

Company registration number: 7207053
Charitable company registration number: 1135699

Association of Breast Surgery

(A company limited by guarantee)

Annual Report and Financial Statements

for the Year Ended 31 December 2018

Edmund Carr LLP
Chartered Accountants & Statutory Auditor
146 New London Road
Chelmsford
Essex
CM2 0AW

Association of Breast Surgery

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Association of Breast Surgery

Reference and Administrative Details

Trustees

Mr D M Sibbering, (Chair)
Prof J Benson
Miss L Chagla
Miss J Doughty
Ms S Downey (appointed 26 November 2018)
Prof P Drew
Mr A Gandhi
Mrs R K F Hogben (resigned 18 June 2018)
Prof C Holcombe
Miss F MacNeill (resigned 18 June 2018)
Miss M Mullan
Mr S Narayanan
Miss N Roche
Mrs J Rowley
Miss A Tansley

Senior Management Team

Ms L Davies, Association Manager

Principal Office

The Royal College Of Surgeon
35-43 Lincoln's Inn Fields
London
WC2A 3PE
The charitable company is incorporated in England and Wales.

Association of Breast Surgery

Reference and Administrative Details

Company Registration Number 7207053

Charitable company Registration Number 1135699

Bankers

Lloyds Bank Plc
25 Gresham Street
London
EC2V 7HN

Nationwide International Ltd
5-11 St Georges Street
Douglas
IM99 1RN

Virgin Money Savings
Jubilee House
Gosforth
Newcastle upon Tyne
NE3 4PL

Manchester Building Society
125 Portland Street
Manchester
M1 4QD

Auditor

Edmund Carr LLP
Chartered Accountants & Statutory Auditor
146 New London Road
Chelmsford
Essex
CM2 0AW

Association of Breast Surgery

Trustees' Annual Report

The trustees, who are directors for the purposes of company law, have pleasure in presenting their report and the audited financial statements and auditor's report for the charity for the year ended 31 December 2018.

Objectives and activities

Objects and aims

The Charity's objects are restricted specifically to the following:

1. to advance the practice of breast surgery for the benefit of the public; and
2. to advance education, research and training in relation to breast conditions and breast surgery for the benefit of the public

Public benefit

The trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Achievements and performance

Membership

The ABS' membership continued to grow in 2018. There were increases in the number of full, associate/ Mammary Fold and overseas members. The nurse membership category was revised, with membership now being offered to individuals, rather than a unit as a whole. This led to a decrease in nurse members from 819 to 611, but the Trustees were encouraged by the number of nurses who re-joined the Association and it is anticipated that the new membership application process will mean that those nurses who choose to join will be active members of the ABS.

Events

The ABS Conference continues to be its main event in the course of the year. In June 2018 the ABS Conference was held at the ICC in Birmingham and attracted 900 delegates. The ABS Trainees Meeting was again held in Glasgow in September and this continues to be a popular meeting. In all over 600 ABS members attended an ABS event in 2018.

In January 2018 the ABS was a partner in the first UK Interdisciplinary Breast Cancer Symposium. This was held at Manchester Central and proved to be a success, with surgeons and nurses being well represented among the delegates. The ABS' Association Manager provided considerable administrative support to this meeting from the outset and as the conference made a profit it was decided by the UKIBCS' Executive Board and its host, Breast Cancer Now, that the ABS should be reimbursed for this time. The event will be run again in 2020 and the ABS is again a partner in the meeting.

The ABS continues to provide support to the Mammary Fold's programme of events. In 2018 they held their Academic & Research Meeting, their pre-ABS meeting and a communications skills course.

Association of Breast Surgery

Trustees' Annual Report

Committees

The ABS continues to have three main committees; Academic & Research, Clinical Practice & Standards and Education and Training. Its Aesthetic Breast Surgery committee and International Working Group also continue to be active.

