

Company Number: 02657454
Charity Number: 1005353



BAPRAS

British Association of Plastic
Reconstructive and Aesthetic Surgeons

**THE BRITISH ASSOCIATION OF
PLASTIC RECONSTRUCTIVE
AND AESTHETIC SURGEONS**

Annual Report

30 September 2013

Baker Tilly Tax and Accounting Limited
3rd Floor, One London Square, Cross Lanes,
Guildford, Surrey GU1 1UN

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**EXECUTIVE SUMMARY
for the year ended 30 September 2013**

The Trustees of the Charity are the elected Officers and members of the Council of the Association.

The Trustees are assisted by invited advisors who are neither trustees of the charity nor directors of the company.

The Charity is supported by a secretariat of 7 part and full-time employed staff.

The Association was founded in 1946 and incorporated on 21 October 1991.

The work of the Association is carried out by numerous committees which report regularly to the Council. The Council meets 4 times per year.

The charitable aims of the Association are to relieve sickness and to promote and protect public health by the promotion and development of plastic surgery and to advance education in the field of plastic surgery.

The Association is one of 10 surgical specialty associations and it is a statutory body charged with directing training and education in Plastic Surgery.

The Association is therefore represented on a number of bodies including the BMA, FSSA, the Healing Foundation, the Intercollegiate Board and JCST, NICE, ABS, The Royal College of Surgeons Council, IPRAS, ESPRAS, EBOPRAS and so on.

The Journal, JPRAS, is owned by the Association with Professor S. Hofer as editor.

Financially, the Association is in good health with 'free reserves' of £1,860,710. The Trustees are in the process of determining a suitable target for the level of 'free reserves' that the charity should aim to hold. The Trustees are consulting with the Association's stakeholders to determine how best the 'free reserves' should be used in line with the charitable aims of the Association (see 'future strategies' below).

Key areas of development for the Association in 2012/2013 have been:

- Education grants were awarded to the sum of £148,219.
- Establishment of a new entity the British Foundation for International Reconstructive Surgery and Training (BFIRST), which was incorporated as a company on 13 August 2012. It has been registered as a charity and will be formally launched in 2014.
- Establishment of a joint research fellowship with RCS and ABS to the sum of £30,000 and the two undergraduate study days.
- Hosted two scientific meetings, two advanced educational conferences, a study day for nurses and two undergraduate study days.
- Funded a workforce planning group to determine NHS requirements for consultant plastic surgeons in the future.
- Worked collaboratively with other professional bodies and Sir Bruce Keogh's review on the PIP breast implant problem and the subsequent DoH review to regulate aesthetic surgery training and practice in order to better protect the public.

**THE BRITISH ASSOCIATION OF PLASTIC
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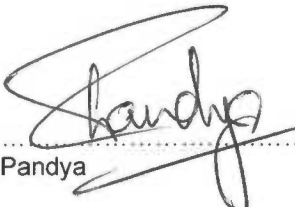
**EXECUTIVE SUMMARY (Continued)
for the year ended 30 September 2013**

- The first 2 year Presidency of the Association commenced in 2013.
- A review of the website was completed and a tendering process will commence.

Future strategies for the Association include:

- Developing plans and policies for communication with the public and the membership.
- Developing high quality research initiatives with the Association's partners including The Healing Foundation.
- To use some of the 'free reserves' to appoint a Senior Executive.
- To use some of the 'free reserves' to continue the BAPRAS remote e-learning project "e-lpras".
- To re-develop the BAPRAS website.
- BAPRAS will host the 12th quadrennial ESPRAS congress in 2014.
- BAPRAS will develop a patient centred guide on Breast Augmentation and Skin Cancer along the lines of the one previously published on Breast Reconstruction.

This executive summary was approved by the Trustees on 20 March 2014, and was signed for and on behalf of the board by


..... Honorary Secretary & Company Secretary
A Pandya

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**TRUSTEES' ANNUAL REPORT
for the year ended 30 September 2013**

The Trustees present their report and the financial statements of The British Association of Plastic Reconstructive and Aesthetic Surgeons (also known as "BAPRAS", "the Association" or "the Charity") for the year ended 30 September 2013.

REFERENCE AND ADMINISTRATIVE DETAILS

The Trustees of the Charity, who are also the Directors of the Company, are the elected officers and members of the Council of the Association, who have served on the Council since 1 October 2012, as follows:

A G B Perks	President (from 1 January 2013) Vice-President (until 31 December 2012)
N S G Mercer	Deputy President (from 1 January 2014) 2011-2013 (until 31 December 2013)
R H Milner	Deputy President (from 1 January 2013, until 31 December 2013) President (until 31 December 2012)
A Pandya	Honorary Secretary and Company Secretary (appointed 1 January 2014)
J O'Donoghue	Honorary Secretary and Company Secretary (demitted office 31 December 2013)
N James	Honorary Treasurer (appointed 1 January 2014)
P McArthur	2014-2016 (from 1 January 2014) Honorary Treasurer (until 31 December 2013)
B Jemec	2010-2012 (demitted office 31 December 2012) <i>Chair, Overseas, Service and Training Committee 2009-2012</i>
N Parkhouse	2010-2012 (demitted office 31 December 2012)
M J Timmons	2010-2012 (demitted office 31 December 2012)
M A C S Cooper	2011-2013 (demitted office 31 December 2013)
K E Graham	2011-2013 (demitted office 31 December 2013)
M Henley	2011-2013 (demitted office 31 December 2013)
A D Malyon	2011-2013 (demitted office 31 December 2013)
U Khan	2012-2014
D G K Lam	2012-2014
H G Lewis	2012-2014
S A Pape	2012-2014
F C Peart	2012-2014
E M Sassoon	2012-2014
P G Budny	2013-2015 (appointed 1 January 2013) <i>Co-Opted to Council for 2012</i>
S Hamilton	2013-2015 (appointed 1 January 2013)
A Hazari	2013-2015 (appointed 1 January 2013)
S Majumder	2013-2015 (appointed 1 January 2013)
D Boyce	2014-2016 (appointed 1 January 2014)
S Hamilton	2014-2016 (appointed 1 January 2014)
M Shah	2014-2016 (appointed 1 January 2014)
N Yii	2014-2016 (appointed 1 January 2014)
T E E Goodacre	Immediate Past President (demitted office 31 December 2012)

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**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

The Trustees of the Charity are assisted and advised by the following individuals, who are invited to the Council, and in that capacity are neither trustees of the charity nor directors of the company:

S Hofer	<i>Editor 2010-2015</i>
R Grover	<i>President, The British Association of Aesthetic Plastic Surgeons 2013-2015</i>
P Eadie	<i>President, The Irish Association of Plastic Surgeons 2012-2014</i>
M Gay	<i>Patient Liaison Representative 2007-2013</i>
A Fitzgerald	<i>Chair, SAC in Plastic Surgery 2012-2014</i>
A Murphy	<i>President, Plastic Surgery Trainees Association (PLASTA) 2012-2015</i>
T E E Goodacre	<i>Chair, Professional Standards Committee 2012/2014</i>
J Nanchahal	<i>Chair, Research Committee 2012-2015</i>
B Powell	<i>Chair, Intercollegiate Board in Plastic Surgery 2012-2014</i>
B Jemec	<i>Chair, BFIRST</i>

The principal address of the Charity and the registered office of the Company is the Secretariat offices of the Association at The Royal College of Surgeons of England, 35-43 Lincoln's Inn Fields, London WC2A 3PE.

The Charity is registered under the charity number 1005353, and the Company is incorporated with the company registration number 02657454.

