

Company Number: 01213983
Charity Number: 268396

THE BRITISH SOCIETY FOR SURGERY OF THE HAND
TRUSTEES' ANNUAL REPORT & UNAUDITED FINANCIAL STATEMENTS
31 MAY 2015

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

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

**TRUSTEES' ANNUAL REPORT
for the year ended 31 May 2015**

The trustees present their report and the financial statements of The British Society for Surgery of the Hand (also known as "BSSH" or "the Society") for the year ended 31 May 2015.

REFERENCE AND ADMINISTRATIVE DETAILS

The Council of the Society

The trustees of the charity, who are also the directors of the company, are the elected officers and members of the Council of the Society, who have served on the Council since 1 June 2013, as follows:

| | | |
|----------------|---|---------------------|
| V C Lees | President (from 1 January 2015) Vice President (term of office ended 31 December 2014) | Manchester |
| R H Milner | Immediate Past President (from 1 January 2015) President (term of office ended 31 December 2014) | Newcastle upon Tyne |
| R Eckersley | Vice President (appointed 1 January 2015) | Manchester |
| D J Warwick | Honorary Secretary & Company Secretary 2013-2015 | Southampton |
| S M Fullilove | Honorary Treasurer 2015-2019 (from 1 January 2015) Council 2011-2014 (until 31 December 2014) | Plymouth |
| R Savage | Honorary Treasurer 2010-2014 (resigned 31 December 2014) | Newport |
| J S Arrowsmith | 2014-2017 | Derby |
| J P Compson | 2014-2017 | London |
| I Grant | 2012-2015 | Cambridge |
| S P Hodgson | 2012-2015 | Bolton |
| R L Lester | 2011-2014 (resigned 31 December 2014) | Birmingham |
| D P Newington | 2013-2016 | Swansea |
| D Sammut | 2015-2018 | Reading |
| G D Smith | 2013-2016 | London |
| M A Waldram | 2015-2018 | Birmingham |

The principal address of the charity and the registered office of the company is the secretariat offices of the Society 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 268396, and the company is incorporated with the company registration number 01213983.

The Society has made the following professional appointments:

| | |
|-----------------------|--|
| Solicitor: | Radcliffes Le Brasseur, 5 Great College Street, Westminster, London SW1P 3SJ |
| Accountant: | RSM UK Tax and accounting Limited, 3 rd Floor, One London Square, Cross Lanes, Guildford, Surrey GU1 1UN |
| Independent Examiner: | Kerry Gallagher of RSM UK Tax and Accounting Limited, Davidson House, Forbury Square, Reading, Berkshire RG1 3EU |
| Investment Managers: | Sarasin & Partners LLP, Juxon House, 100 St Paul's Churchyard, London EC4M 8BU Schroder Investment Management Limited, 31 Gresham Street, London EC2V 7QA |

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| | |
|----------|--|
| Bankers: | National Westminster Bank plc, PO Box 2021, 10 Marylebone High Street, London W1U 4BT |
| | Lloyds TSB Bank plc, Southampton Row Branch, Victoria House, Southampton Row, London WC2B 5HR |
| | CCLA Investment Management Limited, 85 Queen Victoria Street, London EC4V 4ET |
| | National Westminster Bank plc, Nottingham University Branch, Portland Building, Level C University Park, Nottingham NG7 2AG |
| | Scottish Widows Bank Plc, P O Box 12757, 67 Morrison Street, Edinburgh EH3 8YJ |

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

G E B Giddins, Editor in Chief
 T R C Davis, Chairman, *Research and Audit Committee*
 D J Brown, Chairman, *Education & Training in Hand Surgery*
 P D Burge, Honorary Archivist
 D P Newington, Chairman, *Interface Committee in Hand Surgery* and Council representative on the *International Federation of Societies for Surgery of the Hand* and the *Federation for European Societies for Surgery of the Hand*
 I A Trail, Board of Trustees, *Healing Foundation representative*
 T E J Hems, Research Council, *Healing Foundation representative* (Resigned 28 February 2015)
 C M O'Brien, Research Council, *Healing Foundation representative* (Appointed 1 March 2015)

The following key senior members of staff are responsible for the day-to-day management of the Society:

| | |
|----------------------|-----------------------------------|
| Mrs Helen Roberts | Secretariat Manager |
| Mrs Shreena Dholakia | Finance Manager |
| Ms Angela Rausch | Events & Membership Administrator |
| Mrs Judith Richards | Finance Administrator |

STRUCTURE, GOVERNANCE AND MANAGEMENT

Status & History

BSSH 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 Society in the event of the Society being wound-up during the period of membership, or within one year thereafter.

The Society was founded in 1968 with the aim of relieving sickness and protecting and preserving public health by the promotion and development of hand surgery.

The Society was incorporated on 28 May 1975 and became a registered charity on 22 August 1975. BSSH is governed by its rules and regulations, as set down in the company's Memorandum and Articles of Association, which were originally adopted on 28 May 1975, and were last updated on 3 November 2005.

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Organisational Structure

The overall strategic direction of the charity is determined by the trustees, who are assisted and advised by co-opted members of the Council, and by the non-trustee members of the various BSSH subcommittees. The subcommittees of the Society are used to focus discussion on issues pertaining to their particular roles and titles, and these subcommittees then report and submit recommendations to the Council.

The Council comprises the President, the Vice-President, the Immediate Past President, the Honorary Secretary, the Honorary Treasurer and currently eight elected full members serving for a four-year period.

The Council currently meets three times a year, and the Chairmen of the Society's subcommittees are all co-opted members of the Council.

The day-to-day management of the Society has been delegated by the trustees to a team of staff that are based in the Society's secretariat office, and who are led by the Secretariat Manager.