The Academic & Research committee produced a Gap Analysis in 2018, which was published in Lancet Oncology. This sought to identify the priority areas for surgical trials and the committee is looking at ways to develop the necessary studies through its research grants and sandpit sessions. The ABS Research Development Grants received a record number of applications in 2018. The application process was run in the 2nd half of the year and the grants were allocated in early 2019.

The Clinical Practice & Standards committee continues to provide a forum for members to feed in their issues and queries via their regional representatives. Its guidance platform has been updated throughout the year and is a useful resource for members. The committee continues to interact with the national audits (NHSBSP & NABCOP) and GiRFT. It also continues to contribute to NICE appraisals and reviews.

The Education and Training committee has been developing a programme of breast courses, which will run from 2019 and has also been surveying the ABS membership to understand their preferred methods of learning. The intention is to expand the courses and online learning provided by the ABS in due course. The committee continues to work on the breast surgery curriculum.

The Aesthetic Breast Surgery committee has met both in person and by video conference in 2018. It has been linking in with BAPRAS, BAAPS and the MHRA in relation to BIA-ALCL. It is also working with the National Implant Registry. It is believed from previous surveys that over half of ABS full members are undertaking aesthetic breast surgery and the committee is looking at ways to engage the membership with the Aesthetic Breast Surgery Network in 2019.

The International Working Group has also met in person and by video conference in 2018. The group have been developing a breast surgery course suitable for delegates from low and middle income countries and volunteers from the group will be travelling to Bulawayo in July 2019 to deliver the course for the first time. The ABS' International Network are proving to be enthusiastic supporters of the group's work and they have provided a bank of future volunteers, teaching materials for the courses and fundraising ideas to support the group's work.

General Data Protection Regulation

The General Data Protection Regulation was brought in on the 25th May 2018. The ABS has reviewed all its internal policies to ensure it is compliant and has changed processes where necessary. The Association continues to review data protection to ensure that it remains compliant. It is also in the process of digitising many of its current and historic records in order to be ready for the return to the redeveloped College, where storage is likely to be more limited.

Association of Breast Surgery

Trustees' Annual Report

Other ABS projects and contributions

The ABS has been looking at how best it can support its members professionally. In 2018 Mr Henry Kuerer spoke on stress and burnout at the ABS Conference. In collaboration with the American Society of Breast Surgeons, the ABS has since circulated a survey on this to its full members and the combined results will be presented at the ABS Conference in 2019. The ABS website now includes a professional support area and it has been working with the Royal College of Surgeons of Edinburgh on its campaign to tackle undermining and bullying behaviour in the NHS.

At the AGM it was decided that ESSO membership would no longer be offered as a membership benefit, but members would instead opt in to affiliate membership of ESSO and pay an additional fee for this. Since then the ABS have been in discussions with ESSO and continue to work with them to provide good access to ESSO's membership benefits and courses for ABS members. It is hoped that this will be progressed further in 2019.

The ABS is continuing to provide support to iBRA-NET. The network is now meeting regularly and the individual steering groups are commencing work on their studies.

In 2018 Mr Mark Sibbering, the ABS President, gave evidence on behalf of the ABS to the Independent Inquiry into the conviction of Mr Ian Paterson. The outcomes of this inquiry are awaited but the ABS will continue to input to improve care by the independent healthcare sector across the country. The ABS has been involved in the review following the NHS BSP screening incident in 2018 and has also worked with the MHRA, BAAPS and BAPRAS to report key updates to its membership relating to BIA-ALCL.

Association Office

The ABS Office continues to be located in the Nuffield Building of the Royal College of Surgeons whilst the Barry Building is redeveloped. The ABS continues to seek updates on the timeframe for the recant to the redeveloped building and what accommodation will be available for the ABS on recanting. It has an opt-out on its contract with the RCS should the accommodation prove unsatisfactory to the Association's needs.

Financial review

The ABS Trustees have spent the past year enacting the outcomes of its financial review in 2017.