The Trustees have made the following professional appointments:

Solicitor:	Radcliffes Le Brasseur, 5 Great College Street, Westminster, London SW1P 3SJ
Accountant:	Baker Tilly Tax and Accounting Limited, 3 rd Floor, One London Square, Cross Lanes, Guildford, Surrey GU1 1UN
Auditor:	Baker Tilly UK Audit LLP, Springpark House, Basing View, Basingstoke, Hampshire RG21 4HG
Investment Manager:	Schroder Investment Management Limited, 31 Gresham Street, London EC2V 7QA
Bankers:	National Westminster Bank plc, PO Box 2021, 10 Marylebone High Street, London W1A 1FH
	CCLA Investment Management Limited, 80 Cheapside, London EC2Y 6DZ
	Lloyds TSB Bank plc, Southampton Row Branch, Victoria House, Southampton Row, London WC2B 5HR

The following members of staff comprise the Secretariat of the Association, and are responsible for the day-to-day management of the Association:

Mrs H C Roberts	Secretariat Manager
Mrs S Dholakia	Finance Manager (<i>from July 2013</i>)
Mrs L Sizer	Finance Manager (<i>until July 2013</i>)
Ms S Ross	Workforce Planning Administrator
Miss J Hall	Committee Administrator
Miss A Rausch	Membership Administrator
Mrs G M Adlington	Communications and Event Administrator
Mrs J Richards	Finance Administrator

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TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT

Status & History

BAPRAS is a registered charity, and a company limited by guarantee, not having share capital. Every member undertakes to contribute an amount not exceeding £1 to the assets of the Association in the event of the Association being wound-up during the period of membership, or within one year thereafter.

The Association was founded in 1946 as the British Association of Plastic Surgeons with the aim of relieving sickness and protecting and preserving public health by the promotion and development of plastic surgery.

The Association was incorporated on 21 October 1991, became a registered charity on 28 October 1991, and changed its name to The British Association of Plastic, Reconstructive and Aesthetic Surgeons on 11 July 2006. BAPRAS is governed by its rules and regulations, as set down in the company's Memorandum and Articles of Association, which were originally adopted on 21 October 1991, and were then updated on 2 December 1998 and 11 July 2006.

Organisational Structure

The overall strategic direction of the Charity is determined by the Trustees, who are assisted and advised by invited members of the Council of the Association, and by the non-trustee members of the various BAPRAS Committees. The Committees of the Association are used to focus discussion on issues pertaining to their particular roles and titles, and these Committees then report and submit recommendations to the Council. The Council comprises the President, the Deputy President, the Honorary Secretary, the Honorary Treasurer, plus fifteen elected full members serving for a three-year period.

The day-to-day management of the Association has been delegated by the Trustees to a team of staff, that are based in the Association's Secretariat offices, and who are led by the Secretariat Manager.

Committees

The Association operates the following Committees. The President, Deputy President, Honorary Secretary and Honorary Treasurer are ex-officio members of all committees, and the following other Trustees have also served on the committees during the year under review:

Finance

F C Peart

M J Timmons

Committee of Management for the Journal of Plastic, Reconstructive and Aesthetic Surgery

No additional trustee members

Education

U Khan

S Pape

Research

No additional trustee members

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**TRUSTEES' ANNUAL REPORT (Continued)
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Overseas Service & Training / BFIRST

B Jemec

Professional Standards

P Budny

D G K Lam

A D Malyon

Communications

P Budny

M A C S Cooper

U Khan

H G Lewis

E M Sassoon

Awards

No additional trustee members

Scientific Meeting

U Khan

Method of Recruitment, Appointment, Election, Induction & Training of Trustees

The Trustees of the Charity are the officers and elected members of the Council of the Association.

Recruitment

The full members of BAPRAS are given due notice of the forthcoming vacancies on the Council and for Office holders, and are invited to nominate suitable candidates. Each nomination is proposed and seconded, and each nominee provides written consent and a synopsis of why they wish to become a Council member. Only full members are eligible to be appointed as Officers and Council members.

Appointment & Election

Under the terms of the current Memorandum and Articles of Association, the members of the Council are elected at the Annual General Meeting. Full members are therefore invited to vote for the number of nominees required to fill the vacancies on Council within their regions.

The President will hold post for two years and remains on Council for one further year as the Deputy President. The Honorary Secretary and the Honorary Treasurer will serve an initial term of three years, and can be elected for a further term. Any such officer who has held office for two continuous terms shall not be eligible for re-election to that office.

Induction & Training

All new Trustees are provided with an induction manual containing Officers and Council member job descriptions, Committee terms of reference, Association policy statements, a copy of the current BAPRAS governing document, the latest charity risk assessment, the calendar of activities, and copies of relevant up-to-date Charity Commission guidance.

In line with recommended best practice, the process for recruitment, appointment, election, induction and training of Officers and elected members of Council is periodically reviewed, and updated as may be necessary. The Trustees seek professional advice particularly in relation to training and governance matters as and when it is deemed appropriate to do so.

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**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

Risk & Corporate Governance Matters

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

The Honorary Treasurer and Secretariat Manager undertake the initial annual risk review, and then present the results for scrutiny by the Finance committee and thereafter Council. Any significant changes in the Association's risk profile will be highlighted to the membership at the Annual General Meeting. The last review took place in November 2012.

The main areas of risk that have been identified are adverse publicity, inadequate management of employment issues, and loss of key staff. A public relations company is employed to increase public awareness of plastic surgery, and part of their role is to minimise the Association's potential exposure to adverse publicity. Professional human resources advice is obtained to ensure compliance with employment law.

Professional Indemnity Insurance

The Charity has taken out a charity trustees' indemnity and professional indemnity insurance policy that provides professional indemnity cover for the Trustees of the Charity. The cover provided by the policy is £2 million for any one claim. The cost of this insurance policy to the Charity for the year was £8,895 (2011/2012: £8,895).

Trustees' Responsibilities in the Preparation of Financial Statements

The Trustees (who are also the Directors of The British Association of Plastic Reconstructive and Aesthetic Surgeons for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial year. Under that law, the Trustees have prepared 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 charitable company, and of the incoming resources and application of resources, including income and expenditure, of the charitable company for that period.

In preparing those 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 accounting 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; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

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**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and 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 Companies Acts 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.

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 the legislation in other jurisdictions.

Auditor

Baker Tilly UK Audit LLP has indicated its willingness to continue in office.

Statement as to Disclosure of Information to the Auditor

The Trustees at the date of approval of this trustees' annual report confirm that so far as each of them is aware, there is no relevant audit information of which the Charity'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.

OBJECTIVES AND ACTIVITIES

Charitable Objectives

The charitable objectives for which the Charity is established are as follows:

- To relieve sickness and to protect and preserve public health by the promotion and development of plastic surgery; and
- To advance education in the field of plastic surgery.

In interpreting its charitable objectives, BAPRAS has formulated the following strategic statement:

Mission Statement

To promote the best evidence-based practice in plastic, reconstructive and aesthetic surgery in order to achieve the highest standard of patient care through professional support in education, research and the development of knowledge.

Charitable Activities

In pursuance of its charitable objectives, and in order to achieve the overall aims and goals of its mission statement, the Association's principal activity is the dissemination of information as it relates to the specialty.

Each year this activity is undertaken in a number of ways by BAPRAS:

- Leading and guiding professional practice and being responsive to the needs of constituent members of the Association;
- Forming a governing body to formulate and implement policy and manage the affairs of the Association;
- Defining professional competency in terms of knowledge and skills;
- Promoting under-graduate and post-graduate education and continuing professional development;

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TRUSTEES' ANNUAL REPORT (Continued) for the year ended 30 September 2013

- Advancing the science of plastic surgery by stimulating and supporting research and disseminating knowledge at scientific meetings and through the Journal of Plastic, Reconstructive and Aesthetic Surgery; and
- Being responsive to the needs and aspirations of patients and their representatives.

The membership of the Association comprises plastic surgeons and a small number of surgeons and scientists from allied disciplines. As part of the membership subscription full, honorary and senior members, and trainee and junior members receive the Journal of Plastic, Reconstructive and Aesthetic Surgery as well as receiving details of current events, plastic surgery conferences, and information on recent and relevant plastic surgery issues.

