

COMPANY REGISTRATION NUMBER : 7225131

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE
UNAUDITED FINANCIAL STATEMENTS
FOR
YEAR ENDED 30 JUNE 2018**

Charity Number : 1136067



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

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

| CONTENTS | PAGE |
|---|-------------|
| Company information | 1 |
| Trustees' annual report | 2 |
| Independent Examiner's report to the Trustees | 9 |
| Statement of financial activities | 10 |
| Balance sheet | 11 |
| Notes to the financial statements | 12 |

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

COMPANY INFORMATION

YEAR ENDED 30 JUNE 2018

Charity Number 1136067

Company Number 7225131

Registered Office 35-43 Lincoln's Inn Fields
London
WC2A 3PE

THE TRUSTEES

The Trustees of the charity are also the directors of the charity.

The Trustees who served the charity during the year were as follows:

| | |
|-----------------------------|--------------------------------------|
| Ms Lynda Wyld | President (Resigned 4 November 2017) |
| Professor Robert Kirby | President |
| Mr Hassan Malik | Vice President |
| Mr Zaed Hamady | Acting Honorary Secretary |
| Mr John Whiting | Honorary Treasurer |
| Mr Michael Shackcloth | EJSO Representative |
| Professor Michael Douek | Meeting Secretary |
| Professor Robert Ashford | |
| Mr Riccardo Bonomi | |
| Professor Garth Cruickshank | |
| Mr David Mitchell | |
| Professor David Jayne | |
| Mr Edmund Leung | |

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE
TRUSTEES' ANNUAL REPORT
YEAR ENDED 30 JUNE 2018**

The Trustees have pleasure in presenting their report and the unaudited financial statements for the charity for the year ended 30 June 2018.

The Trustees of the charity as shown on page 1 are also the directors of the charity.

Objectives and Activities

The Charity's objectives are:

To **advance the science, practice, and art of surgical oncology** for the benefit of patients with cancer; and to **promote research, training, and education in surgical oncology** for the benefit of the public, patients and the medical community, and to disseminate the useful results of that research appropriately.

The Association seeks to act as an umbrella organisation for those working in all surgical cancer specialties.

The Association administers and awards the Alan Edwards Memorial Prize, the Ronald Raven Prize, the Ronald Raven Travelling Scholarship and the BJS Prize to acknowledge and encourage outstanding contributions to research in surgical oncology. The Association has in the past been able to support many fellowships in conjunction with the Royal College of Surgeons and the Association aspires to continue this.

Each year, to support and encourage trainees interest in the field of surgical oncology, BASO offers an array of prizes for the best surgical oncology presentations by a trainee at the annual scientific conference of the ASGBI, ASiT and of each of the Surgical Specialty Associations.

In July 2016, BASO became a non-commercial partner with the National Institute of Health Research (NIHR) and introduced an annual research project grant scheme to assist surgeons in undertaking research projects related to surgically linked cancer care. A study which has funding provided under this grant is automatically eligible for consideration for the Clinical Research Network Support, thereby, is considered for being a portfolio study.

The BASO (NIHR) grant is open for discrete projects such as pilot projects to develop clinical trials, studies aimed at initial data collection to inform the design of a future trial or systematic reviews. Subject to satisfactory applications, one to three awards of up to a total value of £6,000 will be made. Usually the award will be for one academic year.

BASO continues its engagement with other surgical societies, offering fellowships where members may engage in cancer surgery. BASO agreed with the ASGBI to sponsor an International 'Bursary Scheme' to enable surgical trainees from poorly resourced countries to take part in ASGBI's training development programme. The programme aims to improve standards of surgery in countries with little access to surgical development because the trainees not only develop their skills but then use these to educate their colleagues in their home country. BASO's award will be specific to a candidate keen to learn about advanced surgical oncology skills rather than general surgery; and will be selected by the BASO Committee. In June 2017, Mr Cojocari Vladimir from Moldova was awarded a bursary of £2,000.