At the AGM in 2018 it was put to the membership that the ABS should not automatically enrol all its members for ESSO affiliate membership in future. This was costing the ABS €30 per member and it was not thought that the members were using this benefit and therefore that it did not represent good value for the ABS. It was proposed to the members that it would be better for the ABS to invest this money in its own administration and to increase the membership benefits that it directly provided. It was emphasised that this did not represent a change in the ABS' relationship with ESSO but was instead purely based on what would provide best value for money from the membership subscriptions. The AGM approved the change and it was implemented at the end of 2018.

As part of its financial review the ABS had identified its events as being an area which required considerable support from the administrative team. In the past the financial model had been that the subscriptions should cover the running costs of the Association, but the Trustees concluded that this was no longer practicable with the number and size of the ABS events growing as much as they had in recent years. An administrative fee is now being applied to the budgets of all ABS events and this model will continue to evolve.

Association of Breast Surgery

Trustees' Annual Report

It has been concluded that the ABS Conference, as its biggest event, is the best opportunity to provide additional benefit to the ABS' sponsors and therefore to raise additional income. In 2018 the ABS increased the costs of all its sponsorship packages, offering additional benefits to sponsors at all levels, but also offering the major sponsors the opportunity to host a symposium. These proved a popular option and the Trustees continue to review the sponsorship packages for the ABS Conference to ensure that the Association can provide a programme with strong educational content, good value delegate fees and to reinforce the value of the conference for both its existing and new sponsors.

The Education and Training committee is developing a programme of breast courses, having been informed by the Royal College of Surgeons that it no longer intended to run its portfolio of breast courses. It was believed that cost had become a factor in some of these courses becoming less popular options and the ABS has worked hard to try and ensure that these courses can be run as cost effectively as possible. As the portfolio of courses expands the ABS hopes to be able to attract increased commercial support for the courses it provides.

The ABS Trustees continue to review the subscriptions and propose such increases as they believe are reasonable and necessary for approval at the AGM. Having reviewed other Associations' subscriptions it is believed that the ABS' membership fees continue to represent good value for money. Consideration has been given to whether the nurse members should be asked to pay a subscription fee. It was not felt that this would be a good move. In the past, when only affiliate membership was open to nurses, the number of nurses joining the ABS was low. In addition, a small subscription would incur administrative and other costs for the ABS and might not therefore represent a significant increase in the ABS' income. The Trustees instead decided to remove the member/non-member differential in the delegate fees for nurses at the ABS Conference.

The ABS continues to pay expenses to its committee members for attending meetings. As part of the financial review, however, it has revised its expenses policy and now requires individuals to make every effort to book their fares in advance to obtain the best fares. A number of ABS meetings have also been held by video conference in the last year and this is proving an effective method for enabling more frequent meetings.

In order to be able to continue supporting a diverse range of projects the ABS has also begun to look at how it can enable fundraising for specific projects. The International Working Group obtained a donation in 2018 for two international fellowships. These enabled surgeons from Zimbabwe and Bhutan to attend the ABS Conference and also to spend time at breast units in the UK. The Academic & Research Committee has also been discussing the possibility of fundraising to support its research grants. The ABS is taking advice on this and looking at the best way to support fundraising without requiring considerable administrative or specialist support.

The ABS has now been VAT registered for 18 months. It has recently changed its VAT periods to align with its financial year. As the ABS is partially exempt from VAT, the Trustees continue to review the implications of registration. The Association is currently preparing for the implementation of Making Tax Digital and will be required to submit returns electronically from its second return of 2019.

Association of Breast Surgery

Trustees' Annual Report

Policy on reserves

The reserves policy of the Association remains unaltered. The Trustees continue to manage the Association's reserves down to the stated level of £300,000 and will continue to review the policy in case revision is required. It has sought to increase revenue from its events so that it can use its surplus reserves to fund projects being progressed by the Association rather than a shortfall in its running costs. It continues to regularly evaluate what reserves it has available. It will, however, only factor in any profit from ABS events once the accounts have been finalised and so it is reasonable that these show the reserves to be higher than the stated policy as the surplus will then be allocated by the Trustees in the coming year. The ABS continues to be required to make prepayments in relation to its conferences and events and so a proportion of its reserves continue to represent these deposits and are not held as cash in the bank.

