THE BRITISH ASSOCIATION OF PLASTIC RECONSTRUCTIVE AND AESTHETIC SURGEONS

Trustees' Annual Report & Financial Statements

30 September 2011
EXECUTIVE SUMMARY
for the year ended 30 September 2011

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 5 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 9 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 £1,631,655. 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.

Key areas of development for the Association in 2010/2011 have been:

- Education grants awarded to the sum of £71,573.
- Establishment of a new charity the British Foundation for International Reconstructive Surgery and Training (BFIRST).
- The establishment of a joint research fellowship with RCS to the sum of £25,000.
- An agreement to fund the running costs of the Healing Foundation with a charitable donation of £75,000 per year for 3 years.
- An agreement in principle to fund the development of a remote learning tool for plastic surgery (eLPRAS).
- The Association has hosted two scientific meetings, two advanced educational conferences, a study day for nurses and two undergraduate study days.
- The Association has funded a workforce planning group to determine NHS requirements for consultant plastic surgeons in the future.
Future strategies for the Association include:

- Developing communication strategies with the public and the membership.
- Developing high quality research initiatives with the Association’s partners.
- To work collaboratively with other professional bodies to regulate aesthetic surgery in order to better protect the public.

This executive summary was approved by the trustees on 21 March 2012, and was signed for and on behalf of the board by

[Signature]

Honorary Secretary & Company Secretary
J O'Donoghue
TRUSTEES' ANNUAL REPORT
for the year ended 30 September 2011

The trustees present their report and the financial statements of The British Association of Plastic Reconstructive and Aesthetic Surgeons (also known as "BAPRAS" or "the Association") for the year ended 30 September 2011.

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 2010, as follows:

R H Milner
President (from 1 January 2012)
Vice-President (from 1 January 2011, until 31 December 2011)
Vice-President Elect (until 31 December 2010)
Honorary Treasurer (until 31 December 2010)

A G B Perks
Vice-President (from 1 January 2012)

J O'Donoghue
Honorary Secretary and Company Secretary (from 1 January 2011)

P McArthur
Honorary Treasurer (from 1 January 2011)

M F T Fatah
2008-2010 (demitted office 31 December 2010)
President, The British Association of Aesthetic Plastic Surgeons 2010-2012

C T K Khoo
2008-2010 (demitted office 31 December 2010)

H Nishikawa
2008-2010 (demitted office 31 December 2010)

V S Devaraj
2009-2011 (demitted office 31 December 2011)

D J Gordon
2009-2011 (demitted office 31 December 2011)

N S Niranjan
2009-2011 (demitted office 31 December 2011)

B Jemec
2010-2012 (appointed 1 January 2010)

N Parkhouse
2010-2012 (appointed 1 January 2010)

M J Timmons
2010-2012 (appointed 1 January 2010)

M A C S Cooper
2011-2013 (appointed 1 January 2011)

K E Graham
2011-2013 (appointed 1 January 2011)

M Henley
2011-2013 (appointed 1 January 2011)

A Malyon
2011-2013 (appointed 1 January 2011)

N S G Mercer
2011-2013 (appointed 1 January 2011)

U Khan
2012-2014 (appointed 1 January 2012)

H G Lewis
2012-2014 (appointed 1 January 2012)

S A Pape
2012-2014 (appointed 1 January 2012)

F C Peart
2012-2014 (appointed 1 January 2012)

D G K Lam
2012-2014 (appointed 1 January 2012)

E M Sassoon
2012-2014 (appointed 1 January 2012)

D J Coleman
Honorary Secretary and Company Secretary (until 31 December 2010)

T E E Goodacre
Immediate Past President (from 1 January 2012)
President (from 1 January 2011, until 31 December 2011)
Vice-President (until 31 December 2010)

E Freedlander
Immediate Past President (from 1 January 2011, until 31 December 2011)
President (until 31 December 2010)

S P J Kay
Immediate Past President (until 31 December 2010)
Chairman, Professional Standards Committee 2009-2011
Communications Officer 2011-2013
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:

M J Earley  
President, The Irish Association of Plastic Surgeons 2009-2011

M Gay  
Patient Liaison Representative 2007-2011

S Hofer  
Editor 2010-2012

B Jemec  
Chairman, Overseas, Service and Training Committee 2009-2011

J H E Laing  
Communications Officer 2008-2010 (demitted office 31 December 2010)

V C Lees  
Chairman, SAC in Plastic Surgery 2009–2012

N S G Mercer  
President, The British Association of Aesthetic Plastic Surgeons 2008-2010  
(demitted office 31 December 2010)

J O'Donoghue  
Chairman, Education & Research Committee 2008-2010  
(demitted office 31 December 2010)

J L C Geh  
Chairman, Education & Research Committee 2011  
(demitted office 31 December 2011)

S Rimouche  
President, PLASTA 2008-2011  
(demitted office 31 December 2011)

J D Watson  
Chairman, Intercollegiate Board in Plastic Surgery 2007-2011  
(demitted office 31 August 2011)

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, 25 Farringdon Street, London EC4A 4AB

Auditor:  
Baker Tilly UK Audit LLP, The Clock House, 140 London Road, Guildford, Surrey GU1 1UW