The Association itself subscribes to the European Board of Plastic, Reconstructive and Aesthetic Surgery, the European Society of Plastic, Reconstructive and Aesthetic Surgery, and the International Confederation for Plastic, Reconstructive and Aesthetic Surgery.

BAPRAS organises two key scientific meetings annually. These meetings are run to disseminate new medical information to members and also include lectures and discussion forum sessions. These meetings play an important part in the training of plastic surgeons and continuing medical education of consultants. Medical practitioners submit papers to the Programme Committee for acceptance and review. The accepted papers form an integral part of the meeting programmes.

The Journal of Plastic, Reconstructive and Aesthetic Surgery (JPRAS) is owned by the Association and published by Elsevier Science. The Editor is supported by the Committee of Management for the Journal of Plastic, Reconstructive and Aesthetic Surgery representing the Association and an Editorial Board with an International Faculty. The entire back archive of JPRAS (formerly BJPS) can be viewed online.

The Association organises the Educational Programme in Plastic Surgery consisting of seven two-day courses over a four year period. The programme is aimed at trainees in plastic surgery from initial to advanced levels, and is based upon the curriculum for the FRCS(Plast) examination. The programme is also of value to trainees and specialists in interface specialties and provides valuable updates for continuing medical education.

Indicators, Milestones & Benchmarks

The Trustees monitor a range of measures by which to try to determine the success of the Charity in meeting its objectives. These measures include:

- Level of membership as a percentage of total relevant consultants, and the trend over time (increasing or decreasing);
- Attendance at the annual Scientific Meetings;
- Feedback from delegates attending the Scientific Meetings, the uptake on new initiatives to encourage attendance, and feedback on individual sessions, papers, and lectures at the Scientific Meetings;
- Circulation and readership of JPRAS;
- Levels of submission of papers for the Scientific Meetings and for publication in JPRAS;
- Requests for publications including abstracts and papers;
- Throughput of delegates attending the Educational Programme in Plastic Surgery;
- Number of visits to the Association's website and feedback from visitors;
- Number of medical students attending National Study days giving introduction to discipline of plastic surgery; and
- Risk assessment of possible future developments within the specialty.

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**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

Public Benefit

The Trustees have taken The Charity Commission's general guidance on public benefit (contained within their guidance publication "Charities and Public Benefit") into consideration in preparing their statements on public benefit contained within this trustees' annual report.

Benefits & Beneficiaries

In accordance with its charitable objectives, the Association strives to improve patient care and to improve the quality of medical and surgical care for the benefit of patients within the specialty of plastic, reconstructive and aesthetic surgery. The Charity's ultimate beneficiaries are therefore patients, and benefits to patients are provided through continuing dissemination of information in relation to the specialty by the Association.

Trustees' Assessment of Public Benefit

The main charitable aims of the Association are to provide education and research for the ultimate betterment of patients. This is achieved by the Association's organisation of regular scientific meetings and also the provision of advanced educational courses on various subjects related to plastic surgery. Charitable funds are used to support research in the specialty.

In addition, the Association offers advice to the GMC via the Royal Colleges of Surgeons with regard to revalidation and reaccreditation of plastic surgeons. The Association also furthers education by a collaborate project (e-learning project) to provide education via the internet.

Grant Making Policy

The Education committee exists to further the education and training agenda of BAPRAS. In doing so, the committee reviews applications for the Association's range of existing bursaries, prizes, grants and fellowships, and also develops new bursaries as a need becomes apparent. The range of BAPRAS bursaries are advertised in various Association publications, including JPRAS, and on the Association's website. Where appropriate, application forms are available and can be supplied from the BAPRAS secretariat offices. The Education committee makes recommendations to the Council on the awarding of bursaries.

For 2013/2014, the Education committee has been allocated a budget of £100,000 including £30,000 towards ESPRAS dissection workshops (2012/2013: £100,000). The Overseas Service and Training Committee has a budget of £38,500 (2012/2013: £30,000) to include the cost of the official launch of BFIRST. The awards include:

	£
Joint ABS Fellowship	30,000
Overseas Service & Training Committee (BFIRST)	38,500
Travelling Bursaries	25,000
Aesthetic Surgery Tutor	10,000
Northern Tutor	10,000
Student Bursaries	10,000
European Travelling Scholarship	6,000
Paton & Masser Memorial Fund	5,000
Healing Foundation/BAPRAS Medical Student Scholarship	3,000
Overseas Presentations	2,400
Barron Prize	500
	<hr/>
	140,400
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**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

Relationships with Related Parties

BAPRAS shares its Secretariat office with the British Society for Surgery of the Hand. The British Elbow and Shoulder Society joined the Secretariat in June 2013, with one member of staff working three days per week for BESS and two days for BAPRAS.

The Association is a founder member of the Healing Foundation and continues to be represented on the Research Council and Board of Trustees of that organisation. The Association has established some jointly funded research fellowships in areas of mutual interest.

Representation on Other Bodies

In pursuing its charitable objectives, the Association has representation on other external bodies, such as the Council of the Royal College of Surgeons of England and Forum, and receives reports from them. In particular, BAPRAS was represented by the following individuals:

BMA Central Consultants & Specialists Committee
BMA Surgical Specialties Committee
G D Smith

Federation of Surgical Specialty Associations/The Surgical Forum
A G B Perks
R H Milner

Healing Foundation – Research Council
A Hart
J Nanchahal
N Parkhouse

Healing Foundation – Board of Trustees
R H Milner

Intercollegiate Board in Plastic Surgery
J G Boorman
H Nishikawa

Association of Breast Surgeons
J O'Donoghue

National Institute for Health & Clinical Excellence
M J Timmons

The Royal College of Surgeons of Edinburgh Surgical Specialty Group
C M Caddy
A Fitzgerald
M Henley
A Malyon
P McArthur

The Royal College of Surgeons of England Council
A G B Perks
R H Milner

The Royal College of Surgeons of England Invited Review Mechanism
R H Milner

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**TRUSTEES' ANNUAL REPORT (Continued)
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Advisor In Cleft Surgery

T E E Goodacre

Specialist Advisory Committee in Plastic Surgery

U Khan

I Mackay

R H Milner

A Ray

S Wood

Liaison Members - Specialist Advisory Committee in Plastic Surgery

T Burge

S M Carroll

M Dalal

A Fitzgerald

H Giele

A O Grobbelaar

K Hancock

I MacKay

B Philp

R Price

A Ray

S Wood

European Board of Plastic, Reconstructive and Aesthetic Surgery

J G Boorman

C Caddy

J O'Donoghue

European Society of Plastic, Reconstructive and Aesthetic Surgery

M Henley

C T K Khoo

International Confederation for Plastic, Reconstructive and Aesthetic Surgery

A G B Perks

Union Européenne De Médecins Spécialistes

(Mono-Specialist Committee for Plastic Surgery)

J G Boorman

C Caddy

J O'Donoghue

ACHIEVEMENTS AND PERFORMANCE

Activities & Events

In 2012/2013, BAPRAS continued to manage the Advanced Educational Courses Programme, continued the expansion of the E-learning project, maintained and continued on-going improvement to the BAPRAS website, and undertook a third Workforce Planning initiative.

The changes to the BAPRAS Articles of Association, encompassing a broadening of our membership and moving to Regional representation on BAPRAS Council as was approved at the December 2011 Annual General Meeting, was implemented during 2012 and 2013. It is felt that this better enables the Association to fulfil its objectives.

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The membership of the Association at 30 September 2013 totalled 916 (30 September 2012: 882). The number of Honorary Members increased by 1, Full Members increased by 16, Trainee Members increased by 25, Overseas Members decreased by 2, Junior Members increased by 4, Senior Members increased by 2, Associate Members increased by 3, and the number of Affiliate and Interspecialty Members remained the same.