Subcommittees

The Society operates the following subcommittees, and the following individuals have served on the subcommittees during the year under review:

Committee of Management for the Journal

S L Knight
R H Milner
V C Lees
D Warwick
F del Pinal
G Leblegicioglu
G E B Giddins
J L Hobby
G Hooper
M Ritt
J B Tang
R Savage
S M Fullilove
R G Wetherell

Education & Training in Hand Surgery

R H Milner
V C Lees
D J Shewring
D P Newington
D Warwick
D J Brown
M A Waldram
M E Birks
R Farnell
R L Lester
E Powell-Smith
G Webb
A M Clarke
A J Cowey
P G Russell

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Editorial Board for the Journal

S L Knight
G E B Giddins
R H Milner
V C Lees
M Al-Qattan
S Ankarath
F del Pinal
R Adani
J Bahm
B Battison
R Bindra
K Chung
L de Smet
N D Downing
F Freshwater
S M Fullilove
B S Goldie
M Haerle
G Hooper
J Hopkinson-Woolley
C Irisarri
B Jemec
W Lam
I Leslie
A Logan
A Lovic
M Ruettrman
R Sanchez-Rosales
S Sauerland
M Solomons
J B Tang
M Thatte
D Warwick
R Wetherell
A Zyluk

Election Subcommittee

S L Knight
R H Milner
V C Lees
D Warwick
R Savage
S M Fullilove
R L Lester
I Grant
S P Hodgson

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Instructional Course Organising Committee

J L Hobby
V Bhalaik
D J Brown
D E Boyce
D L Clark
N D Downing
R L R Dunn
F Iwuagwu
P Johnston
L Muir
S Z H Naqui
J S Watson

Programme Committee

R H Milner
V C Lees
R Eckersley
D Warwick

Pulvertaft Prize Selection Committee

R H Milner
V C Lees
D Warwick
G E B Giddins

Research & Audit

T R C Davis
R H Milner
V C Lees
D Warwick
D J Brown
R Amirfeyz
S M Fullilove
D Furniss
J Henderson
J W M Jones
J Rodrigues
R W Trickett

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 Society.

The members of the Society are notified of forthcoming vacancies for elected Council members and invited to nominate candidates from the membership. Each nomination is proposed and seconded by members, and each nominee provides written consent and a synopsis of why he/she wishes to become a Council member. New Council members are then elected from the nominees by a postal ballot of members.

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The Election Subcommittee, consisting of the President, the Immediate Past President, the Honorary Secretary, the Honorary Treasurer, and the two most senior elected members of Council, receives opinion from the membership and suggests potential candidates for Officers to Council. Members are informed of forthcoming vacancies and invited to give their views to the Election Subcommittee. Council makes nominations for the posts of the Officers and offers these nominations for election by the membership at the next Annual General Meeting.

The President serves for one year, preceded by one year as Vice-President and one year as Vice-President Elect. The President remains on Council for one further year as the Immediate Past President. The Honorary Secretary serves for three years and the Honorary Treasurer serves for five years.

In line with the recommendations of the Charity Commission, an induction manual for trustees of the Society is produced. This comprehensive manual details the activities of the Society and informs trustees of their terms of reference and continuing responsibilities. All new trustees are provided with a copy of the induction manual containing Trustees' Code of Conduct, Officers' Job Descriptions, subcommittee Terms of Reference, the Society Policies, the Constitution, Risk Assessment, calendar of activities and relevant Charity Commission guidance.

Professional Indemnity Insurance

The charity has taken out an insurance policy that provides professional indemnity cover for the trustees. This policy provides cover of up to £2 million in respect of any one claim, and the cost of this insurance for the year was £954 (2013/2014: £989).

Risk & Corporate Governance Matters

The Society does not need to expose itself to a high level of risk in order to achieve its present objectives. Therefore, an overall medium level of risk is accepted as a matter of policy. It may prove necessary to change this policy at a later date depending on initiatives recommended by the membership and implemented by the trustees.

The Honorary Secretary and the Secretariat Manager undertake an annual Risk Review and the results are then scrutinised by the trustees. The Risk Review is a standing item on the agenda at the Autumn meeting of Council. Any significant changes in the Society's risk profile are presented to the membership at the Annual General Meeting. The last review took place in October 2014.

The most recent Risk Review identified no risk areas that were highlighted to be high risk, with all remaining risks listed on the register being medium to low. These remaining risks whilst being kept under review are not sufficient cause for concern to be in need of active day-to-day management.

Trustees' Responsibilities in the Preparation of Financial Statements

The trustees (who are also the directors of The British Society for Surgery of the Hand) 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 income and expenditure, of the charitable company for that period.

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In preparing those financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements;
- 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 are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with Companies Acts 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from the legislation in other jurisdictions.

Independent Examiner

Kerry Gallagher of RSM UK Tax and Accounting Limited (formerly Baker Tilly Tax and Accounting Limited) has indicated her willingness to continue in office.

Statement as to the Disclosure of Information to the Independent Examiner

The trustees at the date of approval of this trustees' annual report confirm that so far as each of them is aware, there is no relevant information of which the charity's independent examiner is unaware, and the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

OBJECTIVES AND ACTIVITIES**Charitable Objectives**

The charitable objective for which the charity is established is as follows:

To promote and direct the development of hand surgery and to foster and co-ordinate education, study and research in hand surgery including the dissemination and diffusion of knowledge of hand surgery among members of the Society and the medical profession by such means as are necessary to attainment by the Society of its objects.

Charitable Activities

In pursuance of its charitable objectives, the Society's principal activity is the dissemination of information as it relates to the specialty.

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

- Leading and guiding professional practice and being responsive to the needs of constituent members of the Society;
- Forming a governing body to formulate and implement policy and manage the affairs of the Society;
- Defining professional competency in terms of knowledge and skills;
- Promoting under-graduate and post-graduate education and continuing professional development;
- Advancing the science of hand surgery by stimulating and supporting research and disseminating knowledge at scientific meetings and through the Journal of Hand Surgery (European Volume); and
- Being responsive to the needs and aspirations of patients and their representatives.

The membership of the Society is composed mainly of consultant Orthopaedic and Plastic surgeons who have an interest in hand surgery. As part of their subscription to the Society, members receive the Journal of Hand Surgery, as well as details of current events such as hand surgery conferences and information on recent and relevant hand surgery issues. BSSH subscribes to the International Federation of Societies for Surgery of the Hand and the Federation of European Societies for Surgery of the Hand, thereby affiliating BSSH members to both these organisations.