Investment Adviser:  
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 L P Sizer  Finance Manager
- Miss S Ross  Membership and Committee Administrator
- Mrs G M Adlington  Communications and Event Administrator
- Mrs J Richards  Finance Administrator

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 Vice-President, the Vice-President Elect, the Honorary Secretary, the Honorary Treasurer, plus fourteen 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, Vice-President, Vice-President Elect, Immediate Past President and Honorary Secretary are ex-officio members of all committees, and the following other trustees have also served on the committees during the year under review:

*Professional Standards*
- D J Coleman
- E Freedlander
- T E E Goodacre
- S P J Kay
- C T K Khoo
- R H Milner
- J O'Donoghue

*Committee of Management for the Journal of Plastic, Reconstructive and Aesthetic Surgery*
- D J Coleman
- E Freedlander
- T E E Goodacre
- S Hofer
- S P J Kay
- C T K Khoo
- R H Milner
- J O'Donoghue

*Education & Research*
- D Coleman
- E Freedlander
- T E E Goodacre
- S P J Kay
- R H Milner
- J O'Donoghue

*Advanced Educational Course Organising Committee (a Subcommittee of Education & Research)*
- D Coleman
- E Freedlander
- T E E Goodacre
- S P J Kay
- R H Milner
- J O'Donoghue

*Finance*
- R H Milner

*Overseas Service & Training*
- T E E Goodacre
- B Jemec

*Scottish Committee*
- T E E Goodacre
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 one year, preceded by one year as Vice-President and that preceded by one year as Vice-President Elect, and remains on Council for one further year as the Immediate Past 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.
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 2011.

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 cost of this insurance policy to the charity for the year was £8,895 (2009/2010: £8,960).

Trustees’ & Directors’ Responsibilities in the Preparation of Financial Statement

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 United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charitable company as at the balance sheet date, and of the incoming resources and application of resources, including income and expenditure, for that period. In preparing those financial statements, the trustees and directors 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; and
• prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper accounting records, which 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 and directors 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 and directors 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 statements:

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 vision statement and 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;
- 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
- Risk assessment of possible future developments within the specialty

**Public Benefit**

The trustees have taken The Charity Commission's general guidance on public benefit (contained within the recently revised 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.
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 College 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 and Research 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 and Research Committee makes recommendations to the Council on the awarding of bursaries.

For 2011/2012, the Education and Research Committee has been allocated a budget of £100,000 (2010/2011: £87,000) and the Overseas Service and Training Committee £25,000 (2010/2011: £24,000) for awards that include:

<table>
<thead>
<tr>
<th>Award</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Travelling Bursaries</td>
<td>£25,000</td>
</tr>
<tr>
<td>Overseas Service &amp; Training Committee</td>
<td>£24,000</td>
</tr>
<tr>
<td>Aesthetic Surgery Tutor</td>
<td>£20,000</td>
</tr>
<tr>
<td>European Travelling Scholarship</td>
<td>£6,000</td>
</tr>
<tr>
<td>Student Bursaries</td>
<td>£10,000</td>
</tr>
<tr>
<td>Paton &amp; Masser Memorial Fund</td>
<td>£5,000</td>
</tr>
<tr>
<td>Healing Foundation/BAPRAS Medical Student Scholarship</td>
<td>£3,000</td>
</tr>
<tr>
<td>Overseas Presentations</td>
<td>£2,400</td>
</tr>
<tr>
<td>Aesthetic Dissection DVD Cadaver Course</td>
<td>£1,620</td>
</tr>
<tr>
<td>Barron Prize</td>
<td>£500</td>
</tr>
</tbody>
</table>

97,520

Relationships with Related Parties

BAPRAS shares its Secretariat office with the British Society for Surgery of the Hand.

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
- B Jemec

**Federation of Surgical Specialty Associations/The Surgical Forum**
- T E E Goodacre

**Healing Foundation – Research Council**
- S P J Kay
- D A McGruther
- N Parkhouse

**Healing Foundation - Board of Trustees**
- T E E Goodacre

**Intercollegiate Board in Plastic Surgery**
- J G Boorman
- H Nishikawa

**JCST Breast Surgery Interface Group**
- M F T Fatah
- J O’Donoghue
- E M Sassoon

**Association of Breast Surgeons**
- M F T Fatah

**National Institute for Health & Clinical Excellence**
- M J Timmons

**The Royal College of Surgeons of Edinburgh Specialist Advisory Committee in Plastic Surgery**
- C M Caddy

**The Royal College of Surgeons of England Council**
- T E E Goodacre

**Advisor In Cleft Surgery**
- E Freedlander

**Specialist Advisory Committee in Plastic Surgery**
- T E E Goodacre
- F S Fahmy
- A Fitzgerald
- E Freedlander
- L Kanguesu
- V C Lees
- R Mackie
- J O’Donoghue
- A Ray
Liaison Members - Specialist Advisory Committee in Plastic Surgery
S M Carroll
A Fitzgerald
A O Grobbelaar
K Hancock
M Henley
L Kangesu
V C Lees
I McKay
J O'Donoghue
I Watson