The Winter Scientific Meeting 2012 was held at the Royal College of Surgeons of England and attended by 469 (2011: 526) participants, including 198 (2011: 101) Trainee Members. A total of 46 (2011: 74) free papers were presented, and there were 45 (2011: 61) poster presentations. The meeting was also supported and attended by 34 (2011: 34) trade exhibitors.

The Summer Scientific Meeting 2013 was held at the East Midlands Conference Centre, Nottingham. This was attended by 306 (2012: 279) participants, including 86 (2012: 68) Trainee Members. A total of 51 (2012 - 76) papers were presented, and 40 (2012: 32) poster presentations. The meeting was also supported and attended by 22 (2011: 32) trade exhibitors.

The Journal of Plastic Reconstructive and Aesthetic Surgery (JPRAS) is owned by the Association and continues to be published in conjunction with Elsevier Science. Professor S Hofer continued as Editor of JPRAS. The number of papers submitted to the journal in 2012/2013 was 1,464 (2011/2012: 1,414), of these 467 (2011/2012: 371) were accepted.

One course in the Advanced Educational Programme in Plastic Surgery series was held in April 2013 on breast augmentation. The course was attended by 187 (2012: 155) delegates and 22 (2012: 25) speakers and faculty.

Three Medical Student Days were held in October 2012, March 2013 and September 2013 in London Bristol and Birmingham respectively. The aim of these events was to raise the awareness of plastic surgery amongst medical students at all stages and from all areas of the UK. The October event was attended by 110 medical students (November 2011: 105) and 13 faculty members (8 in November 2011); the March event by 87 medical students (April 2012: 105) and 11 faculty members (7 in April 2012) and the September 2013 event by 101 medical students.

The Fellowship examinations in plastic surgery were held in Newcastle upon Tyne and London. Of the 88 candidates taking the examination in total, there was an overall pass rate of 68%. This compares with 117 candidates sitting the examination the previous year, with an overall pass rate of 65%.

BAPRAS published "Your Guide to Breast Reconstruction" in 2010. A re-print of books was funded by the Association. These booklets continue to be sought after by the general public and hospitals where breast surgery is undertaken.

BAPRAS continues to develop an e-Learning platform to support both the Plastic Surgery Training Curriculum for Trainees and Consultant re-validation. The project is run and the content developed by a team of plastic surgeons headed by Mrs Sarah Pape as the national clinical director.

The e-learning project in plastic, reconstructive and aesthetic surgery (e-LPRAS), which is sponsored by BAPRAS and run in partnership with e-Learning for Healthcare, continues to make good progress towards its goal of completion by the end of 2018. Over 400 sessions already live or in development. Module 1 is complete. Most of the sessions for Module 2 have been written and are at the editing stage. All of the other modules are in active development. There are 300 registered authors, who have been drawn from a wide international background. There are also over 2,000 registered learners who are accessing and benefitting from the learning materials already online. The quality of the learning materials is extremely high and will be a comprehensive, up to date, authoritative, online learning resource for plastic surgeons at all levels and allied health professionals working in the specialty.

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**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

The Communications Team continued to deliver its strategic objectives in 2012/2013, running a 24 hour press desk and producing proactive media stories which allow the scope and breadth of the specialty to be demonstrated and involved working with a number of members across the UK. All performance indicators set for the year were achieved or exceeded. In the light of the financial situation a significant cost improvement programme was agreed in the Autumn 2011. The Forster PR company were re-appointed in December 2011 for a three year period. BAPRASVoice, introduced in December 2011 has proved popular and informative. This contains the news, views and media activities for the Association. A membership survey was undertaken, the findings of which would be incorporated into future work carried out by the Association.

A BAPRAS Code of Practice for adoption by the membership was written. The purpose of this code is to define acceptable behaviour in plastic surgery, to encourage the maintenance of the highest surgical standards, to support the professional regulation of the specialty and to provide a model for reflective practice in line with on-going appraisal and revalidation.

An Independent and Aesthetic Practice Committee was approved at the Annual General Meeting in December 2012. The remit of the committee is to consider all aspects of independent practice and aesthetic surgery strategies for the Association including education.

Special Interest Groups (SIGs) groups continue to be formed. These provide a small specialist group for sharing ideas and problem solving.

Oncoplastic Breast Reconstruction, Guidelines for Best Practice were published in November 2012 by the BAPRAS in conjunction with the Association of Breast Surgery.

A research fellowship has been established to the value of £30,000, combined with the Association of Breast Surgery. This will be administered by the Royal College of Surgeons.

Impact of Activities & Events

The impact of activities and events is indicated by the following items:

1. Level of membership of Plastic Surgery Consultants who are members of the Association:

There are currently 422 (2011/2012: 417) Consultants, who are members of the Association which is approximately 97% (2011/2012: 98%) of Consultant Plastic Surgeons in NHS practice in the UK.

2. Attendance at Scientific Meetings:

There were 586 (2011/2012: 526) attendees at the Winter Scientific Meeting and 306 (2011/2012: 279) attendees at the Summer Scientific Meeting. Winter Meeting: 46 papers and 45 posters presented (2011/2012: 106 papers and 61 posters presented). Summer meeting: 51 papers and 40 posters presented (2011/2012: 76 papers and 32 posters presented).

3. Attendance at other meetings/courses:

A nurses courses was not held in 2012/2013. The course held in 2011/2012 attracted 80 delegates.

A total of 209 people (2011/2012: 307 people) attended the Educational Programme during 2012/2013.

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

Public Benefit

During the year 2012/2013, the Trustees gathered the following evidence that demonstrates to their satisfaction that BAPRAS continues to benefit the public through its activities targeted to achieve its charitable objectives:

- The number of members and non-members attending the Summer and Winter scientific meetings;
- The number of attendees to the Educational Programme in Plastic Surgery;
- A total of £148,219 (2011/2012: £230,939) was awarded in grants;
- The documentation of support from individual patients and patient groups with regards to plastic surgery and their involvement with the Association; and
- The Association continue to have lay representation on Council to ensure that the needs of general public continue to be taken into consideration in Association business.

FINANCIAL REVIEW

Financial Results of Activities & Events

During the year, the Association generated £1,163,566 (2011/2012: £1,121,292) of incoming resources, and expended resources of £1,093,648 (2011/2012: £1,242,120) principally disseminating information as it relates to any and all of the fields that pertain to the Association's charitable objectives.

In particular, the Scientific Meetings contributed £56,480 (2011/2012: £30,134), and the Journal of Plastic, Reconstructive and Aesthetic Surgeons contributed £362,011 (2011/2012: £310,234) towards the other operational costs of the Association.

Grant Making

The Education committee was allocated a budget of £100,000 for 2012/2013. Due to insufficient applications, the total budget could not be fully utilised.

The Overseas Service & Training committee continues development of an overseas fellowship scheme and was awarded a budget of £30,000 for 2012/2013. The unused budget will be used to cover the costs associated with the development of BFIRST. The development process has continued and ten fellowships were awarded during the year.

The Healing Foundation were awarded £75,000 per annum for a three year period, of which the Association's unavoidable commitment for the first two of those three years was recognised in the 2011/2012 financial statements.

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

Grants actually awarded during 2012/2013, including commitments in respect of payments to be made in future years, were as follows:

	£
BFIRST	63,298
Travelling Bursaries	12,500
Overseas Service & Training Committee	9,048
Student Bursaries	12,100
Aesthetic Surgery Tutor	15,833
RCS Surgical Champion	22,500
Paton & Masser Memorial Fund	5,000
Travelling Bursaries Overseas	4,500
Healing Foundation/BAPRAS Medical Student Scholarships	2,400
Other amounts	1,040
	<u>148,219</u>
	=====

Reserves Policy

At 30 September 2013, the charity's 'free reserves' amounted to £1,860,710 (30 September 2012: £1,699,704).