The Society normally organises two scientific meetings each year, to disseminate new medical information to members and others. The meetings consist of original papers, lectures, symposia and poster presentations. They play an important part in the training of hand surgeons and the continuing medical education of consultants.

The Society also organises Instructional Courses in Hand Surgery comprising six two-day courses, held over a three year period. The series of courses covers the entire spectrum of surgery of the hand and wrist, making it the most comprehensive teaching in this field in Europe.

The Journal of Hand Surgery (European Volume) is owned by the Society and published by SAGE. The Editor of the Journal is usually an officer of the Council and his/her role is to review and edit the papers submitted for publication with support and assistance provided by the Editorial Assistant and Editorial Board. The Committee of Management of the Journal provides supervision of the commercial production and marketing aspects of the Journal.

The Education & Training in Hand Surgery subcommittee works to further the education and training agenda of the Society. Its remit includes the inception, development, promotion and maintenance of activities relating to continuing professional development both of trainee and established surgeons. Bursaries are awarded on the recommendation of the Education & Training in Hand Surgery subcommittee.

The Society's website is maintained professionally and updated by the secretariat. The site provides information on all aspects of hand surgery for the members, medical professionals and the general public.

The Society is represented on the Councils of the International Federation of Societies for Surgery of the Hand (IFSSH) and the Federation of European Societies for Surgery of the Hand (FESSH). A Council member also serves as a representative on the FESSH Hand Trauma Committee. Two further members of the Society represent BSSH on the FESSH Hand Trauma Committee. BSSH also has representatives on the examination board of the FESSH Diploma.

The Society has, in partnership with the University of Manchester, developed the Postgraduate Diploma in Hand Surgery. This is a validated programme of study, and on successful completion the Diploma in Hand Surgery is awarded. The programme is a distributed learning system, with 7 topic modules that include a series of departmentally administered assessments and a final 8th module containing a formal overarching examination.

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The usage of the BSSH Audit website launched in 2012 continues to increase. 1 in 4 of BSSH consultants now use it to audit their surgical outcomes and the database currently holds patients' scores for 2,500 procedures, expanding at a rate of 5% a month. The Society continues to receive consistently good feedback from consultants about the benefits of being able to review personal surgical outcomes and compare that data with peers. Increasingly surgeons are using their outcomes to fulfil the mandatory audit requirements for appraisal and revalidation. Improvements and an upgrade to the database will be implemented in the Autumn of 2015.

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 eligible consultants, and the trend over time (increasing or decreasing);
- Attendance at the bi-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 the Journal of Hand Surgery;
- Numbers of papers submitted for the scientific meetings;
- Number of papers submitted for publication in the Journal;
- Requests for publications including abstracts and papers;
- Throughput of delegates taking the Instructional Courses in Hand Surgery;
- Number of applicants for the Diploma in Hand surgery;
- Levels of interest expressed in the range of grants offered by the Society; and
- Number of visit to the Society's website and feedback from visitors.

Public Benefit

The trustees have taken The Charity Commission's general guidance on public benefit (contained within the recently 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 Society strives to improve patient care and to improve the quality of medical and surgical care for the benefit of patients within the specialty of hand 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 Society.

Trustees' Assessment of Public Benefit

In relation to the assessment of public benefit, the trustees believe that the contribution of BSSH to the education and training of hand surgeons in the UK directly improves patient care. The trustees aim to confirm this by direct interaction with the public.

A lay person has been co-opted for a four year period to attend Council meetings and thereby help to inform the trustees directly on public benefit. Delegates who attend Scientific meetings and Instructional Courses are routinely asked to make comment on assessment forms as to how they believe their attendance at such meetings and courses will ultimately be of benefit to their patients.

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Grant Making Policy

The range of grants offered by the Society is developed and awarded on the recommendation of the Education & Training in Hand Surgery subcommittee. Where appropriate, application forms are provided and the subcommittee assesses applications and applicants prior to making awards.

The following grants are advertised annually and are available by application and peer review allocation:

- Research Support Grants of £70,000;
- Overseas Grant £32,000;
- BSSH Education and Travel Bursary of up to £20,000, to support travel and education for up to 4 Members or Associates;
- The Stack Fellowship of £12,000, to enable members and associates to visit hand surgery centres of excellence in the UK or internationally;
- A Pulvertaft prize of £1,500 is awarded for the prize-winning essay contributing to the knowledge and practice of surgery of the hand;
- Two Medical Student Elective Bursaries of £750 each to support medical student elective attachments in hand surgery;
- Two Educational Presentation Prizes to encourage the production of electronic training media, in particular on CD-ROM, on hand surgery in order to enlarge the Society's audio visual library. Two prizes of £750 each are awarded to the best electronic presentations (video tape, CD-ROM or PowerPoint presentations). The prize-winning entries are shown at the Autumn Meeting;
- Journal of Hand Surgery Prize of £500 is awarded annually for the best paper presented at the Autumn Meeting;
- A Poster Prize of £250 is awarded for the best poster at both the Autumn and Spring Meetings; and
- Two Hand Therapists are invited to attend each Instructional Course free of charge.
- One Surgical Champion, funded together with BAPRAS for £7,500 each.

Relationships with Related Parties

BSSH shares its secretariat office with The British Association of Plastic, Reconstructive and Aesthetic Surgeons (BAPRAS), the British Foundation for Reconstructive International Surgery and Training (BFIRST) and the British Elbow and Shoulder Society (BESS)

Representation on Other Bodies

The Society is one of the founding members of the Healing Foundation and is represented on its Council and Board of Trustees, as a principal member.

The Society liaises with other sub-specialties through the Royal College of Surgeons of England Interface Committee in Hand Surgery. This committee is Intercollegiate under the remit of the Joint Committees on Higher Surgical Training.

In addition and in pursuing its charitable objectives, the Society has representation on various other relevant external bodies, such as the Board of Specialist Societies of the British Orthopaedic Association.