At the year-end the charitable company held total funds of £467,524, none of which is restricted.

Plans for future periods

Aims and key objectives for future periods

The ABS will continue to focus on representing breast surgery and serving its membership in 2019. Its support of breast trainees, through its links to the Mammary Fold, continue to be enhanced and it is working with BAAPS and BAPRAS to develop closer links to the plastic surgery community in the UK. In addition it is in discussions with ESSO to establish a direct relationship with its colleagues in Europe.

At the same time its support of the NHS Breast Screening Programme remains integral to the organisation and the ABS continues to support a number of longstanding and more recent audits. GiRFT and iBRA-NET are looking at ways to improve standards of care and the ABS will continue to support both these initiatives. It is also working with a number of interested groups to look at how best the on-going issue of outliers can be tackled and how the information from a number of audits and reviews can be integrated and any improvements made to benefit patient care.

Support of its members remains key to the ABS and the Association will continue to evolve its communications to ensure that it is helping the membership to access easily the updates they require and want. New guidance will continue to be produced as required. A working group is currently reviewing guidance on management of the axilla following NACT and it is hoped this will be available to members in 2019.

The Association is currently restructuring its administrative team. A Senior Administrator has recently been recruited and the work of the Association will be split between the Association Manager, Senior Administrator and the Membership and Registrations Administrator. It is hoped this revised structure will enable the Association to provide better support across its committees and events, whilst also strengthening the cover the ABS has within its small administrative team.

Structure, governance and management

Nature of governing document

The Association of Breast Surgery was established as a company limited by guarantee (Company number 7207053 and Registered as Charity 1135699) on the 1st July 2010 and constituted under a Memorandum and Articles of Association.

Association of Breast Surgery

Trustees' Annual Report

Organisational structure

The ABS continues to work to engage its membership in its work. Calls for nomination for Trustee and regional representative posts and calls for expression of interest for committee posts are circulated to all relevant members and it is hoped that this encourages members to actively participate in the work of the Association. In the Trustee elections in 2018, 48% of the voting members participated in the ballot. The ABS will continue to work to engage all its members and to ensure that they feel well represented by the Association.

The day to day administration of the Association is managed by the Association Manager in liaison with the Honorary Officers. The Communications and Events Co-ordinator left in December 2018 and it was decided not to recruit a direct replacement. Instead a new role of Senior Administrator has been created. The aim of this post is to enable the Association Manager to delegate areas of her increasing workload to another member of staff and also to ensure that there are clear lines of responsibility within the Association for the various aspects of the ABS' work. The new structure is also designed to provide greater cover within the administrative team and make the Association more resilient to possible staff absences or changes. The administrative team is now comprised of 2 full time members of staff and one part time member of staff. Additional temporary support will be used as required.

The main business of the Association is discussed by the committees and at the Executive Board. Decisions in between times are made by telephone or e-mail communication between the Honorary Officers, Trustees and committee members. Telephone and video conferences are used when necessary.

A detailed financial review is carried out annually at the Trustees' Strategy Day and the finances are reviewed at all Executive Board meetings. The Strategy Day is also used to establish the key areas of focus for the Association in the coming year.

The Trustees review the reserves policy regularly and there is an annual review of the controls over key financial systems carried out through an internal audit programme. No major risks have been identified by the Trustees during the year. The Trustees pay due regard to the Charity Commission's guidance on public benefit when deciding what activities the Charity should undertake.

Remuneration of key management personnel is set by the Board of Trustees.

Association of Breast Surgery

Trustees' Annual Report

Statement of Responsibilities

The trustees (who are also the directors of the Association of Breast Surgery 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 and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP 2015 (FRS 102);
- 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 adequate accounting records that 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 the Companies Act 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.