The Trustees continue to determine a suitable target for the level of 'free reserves', if any, that the Charity should aim to be holding in future years. As a part of this process, the Trustees will be continuing to consult with the Charity's key stakeholders to identify how existing 'free reserves' should be used in line with the charitable aims of the Association.

The areas of emphasis will continue to be education and research including the provision of information to the public. Education continues to be supported nationally and locally, and the medical student education programme is being enhanced. In the light of this aim, it is highly likely that a proportion of existing 'free reserves' will be held on a long term basis to generate a regular income stream in perpetuity with the balance of 'free reserves' being spent in a systematic and controlled manner on appropriate projects.

Investments Policy

The Trustees have wide ranging powers to invest the funds of the Association as they see fit, and in practice, they receive advice from the Association's investment managers on appropriate investments. The Association's investment portfolio continues to be managed by Schroder Investment Management Limited, with an increase in cash holdings in view of the current economic changes.

The Association's investment strategy is to provide a balance between capital growth and income in the long term, whilst adopting a medium risk profile. The performance of the Association's investments against this policy is reviewed by the Trustees throughout the year. Any short term surplus cash funds are held in high interest bearing deposit accounts. The Trustees will not invest in anything that they consider to be socially, environmentally or ethically unsound in any way.

For the year ended 30 September 2013, the Charity's investments portfolio grew in value by 8.5% after adjusting for net cash increases (2011/2012: 8.1%) and achieved an average income return of 3.7% (2011/2012: 4.1%) and the Charity's unrestricted cash deposits achieved an average income return of 2.4% (2011/2012: 1.2%).

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

PLANS FOR FUTURE PERIODS

Future Strategy

1. Workforce, Activity, and Patient Related Outcome rolling knowledge base:

The Association continues to develop a substantive process for continual collection and analysis of plastic surgical practice, in order to provide the highest possible data from which better patient care initiatives can be championed.

2. Professional standards development:

The Association continues to engage with Governmental and College based initiatives to ensure the provision of a plastic surgical workforce of the highest standard. It will work to support members in maintaining the highest standard of practice, with guidance for registration and re-validation when required. As part of this process, it will seek to define the scope and standard of best practice, in partnership with the Intercollegiate Examinations Board. In this context, it is important to recognise that aesthetic surgical procedures fall firmly within the sphere of plastic surgical practice. However, not all non-surgical aesthetic/cosmetic activities can be managed by the Association, and the anticipated growth of such services and therapies around the fringe of mainstream surgical methods in the 21st Century is not seen as a strategic area for the Association to embrace.

3. Support for plastic surgical education:

The Association will continue to support research Fellowships (in close association with the Healing Foundation), travel and educational support, undergraduate and post graduate educational courses, Journal development, e-learning initiatives, and targeted material in specialist areas for surgical specialties and patient groups. It will explore initiating prestigious awards for individuals to encourage best practice from high quality research in the discipline. These educational activities will include (in line with all corporate social enterprise within UK company structure) an element of 'pro bono' work directed at the poorest communities within the least advantaged nations.

4. High Quality research initiative:

The Association set up a Research Committee (early 2012) to develop a strategy to further the initiation, encouragement, and promulgation of research within Plastic Surgery of a standard that could be expected to make a substantial change to patient care, and which competes with the highest standards of such activity seen internationally.

5. Development of the plastic surgical 'community':

Recognising that the benefits of harmonious working environments are immeasurable but substantial, the Association will develop activity to support the surgical community meeting for social and network formation as well as purely education. Regional activities will be encouraged and supported as well as development of strong means of accountability and feedback from elected regional representatives.

6. Public perception of Specialty:

The Association recognises the continual need for the high standing of practice and activity to be promoted in the public domain. Whilst recognising that the best approach to this remains energetic activity in the areas of research, education, and clinical surgery, it is clear that the support of skilled public relations management will be required for both crisis management' and also direction in best practice for interaction with media organisations. The Association will regularly review the supply of such services to maximise output from what can be reasonably afforded from Public Relations support, with the best interests of the widest element of the membership as possible.

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

In addition to all of the above, the Association will continue to address the process of running a fully representative and responsive organisation for a membership that includes diverse subspecialties and evolving areas of clinical practice. This will include:

- Periodic review of the functions of the Association with reference to how it can support its individual members;
- Maintaining financial stability, which includes assessment of financial risks and review of an investment strategy;
- Advancing the cause of British plastic surgery locally, regionally, nationally and internationally;
- Bringing the disparate associated groups under one roof or organisation;
- Improving training and assessment, and developing new methods of training;
- Developing the plastic surgery service in terms of specialisation, but also encouraging new ideas, new technologies and new methods of practice;
- Improving relationships with other associated specialties;
- Providing guidance at local, regional and national level about the specialty; and
- Possible appointment of a Senior Executive Officer.

Future Activities and Events

During 2013/2014, BAPRAS will be undertaking the following projects:

- Two Undergraduate study days will be held, in Bristol and at the Royal College of Surgeons in London;
- The Summer 2014 Scientific Meeting will not take place. BAPRAS are hosting the ESPRAS 2014 meeting in July in Edinburgh. This is a five day meeting and it is hoped to attract up to 1,000 delegates. This will include cadaver workshops being organised at The Royal College of Surgeons in Edinburgh;
- The Winter 2014 Scientific Meeting will be held at The Royal College of Surgeons, London;
- Modules of the Advanced Courses series will continue;
- The Overseas Service & Training Committee has been disbanded and is now the registered charity, BFIRST. This will continue with the development of the overseas fellowships and to advise the Association on other matters related to training and support for developing countries;
- A review of office management and activity is on-going and discussed by Council;
- The Plastic Surgery Workforce Survey will be conducted for a third time, thus establishing the current demographics of the UK Plastic Surgery Specialty;
- The E-Learning project is forecasted to continue in 2014. It will be structured based on the funds already allocated for this project;
- The BAPRAS website continues to be updated to make more user friendly;
- The Association have appointed a Council member to manage Commissioning in order that plastic surgery features prominently within the NHS Commissioning Board; and
- The BAPRAS will work on publishing two booklets entitled, Guide to Breast Augmentation and Skin Cancer.

Impact of Activities & Events

The Trustees will principally assess the success of the above activities and events by evaluating the number of delegates attending the meetings and courses, the number of papers submitted and the feedback from meeting and course questionnaires.

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**TRUSTEES' ANNUAL REPORT (Continued)
for the year ended 30 September 2013**

In addition, on the basis that currently 97% (98% in 2011/2012) of Consultant Plastic Surgeons are members of the Association, the Trustees would like to see this figure maintained or exceeded in the future. Active Plastic Surgeons in the UK who are not members or who have left membership will be consulted to learn from their experience and requirements from a professional supporting association.

The number of delegates attending the Winter and Summer Scientific Meetings should not fall below the most recent levels. The number of papers and posters presented at the Scientific Meetings should not fall below the most recent levels.

The Trustees are aware that the number of delegates attending the Educational Programme courses will fluctuate depending in particular on the specific topic being covered. Each series is made up of seven meetings held over 4 years, and the Trustees' target is that in financial terms each series should at least break even.

Public Benefit

In the future, the Trustees intend to ensure that BAPRAS continues to benefit the public by contacting the members to gather evidence from patients in relation to public benefit.

FUNDS HELD AS CUSTODIAN

Although the Association maintains restricted funds to deal with incoming resources that are earmarked for a particular purpose by donors, sponsors, and other funders, the Association does not currently hold, and the Trustees do not anticipate that it will in the future hold, any funds as custodian for any third party.

