September 2014 BAPRAS donated £49,750 (2013: £75,407). In addition, Secretariat support is provided without charge. During the year, BFIRST set up a website through which donations can be collected. This has raised £5,994 over the year. £1,565 was collected through a marathon organised by a BFIRST trustee and £1,365 through an art auction held at the 2014 ESPRAS (European Society of Plastic Reconstructive and Aesthetic Surgeons) meeting, hosted by BAPRAS.

## **FUTURE DEVELOPMENTS**

### **Financial year to September 2015**

BFIRST is planning to continue the support of programmes in Cambodia and Ethiopia. Scoping work will begin in Burma and Bangladesh to establish similar training programmes. This will include the development of training curriculums on hand surgery, burns and vascular malformations.

The overseas fellows programme continues to progress well and BFIRST is planning on supporting 6 fellows in 2014/15.

### **Future Plans**

BFIRST would like to develop well rounded training programmes in all the countries where established links have been set up. There are plans to work together with external organizations in Burma and Bangladesh, to ensure all aspects of the training requirements are covered. In addition, BFIRST is planning jointly funded workshops on basic plastic surgery principles, burns and hand surgery. The overseas fellows programme will be continued and expanded to include specific cleft lip and palate fellowships.

### **Measurement and impact**

All training completed by BFIRST sponsored programmes are measured against an established surgical training framework through which trainees are assessed. This is based on UK Work Based Assessment format and evaluates trainees from a range of 1-10. It includes a Clinical Evaluation Exercise (CEX), Case-based Discussion (CbD) and Direct Observation of Procedural Skills (DOPS).

### **Fundraising**

Following the official launch BFIRST has gathered valuable contacts and will be able to focus fundraising towards particular grant giving bodies. Specific project proposals based on planned and future activities will be created to help fundraise for these programmes.

In September 2014, BAPRAS approved £40,000 as unrestricted funds for the year to 30 September 2015.

# BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING

## TRUSTEES' REPORT (continued)

YEAR ENDED 30 SEPTEMBER 2014

### Financial management and corporate governance

1. To develop the existing processes that underpins the on-going work of the charity.
2. Provide administrative support to foster the growth and development of the charity.

### FINANCIAL REVIEW AND RESERVES POLICY

In the year to September 2014, BFIRST received donations totalling £59,210. Costs totalled £42,969, which were partly in connection with compliance with constitutional requirements and ancillary set up costs (£21,468) and partly direct costs in fulfilling the objects of the company (£21,501). Of this, £20,611 was donated directly in grants.

The net income of £17,274 in the year (2013: £59,268) is held within a deposit account and will be used for the registered charity's activities in 2015. The Trustees do not require any funds to be held in reserve other than to meet the charity's governance costs which will be kept to a minimum to ensure that charitable funds are applied to the maximum for charitable purposes.

### PUBLIC BENEFIT

In setting our objectives and planning activities, the Trustees have given careful consideration to the Charity Commission's guidance on public benefit and have identified a range of stakeholders that benefit from the work done by BFIRST, as set out below.

Patients in developing countries	<ul style="list-style-type: none"><li>• Local access to appropriate medical treatment</li><li>• Able to provide for themselves and their families</li><li>• Social acceptance</li></ul>
Surgeons, medical and paramedical staff in developing countries	<ul style="list-style-type: none"><li>• Education</li><li>• Independence</li><li>• Capacity building</li><li>• Able to provide for their patients appropriately</li></ul>
Hospitals in developing countries	<ul style="list-style-type: none"><li>• Availability of appropriate care for local population</li><li>• Possibility of improvement in equipment and staffing levels and training</li><li>• Potential to become the only national centres for reconstructive surgery</li><li>• Provide medical treatment for locally-based multinational corporations, which might invest in the hospital, with further added benefits to the local population</li></ul>
UK patients & surgeons	<ul style="list-style-type: none"><li>• Surgeons and staff with broader clinical experience and skill set</li><li>• Knowledge of rare, but now more frequently imported diseases due to increased foreign travel</li></ul>

In particular, the benefit to surgeons in developing countries is monitored, and training is continuously measured against the surgical training framework set. This is undertaken with particular reference to our mission statement.

During the year UK surgeons provided quality medical care and training in Cambodia and have so far treated 260 patients and are focusing training on two surgeons. In addition, four overseas consultant plastic surgeons completed six week fellowships in the UK. This allowed them to observe systems and procedures which can be replicated in their country.

# BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING

## TRUSTEES' REPORT (continued)

YEAR ENDED 30 SEPTEMBER 2014

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### TRUSTEES' RESPONSIBILITIES STATEMENT

The Trustees are responsible for preparing the Annual Report and Financial Statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare Financial Statements for each financial period. Under that law the Trustees have elected to prepare the Financial Statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the Trustees must not approve the Financial Statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. 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 company will continue in business

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the 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 company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### BY ORDER OF THE BOARD OF TRUSTEES



**B Jemec**  
Company Secretary

11 MAY 2015



**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF  
BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**

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I report on the financial statements of the company for the year ended 30 September 2014, which are set out on pages 7 to 11.

My work has been undertaken so that I might state to the company's Trustees those matters I am required to state to them in an independent examiner's report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the company's Trustee as a body, for my work or for this report.

**Respective Responsibilities of Trustees and Examiner**

The Trustees, who are also the Directors of the company for the purposes of company law, are responsible for the preparation of the financial statements. The Trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the Act) and that an independent examination is needed.

Having satisfied myself that the company is not subject to audit under charity or company law and is eligible for independent examination, it is my responsibility to:

- examine the financial statements under section 145 of the 2011 Act;
- follow the procedures laid down in the General Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- state whether particular matters have come to my attention.


**Basis of Independent Examiner's Report**

My examination was carried out in accordance with the General Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the company and a comparison of the financial statements presented with those records. It also includes consideration of any unusual items or disclosures in the financial statements, and seeking explanations from you as Trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently no opinion is given as to whether the financial statements present a 'true and fair view' and the report is limited to those matters set out in the statement below.

**Independent Examiner's Statement**

In connection with my examination, no matter has come to my attention:

- 1) which gives me reasonable cause to believe that in any material respect the requirements:
  - to keep accounting records in accordance with section 386 of the Companies Act 2006; and
  - to prepare financial statements which accord with the accounting records and comply with the accounting requirements of section 396 and of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charitieshave not been met; or
- 2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the financial statements to be reached.

  
Adam Halsey FCA DChA  
Chartered Accountant  
haysmacintyre  
26 Red Lion Square  
London  
WC1R 4AG

11 MAR 2015

**BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**  
**STATEMENT OF FINANCIAL ACTIVITIES**  
**FOR YEAR ENDED 30 SEPTEMBER 2014**

	Notes	Year to 30 September 2014 £	Year to 30 September 2013 £
<b>STATEMENT OF FINANCIAL ACTIVITY</b>			
<b>Incoming resources</b>			
<i>Incoming resources from generated funds</i>			
Donations received (unrestricted)	3	59,210	75,407
Other income		1,001	-
Bank interest		32	1
<b>Total incoming resources</b>		<u>60,243</u>	<u>75,408</u>
<b>Resources expended</b>			
Cost of generating funds		890	31
<i>Charitable Activities</i>			
Advancement of education and training			
- grants		20,611	13,000
- support costs		13,239	221
<b>Governance costs</b>		<u>8,229</u>	<u>2,888</u>
<b>Total resources expended</b>	4	<u>42,969</u>	<u>16,140</u>
<b>Net incoming resources</b>		17,274	59,268
<b>Other gains and losses</b>		-	-
<b>Net movement in funds</b>		17,274	59,268
<b>Funds bought forward at 13 August 2013</b>		<u>59,268</u>	-
<b>Funds carried forward at 30 September 2014</b>		<u>76,542</u>	<u>59,268</u>

- All transactions are derived from continuing activities.
- All recognised gains and losses are included in the income and expenditure.

The notes on pages 9 – 11 form part of these Financial Statements

**BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**

**BALANCE SHEET**

**AT 30 SEPTEMBER 2014**

	Notes	As at 30 September	
		2014	2013
		£	£
<b>FIXED ASSETS</b>			
Investments		-	-
<b>CURRENT ASSETS</b>			
Debtors - BAPRAS		40,000	58,298
Cash at bank and in hand		45,038	3,970
Accrued income		1,001	-
<b>CREDITORS: amounts falling due within one year</b>	5	(9,497)	(3,000)
<b>NET CURRENT ASSETS</b>		<u>76,542</u>	<u>59,268</u>
<b>NET ASSETS</b>		<u>76,542</u>	<u>59,268</u>
<b>FUNDS AND RESERVES</b>			
Unrestricted funds		<u>76,542</u>	<u>59,268</u>

The Trustees confirm that:

- or the period ended 30 September 2014, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act") relating to small companies;
- the members have not required the company to obtain an audit of its Financial Statements for the period in question in accordance with section 476 of that Act.

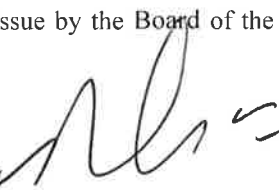
The Trustees acknowledge their responsibility to keep accounting records in accordance with section 386 of the Act and for preparing Financial Statements which give a true and fair view of the state of affairs of the company as at 30 September 2014 and of its result for the period then ended in accordance with sections 394 and 395 of the Act and which otherwise comply with the requirements of the Act so far as applicable to this company.