European Board of Plastic, Reconstructive and Aesthetic Surgery
J G Boorman
J O'Donoghue

European Society of Plastic, Reconstructive and Aesthetic Surgery
M Henley

International Confederation for Plastic, Reconstructive and Aesthetic Surgery
T E E Goodacre

Union Européenne De Médecins Spécialistes
(Mono-Specialist Committee for Plastic Surgery)
J O'Donoghue

ACHIEVEMENTS AND PERFORMANCE

Activities & Events

In 2010/2011 BAPRAS continued to establish the Advanced Educational Courses Programme, continued to explore the potential of e-learning in plastic surgery, maintained the new BAPRAS website, and undertook a Workforce Planning initiative, having appointed a Manager to undertake this. We completed the rewrite of the BAPRAS Articles of Association encompassing a broadening of our membership, moving to Regional representation on BAPRAS Council and better enabling the Association to fulfil its objectives.

The membership of the Association at 30 September 2011 totalled 866 (30 September 2010: 845). The number of Honorary Members increased by 2, Full Members decreased by 4 and Trainee Members decreased by 6, Overseas Members increased by 2, Junior Members increased by 20 and Senior Members increased by 7. The category of Professional Associate became Associate Member and membership of this category increased by 4. The category of Affiliate Membership was created and 3 members joined in this category. The category of Allied Associate began to be phased out and membership of this category decreased by 4, as members either resigned or were moved to other categories.

The Winter Scientific Meeting 2010 was held at the Royal College of Surgeons of England and attended by 412 (2009: 438) participants, including 101 (2009: 106) Trainee Members. A total of 81 (2009: 90) papers were presented, and there were 23 (2009: 31) poster presentations. The meeting was also supported and attended by 19 (2009: 24) trade exhibitors.

The Summer Scientific Meeting 2011 was held at the Said Business School, Oxford and attended by 324 (2010: 213) participants, including 82 (2010: 39) Trainee Members. A total of 77 (2010: 81) papers were presented, and 24 (2010: 16) poster presentations. The meeting was also supported and attended by 17 (2010: 19) 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 took over as acting Editor of JPRAS from Professor D A R Burd during 2009. The number of papers submitted to the journal in 2010/2011 was 1,372 (2009/2010: 1,186), of these 432 (2009/2010: 330) were accepted.

Two courses in the Educational Programme in Plastic Surgery were held in October 2010 and July 2011 on Craniofacial Surgery and Transplantation and Burn Care, respectively. The October course was attended by 97 (2009: 136) delegates and 24 (2009: 20) speakers and faculty. The May course was attended by 132 (2010: 160) delegates and 17 (2010: 14) speakers and faculty.

A joint BAPRAS/BAPSN Study Day was held in London at the Royal College of Surgeons. This was a comprehensive one-day course for breast care and breast reconstruction nurses and other staff involved in the care of breast cancer patients. The course was attended by 90 (2009/2010: 130) delegates.

Two Medical Student Days were held in October 2010 and April 2011 in London and Liverpool. 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 events were attended by a total of 103 medical students from 19 medical schools across the UK and 1 from Paris in October 2010 and 96 medical students from 20 medical schools across the UK in April 2011 (December 2009: 195 students from 21 medical schools across the UK and 1 from Romania and May 2010: 101 students from 18 medical schools across the UK and 2 from Europe). There were 8 speakers at the October Medical Student Day and 9 speakers for April (14 speakers at the December 2009 Medical Student Day and 12 speakers for May 2010).

The Fellowship examinations in plastic surgery were held in Glasgow and Chelmsford. Of the 86 (2009/2010: 90) candidates taking the examination in total, 48 (2009/2010: 44) achieved the standard required to pass the examination.

BAPRAS published “Your Guide to Breast Reconstruction” in 2010. The publication and distribution of this guide has been made possible by an educational grant from Mentor Medical Systems Ltd. All members of BAPRAS received a copy. An additional 25,000 copies have been printed, and are being widely circulated to all 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 will be run and the content developed by a team of plastic surgeons headed by Mrs Sarah Pape as the national clinical director who was appointed in September 2009.

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, was launched by Prof Sir Bruce Keogh, Medical Director of the NHS. It is designed to provide a high quality, comprehensive, up to date, authoritative, online learning resource for plastic surgeons at all levels and allied health professionals working in the speciality. It has been structured around the ISCP curriculum for plastic surgery training in the UK but with an international audience in mind. Potential students with an NHS e-mail address and all full members of BAPRAS are able to register for free access to the materials that are already online. The curriculum has been divided into ten modules. The majority of Module 1 has been written and is either already online or in the editing stages. We have around 200 registered authors, who have been drawn from a wide international background. They are currently writing sessions from many sections of the curriculum. New sessions are being uploaded to the website on a weekly basis and the project is expected to be completed by the end of 2018.
The Communications Team continued to deliver its strategic objectives in 2010/2011, 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 Autumn 2011. The Forster PR company were re-appointed in December 2011 for a three year period.

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:
   

2. Attendance at Scientific Meetings:
   

3. Attendance at other meetings/courses:
   
   There were 90 attendees at the Nurses Course (2009/2010: 130).
   