This report was approved by the Trustees on 20 March 2014, and was signed for and on behalf of the board by



Honorary Secretary & Company Secretary

A Pandya

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH ASSOCIATION OF PLASTIC RECONSTRUCTIVE AND AESTHETIC SURGEONS

We have audited the financial statements of The British Association of Plastic Reconstructive and Aesthetic Surgeons for the year ended 30 September 2013 on pages 22 to 35. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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 the charitable company's 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 Statement of Trustees' Responsibilities set out on pages 7 and 8, 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 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 AUDIT OF THE FINANCIAL STATEMENTS

A description of the scope of an audit of financial statements is provided on the Financial Reporting Council's website at [http://www.frc.org.uk/Our-Work/Codes-Standards/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Scope-of-audit/UK-Private-Sector-Entity-\(issued-1-December-2010\).aspx](http://www.frc.org.uk/Our-Work/Codes-Standards/Audit-and-assurance/Standards-and-guidance/Standards-and-guidance-for-auditors/Scope-of-audit/UK-Private-Sector-Entity-(issued-1-December-2010).aspx)

OPINION ON FINANCIAL STATEMENTS

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2012 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006.

OPINION ON OTHER MATTER 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.

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH ASSOCIATION OF PLASTIC RECONSTRUCTIVE AND AESTHETIC SURGEONS (Continued)

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:

- the charitable company has not kept adequate accounting records, 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.



Kerry Gallagher, Senior Statutory Auditor
For and on behalf of BAKER TILLY UK AUDIT LLP, Statutory Auditor
Springpark House
Basing View
Basingstoke
Hampshire RG21 4HG

8 April 2014

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
for the year ended 30 September 2013

	Notes	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
INCOMING RESOURCES					
Incoming resources from generated funds					
Investment income	1	59,700	-	59,700	53,509
Incoming resources from charitable activities					
Disseminating information on the specialty	2	1,102,666	1,200	1,103,866	1,067,783
TOTAL INCOMING RESOURCES		1,162,366	1,200	1,163,566	1,121,292
RESOURCES EXPENDED					
Charitable activities					
Disseminating information on the specialty	3	904,923	169,422	1,074,345	1,225,036
Governance costs	4	19,303	-	19,303	17,084
TOTAL RESOURCES EXPENDED		924,226	169,422	1,093,648	1,242,120
NET INCOMING/(OUTGOING) RESOURCES & NET INCOME/(EXPENDITURE) FOR THE YEAR					
		238,140	(168,222)	69,918	(120,828)
TRANSFERS					
Gross transfers between funds		(120,222)	120,222	-	-
OTHER RECOGNISED GAINS AND LOSSES					
Gains on investment assets	7	104,543	-	104,543	96,596
NET MOVEMENT IN FUNDS		222,461	(48,000)	174,461	(24,232)
RECONCILIATION OF FUNDS					
Fund balances brought forward at 1 October 2012		1,651,704	48,000	1,699,704	1,723,936
FUND BALANCES CARRIED FORWARD AT 30 SEPTEMBER 2013	10	1,874,165	-	1,874,165	1,699,704
		=====		=====	=====

The net movement in funds for the year arises from the Charity's continuing operations.

No separate statement of total recognised gains and losses has been presented as all such gains and losses have been dealt with in the statement of financial activities.

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

BALANCE SHEET
as at 30 September 2013

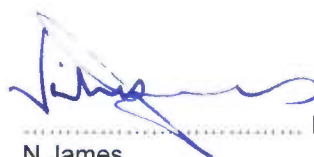
Company Number: 02657454

	Notes	2013 £	2012 £
FIXED ASSETS			
Tangible assets	6	13,455	17,626
Investments	7	1,340,601	1,189,639
		<u>1,354,056</u>	<u>1,207,265</u>
CURRENT ASSETS			
Debtors	8	227,027	149,204
Cash at bank and in hand		574,671	531,594
		<u>801,698</u>	<u>680,798</u>
LIABILITIES			
Creditors: Amounts falling due within one year	9	281,589	188,359
NET CURRENT ASSETS			
		<u>520,109</u>	<u>492,439</u>
TOTAL ASSETS LESS CURRENT LIABILITIES & NET ASSETS			
		<u>1,874,165</u> =====	<u>1,699,704</u> =====
THE FUNDS OF THE CHARITY			
Restricted income funds			
e-Learning Fund	10	-	48,000
Unrestricted income funds			
General Fund	10	1,874,165	1,651,704
TOTAL CHARITY FUNDS			
	11	<u>1,874,165</u> =====	<u>1,699,704</u> =====

The financial statements on pages 22 to 35 were approved by the Trustees and authorised for issue on 20 March 2014, and are signed on their behalf by



..... President
A G B Perks



..... Honorary Treasurer
N James

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

Financial statements for the year ended 30 September 2013

ACCOUNTING POLICIES

BASIS OF ACCOUNTING

The financial statements have been prepared to comply with current statutory requirements (principally being the Companies Act 2006 and the Charities Act 2011), under the historical cost convention, except as modified for the annual revaluation of fixed asset investments, and in accordance with United Kingdom Generally Accepted Accounting Practice. The recommendations in *Accounting and Reporting by Charities: Statements of Recommended Practice (revised 2005)* issued by the Charity Commission in March 2005 have been followed. The accounting policies have been applied consistently in prior years.

INCOMING RESOURCES

General donations and other similar types of voluntary income are brought into account when received, except that donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Investment income is accounted on a receivable basis once the dividend or interest has been declared.

Credit is taken in the accounts for the proportion of subscriptions which are receivable in the financial period. All other similar types of income are also accounted for on an accruals basis.

RESOURCES EXPENDED

Resources expended are allocated to the Charity's principal activity where the costs can be identified as being directly related to that activity. All costs that cannot be identified as relating directly to the Charity's principal activity are categorised as either support costs or governance costs. Any costs that cannot be specifically categorised are allocated in proportions based upon a suitable ratio applicable to the nature of the cost involved.

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.

Governance costs are the costs associated with running the Charity as a charitable company, and in particular include a proportion of support staff costs, other support costs and audit fees.

TANGIBLE FIXED ASSETS

All tangible assets purchased that have an expected useful economic life that exceeds one year are capitalised and classified as fixed assets. Tangible fixed assets are stated at historical cost less depreciation. Depreciation is provided on all tangible fixed assets at rates calculated to write each asset down to its estimated residual value over its expected useful life, as follows:

Leasehold improvements	over 10 years straight line
Presidential badge & chain	25% reducing balance
Furniture, fittings & office equipment	25% reducing balance
Computer equipment	33 1/3 % reducing balance

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

Financial statements for the year ended 30 September 2013

ACCOUNTING POLICIES (Continued)

INVESTMENTS

The Charity's investments are included in the balance sheet at their market value. The gains or losses arising upon their annual revaluation are included in the statement of financial activities.

LEASED ASSETS AND OBLIGATIONS

Where assets are financed by leasing agreements that give rights approximating to ownership ("finance leases"), the assets are treated as if they had been purchased outright. The amount capitalised is the present value of the minimum lease payments payable during the lease term. The corresponding leasing commitments are shown as obligations to the lessor.

Lease payments are treated as consisting of capital and interest elements, and the interest is charged to the statement of financial activities in proportion to the remaining balance outstanding.

All other leases are "operating leases" and the annual rentals are charged to the statement of financial activities on a straight line basis over the lease term.

PENSION CONTRIBUTIONS

The Charity participates in a multi-employer defined benefit pension scheme known as the Superannuation Arrangements of the University of London ("SAUL"). The scheme is contracted out of the State Earnings-Related Pension Scheme, and is a centralised scheme for certain employees with the assets held in separate trustee-administered funds. The Charity is unable to identify its share of the underlying assets and liabilities of the scheme.

The amount charged to the statement of financial activities in respect of pension costs is the total contributions payable for the year.

FUND ACCOUNTING

The general fund comprises the accumulated surpluses of unrestricted incoming resources over resources expended, which are available for use in furtherance of the general objective of the Charity.

Designated funds are a particular form of unrestricted funds consisting of amounts which have been allocated or designated for specific purposes by the Trustees. The use of designated funds remains at the discretion of the Trustees.