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ACHIEVEMENTS AND PERFORMANCE**Activities & Events**

The sixth series of Instructional Courses in Hand Surgery, held at the Manchester Conference Centre, commenced in 2014. Course 6.2 in June 2014 on Nerve Injury & Compression was attended by 107 delegates. Course 6.3 in February 2015 on Tendon Injury, Paralysis and Rehabilitation was attended by 135 delegates. The courses continue to attract many delegates from other European countries. An invitation to lecture on the courses is regarded as a cachet among hand surgeons overseas.

The 2014 Autumn Meeting was held at the Royal College of Surgeons in London in October, and included a combined day with the Irish Hand Surgery Society. 61 papers were presented and 24 posters exhibited. The meeting included keynote lectures by Professor I A Trail, Mr I Grant and Mr M J Hayton. In addition two symposia on scaphoid fractures and 'How I Do It' were held. The meeting also included a live anatomical demonstration on median, ulnar and radial nerves. There were 310 participants of whom 96. The meeting was attended by 9 members of the Irish Hand Surgery Society. There were 18 trade stands at the meeting. A Research Meeting took place prior to the Autumn Meeting which was attended by 25 participants. A one day meeting was held prior to the Scientific meeting on matters relating to NICE and attended by 25 delegates.

The 2015 Anatomy Dissection Course was held at the Glasgow Anatomy School in February 2015 and was attended by 28 delegates.

The 2015 Spring Scientific Meeting was held at the Assembly Rooms in Bath in May 2015. 41 papers were presented and 25 posters exhibited. Professor S Levin and Dr J Upton were guest lecturers and the meeting included symposia on 'To plate or not to plate', innovation, tissue engineering, 'How I examine the unstable wrist' and 'How I do it'. The meeting also included a live cadaveric dissection anatomy demonstration on the biomechanics in the hand and carpus, which was transmitted by video link from the University of Bristol Anatomy Laboratory. There were 268 participants of whom 90 were trainees. There were 18 trade stands at the meeting.

The Society continues to publish the Journal of Hand Surgery (European Volume) and provides this journal to all its members. Full members also receive the Journal of Hand Surgery (American volume). The circulation of the journal is stable. Subscribers now have access to the full archive of the journal going back to 1969, via SAGE online journals. In the last year, 110 full length articles and 62 short reports and letters were published from 707 submissions.

The Postgraduate Diploma in Hand Surgery programme began in September 2006 and since then 131 candidates have enrolled on the programme. Seventeen candidates took the exam in March 2015, 16 of whom passed. Thirty-one candidates have withdrawn from the programme or were removed, as they exceeded the maximum allowable period of study. The programme has been taken up enthusiastically by some but not all of the ATP post-holders nationally. The Hand Diploma Group meets regularly and has developed a bank of MCQ's and Clinical Skills Stations for the first examination. Much interest has been generated in other specialties who would like to benchmark the programme and there is further interest internationally which the BSSH will need to address in the foreseeable future.

The Education & Training in Hand Surgery subcommittee has developed a travelling fellowship in memory of a founding member of the Society, Mr Graham Stack, to the value of £12,000. No applications for the 2015 Fellowship had been received.

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The Education and Training in Hand Surgery subcommittee have developed the Pulvertaft Education and Travel Bursary. A review of the Pulvertaft Fellowship and Travelling Bursaries took place and the funds allocated to these awards have been transferred to the Education and Travel Bursary. Four grants of up to £5,000 are available annually. For 2014/15, a total of £13,500 was split between three applicants.

The Council have funded Overseas Aid to the value of £6,640. Previously funding was used for a team to travel to Sierra Leone to treat hand injuries as a result of civil war. However, due to the Ebola outbreak, activity was significantly reduced. During the year, the budget supported the visit of Nepalese fellows for a clinical sabbatical including the anatomy course in Edinburgh. A trip to Sudan to explore educational opportunities was also undertaken.

BSSH has a professionally maintained website with both public and member access. The content of the website is controlled by the webmaster. Evidence based guidelines have been published on the website. Guidelines on procedures on the website have been reviewed and updated. A new website will be launched at the Autumn Scientific Meeting in October 2015.

Impact of Activities & Events

The trustees believe that 2014/2015 was a successful year for BSSH, because of the following:

- Level of membership: There were 775 Members (2013/2014: 758) of which 345 were Full Members (2013/2014: 334). The number of members remains stable.
- Attendance at Scientific Meetings: There were 310 delegates at the 2014 Autumn Meeting (2013 Autumn Meeting: 412, a combined meeting with the British Association of Hand Therapists) and 268 delegates at the 2015 Spring Meeting (2014 Spring Meeting: 225).
- Number of papers presented at Scientific Meetings: 61 papers and 24 posters were presented at the 2014 Autumn Meeting (2013 Autumn Meeting: 46 and 46). 41 papers and 25 posters were presented at the 2015 Spring Meeting (2014 Spring Meeting: 47 and 14).
- Attendance at Instructional Courses in Hand Surgery: In 2014/2015, there were 242 attendees during the year (2013/2014: 238).
- Number of visits to the Society's website and feedback: In 2014/2015, there were 156,323 visitors to the site (2013/2014: 150,296).

Public Benefit

During the year, the trustees gathered the following evidence that demonstrates to their satisfaction that BSSH continues to benefit the public through its activities targeted to achieve its charitable objectives:

- Attendances at the scientific meetings; and
- Numbers of individuals attending the Instructional Courses and the Diploma in Hand Surgery.

The trustees have set up a direct link to the public to assess directly the impact of BSSH on patient care and a lay person is co-opted to attend Council meetings as a liaison.

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FINANCIAL REVIEW

Financial Results of Activities & Events

During the year, the Society generated £900,115 (2013/2014: £936,471) of incoming resources, and expended resources of £771,113 (2013/2014: £806,783) principally disseminating information as it relates to any and all of the fields that pertain to the Society's charitable objectives.