Public Benefit

During the year 2010/2011, 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:

1. The number of members and non-members attending the Summer and Winter scientific meetings

2. The number of attendees to the Educational Programme in Plastic Surgery.

3. A total of £71,573 was dispersed in grants

4. The documentation of support from individual patients and patient groups with regards to plastic surgery and their involvement with the Association

FINANCIAL REVIEW

Financial Results of Activities & Events

During the year, the Association generated £953,288 (2009/2010: £946,220) of incoming resources, and expended resources of £797,685 (2009/2010: £768,644) 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 £72,657 (2009/2010: £61,578), and the Journal of Plastic, Reconstructive and Aesthetic Surgeons contributed £252,146 (2009/2010: £238,789) towards the other operational costs of the Association.

Grant Making

The Education and Research Committee was allocated a budget of £87,000 for 2010/2011. 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 £24,000 for 2010/2011. The unused budget will be used to cover the costs associated with the development of the Overseas Foundation. The development process has continued and ten fellowships were awarded during the year.

Grants actually awarded during 2010/2011 were as follows:

<table>
<thead>
<tr>
<th>Category</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Overseas Service &amp; Training Committee</td>
<td>21,364</td>
</tr>
<tr>
<td>Travelling Bursaries</td>
<td>16,109</td>
</tr>
<tr>
<td>Travelling Bursary refund</td>
<td>(5,000)</td>
</tr>
<tr>
<td>Aesthetic Surgery Tutor</td>
<td>20,000</td>
</tr>
<tr>
<td>Student Bursaries</td>
<td>10,000</td>
</tr>
<tr>
<td>Paton &amp; Masser Memorial Fund</td>
<td>5,000</td>
</tr>
<tr>
<td>Healing Foundation/BAPRAS Medical Student Scholarships</td>
<td>600</td>
</tr>
<tr>
<td>Overseas Presentations</td>
<td>3,000</td>
</tr>
<tr>
<td>Barron Prize</td>
<td>500</td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td><strong>71,573</strong></td>
</tr>
</tbody>
</table>

Reserves Policy

At 30 September 2011, the charity’s ‘free reserves’ amounted to £1,631,665 (30 September 2010: £1,540,222).

The trustees are in the process of determining 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 2011, the charity's investments portfolio fell in value by 4.5% (2009/2010: achieved an average capital growth of 6.5%) and achieved an average income return of 5.3% (2009/2010: 3.0%) and the charity's unrestricted cash deposits achieved an average income return of 0.5% (2009/2010: 0.4%).

PLANS FOR FUTURE PERIODS

Future Strategy

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

7. The Association will 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; and
- Providing guidance at local, regional and national level about the specialty.

Future Activities and Events

During 2011/2012, BAPRAS will be undertaking the following projects:
- Two Undergraduate study days will be held, in Newcastle and at the Royal College of Surgeons in London.
- The Summer 2012 Scientific Meeting will be held in Newcastle at the SAGE.
- The Winter 2012 Scientific Meeting will be held at the Royal College of Surgeons in London.
- Two modules of the Advanced Courses series will be held. The October meeting on Limb Reconstruction and the April meeting on Breast Reconstruction.
- The Overseas Service & Training Committee 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 second time, thus establishing the current demographics of the UK Plastic Surgery Specialty.
- The BAPRAS Breast Care Nurses Course is scheduled to be held at the Royal College of Surgeons in November 2012.
- The E-Learning project is forecasted to continue in 2012. It will be structured based on the funds already allocated for this project.

The Overseas Service and Training Committee has initiated the process of forming a charitable foundation for overseas work to be called the British Foundation for International Reconstructive Surgery and Training (BFIRST). The constitution has been written and approved by Council, a potential list of Board of Directors drawn up and advice on audit has been sought. Over the next couple of months it is expected that a separate bank account will be established for BFIRST, agreement from the DoH obtained to approve the name of the Foundation and charitable status confirmed.
The Council of BAPRAS at their meeting in December 2011 considered a request from the Healing Foundation (a research charity set up by BAPS in 1999) to contribute to the core running costs of the charity for the furtherance of research in plastic surgery. The Association will contribute to the running costs to the value of £75,000 payable quarterly and to be reviewed in three years.

Two new research fellowships are being considered to the value of £25,000 each with the Royal College of Surgeons of England and the Association of Breast Surgery, respectively.

A new research fellowship is being considered to the value of £30,000, combined with the Association of Breast Surgery.

**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.

In addition, on the basis that currently 86% (92% in 2009/2010) 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 21 March 2012, and was signed for and on behalf of the board by

Honorary Secretary & Company Secretary

J O'Donoghue
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 2011 on pages 22 to 33. 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 page 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 APB’s website at www.frc.org.uk/apb/scope/private.cfm.

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 2011 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 REQUIREMENTS OF 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 charity 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.