Restricted funds are funds subject to specific conditions imposed by donors. The purpose and use of the restricted funds are set out in the notes to the accounts. Amounts unspent at the year end are carried forward in the balance sheet.

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 September 2013

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
1. INVESTMENT INCOME				
Bank interest receivable on short term cash deposits	13,281	-	13,281	7,235
Income from investments listed on a recognised stock exchange: UK investments	46,419	-	46,419	46,274
	<u>59,700</u>	<u>-</u>	<u>59,700</u>	<u>53,509</u>
	=====	=====	=====	=====
2. INCOME FROM DISSEMINATING INFORMATION ON THE SPECIALTY				
Subscription income from members	299,876	-	299,876	287,598
Winter Scientific Meeting income	190,211	-	190,211	156,556
Summer Scientific Meeting income	82,322	-	82,322	96,492
Journal income	443,933	-	443,933	368,856
e-Learning funding from the Department of Health	-	1,200	1,200	48,000
Advanced Education Course income	78,819	-	78,819	103,938
Breast Nurses course income	3,860	-	3,860	4,818
BAPRAS/BOA lower limb book income	542	-	542	220
Other income	3,103	-	3,103	1,305
	<u>1,102,666</u>	<u>1,200</u>	<u>1,103,866</u>	<u>1,067,783</u>
	=====	=====	=====	=====

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

	Unrestricted funds £	Restricted funds £	Total 2013 £	Total 2012 £
3. COSTS OF DISSEMINATING INFORMATION ON THE SPECIALTY				
Direct costs:				
Winter Scientific Meeting costs	136,095	-	136,095	125,455
Summer Scientific Meeting costs	79,958	-	79,958	97,459
Journal expenditure	81,922	-	81,922	58,622
e-Learning project costs	-	169,422	169,422	148,612
Advanced Education course costs	39,306	-	39,306	69,526
Breast Nurses course costs	6,645	-	6,645	5,345
Medical student day costs	8,231	-	8,231	5,435
Microtia and artesia costs	20	-	20	-
Workforce planning costs	-	-	-	49
Council and committee meeting expenses	38,928	-	38,928	36,834
Healing Foundation grant	-	-	-	150,000
BFIRST funding	63,298	-	63,298	-
Grants, bursaries, awards and prizes awarded to: Forty-eight (2011/2012: Forty-two) individuals	84,921	-	84,921	80,939
Public education costs	65,362	-	65,362	129,556
Website costs	3,182	-	3,182	13,100
Subscriptions	12,102	-	12,102	11,459
	619,970	169,422	789,392	932,391
Support costs (see note 4)	284,953	-	284,953	292,645
	904,923	169,422	1,074,345	1,225,036
	=====	=====	=====	=====

During the year, twenty-one (2011/2012: sixteen) trustees were reimbursed for Council and committee meeting expenses incurred totalling £23,608 (2011/2012: £18,009).

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

	Support costs £	Governance costs £	Total 2013 £	Total 2012 £
4. SUPPORT & GOVERNANCE COSTS				
Staff costs (see note 5)	167,410	4,293	171,703	166,575
Operating lease rentals:				
Land and buildings	20,592	528	21,120	22,521
Other office costs	45,315	1,162	46,477	50,407
Legal and professional fees	4,243	109	4,352	4,018
Auditor's remuneration:				
Audit fees	-	7,750	7,750	6,450
Accountancy and advisory	4,358	4,358	8,716	6,429
Other expenses	13,347	342	13,689	11,906
Depreciation - owned assets	6,134	157	6,291	8,232
Irrecoverable Value Added Tax	23,554	604	24,158	33,191
	<u>284,953</u>	<u>19,303</u>	<u>304,256</u>	<u>309,729</u>
	=====	=====	=====	=====

The Charity strives to analyse expenditure as direct costs when transactions are being processed, but thereafter, allocates support costs on the basis of estimated staff time involved.

Included within auditors' remuneration are amounts payable to Baker Tilly UK Audit LLP in respect of audit services of £7,750 (2011/2012: £6,450) and amounts payable to Baker Tilly Tax and Accounting Limited in respect of accountancy and advisory services of £8,716 (2011/2012: £6,430).

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013**

	2013	2012
5. STAFF COSTS		
	No.	No.
The average monthly number of persons employed by the Association (excluding Council members) during the year was as follows:		
Secretariat office	6	6
	==	==
	£	£
Staff costs for the above persons:		
Wages and salaries	139,983	134,881
Social security costs	13,366	12,337
Other pension costs	11,508	12,331
Temporary staff costs	-	1,165
Healthcare provision	6,846	5,861
	<u>171,703</u>	<u>166,575</u>
	=====	=====

The costs of employees are shared with The British Society for Surgery of the Hand, which also shares the secretariat office space with the Association. No employee received total emoluments in excess of £60,000 during the current or previous year. No Council member received any remuneration for services as a Council member provided to the Association during the current or previous year.

The Charity has taken out a charity trustees' indemnity and professional indemnity insurance policy that provides professional indemnity cover for the Trustees of the Charity. The cover provided by the policy is £2 million for any one claim. The cost of this insurance policy to the Charity for the year was £8,895 (2011/2012: £8,895).

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

6. TANGIBLE FIXED ASSETS

	Leasehold improvements £	Presidential badge & chain £	Furniture fittings & office equipment £	Computer equipment £	TOTAL £
Cost:					
1 October 2012	56,619	7,201	33,496	65,986	163,302
Additions	-	-	-	2,120	2,120
30 September 2013	56,619	7,201	33,496	68,106	165,422
Depreciation:					
1 October 2012	56,619	6,559	30,652	51,846	145,676
Charge for year	-	160	711	5,420	6,291
30 September 2013	56,619	6,719	31,363	57,266	151,967
Net book value:					
30 September 2013	-	482	2,133	10,840	13,455
30 September 2012	-	642	2,844	14,140	17,626

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

	2013 £	2012 £
7. INVESTMENTS		
Investment listed on a recognised stock exchange at market value:		
1 October 2012	1,189,639	1,106,769
Additions at cost	46,419	46,274
Disposal proceeds	-	(60,000)
Realised gains	-	7,136
Unrealised gains	104,543	89,460
	<u>1,340,601</u>	<u>1,189,639</u>
	=====	=====
At the balance sheet date, the market value of the portfolio comprised:		
UK investments	1,340,601	1,189,639
	<u>1,340,601</u>	<u>1,189,639</u>
	=====	=====
Equities (unitised funds only)	1,340,601	1,189,639
	<u>1,340,601</u>	<u>1,189,639</u>
	=====	=====
At the balance sheet date, the historical cost of the investments was £1,244,017 (2011/2012: £1,197,598).		
	2013 £	2012 £
Individual holdings representing more than 5% of the market value of the portfolio at the balance sheet date are as follows:		
Schroder Charity Multi-Asset Fund accumulation units	1,340,601	1,189,639
	<u>1,340,601</u>	<u>1,189,639</u>
	=====	=====

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

	2013 £	2012 £
8. DEBTORS		
Amounts falling due within one year:		
Trade debtors	-	48,000
Other debtors	36,053	17,290
Prepayments and accrued income	190,974	83,914
	<u>227,027</u>	<u>149,204</u>
	=====	=====
9. CREDITORS		
Amounts falling due within one year:		
Trade creditors	88,919	45,187
Other taxes and social security costs	12,804	6,093
Winter Scientific Meeting income in advance	38,020	21,245
Educational course income in advance	37,710	1,935
Breast Care meeting income in advance	-	1,620
Medical Student Day income in advance	838	566
Unpaid grants, awards and prizes	92,048	96,750
Accruals and deferred income	11,250	14,963
	<u>281,589</u>	<u>188,359</u>
	=====	=====

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

10. THE FUNDS OF THE CHARITY

	1 October 2012 £	Incoming resources £	Outgoing resources £	Transfers between funds £	Gains on investments £	30 September 2013 £
Restricted income funds:						
e-Learning Fund	48,000	1,200	(169,422)	120,222	-	-
Unrestricted income funds:						
General Fund	1,651,704	1,162,366	(924,226)	(120,222)	104,543	1,874,165
	<u>1,699,704</u>	<u>1,163,566</u>	<u>(1,093,648)</u>	<u>-</u>	<u>104,543</u>	<u>1,874,165</u>
	=====	=====	=====	=====	=====	=====

The e-Learning Fund was set up in 2008/2009 following the receipt of funding from the Department of Health to cover the costs incurred by the Charity in working in partnership with the Department of Health on its e-Learning for Healthcare programme. The Charity has spent a large amount of money on this project and funded £120,222 (2011/2012: £67,785) of this expenditure itself by a transfer from the General Fund.