In particular, subscription income remained fairly stable at £131,557 (2013/2014: £127,993). The scientific meetings resulted in a direct surplus of £32,281 (2013/2014: £19,839), course and diploma activity resulted in a deficit of £5,837 (2013/2014: a surplus of £4,712). Journal income decreased by £5,287 (2013/2014: increased by £10,030) due to increases in the guaranteed income from the publishing agreement. After grant giving, an overall surplus of £129,002 (2013/2014: £129,688) resulted for the year.

Grant Making

Grants, awards and prizes totalling £148,142 (2013/2014: £100,516) were recognised as resources expended following consideration of awards by the recommendation of the Education & Training in Hand Surgery subcommittee.

Grants for 2014/2015 comprised the following:

| | £ |
|--|----------------|
| Research Support Grants | 109,170 |
| NICE Guidelines | 20,000 |
| BSSH Education & Travel Bursary | 16,000 |
| Overseas interests group | 6,639 |
| Hand Education Presentation Prize | 1,500 |
| Medical Student Bursaries | 750 |
| British Association of Hand Therapists Prize | 500 |
| Journal of Hand Surgery Prizes | 500 |
| Poster Prizes | 500 |
| Stack Travelling Fellowship – money returned | (7,417) |
| | <u>148,142</u> |

During 2012/2013, the Society entered into an agreement with the Healing Foundation to fund a Research Chair. £115,000 is paid annually by the Society for a period of five years since commencement, amounting to £575,000 in total.

Reserves Policy

At 31 May 2015, the charity's 'free reserves' amounted to £2,305,617 (31 May 2014: £2,023,155).

Following a detailed review of future spending plans for the Society, the trustees wish to grow the charity's 'free reserves' to such a level as to produce sufficient investment income annually to cover the Society's plans for funding additional grants, awards and prizes.

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The trustees have set a target annual funding requirement for the charity of £100,000 of recurring unrestricted investment income, which they feel will enable a more stable budgeted level of grant giving to be achieved. On the basis that this target is to be met by returns on the charity's unrestricted investments portfolio and at a target rate of future income return of 4%, the trustees wish to maintain 'free reserves' in the charity's investment portfolio at an implied target level of capital of £2.5 million.

At 31 May 2015, the charity's investment portfolio had a market value of £2,566,647 (31 May 2014: £2,165,641) and during 2014/2015, generated investment income of £104,892 (2013/2014: £84,657).

Investments Policy

The trustees have wide ranging powers to invest the funds of the Society as they see fit, and in practice, they receive advice from the Society's investment managers on appropriate investments. In addition, any short term surplus cash funds are held in interest bearing deposit accounts.

In line with the requirements of the Society's reserves policy, the trustees' revised investments strategy (and the new standing instructions to its investment managers) is to seek income growth whilst maintaining capital in real terms at the target value of £2.5 million.

The performance of the Society's investments against this policy is reviewed by the trustees throughout the year. The trustees will not invest in anything that they consider to be socially, environmentally or ethically unsound in any way.

For the year ended 31 May 2015, the charity's investments portfolio grew in value by 7% (2013/2014: 13%) and achieved an average gross income return of 4.6% (2013/2014: 4.1%) and an average net income (after investment management costs) return of 4.6% (2013/2014: 3.5%). The charity's cash deposits achieved an average income return of 0.3% (2013/2014: 0.3%).

PLANS FOR FUTURE PERIODS

Future Strategy

The trustees have determined medium to long term strategic imperatives, which are designed to focus developmental strategy and communicate the Society's priorities. A further strategy document for the development of the Society is being prepared to include communications.

Council of the BSSH are currently updating the Constitution for approval by the membership during 2015.

MSc in Hand Surgery - Feedback from those who have completed the Diploma in Hand has resulted in the BSSH to look at the possibility of adding an optional Masters to the Diploma, which would comprise a further year to produce a Dissertation on a subject of choice. A proposal for a validated programme had been approved by the University of Manchester. Enrolment for the MSc in Hand Surgery will commence in July 2015.

The current strategic imperatives include:

- Periodic review of the functions of the Society with reference to how it can best support its individual members;
- Maintaining financial stability, which includes assessment of financial risks and reviews of investment strategy; and
- Advancing the cause of hand surgery locally, regionally, nationally and internationally.

THE BRITISH SOCIETY FOR SURGERY OF THE HAND**TRUSTEES' ANNUAL REPORT
for the year ended 31 May 2015**

Future Activities & Events

The 2015 Autumn Scientific Meeting and 2016 Spring Scientific Meeting will both be held in London.

The Sixth Series of Instructional Courses will continue with course 6.4 taking place in June 2015 and course 6.5 in February 2016.

The Diploma in Hand Surgery examination has moved from Manchester to Birmingham. The twelfth examination of the Diploma in Hand Surgery took place in March 2015 and the thirteenth examination will take in March 2016.

The Society produced its sixth Newsletter in October 2014. It is intended to continue to produce two Newsletters per annum. By distribution to all members and stakeholders, Council business and Society news is spread to a wider audience.

The Society has taken over the management of the previously independently organised, two-day Windsor Anatomy Course. The course has moved from London to Glasgow and the third course took place in February 2015. 28 delegates attended the course. The course will move to Bristol and the fourth course is planned for February 2016.

The second one-day course for medical students for familiarisation of the specialty of hand surgery, held in October 2014 was attended by 64 delegates (2013: 19 delegates). The third course is planned for Spring 2016.

The Society has committed to fund the Healing Foundation's management of a major research award to establish an academic post in hand surgery. The Society will contribute £115,000 per annum for the next four years. This post has been advertised and an appointment made.

The Society has set up a Hand Trauma Group. The purpose is to set up standards, audit such standards and to support networks for services.

Impact of Future Activities & Events

The trustees will continue to principally assess the success of the above activities and events by evaluating the membership levels, the number of delegates attending the meetings and courses, and the number papers submitted.

It is the trustees' aim that membership levels should not fall significantly below the current levels of 775 of which 345 are Full Members. This compares to 2014 when there were 758 members, 334 being Full Members.