Small companies provision statement

This report has been prepared in accordance with the small companies regime under the Companies Act 2006.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company'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.

Compliance with prevailing laws and regulations

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published on 16 July 2014.

This report has been prepared having taken advantage of the small companies exemption in the Companies Act 2006.

Association of Breast Surgery

Trustees' Annual Report

The annual report was approved by the trustees of the charitable company on and signed on its behalf by:

.....
Prof P Drew
Trustee

Association of Breast Surgery

Independent Auditor's Report to the Members of Association of Breast Surgery

Opinion

We have audited the financial statements of Association of Breast Surgery (the 'charitable company') for the year ended 31 December 2018, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law United Kingdom Accounting Standards, including Financial Reporting Standard 102, *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2018 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 requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

The trustees are responsible for the other information. The other information comprises the information included in the Trustees' Annual Report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Association of Breast Surgery

Independent Auditor's Report to the Members of Association of Breast Surgery

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

- the information given in the financial statements is inconsistent in any material respect with the Trustees' Annual Report; or
- the charitable company has not kept adequate accounting records; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 9), the trustees (who are also the directors of the charitable 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, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with regulations made under 154 of that Act.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

Association of Breast Surgery

Independent Auditor's Report to the Members of Association of Breast Surgery

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Use of our report

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees 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 its trustees as a body, for our audit work, for this report, or for the opinions we have formed.

.....
Edmund Carr LLP
Statutory Auditor

146 New London Road
Chelmsford
Essex
CM2 0AW

Date:

Edmund Carr LLP is eligible to act as an auditor in terms of section 1212 of the Companies Act 2006.

Association of Breast Surgery

Statement of Financial Activities for the Year Ended 31 December 2018 (Including Income and Expenditure Account)

	Note	Total 2018 £	Total 2017 £
Income and Endowments from:			
Donations and legacies	2	14,000	6,000
Charitable activities	3	671,490	606,501
Investment income	4	927	1,271
Other income	5	7,569	1,138
Total income		<u>693,986</u>	<u>614,910</u>
Expenditure on:			
Charitable activities	6	<u>647,125</u>	<u>700,802</u>
Total expenditure		<u>647,125</u>	<u>700,802</u>
Net income/(expenditure)		<u>46,861</u>	<u>(85,892)</u>
Net movement in funds		46,861	(85,892)
Reconciliation of funds			
Total funds brought forward		<u>420,663</u>	<u>506,555</u>
Total funds carried forward	17	<u><u>467,524</u></u>	<u><u>420,663</u></u>

All of the charitable company's activities derive from continuing operations during the above two periods.

Association of Breast Surgery
(Registration number: 7207053)
Balance Sheet as at 31 December 2018

	Note	2018 £	2017 £
Fixed assets			
Tangible assets	12	5,663	8,791
Current assets			
Debtors	13	107,906	123,051
Cash at bank and in hand		<u>486,454</u>	<u>336,398</u>
		594,360	459,449
Creditors: Amounts falling due within one year	14	<u>(132,499)</u>	<u>(47,577)</u>
Net current assets		<u>461,861</u>	<u>411,872</u>
Net assets		<u>467,524</u>	<u>420,663</u>
Funds of the charitable company:			
Unrestricted income funds			
Unrestricted funds		<u>467,524</u>	<u>420,663</u>
Total funds	17	<u>467,524</u>	<u>420,663</u>

For the financial year ending 31 December 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies but as this company is a charity, it has opted for an audit under the Charities Act 2011.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime and in accordance with FRS 102.