Perry Linton BA FCA (Senior Statutory Auditor)
For and on behalf of BAKER TILLY UK AUDIT LLP, Statutory Auditor
Chartered Accountants
The Clock House
140 London Road
Guildford
Surrey GU1 1UW

........... 2012
THE BRITISH ASSOCIATION OF PLASTIC RECONSTRUCTIVE AND AESTHETIC SURGEONS

STATEMENT OF FINANCIAL ACTIVITIES (Including Income & Expenditure Account) for the year ended 30 September 2011

<table>
<thead>
<tr>
<th>Notes</th>
<th>Unrestricted funds</th>
<th>Restricted funds</th>
<th>Total 2011</th>
<th>Total 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>INCOMING RESOURCES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Income from generated funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment income</td>
<td>1</td>
<td>62,770</td>
<td>-</td>
<td>62,770</td>
</tr>
<tr>
<td>Income from charitable activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disseminating information on the specialty</td>
<td>2</td>
<td>890,518</td>
<td>-</td>
<td>890,518</td>
</tr>
<tr>
<td><strong>TOTAL INCOMING RESOURCES</strong></td>
<td></td>
<td></td>
<td>953,288</td>
<td>946,220</td>
</tr>
<tr>
<td><strong>RESOURCES EXPENDED</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Costs of generating funds</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment management costs</td>
<td></td>
<td></td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Charitable activities</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Disseminating information on the specialty</td>
<td>3</td>
<td>735,168</td>
<td>47,808</td>
<td>782,976</td>
</tr>
<tr>
<td>Governance costs</td>
<td>4</td>
<td>14,709</td>
<td>-</td>
<td>14,709</td>
</tr>
<tr>
<td><strong>TOTAL RESOURCES EXPENDED</strong></td>
<td></td>
<td></td>
<td>749,877</td>
<td>797,685</td>
</tr>
<tr>
<td><strong>NET INCOMING/(OUTGOING) RESOURCES &amp; NET INCOME/(EXPENDITURE) FOR THE YEAR</strong></td>
<td>203,411</td>
<td>(47,808)</td>
<td>155,603</td>
<td>179,576</td>
</tr>
<tr>
<td><strong>OTHER RECOGNISED GAINS/LOSSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>(Losses)/gains on investment assets</td>
<td>7</td>
<td>(112,812)</td>
<td>-</td>
<td>(112,812)</td>
</tr>
<tr>
<td><strong>NET MOVEMENT IN FUNDS</strong></td>
<td>90,599</td>
<td>(47,808)</td>
<td>42,791</td>
<td>246,943</td>
</tr>
<tr>
<td><strong>RECONCILIATION OF FUNDS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Fund balances brought forward at 1 October 2010</td>
<td></td>
<td></td>
<td>1,552,510</td>
<td>1,681,145</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>128,635</td>
<td>1,434,202</td>
</tr>
<tr>
<td><strong>FUND BALANCES CARRIED FORWARD AT 30 SEPTEMBER 2011</strong></td>
<td>10</td>
<td>1,643,109</td>
<td>80,827</td>
<td>£1,723,936</td>
</tr>
</tbody>
</table>

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 2011

<table>
<thead>
<tr>
<th>Notes</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>FIXED ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tangible assets</td>
<td>6</td>
<td>11,444</td>
</tr>
<tr>
<td>Investments</td>
<td>7</td>
<td>1,106,769</td>
</tr>
<tr>
<td><strong>Tangible assets</strong></td>
<td></td>
<td>1,118,213</td>
</tr>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Debtors</td>
<td>8</td>
<td>67,618</td>
</tr>
<tr>
<td>Cash at bank and in hand</td>
<td></td>
<td>648,901</td>
</tr>
<tr>
<td><strong>CURRENT ASSETS</strong></td>
<td></td>
<td>716,519</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Creditors: Amounts falling due within one year</td>
<td>9</td>
<td>110,796</td>
</tr>
<tr>
<td><strong>LIABILITIES</strong></td>
<td></td>
<td>605,723</td>
</tr>
<tr>
<td><strong>NET CURRENT ASSETS</strong></td>
<td></td>
<td>605,723</td>
</tr>
<tr>
<td><strong>TOTAL ASSETS LESS CURRENT LIABILITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>&amp; NET ASSETS</strong></td>
<td></td>
<td>£1,723,936</td>
</tr>
</tbody>
</table>

The financial statements on pages 22 to 33 were approved by the trustees and authorised for issue on 21 March 2012, and are signed on their behalf by

**President**

R H Milner

**Honorary Treasurer**

P McArthur
The financial statements have been prepared to comply with current statutory requirements (principally being the Companies Acts 1985 to 2006, the Charities Acts 2006 and 2011, and the Charity (Accounts and Reports) Regulations 2008), 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 charitable company 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:

<table>
<thead>
<tr>
<th>Asset Type</th>
<th>Depreciation Method</th>
</tr>
</thead>
<tbody>
<tr>
<td>Leasehold improvements</td>
<td>over 10 years straight line</td>
</tr>
<tr>
<td>Presidential badge &amp; chain</td>
<td>25% reducing balance</td>
</tr>
<tr>
<td>Furniture, fittings &amp; office equipment</td>
<td>25% reducing balance</td>
</tr>
<tr>
<td>Computer equipment</td>
<td>33 1/3 % reducing balance</td>
</tr>
</tbody>
</table>
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.
1. INVESTMENT INCOME