In addition, the number of delegates attending the Autumn and Spring Meetings should not fall significantly below the most recent levels of 310 and 268. The number of delegates attending meetings continues to increase since the format has changed to include more invited speakers and only accept submitted papers of the highest scores.

The number of papers presented at the scientific meetings should not fall below the most recent levels. 61 papers were presented at the 2014 Autumn Meeting and 41 at the 2015 Spring Meeting.

The trustees are aware that the number of delegates attending the Instructional Courses will fluctuate depending on the specific topic being covered. Each series is made up of six meetings held over three years. The trustees' target is that in financial terms each series should at least break even. The Society will underwrite the courses up to £10,000 each should they not make a surplus. The third and fourth meeting in series 6 made a surplus of £9,190.

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

**TRUSTEES' ANNUAL REPORT
for the year ended 31 May 2015**

Public Benefit

In the future, the trustees intend to ensure that BSSH continues to benefit the public by continuing to ensure the charity's activities promote education, training and research in the specialty.

FUNDS HELD AS CUSTODIAN

Although the Society maintains restricted funds to deal with incoming resources that are earmarked for a particular purpose by donors, sponsors, and other funders, BSSH 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 ~~14~~ 14 October 2015, and was signed for and on behalf of the board by



..... Honorary Secretary & Company Secretary
D J Warwick

17th November 2015

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE BRITISH SOCIETY FOR SURGERY OF THE HAND

I report on the financial statements of The British Society for Surgery of the Hand for the year ended 31 May 2015, which are set out on pages 18 to 30.

Respective responsibilities of trustees and examiner

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

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

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

Kerry Gallagher

Kerry Gallagher ACA
For and on behalf of RSM UK TAX AND ACCOUNTING LIMITED
Davidson House, Forbury Square, Reading, Berkshire RG1 3EU

30 November 2015

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

UNAUDITED STATEMENT OF FINANCIAL ACTIVITIES
(including Income & Expenditure Account)
for the year ended 31 May 2015

| | Notes | Unrestricted Funds | |
|---|-------|-------------------------|-------------------------|
| | | 2015 | 2014 |
| | | £ | £ |
| INCOMING RESOURCES | | | |
| Incoming resources from generated funds | | | |
| Investment income | 1 | 106,359 | 86,644 |
| Incoming resources from charitable activities | | | |
| Disseminating information on the specialty | 2 | 793,756 | 849,827 |
| TOTAL INCOMING RESOURCES | | <u>900,115</u> | <u>936,471</u> |
| RESOURCES EXPENDED | | | |
| Costs of generating funds | | | |
| Investment management costs | | 421 | 13,566 |
| Charitable activities | | | |
| Disseminating information on the specialty | 3 | 753,978 | 770,949 |
| Governance costs | 4 | 16,714 | 22,268 |
| TOTAL RESOURCES EXPENDED | | <u>771,113</u> | <u>806,783</u> |
| NET INCOMING RESOURCES & NET INCOME FOR THE YEAR | | <u>129,002</u> | <u>129,688</u> |
| OTHER RECOGNISED GAINS AND LOSSES | | | |
| Gains on investment assets | 7 | 150,079 | 41,048 |
| NET MOVEMENT IN FUNDS | | <u>279,081</u> | <u>170,736</u> |
| RECONCILIATION OF FUNDS | | | |
| Total funds brought forward at 1 June 2014 | | 2,029,044 | 1,858,308 |
| TOTAL FUNDS CARRIED FORWARD AT 31 MAY 2015 | 11 | <u><u>2,308,125</u></u> | <u><u>2,029,044</u></u> |

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 SOCIETY FOR SURGERY OF THE HAND

UNAUDITED BALANCE SHEET
as at 31 May 2015

Company Number: 01213983

| | Notes | 2015 £ | 2014 £ |
|---|-------|-------------------------|-------------------------|
| FIXED ASSETS | | | |
| Tangible assets | 6 | 2,508 | 5,889 |
| Investments | 7 | 2,566,647 | 2,165,641 |
| | | <u>2,569,155</u> | <u>2,171,530</u> |
| CURRENT ASSETS | | | |
| Debtors | 8 | 66,051 | 29,525 |
| Cash at bank and in hand | | 313,860 | 544,123 |
| | | <u>379,911</u> | <u>573,648</u> |
| LIABILITIES | | | |
| Creditors: Amounts falling due within one year | 9 | (525,941) | (486,134) |
| NET CURRENT (LIABILITIES)/ASSETS | | | |
| | | <u>(146,030)</u> | <u>87,514</u> |
| Creditors: Amounts falling due within one year | 10 | (115,000) | (230,000) |
| TOTAL ASSETS LESS CURRENT LIABILITIES & NET ASSETS | | | |
| | | <u><u>2,308,125</u></u> | <u><u>2,029,044</u></u> |
| THE FUNDS OF THE CHARITY | | | |
| Unrestricted income funds | | | |
| General Fund | 11 | 2,308,125 | 2,029,044 |
| TOTAL CHARITY FUNDS | | | |
| | | <u><u>2,308,125</u></u> | <u><u>2,029,044</u></u> |

For the year ended 31 May 2015, the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 ("the Act") relating to small companies.


The trustees and directors responsibilities:

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

The financial statements on pages 18 to 30 were approved by the trustees and authorised for issue on 14th October 2015, and are signed on their behalf by


..... President
V C Lees

 14th October 2015


..... Honorary Treasurer
S M Fullilove

 14th October 2015

THE BRITISH SOCIETY FOR SURGERY OF THE HAND**Unaudited financial statements for the year ended 31 May 2015****ACCOUNTING POLICIES**

BASIS OF ACCOUNTING

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

GOING CONCERN

After making appropriate enquiries, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future and for at least twelve months from the date of approval of these financial statements. For this reason, the trustees continue to adopt the going concern basis in preparing the financial statements.

INCOMING RESOURCES

General donations and other similar types of voluntary income are brought into account when receivable. 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 also accounted for on a receivable basis once the dividend has been declared or interest has been earned.