The financial statements on pages 14 to 26 were approved by the trustees, and authorised for issue on and signed on their behalf by:

.....
 Prof P Drew
 Trustee

Association of Breast Surgery

Statement of Cash Flows for the Year Ended 31 December 2018

	Note	2018 £	2017 £
Cash flows from operating activities			
Net income/(expenditure)		46,861	(85,892)
Adjustments:			
Depreciation		1,941	2,932
Investment income	4	(927)	(1,271)
Loss on disposal of tangible fixed assets		1,187	-
		49,062	(84,231)
Working capital adjustments			
Decrease/(increase) in debtors	13	15,145	(17,782)
Increase/(decrease) in creditors	14	3,195	(11,252)
Increase/(decrease) in deferred income		81,727	(27,979)
Net cash flows from operating activities		149,129	(141,244)
Cash flows from investing activities			
Interest receivable and similar income	4	927	1,271
Purchase of tangible fixed assets	12	-	(10,065)
Net cash flows from investing activities		927	(8,794)
Net increase/(decrease) in cash and cash equivalents		150,056	(150,038)
Cash and cash equivalents at 1 January		336,398	486,436
Cash and cash equivalents at 31 December		486,454	336,398

All of the cash flows are derived from continuing operations during the above two periods.

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

1 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

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

Going concern

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the Charity.

Income and endowments

Income from conferences held during the year is accounted for on an accruals basis. Income from annual membership subscriptions is accounted for as received.

Grants receivable

Grants are recognised when the Charity has an entitlement to the funds and any conditions linked to the grants have been met. Where performance conditions are attached to the grant and are yet to be met, the income is recognised as a liability and included on the balance sheet as deferred income to be released.

Deferred income

Deferred income represents amounts received for future periods and is released to incoming resources in the period for which, it has been received. Such income is only deferred when:

- The donor specifies that the grant or donation must only be used in future accounting periods; or
- The donor has imposed conditions which must be met before the charitable company has unconditional entitlement.

Investment income

Bank interest is recognised when received.

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

Expenditure

All expenditure is accounted for on an accruals basis. Fellowships and awards are accounted for in the period in which they are notified to the recipient. Governance costs are associated with the governance arrangements of the Charity.

Charitable activities

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources.

Governance costs

These include the costs attributable to the Charity's compliance with constitutional and statutory requirements, including audit, strategic management and Trustees' meetings.

Taxation

The charitable company is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charitable company is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Major expenditure on tangible fixed assets is capitalised. The cost of other items is written off as incurred.

Depreciation and amortisation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Asset class	Depreciation method and rate
Computer equipment	25% reducing balance
Fixtures & fittings	25% reducing balance

Trade debtors

Trade and other debtors are recognised at the settlement amount due.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, bank accounts and bank deposits.

Trade creditors

Creditors are recognised at their settlement amount.

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

Fund structure

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Designated funds – these are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.

Restricted funds – these are funds that are given to the Charity for use in a particular area or for a specific purpose, the use of which is restricted to that area or purpose.

2 Income from donations and legacies

	Total 2018 £	Total 2017 £
Grants, including capital grants;		
Educational grants	2,000	-
General sponsorship	<u>12,000</u>	<u>6,000</u>
	<u>14,000</u>	<u>6,000</u>

3 Income from charitable activities

	Total 2018 £	Total 2017 £
Conference delegate fees	308,241	318,487
Conference trade fees	145,955	86,206
Corporate sponsorship of conferences	53,500	53,417
Members' subscriptions	<u>163,794</u>	<u>148,391</u>
	<u>671,490</u>	<u>606,501</u>

4 Investment income

	Total 2018 £	Total 2017 £
Interest receivable on bank deposits	<u>927</u>	<u>1,271</u>

5 Other income

	Total 2018 £	Total 2017 £
Payment for distribution of literature	2,051	250
UKIBS administration income	5,273	-
Other	<u>245</u>	<u>888</u>
	<u>7,569</u>	<u>1,138</u>

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Notes to the Financial Statements for the Year Ended 31 December 2018