Unrestricted income:
Bank interest receivable on short term cash deposits
Income from investments listed on a recognised stock exchange:
  UK investments

<table>
<thead>
<tr>
<th>Unrestricted funds</th>
<th>Restricted funds</th>
<th>Total 2011</th>
<th>Total 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>2,726</td>
<td>-</td>
<td>2,726</td>
<td>1,799</td>
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<tr>
<td>60,044</td>
<td>-</td>
<td>60,044</td>
<td>32,808</td>
</tr>
<tr>
<td></td>
<td></td>
<td>62,770</td>
<td>34,607</td>
</tr>
</tbody>
</table>

2. INCOME FROM DISSEMINATING INFORMATION ON THE SPECIALTY

Unrestricted income:
Subscription income from members
Winter Scientific Meeting income
Summer Scientific Meeting income
Journal income
e-Learning funding from the Department of Health
Advanced Education Course income
Breast Nurses course income
BAPRAS/BOA lower limb book income
Other income

<table>
<thead>
<tr>
<th>Unrestricted funds</th>
<th>Restricted funds</th>
<th>Total 2011</th>
<th>Total 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>279,397</td>
<td>-</td>
<td>279,397</td>
<td>272,013</td>
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<tr>
<td>132,800</td>
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<td>133,929</td>
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<tr>
<td>96,634</td>
<td>-</td>
<td>96,634</td>
<td>59,583</td>
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<td>307,386</td>
<td>-</td>
<td>307,386</td>
<td>287,362</td>
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<td></td>
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<td>65,420</td>
<td>72,325</td>
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<tr>
<td>5,182</td>
<td>-</td>
<td>5,182</td>
<td>5,800</td>
</tr>
<tr>
<td>1,302</td>
<td>-</td>
<td>1,302</td>
<td>245</td>
</tr>
<tr>
<td>2,397</td>
<td>-</td>
<td>2,397</td>
<td>10,356</td>
</tr>
<tr>
<td></td>
<td></td>
<td>890,518</td>
<td>911,613</td>
</tr>
</tbody>
</table>
### NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 September 2011

<table>
<thead>
<tr>
<th></th>
<th>Unrestricted funds</th>
<th>Restricted funds</th>
<th>Total 2011</th>
<th>Total 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>3. COSTS OF DISSEMINATING INFORMATION ON THE SPECIALTY</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Direct costs:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Winter Scientific Meeting costs</td>
<td>90,742</td>
<td>-</td>
<td>90,742</td>
<td>87,031</td>
</tr>
<tr>
<td>Summer Scientific Meeting costs</td>
<td>66,035</td>
<td>-</td>
<td>66,035</td>
<td>44,903</td>
</tr>
<tr>
<td>Journal expenditure</td>
<td>55,240</td>
<td>-</td>
<td>55,240</td>
<td>48,573</td>
</tr>
<tr>
<td>e-Learning project costs</td>
<td>-</td>
<td>47,808</td>
<td>47,808</td>
<td>10,652</td>
</tr>
<tr>
<td>Advanced Education course costs</td>
<td>77,890</td>
<td>-</td>
<td>77,890</td>
<td>86,593</td>
</tr>
<tr>
<td>Breast Nurses course costs</td>
<td>7,294</td>
<td>-</td>
<td>7,294</td>
<td>6,606</td>
</tr>
<tr>
<td>Medical student day costs</td>
<td>3,813</td>
<td>-</td>
<td>3,813</td>
<td>9,907</td>
</tr>
<tr>
<td>BAPRAS/BOA lower limb book costs</td>
<td>657</td>
<td>-</td>
<td>657</td>
<td>1,371</td>
</tr>
<tr>
<td>Aesthetic Dissection DVD's and course</td>
<td>1,620</td>
<td>-</td>
<td>1,620</td>
<td>-</td>
</tr>
<tr>
<td>Workforce planning costs</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>2,887</td>
</tr>
<tr>
<td>Council and committee meeting expenses</td>
<td>34,394</td>
<td>-</td>
<td>34,394</td>
<td>29,780</td>
</tr>
<tr>
<td>Grants, bursaries, awards and prizes awarded to:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Public education costs</td>
<td>63,419</td>
<td>-</td>
<td>63,419</td>
<td>71,127</td>
</tr>
<tr>
<td>Website costs</td>
<td>3,722</td>
<td>-</td>
<td>3,722</td>
<td>14,493</td>
</tr>
<tr>
<td>Subscriptions</td>
<td>9,540</td>
<td>-</td>
<td>9,540</td>
<td>9,269</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>485,739</td>
<td>47,808</td>
<td>533,547</td>
<td>522,997</td>
</tr>
<tr>
<td>Support costs (see note 4)</td>
<td>249,429</td>
<td>-</td>
<td>249,429</td>
<td>229,737</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>735,168</td>
<td>47,808</td>
<td>£ 782,976</td>
<td>£ 752,734</td>
</tr>
</tbody>
</table>

During the year, twelve (2009/2010: fourteen) trustees were reimbursed for Council and committee meeting expenses incurred totalling £22,771 (2009/2010: £15,913).
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 September 2011