Included within the General Fund are net unrealised gains arising on the revaluation of investments totalling £96,584 (30 September 2012: net unrealised losses of £7,959).

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013

11. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Fixed assets £	Net current assets £	Total £
Unrestricted income funds:			
General Fund	1,354,056	520,109	1,874,165
NET ASSETS	<u>1,354,056</u> =====	<u>520,109</u> =====	<u>1,874,165</u> =====

12. PENSION COMMITMENTS

The Charity participates in a centralised defined benefit scheme known as the Superannuation Arrangements of the University of London ("SAUL") for all qualified employees with the assets held in separate trustee-administered funds. It is not possible to identify the Charity's share of the underlying assets and liabilities of SAUL. Therefore contributions are accounted for as if SAUL were a defined contribution scheme and pension costs are based on the amounts actually paid (cash amounts) in accordance with paragraphs 8-12 of FRS17. The amount charged to the statement of financial activities in respect of pension costs (as shown in note 5) is the total contributions payable for the year. Any contributions payable at the balance sheet date are treated as creditors (as shown in note 9).

SAUL is subject to triennial valuation by professionally qualified and independent actuaries. The last available valuation was carried out as at 31 March 2011 using the projected unit credit method in which the actuarial liability makes allowance for projected earnings. The main assumptions used to assess the technical provisions were:

Pre-retirement discount rate	6.80% per annum
Post-retirement discount rate	4.70% per annum
General salary increases – to March 2014	3.75% per annum
General salary increases – after March 2014	4.50% per annum
Price inflation – RPI	3.50% per annum
Price inflation – CPI	2.80% per annum
Pension increases in payment	2.80% per annum

The actuarial valuation applies to SAUL as a whole and does not identify surpluses or deficits applicable to individual employers. As a whole, the market value of SAUL's assets was £1,506 million representing 95% of the liability for benefits after allowing for expected future increases in salaries.

Based on the strength of the employer covenant and the trustee's long-term investment strategy, the trustee and the employers agreed to maintain employer and member contributions at 13% of Salaries and 6% of salaries respectively following the valuation. The above rates will be reviewed when the results of the next formal valuation (as at 31 March 2014) are known.

**THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS**

**NOTES TO THE FINANCIAL STATEMENTS (Continued)
for the year ended 30 September 2013**

12. PENSION COMMITMENTS (Continued)

A comparison of SAUL's assets and liabilities calculated using assumptions consistent with FRS17 revealed SAUL to be in deficit at the last formal valuation date (31 March 2011). As part of this valuation, the Trustee and Employer have agreed that no additional contributions will be required to eliminate the current shortfall.

The more material changes (the introduction of a Career Average Revalued Earnings, or "CARE", benefit structure) to SAUL's benefit structure will apply from 1 July 2012. As a consequence, the cost of benefit accrual is expected to fall as existing final salary members are replaced by new members joining the CARE structure. This will allow an increasing proportion of the expected asset return to be used to eliminate the funding shortfall. Based on conditions as at 31 March 2011, the shortfall is expected to be eliminated by 31 March 2021, which is 10 years from the valuation date.

	2013	2012
	£	£
13. COMMITMENTS UNDER OPERATING LEASES		
At 30 September 2013, the charity was committed to make the following payments under non-cancellable operating leases as follows:		
In respect of land & building leases –		
For the year ending 30 September 2013	-	34,088
For the year ending 30 September 2014	34,088	34,088
For the year ending 30 September 2015	34,088	34,088
For the year ending 30 September 2016	25,566	25,566
	=====	=====
In respect of plant & machinery leases -		
For the year ending 30 September 2013	-	807
	=====	=====

14. RELATED PARTY TRANSACTIONS

The Association shares its secretariat office (and therefore also the related operating lease commitment) with The British Society for Surgery of the Hand ("BSSH"), another United Kingdom charitable company. The costs of employees and other administrative overheads are also shared with BSSH, and accordingly an informal arrangement for recharging costs is operated between the two organisations.

At the balance sheet date, £22,239 (2012: £10,609) was owed by BSSH and is included in other debtors, and £2,134 (2012: £4,771) was owed to BSSH and is included in trade creditors.

THE BRITISH ASSOCIATION OF PLASTIC
RECONSTRUCTIVE AND AESTHETIC SURGEONS

FINANCIAL STATEMENTS
for the year ended 30 September 2013

ACCOUNTANT'S REPORT TO THE BOARD OF TRUSTEES OF THE BRITISH ASSOCIATION OF
PLASTIC RECONSTRUCTIVE AND AESTHETIC SURGEONS ON THE UNAUDITED FINANCIAL
STATEMENTS FOR THE YEAR ENDED 30 SEPTEMBER 2013

In order to assist you to fulfil your duties under the Companies Act 2006 and the Charities Act 2011 ("the Acts") and regulations thereunder, we prepared for your approval the financial statements of The British Association of Plastic Reconstructive and Aesthetic Surgeons which comprise the Statement of Financial Activities, the Balance Sheet and the related notes as set out on pages 22 to 35 from the charitable company's accounting records and from information and explanations you have given us.

As a practising member firm of the Institute of Chartered Accountants in England and Wales (ICAEW), we are subject to its ethical and other professional requirements which are detailed at <http://www.icaew.com/en/members/regulations-standards-and-guidance>.

This report is made solely to the board of trustees of The British Association of Plastic Reconstructive and Aesthetic Surgeons as a body, in accordance with the terms of our engagement letter dated 24 September 2013. Our work has been undertaken solely to prepare for your approval the financial statements of The British Association of Plastic Reconstructive and Aesthetic Surgeons and state those matters that we have agreed to state to them in accordance with AAF 2/10 as detailed at icaew.com/compilation. This report should not therefore be regarded as suitable to be used or relied on by any other party wishing to acquire any rights against Baker Tilly Tax and Accounting Limited for any purpose or in any context. Any party other than the trustees which obtains access to this report or a copy and chooses to rely on this report (or any part of it) will do so at its own risk. To the fullest extent permitted by law, Baker Tilly Tax and Accounting Limited will accept no responsibility or liability in respect of this report to any other party and shall not be liable for any loss, damage or expense of whatsoever nature which is caused by any person's reliance on representations in this report.

This report is released to the trustees on the basis that it shall not be copied, referred to or disclosed, in whole or in part (save as otherwise permitted by agreed written terms), without our prior written consent.

It is your duty to ensure that The British Association of Plastic Reconstructive and Aesthetic Surgeons has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and net movement in funds of The British Association of Plastic Reconstructive and Aesthetic Surgeons under the Acts and regulations thereunder.

We have not been instructed to carry out an audit or a review of the financial statements of The British Association of Plastic Reconstructive and Aesthetic Surgeons. For this reason, we have not verified the accuracy or completeness of the accounting records or information and explanations you have given to us and we do not, therefore, express any opinion on the statutory financial statements.

Baker Tilly Tax and Accounting Limited

BAKER TILLY TAX AND ACCOUNTING LIMITED
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23 April 2014