6 Expenditure on charitable activities

	Total 2018 £	Total 2017 £
Events costs:		
Venue, catering & accommodation costs	202,618	265,776
Speaker expenses	42,779	27,762
Audio visual costs	33,834	26,677
Printing, postage & stationery	9,453	16,057
Other direct conference costs	32,143	44,464
	<u>320,827</u>	<u>380,736</u>
Membership costs:		
EJSO Journal costs	9,003	7,375
ESSO membership subs	16,829	15,332
	<u>25,832</u>	<u>22,707</u>
Grants and awards:		
Fellowships and awards	6,250	7,343
RCS/ABS/BAPRAS Fellowship	-	5,000
Research grants	7,392	23,164
	<u>13,642</u>	<u>35,507</u>
Other charitable expenditure:		
Surgical Specialty Lead	5,000	-
Yearbook expenditure	8,144	3,154
Mammary Fold expenses	600	606
	<u>13,744</u>	<u>3,760</u>
Support costs	7	250,176
Governance costs	7	7,916
	<u>647,125</u>	<u>700,802</u>

Fellowship & awards totalling £6,250 (2017: £7,343) were paid to individuals. All other grants and awards were paid to institutions to support research projects.

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

7 Analysis of governance and support costs

Charitable activities expenditure

	Total 2018 £	Total 2017 £
Trustee, Council & Committee costs	31,069	32,945
Staff costs	150,894	140,690
Other staff costs & training	3,366	1,267
Office, Trustee & event insurance	1,846	1,309
Printing, postage & stationery	7,468	9,001
IT, telephone & website costs	15,489	15,155
HR	947	661
Sundry & office running expenses	810	863
Rent	6,370	5,773
Legal & professional fees	5,472	28,950
Depreciation and loss on disposal of fixed assets	2,894	2,837
Irrecoverable VAT	37,368	10,725
	<u>263,993</u>	<u>250,176</u>

Governance costs

	Total 2018 £	Total 2017 £
Audit fees		
Audit of the financial statements	2,400	2,300
Other fees paid to auditors	4,170	2,891
Bank charges	556	831
Other governance costs	1,961	1,894
	<u>9,087</u>	<u>7,916</u>

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

8 Net incoming/outgoing resources

Net incoming/(outgoing) resources for the year include:

	2018 £	2017 £
Audit fees	2,400	2,300
Other non-audit services	4,170	2,891
Depreciation of fixed assets	<u>2,894</u>	<u>2,837</u>

9 Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charitable company during the year.

Trustees are reimbursed reasonable travel and subsistence expenses incurred when acting on behalf of the charity.

Expenses totalling £6,629 (2017: £13,088) were reimbursed to 12 Trustees (2017: 16) during the period.

10 Staff costs

The aggregate payroll costs were as follows:

	2018 £	2017 £
Staff costs during the year were:		
Wages and salaries	127,785	119,138
Social security costs	10,026	10,271
Pension costs	<u>13,083</u>	<u>11,281</u>
	<u>150,894</u>	<u>140,690</u>

The monthly average number of persons (including senior management team) employed by the charitable company during the year expressed by head count was as follows:

	2018 No	2017 No
Administrative	<u>4</u>	<u>3</u>

The number of employees whose emoluments fell within the following bands was:

	2018 No	2017 No
£60,001 - £70,000	<u>1</u>	<u>1</u>

The total employee benefits of the key management personnel of the charitable company were £76,843 (2017 - £83,171).

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

11 Taxation

The charitable company is a registered charity and is therefore exempt from taxation.

12 Tangible fixed assets

	Furniture and equipment £	Computer equipment £	Total £
Cost			
At 1 January 2018	5,264	10,321	15,585
Disposals	<u>(4,653)</u>	<u>-</u>	<u>(4,653)</u>
At 31 December 2018	<u>611</u>	<u>10,321</u>	<u>10,932</u>
Depreciation			
At 1 January 2018	4,047	2,747	6,794
Charge for the year	30	1,911	1,941
Eliminated on disposals	<u>(3,466)</u>	<u>-</u>	<u>(3,466)</u>
At 31 December 2018	<u>611</u>	<u>4,658</u>	<u>5,269</u>
Net book value			
At 31 December 2018	<u>-</u>	<u>5,663</u>	<u>5,663</u>
At 31 December 2017	<u>1,217</u>	<u>7,574</u>	<u>8,791</u>