4. SUPPORT & GOVERNANCE COSTS

<table>
<thead>
<tr>
<th></th>
<th>Support costs</th>
<th>Governance costs</th>
<th>Total 2011</th>
<th>Total 2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Staff costs (see note 5)</td>
<td>152,085</td>
<td>3,900</td>
<td>155,985</td>
<td>133,615</td>
</tr>
<tr>
<td>Operating lease rentals:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Land and buildings</td>
<td>18,221</td>
<td>467</td>
<td>18,688</td>
<td>18,276</td>
</tr>
<tr>
<td>Other office costs</td>
<td>40,662</td>
<td>1,043</td>
<td>41,705</td>
<td>40,218</td>
</tr>
<tr>
<td>Legal and professional fees</td>
<td>7,646</td>
<td>196</td>
<td>7,842</td>
<td>17,193</td>
</tr>
<tr>
<td>Auditor’s remuneration:</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Audit fees</td>
<td></td>
<td>5,750</td>
<td>5,750</td>
<td>5,750</td>
</tr>
<tr>
<td>Accountancy and advisory</td>
<td>2,631</td>
<td>2,630</td>
<td>5,261</td>
<td>4,108</td>
</tr>
<tr>
<td>Other expenses</td>
<td>6,109</td>
<td>157</td>
<td>6,266</td>
<td>4,123</td>
</tr>
<tr>
<td>Depreciation - owned assets</td>
<td>4,824</td>
<td>124</td>
<td>4,948</td>
<td>5,557</td>
</tr>
<tr>
<td>Irrecoverable Value Added Tax</td>
<td>17,251</td>
<td>442</td>
<td>17,693</td>
<td>14,638</td>
</tr>
<tr>
<td></td>
<td>249,429</td>
<td>14,709</td>
<td>£ 264,138</td>
<td>£ 243,378</td>
</tr>
</tbody>
</table>

The charitable company 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.

NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 September 2011

5. STAFF COSTS

The average monthly number of persons employed by the Association (excluding Council members) during the year was as follows:

<table>
<thead>
<tr>
<th>Secretariat office</th>
<th>6</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>5</td>
</tr>
</tbody>
</table>

Staff costs for the above persons:

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Wages and salaries</td>
<td>£133,405</td>
<td>£105,093</td>
</tr>
<tr>
<td>Temporary staff costs</td>
<td>£10,568</td>
<td>£10,645</td>
</tr>
<tr>
<td>Social security costs</td>
<td>£10,566</td>
<td>£9,483</td>
</tr>
<tr>
<td>Other pension costs</td>
<td>£12,012</td>
<td>£8,394</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td>£155,985</td>
<td>£133,615</td>
</tr>
</tbody>
</table>

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 cost of this insurance policy to the charity for the year was £8,895 (2009/2010: £8,960).

6. TANGIBLE FIXED ASSETS

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Furniture &amp; office equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Leasehold improvements</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Presidential badge &amp; chain</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Computer equipment</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Additions</td>
<td>£2,672</td>
<td>£1,432</td>
</tr>
<tr>
<td><strong>4,104</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>30 September 2011</strong></td>
<td>£56,619</td>
<td>£56,619</td>
</tr>
<tr>
<td><strong>144,784</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
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<td>£1,432</td>
</tr>
<tr>
<td><strong>4,104</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>30 September 2011</strong></td>
<td>£56,619</td>
<td>£56,619</td>
</tr>
<tr>
<td><strong>144,784</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
<td><strong>4,104</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>30 September 2011</strong></td>
<td>£56,619</td>
<td>£56,619</td>
</tr>
<tr>
<td><strong>144,784</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Description</th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
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</tr>
<tr>
<td><strong>4,104</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>30 September 2011</strong></td>
<td>£56,619</td>
<td>£56,619</td>
</tr>
<tr>
<td><strong>144,784</strong></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>
7. **INVESTMENTS**

Investment listed on a recognised stock exchange at market value:

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>1 October 2010</td>
<td>1,159,537</td>
<td>1,038,775</td>
</tr>
<tr>
<td>Additions at cost</td>
<td>60,044</td>
<td>112,336</td>
</tr>
<tr>
<td>Disposal proceeds</td>
<td>-</td>
<td>(58,941)</td>
</tr>
<tr>
<td>Realised gains</td>
<td>-</td>
<td>7,869</td>
</tr>
<tr>
<td>Unrealised (losses)/gains</td>
<td>(112,812)</td>
<td>59,498</td>
</tr>
<tr>
<td><strong>30 September 2011</strong></td>
<td><strong>£1,106,769</strong></td>
<td><strong>£1,159,537</strong></td>
</tr>
</tbody>
</table>

At the balance sheet date, the market value of the portfolio comprised:

- **UK investments**
  - 2011: £1,106,769
  - 2010: £1,159,537

- **Equities (unitised funds only)**
  - 2011: £1,106,769
  - 2010: £1,159,537

At the balance sheet date, the historical cost of the investments was £1,211,396 (2009/2010: £1,151,351).