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 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.

TAXATION

The company is a registered charity and as such its income and gains falling due under section 471 to 489 of the Corporation Tax Act 2010 or section 256 of the Taxation of Chargeable Gains Act 1992 are exempt from corporate tax to the extent that they are applied to its charitable objectives.

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

Unaudited financial statements for the year ended 31 May 2015

ACCOUNTING POLICIES

TANGIBLE FIXED ASSETS

All tangible assets purchased that have a cost of more than £100, and an expected useful economic life that exceeds one year, are capitalised and classified as tangible 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 evenly over its expected useful life, as follows:

| | |
|-----------------------------|---------------|
| Computer & office equipment | over 4 years |
| Fixtures & fittings | over 10 years |

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.

LIABILITIES

A contingent liability is disclosed for those grants, which do not represent liabilities, where the possible obligation, which arises from past events, will only be confirmed by the occurrence of one or more uncertain future events not wholly within the trustees' control. Provisions are recognised for those grants where there is uncertainty as to the timing or amount, and any uncertainty regarding the amount is more than one of the determining factors for reasonable estimation of the liability arising from that constructive obligation.

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.

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

Unaudited financial statements for the year ended 31 May 2015

ACCOUNTING POLICIES

FUND ACCOUNTING

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

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

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

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015

| | Unrestricted Funds | |
|---|---------------------------|----------------|
| | 2015 | 2014 |
| | £ | £ |
| 1. INVESTMENT INCOME | | |
| Bank interest receivable on short term cash deposits | 1,467 | 1,987 |
| Income from investments listed on a recognised stock exchange in the UK | 104,892 | 84,657 |
| | <u>106,359</u> | <u>86,644</u> |
| 2. INCOME FROM DISSEMINATING INFORMATION ON THE SPECIALTY | | |
| Subscription income from members | 131,557 | 127,993 |
| Scientific Meetings income | 143,482 | 150,961 |
| Instructional course income | 90,230 | 87,938 |
| Hand Diploma income | 8,760 | 10,512 |
| Other meetings income | 180 | 48,146 |
| Journal income | 418,789 | 424,076 |
| Other income | 758 | 201 |
| | <u>793,756</u> | <u>849,827</u> |
| 3. COSTS OF DISSEMINATING INFORMATION ON THE SPECIALTY | | |
| Direct costs: | | |
| Scientific Meeting costs | 111,201 | 131,122 |
| Instructional course costs | 81,040 | 78,163 |
| Hand Diploma costs | 23,787 | 15,575 |
| Other meetings costs | 5,274 | 51,995 |
| Journal expenditure | 84,867 | 85,729 |
| Grants, bursaries and prizes awarded to seventeen (2013/2014: twenty-seven) individuals | 148,142 | 100,516 |
| Website costs | 5,928 | 7,771 |
| Other education and membership costs | 63,385 | 52,671 |
| | <u>523,624</u> | <u>523,542</u> |
| Support costs (see note 4) | 230,354 | 247,407 |
| | <u>753,978</u> | <u>770,949</u> |

These unaudited financial statements have been subjected to independent examination - see report on page 17.

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015

| | Support costs £ | Governance costs £ | Total 2015 £ | Total 2014 £ |
|---|-----------------------|--------------------------|--------------------|--------------------|
| 4. SUPPORT & GOVERNANCE COSTS | | | | |
| Staff costs (see note 5) | 134,662 | 7,087 | 141,749 | 142,220 |
| Council and committee meeting expenses and dinners | 18,213 | 959 | 19,172 | 18,744 |
| Premises costs | 13,764 | 724 | 14,488 | 13,207 |
| Office overheads | 50,542 | 2,660 | 53,202 | 78,126 |
| Legal and professional fees | 7,753 | 408 | 8,161 | 48 |
| Auditor's remuneration - Audit fees | - | - | - | 7,995 |
| Independent examination fees | - | 2,500 | 2,500 | - |
| Accountancy and advisory fees | 2,208 | 2,207 | 4,415 | 5,953 |
| Depreciation - owned assets | 3,212 | 169 | 3,381 | 3,382 |
| | <u>230,354</u> | <u>16,714</u> | <u>247,068</u> | <u>269,675</u> |

During the year, fifteen (2013/2014: eleven) trustees were reimbursed for travel and meeting expenses incurred totalling £6,355 (2013/2014: £6,926).

Included within auditors' remuneration are amounts payable to RSM UK Audit LLP (formerly Baker Tilly UK Audit LLP) in respect of audit services of £Nil (2013/2014: £7,995). Included within independent examination fees are amounts payable to RSM UK Tax and Accounting Limited (formerly Baker Tilly Tax and Accounting Limited) in respect of the independent examination of £2,500 (2013/2014: £Nil). Included within accountancy and advisory fees are amounts payable to RSM UK Tax and Accounting Limited (formerly Baker Tilly Tax and Accounting Limited) and RSM Employer Services Limited (formerly Baker Tilly Revas Limited) in respect of accountancy and advisory services of £4,415 (2013/2014: £5,953).

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015**

| | 2015 | 2014 |
|--|----------------|----------------|
| 5. STAFF COSTS | | |
| | No. | No. |
| The average monthly number of persons employed by the Society (excluding Council members) during the year was, as follows: | | |
| Secretariat office | 5 | 5 |
| | <u>5</u> | <u>5</u> |
| | £ | £ |
| Staff costs for the above persons: | | |
| Wages and salaries | 107,091 | 109,678 |
| Social security costs | 11,899 | 12,495 |
| Other pension costs | 18,534 | 16,048 |
| Health insurance costs | 4,225 | 3,999 |
| | <u>141,749</u> | <u>142,220</u> |

The costs of employees are shared with The British Association of Plastic, Reconstructive and Aesthetic Surgeons, which also shares the secretariat office space with the Society. 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 Society during the current or previous year.

The charity has taken out an insurance policy that provides professional indemnity cover for the trustees. This policy provides cover of up to £2 million in respect of any one claim, and the cost of this insurance for the year was £954 (2013/2014: £989).