These Financial Statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

The notes on pages 9 - 11 form part of these Financial Statements

The Financial Statements were approved and authorised for issue by the Board of the Trustees on 11/05/2015 and were signed below on its behalf by:

  
**B Jemec**  
 Chair of the Board of Trustees

  
**N Gay**  
 Honorary Treasurer

# BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING

## NOTES TO THE FINANCIAL STATEMENTS

FOR YEAR ENDED 30 SEPTEMBER 2014

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### 1. ACCOUNTING POLICIES

#### **Basis of accounting**

The Financial Statements are prepared under the historical cost basis, in accordance with UK Generally Accepted Accounting Practice (GAAP), the Statement of Recommended Practice "Accounting and reporting by Charities" issued in March 2005, and with applicable Accounting Standards.

#### **Investments**

Investments are included at their mid-market price at the balance sheet date. Gains and losses (including foreign exchange movements on non-Euro denominated investments) are reported in the Statement of Financial Activities.

#### **Fund accounting**

Funds comprise accumulated surpluses and deficits on general activities. They are available for use at the discretion of the Trustees in furtherance of the general charitable objectives.

Restricted funds comprise those amounts that have been donated for a particular purpose or initiative and are to be used in accordance with the donor's wishes.

#### **Incoming resources**

Incoming resources represent the total income receivable during the period and principally comprises donations receivable, investment income and bank interest. Donated goods or services are included as a gift in kind and are included as both income and expenditure in the Statement of Financial Activities.

#### **Resources expended**

Expenditure including irrecoverable VAT is charged to the Statement of Financial Activity account on an accruals basis.

#### **Grants**

Grants payable are accounted for on an accruals and commitment basis with amounts committed but not paid included within creditors.

#### **Governance costs**

Governance costs comprise those costs that cannot be directly attributed to particular activities. These costs are incurred in connection with the compliance with constitutional and statutory requirements.

#### **Foreign currency**

Transactions denominated in foreign currencies are recorded at the rate ruling at the date of the transaction. Monetary assets and liabilities denominated in foreign currencies are retranslated at the rate of exchange ruling at the balance sheet date. Any gain or loss arising from a change in exchange rates subsequent to the date of the transaction is reported as an exchange gain or loss in the Statement of Financial Activity.

**BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR YEAR ENDED 30 SEPTEMBER 2014**

**2. TRUSTEES' REMUNERATION, REIMBURSED EXPENSES AND RELATED PARTIES**

The company employs no staff (2013: £Nil).

Michael Stewart, a BFIRST trustee and member of a limited liability partnership (Camerons Solicitors LLP), received £4,740 in the financial year for legal services provided. (2013: £840).

Trustees are entitled to claim appropriate expenses in attending board meetings (i.e. travel expenses) but not all do. Trustees' expenses amounted to £665 in the financial year, where £330 was in relation to a one-off flight. (2013: £141).

**3. ANALYSIS OF DONATIONS RECEIVED**

	Year to 30 September 2014 £	Year to 30 September 2013 £
BAPRAS	9,750	36,907
Approved budget 2014/15 (BAPRAS)	40,000	-
Approved budget 2013/14 (BAPRAS)	-	38,500
Online giving	5,994	-
Other fundraising activities	3,466	-
	<u>59,210</u>	<u>75,407</u>

**4. ANALYSIS OF TOTAL RESOURCES EXPENDED**

	Year to 30 September 2014 £	Direct costs Year to 30 September 2013 £
Grants payable	20,611	13,000
Strategist	6,880	-
Branding and website	6,868	2,048
Legal and professional	4,753	840
Independent Examiner Fee (including VAT)	1,500	-
Office running costs	1,311	221
Trustee travel expenses	665	-
Bank charges	381	31
	<u>42,969</u>	<u>16,140</u>

**5. CREDITORS: amounts falling due within one year**

	Year to 30 September 2014 £	Year to 30 September 2013 £
Accruals	<u>9,497</u>	<u>3,000</u>

Included in accruals is £7,997 relating to grants approved but not paid by the year end (2013: £3,000).

**BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING**

**NOTES TO THE FINANCIAL STATEMENTS (continued)**

**FOR YEAR ENDED 30 SEPTEMBER 2014**

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**6. LIABILITY OF MEMBERS**

The company is limited by guarantee. In the event the company is wound up the liability of members is limited to £1. At the balance sheet date there were 6 members.

**7. CHARITY REGISTRATION**

The company became a registered charity with the Charity Commission on 23 October 2013.