



*Reconstructing Lives. Rebuilding Futures.*

**ANNUAL REPORT AND FINANCIAL STATEMENTS**

**FOR THE YEAR ENDED**

**30 September 2017**



**BAPRAS**

### **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 2017**

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

**REFERENCE AND ADMINISTRATIVE DETAILS**

**FOR THE YEAR ENDED 30 SEPTEMBER 2017**

**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:** W Lam (Chairman) (01.01.2016 – 31.12.2018)  
S Tucker (Vice Chairman) (01.01.2016 – 31.12.2018)  
A Rajah (Honorary Treasurer) (15.02.2016 – 31.07.2018)  
J H Stevenson (20.05.2014 – 30.04.2017)  
M Stewart (20.05.14 – 05.09.2016)  
T. Goodacre (Demitted 31.07.2016)  
B. Jemec (Chairman) (Demitted 31.12.2015)

**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 2017

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The Trustees present their Annual Report and Financial Statements for the year to 30 September 2017. The information on page 1 forms part of this report. The company was incorporated on 13 August 2012. The company was registered with the Charity Commission on 23 October 2013.

### 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 risk assessment was completed, reviewed and approved by the Board within the financial year. 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 2017

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### Resources expended

In the year to 30 September 2017 £26,125 was approved on grants (2016: £39,024). This included £15,197 on the overseas fellowship programmes to visit hospitals in the UK. In addition, BFIRST have expanded their work with hospitals overseas and spending £10,988 on projects in Cambodia, Bangladesh, Nepal, Vietnam, Sri Lanka & 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. £16,424 was spent on support and governance costs during the year (2015: £18,173). A large proportion of this (£14,500) was related to BAPRAS donated admin services, reassessed from £12,000 in 2016. The remaining was spent on the day to day running of the charity and promotional items.

BFIRST held its first large fundraising activity, a masked ball in November 2016. This raised £24,777.

### Incoming resources

The main and primary source of income from BAPRAS has remained. In the year to 30 September 2017 BAPRAS donated £40,000 (2016: £40,000). In addition, Secretariat support is provided without charge. However in line with regulations a gift in kind and donated services expended of £14,500 was made in the accounts (2016: £12,000). Donations can be collected through the BFIRST website. This has raised £822 over the year (2016: £2,537).

## FUTURE DEVELOPMENTS

### Financial year to September 2018

BFIRST is planning to continue the support of programmes in Cambodia, Bangladesh, Vietnam, Sri Lanka, Zimbabwe and Nigeria. Scoping work had begun in Ethiopia and Kenya to establish similar training programmes. This will include the development of training curriculums on hand surgery, burns, lower limb reconstruction and vascular malformations.

The overseas fellows programme continues to progress well and BFIRST is planning on supporting 4 fellows in 2017/18.

### Future Plans

A five-year strategy had been constructed and submitted to the BAPRAS council for approval. The document sets forth the plans and aspirations of BFIRST over the next five years and include areas such as the mobilisation of consultants, trainees, allied health professionals, curriculum development and fund raising.

### 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). In addition, feedback forms from the host units would be submitted to allow the visiting team to improve on their future trips.

### 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 2017, BAPRAS approved £40,000 as unrestricted funds for the year to 30 September 2018.

**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 2017, BFIRST received donations totaling £145,662 (2016: 45,761). Costs totaled £122,484 (2016: £60,036), which were partly in connection with compliance with constitutional requirements and partly direct costs in fulfilling the objects of the company. Of this, £26,125 (2015: £39,024) was donated directly in grants.

The net surplus of £37,587 in the year (2016 was a deficit of £2,249) is deducted from reserves which is carried forward into the registered charity's activities in 2018. 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.

**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**



**W Lam**  
**Company Secretary**



INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

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I report on the accounts of the company for the year ended 30 September 2017 which are set out on pages 7 to 11.

**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 accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

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

- examine the accounts 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 charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, 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 accounts 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 accounts which accord with the accounting records, comply with the accounting requirements of the Companies Act 2006 and which are consistent 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 accounts to be reached.



Adam Halsey FCA DChA  
Chartered Accountant  
haysmacintyre  
10 Queen Street Place  
London  
EC4R 1AG

Date: 15 MAY 2018

BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 30 SEPTEMBER 2017

	Notes	Year to 30th Sept 2017 £	Year to 30th Sept 2016 £
<b>Income from:</b>			
Donations and legacies	4	145,662	45,761
Other income	10	14,400	12,000
Investments	11	9	25
Total Income		<u>160,071</u>	<u>57,786</u>
<b>Expenditure on:</b>			
Raising funds	5	79,934	2,840
Charitable activities	6	44,349	57,196
Total Expenditure		<u>124,283</u>	<u>60,036</u>
Net movement in funds		<u>35,787</u>	<u>(2,249)</u>
Funds brought forward at 1 October 2016		85,609	87,858
Funds carried forward at 30 September 2017		<u>121,396</u>	<u>85,609</u>

- All transactions are derived from continuing activities.