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015

6. TANGIBLE ASSETS

| | Computer & office equipment £ | Fixtures & fittings £ | TOTAL £ |
|-----------------------------|--|-----------------------------|------------|
| Cost: | | | |
| 1 June 2014 and 31 May 2015 | 80,912 | 22,863 | 103,775 |
| Depreciation: | | | |
| 1 June 2014 | 76,640 | 21,246 | 97,886 |
| Charge for year | 2,895 | 486 | 3,381 |
| 31 May 2015 | 79,535 | 21,732 | 101,267 |
| Net book value: | | | |
| 31 May 2015 | 1,377 | 1,131 | 2,508 |
| 31 May 2014 | 4,272 | 1,617 | 5,889 |

These unaudited financial statements have been subjected to independent examination - see report on page 17.

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015

| | 2015 £ | 2014 £ |
|--|------------------|------------------|
| 7. INVESTMENTS | | |
| Investment listed on a recognised stock exchange, held primarily to provide an investment return, at market value: | | |
| 1 June 2014 | 2,165,641 | 1,917,025 |
| Additions at cost | 250,927 | 207,680 |
| Disposal proceeds | - | (112) |
| Realised gains | - | - |
| Unrealised gains | 150,079 | 41,048 |
| 31 May 2015 | <u>2,566,647</u> | <u>2,165,641</u> |
| At the balance sheet date, the market value of the portfolio comprised: | | |
| UK investments | <u>2,566,647</u> | <u>2,165,641</u> |
| Unit trust funds and other similar securities | <u>2,566,647</u> | <u>2,165,641</u> |
| At the balance sheet date, the historical cost of the investments was £2,203,203 (31 May 2014: £1,952,277). | | |
| | 2015 £ | 2014 £ |
| Individual holdings representing more than 5% of the market value of the portfolio at the balance sheet date are as follows: | | |
| Schroder Charity Multi-Asset Fund accumulation units | 1,201,034 | 1,029,991 |
| Sarasin & Partners Alpha CIF for Endowments | <u>1,365,613</u> | <u>1,135,650</u> |
| 8. DEBTORS | | |
| Amounts falling due within one year: | | |
| Trade debtors | 562 | 11,951 |
| Prepayments and accrued income | 65,489 | 17,574 |
| | <u>66,051</u> | <u>29,525</u> |

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015

| | 2015 | 2014 | | | |
|---|------------------|------------------|------------------|--------------------|------------------|
| | £ | £ | | | |
| 9. CREDITORS | | | | | |
| Amounts falling due within one year: | | | | | |
| Trade creditors | 46,811 | 71,023 | | | |
| Scientific Meetings income in advance | 5,500 | 6,200 | | | |
| Instructional course income in advance | 23,545 | 22,300 | | | |
| Cadaveric course income in advance | 5,880 | - | | | |
| Hand Diploma income in advance | 5,592 | 4,194 | | | |
| Journal income received in advance | 189,120 | 189,120 | | | |
| Other creditors | 11,006 | - | | | |
| Other taxation and social security | 9,300 | 15,888 | | | |
| Accruals | 229,187 | 177,409 | | | |
| | <u>525,941</u> | <u>486,134</u> | | | |
| 10. CREDITORS | | | | | |
| Amounts falling due after more than one year: | | | | | |
| Accruals | 115,000 | 230,000 | | | |
| | <u>115,000</u> | <u>230,000</u> | | | |
| 11. THE FUNDS OF THE CHARITY | | | | | |
| | 1 June | Incoming | Outgoing | Gains on | 31 May |
| | 2014 | resources | resources | investments | 2015 |
| | £ | £ | £ | £ | £ |
| Unrestricted income funds: | | | | | |
| General Fund | 2,029,044 | 900,115 | (771,113) | 150,079 | 2,308,125 |
| | <u>2,029,044</u> | <u>900,115</u> | <u>(771,113)</u> | <u>150,079</u> | <u>2,308,125</u> |

Included within the General Fund are net unrealised gains arising on the revaluation of investments totalling £363,444 (31 May 2014: £213,364).

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015**

| | 2015 | 2014 |
|--|-------------------|-------------------|
| | £ | £ |
| 12. COMMITMENTS UNDER OPERATING LEASES | | |
| At 31 May 2015, the charity was committed to make the following payments under non-cancellable operating leases: | | |
| In respect of land & building leases - | | |
| For the year ending 31 May 2015 | - | 34,088 |
| For the year ending 31 May 2016 | 34,088 | 34,088 |
| For the year ending 31 May 2017 | 2,841 | 2,841 |
| | <u> </u> | <u> </u> |

13. RELATED PARTY TRANSACTIONS

The Society shares its secretariat office with The British Association of Plastic, Reconstructive and Aesthetic Surgeons ("BAPRAS"), another United Kingdom charitable company. The charities also have certain trustees and directors in common. The costs of employees and other administrative overheads are shared with BAPRAS, and accordingly an informal arrangement for recharging costs is operated between the two organisations. At the balance sheet date, a net amount of £11,006 was owed to BAPRAS (31 May 2014: £11,040 was due from BAPRAS).

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

**NOTES TO THE UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015**

14. PENSION COMMITMENTS

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

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

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

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

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

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

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

THE BRITISH SOCIETY FOR SURGERY OF THE HAND

**UNAUDITED FINANCIAL STATEMENTS
for the year ended 31 May 2015**

ACCOUNTANT'S REPORT TO THE BOARD OF TRUSTEES OF THE BRITISH SOCIETY FOR SURGERY OF THE HAND ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MAY 2015

In order to assist you to fulfil your duties under the Companies Act 2006 and the Charities Act 2011 ("the Acts") and regulations thereunder, we prepared for your approval the financial statements of The British Society for Surgery of the Hand which comprise the Statement of Financial Activities, the Balance Sheet and the related notes as set out on pages 18 to 28 from the charitable company's accounting records and from information and explanations you have given us.

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

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

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

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

RSM UK Tax and Accounting Limited

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Chartered Accountants
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1 December 2015