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Schroder Charity Multi-Asset Fund accumulation units</td>
<td>£1,106,769</td>
<td>£1,159,537</td>
</tr>
</tbody>
</table>
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 30 September 2011

8. **DEBTORS**

Amounts falling due within one year:

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Other debtors</td>
<td>16,425</td>
<td>29,958</td>
</tr>
<tr>
<td>Prepayments and accrued income</td>
<td>51,193</td>
<td>40,662</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>£67,618</strong></td>
<td><strong>£70,620</strong></td>
</tr>
</tbody>
</table>

9. **CREDITORS**

Amounts falling due within one year:

<table>
<thead>
<tr>
<th></th>
<th>2011</th>
<th>2010</th>
</tr>
</thead>
<tbody>
<tr>
<td>Trade creditors</td>
<td>52,366</td>
<td>19,761</td>
</tr>
<tr>
<td>Other taxes and social security costs</td>
<td>7,260</td>
<td>6,894</td>
</tr>
<tr>
<td>Winter 2011 Scientific Meeting income in advance</td>
<td>17,900</td>
<td>-</td>
</tr>
<tr>
<td>Winter 2010 Scientific Meeting income in advance</td>
<td>-</td>
<td>14,550</td>
</tr>
<tr>
<td>Educational course income in advance</td>
<td>20,420</td>
<td>5,338</td>
</tr>
<tr>
<td>Breast Care meeting income in advance</td>
<td>1,470</td>
<td>1,000</td>
</tr>
<tr>
<td>Unpaid grants, awards and prizes</td>
<td>500</td>
<td>500</td>
</tr>
<tr>
<td>Accruals</td>
<td>10,880</td>
<td>22,340</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>£110,796</strong></td>
<td><strong>£70,383</strong></td>
</tr>
</tbody>
</table>

10. **THE FUNDS OF THE CHARITY**

<table>
<thead>
<tr>
<th></th>
<th>1 October 2010</th>
<th>Incoming resources</th>
<th>Outgoing resources</th>
<th>Losses on investments</th>
<th>30 September 2011</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted income funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e-Learning Fund</td>
<td>128,635</td>
<td>-</td>
<td>(47,808)</td>
<td>-</td>
<td>80,827</td>
</tr>
<tr>
<td>Unrestricted income funds:</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Fund</td>
<td>1,552,510</td>
<td>953,288</td>
<td>(749,877)</td>
<td>(112,812)</td>
<td>1,643,109</td>
</tr>
<tr>
<td><strong>Total</strong></td>
<td><strong>£1,681,145</strong></td>
<td><strong>953,288</strong></td>
<td><strong>(797,665)</strong></td>
<td><strong>(112,812)</strong></td>
<td><strong>£1,723,936</strong></td>
</tr>
</tbody>
</table>

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.

Included within the General Fund are net unrealised losses arising on the revaluation of investments totalling £104,627 (2010: net unrealised gains of £8,186).
11. **ANALYSIS OF NET ASSETS BETWEEN FUNDS**

<table>
<thead>
<tr>
<th>Fund Type</th>
<th>Fixed assets</th>
<th>Net current assets</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>Restricted income funds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>e-Learning Fund</td>
<td></td>
<td>-</td>
<td>80,827</td>
</tr>
<tr>
<td>Unrestricted income funds:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>General Fund</td>
<td>1,118,213</td>
<td>524,896</td>
<td>1,643,109</td>
</tr>
<tr>
<td><strong>NET ASSETS</strong></td>
<td>1,118,213</td>
<td>605,723</td>
<td>1,723,936</td>
</tr>
</tbody>
</table>

12. **PENSION COMMITMENTS**

The charity also 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 (as shown in note 5) is the total contributions payable for the year.

The pension scheme is valued formally every three years by professionally qualified and independent actuaries. The last available valuation was carried out at 31 March 2008, using the projected unit credit method in which the actuarial liability makes allowance for projected earnings. The following key actuarial assumptions (taken from the technical provisions table) were used:

- Investment return – pre-retirement: 6.90% per annum
- Investment return – post-retirement: 4.80% per annum
- Retail Price Index price inflation increases: 3.35% per annum
- Salary increases: 4.85% per annum
- Pension increases in payment: 3.35% per annum

The actuarial valuation applies to the scheme as a whole and does not identify surpluses or deficits applicable to individual participating employers. As a whole, the fair value of the scheme's assets was £1,266 million, the present value of the scheme's liabilities was £1,265 million, and therefore, the resulting surplus was £1 million. In order to ensure that the scheme remains adequately funded, the actuary has recommended that employer contributions continue to be 13% of pensionable salary and employee contributions continue to be 6% of pensionable salary.
13. COMMITMENTS UNDER OPERATING LEASES

At 30 September 2011, 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 2012: £34,088
- For the year ending 30 September 2013: £34,088
- For the year ending 30 September 2014: £34,088
- For the year ending 30 September 2015: £34,088
- For the year ending 30 September 2016: £25,566

In respect of plant & machinery leases -
- For the year ending 30 September 2012: £1,615
- 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, £11,265 (2010: £11,761) was owed by BSSH and is included in other debtors, and £2,493 (2010: £9,075) was owed to BSSH and is included in trade creditors (2010: in accruals).