13 Debtors

	2018 £	2017 £
Prepayments	100,200	118,749
VAT recoverable	-	1,800
Other debtors	<u>7,706</u>	<u>2,502</u>
	<u>107,906</u>	<u>123,051</u>

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Notes to the Financial Statements for the Year Ended 31 December 2018

14 Creditors: amounts falling due within one year

	2018 £	2017 £
Trade creditors	4,860	2,154
Other taxation and social security	6,720	3,616
Other creditors	-	87
Accruals	4,700	7,228
Deferred income	97,524	15,797
Accruals for grants payable	18,695	18,695
	<u>132,499</u>	<u>47,577</u>

	2018 £
Deferred income at 1 January 2018	15,797
Resources deferred in the period	97,524
Amounts released from previous periods	<u>(15,797)</u>
Deferred income at year end	<u>97,524</u>

Deferred income relates to delegate fees, trade fees and sponsorships received for conferences and meetings that are not due to take place until after the year-end.

15 Obligations under leases

Operating lease commitments

Total future minimum lease payments under non-cancellable operating leases are as follows:

	2018 £	2017 £
Within one year	<u>1,327</u>	<u>1,327</u>

16 Charitable company status

The charitable company is limited by guarantee, incorporated in England and Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charitable company in the event of liquidation.

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

17 Funds

Current year:

	Balance at 1 January 2018 £	Incoming resources £	Resources expended £	Balance at 31 December 2018 £
Unrestricted funds				
General unrestricted funds	413,271	679,999	(626,585)	466,685
Designated funds				
a) Mammary Fold Trainees Group	-	13,987	(13,148)	839
b) Oncoplastic Trainees Meetings	7,392	-	(7,392)	-
	<u>7,392</u>	<u>13,987</u>	<u>(20,540)</u>	<u>839</u>
Total funds	<u>420,663</u>	<u>693,986</u>	<u>(647,125)</u>	<u>467,524</u>

Prior year:

	Balance at 1 January 2017 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 December 2017 £
Unrestricted funds					
General unrestricted funds	474,406	610,810	(670,551)	(1,394)	413,271
Designated funds					
a) Mammary Fold Trainees Group	406	2,500	(4,300)	1,394	-
b) Oncoplastic Trainees Meetings	11,743	1,600	(5,951)	-	7,392
c) Academic & Research Committee	20,000	-	(20,000)	-	-
	<u>32,149</u>	<u>4,100</u>	<u>(30,251)</u>	<u>1,394</u>	<u>7,392</u>
Total funds	<u>506,555</u>	<u>614,910</u>	<u>(700,802)</u>	<u>-</u>	<u>420,663</u>

The specific purposes for which the funds are to be applied are as follows:

- a) Money held on behalf of the Mammary Fold Trainees Group.
- b) Surplus held in relation to the Oncoplastic Trainees Meetings.
- c) Funds allocated to the Academic & Research Committee to support research projects. £60,000 was transferred during 2014 from general unrestricted funds to cover three years of costs.

Association of Breast Surgery

Notes to the Financial Statements for the Year Ended 31 December 2018

18 Analysis of net assets between funds

Current year:

	Unrestricted funds		Total funds
	General £	Designated £	2018 £
Tangible fixed assets	5,663	-	5,663
Current assets	593,521	839	594,360
Current liabilities	<u>(132,499)</u>	<u>-</u>	<u>(132,499)</u>
Total net assets	<u>466,685</u>	<u>839</u>	<u>467,524</u>

Prior year:

	Unrestricted funds		Total funds
	General £	Designated £	2017 £
Tangible fixed assets	8,791	-	8,791
Current assets	452,057	7,392	459,449
Current liabilities	<u>(47,577)</u>	<u>-</u>	<u>(47,577)</u>
Total net assets	<u>413,271</u>	<u>7,392</u>	<u>420,663</u>

19 Related party transactions

There were no related party transactions in the year.