- All recognised gains and losses are included in the statement of financial activities.

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 2017

		As at 30 September	
	Notes	2017	2016
		£	£
<b>FIXED ASSETS</b>			
Investments		-	-
<b>CURRENT ASSETS</b>			
Debtors - BAPRAS		40,000	40,000
Debtors - prepaid BFIRST expenses		-	17,247
Prepayments & accrued income		-	-
Cash at bank		84,996	64,263
<b>CREDITORS: Amounts falling due within one year</b>	7	(3,600)	(35,901)
<b>NET CURRENT ASSETS</b>		<u>121,396</u>	<u>85,609</u>
<b>NET ASSETS</b>		<u>121,396</u>	<u>85,609</u>
<b>FUNDS AND RESERVES</b>			
Unrestricted funds		<u>121,396</u>	<u>85,609</u>

The Trustees confirm that:

(1) On the period ended 30 September 2017, the company was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act") relating to small companies;

(2) 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 the 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 2017 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 4-6 form part of these Financial Statements.

The Financial Statements were approved and authorised for issue by the Board of Trustee on 15 MAY 2018 and were signed below on its behalf by:



Wee Lam  
Chair of the Board of Trustees



A Rajah  
Honorary Treasurer

## 1 ACCOUNTING POLICIES

### Basis of accounting

The Financial Statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) (Charities SORP (FRS 102) Section 1A), the financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The Charity meets the definition of a public entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

### Investments

Investments are included at their bid-market price at the balance sheet date. Gain 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 activities.

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.

### Income

Income represents that total income receivable by the charity during the period to which it is entitled to the receipt, it is probable to be received and the amount can be measured reliably. Income principally comprises of donations receivable, investment income and bank interest. Donated goods and services are included as gifts in kind and are included as both income and expenditure in the Statement of Financial Activities.

### 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 translation. 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.

### Estimates and Judgements

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances. Although these estimates are based on the trustees best knowledge of the amount, events or actions, actual results ultimately differ from these estimates. The Trustees do not consider there to be any material estimates and judgements.

### Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments, including trade and other debtors and creditors are initially recognised at transaction value and subsequently measured at their settlement value. The financial assets and liabilities held at amortised cost were £40,000 and £nil respectively.

# BRITISH FOUNDATION FOR INTERNATIONAL RECONSTRUCTIVE SURGERY AND TRAINING

## NOTES TO THE FINANCIAL STATEMENTS (continued)

### FOR YEAR ENDED 30 SEPTEMBER 2017

#### 2 TRUSTEES REMUNERATION, REIMBURSED EXPENSES AND RELATED PARTIES

Trustees are entitled to claim appropriate expenses in attending meetings (e.g. travel expenses).  
Trustee travel expenses in 2015/16 amounted to £nil (2015/16 : £220)

#### 3 FUTURE COMMITMENTS

The Charity has no future commitments

#### 4 ANALYSIS OF DONATIONS RECEIVED

	2017	2016
	£	£
BAPRAS	40,000	40,000
BFIRST Ball	101,087	-
Online giving	822	2,537
Other fundraising activities	3,408	2,920
Gift Aid	346	304
	<u>145,663</u>	<u>45,761</u>

#### 5 ANALYSIS OF RAISING FUNDS

	2017	2016
	£	£
Bank charges	462	383
Promotional events	3,163	2,170
Promotional products	-	287
BFIRST Ball	76,310	-
	<u>79,935</u>	<u>2,840</u>

#### 6 ANALYSIS OF CHARITABLE ACTIVITIES

	2017	2016
	£	£
Overseas fellowships	15,197	22,067
Overseas Equipment grant	-	6,163
Cambodia project	2,770	3,469
Bangladesh project	2,013	2,572
Nigerian project	-	4,753
Nepal project	903	-
Vietnam project	3,822	-
Sri Lanka project	481	-
Ethiopia project	939	-
Branding and website	1,013	1,140
Independent Examiners Fee (Includes 2014/15)	1,800	3,313
Office running costs	15,100	12,887
Legal and professional	13	0
Trustee travel and meeting expenses	298	832
	<u>44,349</u>	<u>57,196</u>

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

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

**FOR YEAR ENDED 30 SEPTEMBER 2017**

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**7 CREDITORS: Amounts falling due within one year**

	<b>2017</b>	<b>2016</b>
Accrued BFIRST Income	-	23,975
Independent Examiner	3,600	1,800
Credit Card balance	-	6,148
Grant Creditor	-	918
Fellow	-	3,060
Total Accruals	<u>3,600</u>	<u>35,901</u>

Included in accruals is £nil relating to grants approved but not paid by the year end (2016: £3,060)

**8 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. As at the balance sheet date there were 6 members.

**9 CHARITY REGISTRATION**

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

**10 OTHER INCOME**

Other income is the value of the free administration / gift in kind from BAPRAS

**11 INVESTMENTS**

Investments represents bank interest receivable