In the spirit of engagement with future surgical oncologists, the Association has opened its Trainees membership to the Medical Students and Foundation Year Trainees, those wishing to pursue surgical oncology. BASO aims to offer support with their surgical career by providing skills courses, mentoring sessions and guiding surgical portfolio via our wealth of regional representatives. This year, BASO awarded prizes to four winners of the 'National Student Anatomy and Surgery Quiz' organised by the Keele National Inter-Medical School Surgical and Anatomy Challenge. Our President, Professor Robert Kirby, judged the quiz.

BASO ~ THE ASSOCIATION FOR CANCER SURGERY COMPANY LIMITED BY GUARANTEE

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 30 JUNE 2018

The BASO Trainees group continued growing their outlook and strengthened their links with trainee groups from across Europe. Through these collaborations, we encouraged trainees in tenets of research and clinical excellence in surgical oncology through the sponsored prizes at national specialty meetings. Our Trainees group continues to focus on research, academic training and fellowships.

Achievements and Performance

In 2017, in line with our mission statement to facilitate research into cancer surgery, BASO has had another successful year of presence at the NCRI (National Cancer Research Institute) Cancer Conference under the leadership of Professor Lynda Wyld. The conference brings together Clinicians and Basic Scientists from all disciplines working in the field of cancer research. BASO's engagement with the NCRI has increased the presence of cancer surgeons at the NCRI meeting over the last two years. In turn, this partnership has allowed BASO to engage with a larger organisation and offered excellent networking opportunities for our members; and raised the Association's profile.

This year, BASO developed a two full-day programme that showcased the best of surgical research and achievement. The meeting was a great success with over 1400 delegates in attendance, and of these approximately 200 were surgeons. BASO~ACS's linking with the NCRI helped increase high-quality research engagement with surgeons by increasing surgeon participation at the NCRI meeting.

This year's attendance of surgeons represents an increase in surgical presence so was both a great success for us but also for the NCRI. The meeting had over 220 invited lectures from world-renowned experts, 52 oral proffered papers and also saw several prestigious eponymous lifetime achievement awards and orations given to some of the leading surgeons of our times.

The feedback from surgical delegates has been extremely positive, both about the content of the programme and the organisation of the Congress, including the venue. Consequently, we plan to repeat our collaboration with the NCRI in 2018 and hope this linking of our 2 organisations will help to stimulate new research ideas, collaborations and networking opportunities for our members as well as help us to engage with the massive progress in cancer research and ensure surgical research is part of this success story.

In November 2017, the BASO Trainees Meeting was hosted before the BASO congress on Sunday, 5th November. The meeting helped reinforce the bond between trainees from different surgical and academic oncology groups. It was a well-attended event with over 50 delegates, and the programme focused on the learning opportunities available to trainees, importance of mentorship and collaborative work for trainees, multidisciplinary nature of cancer care and the myriad of innovations and opportunities which exists for trainees to develop their career and ultimately to expedite discovery and improve patient care.

Building on the success of the 2016 and 2017 Annual Conference, the 2018 Annual Meeting will be held in partnership with the National Cancer Research Institute (NCRI) at Scottish Events Centre in Glasgow. The NCRI is looking at a new themed programme in 2018 and will deliver a three-day conference instead of the traditional four-day conference. This change presents BASO with a minimal number of sessions on the integrated programme. The BASO Council has, therefore, decided to deliver a one-day standalone meeting at the Royal College of Physicians and Surgeons (Glasgow) and BASO sponsored plenary sessions at the NCRI Meeting. We hope this will be a vibrant and highly productive meeting; and will increase the quality and breadth of cancer research education provided to our membership.

The BASO Trainees Day will be delivered together with the Royal College of Physicians and Surgeons of Glasgow on 3rd November. It is planned to be a full day programme split into three elements with non-surgical skills training, innovative speed mentoring and oral presentations giving Trainees more access to the BASO programme. The programme will cover the topics on mentorship in surgery, Fellowships and Training in UK and abroad.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 30 JUNE 2018

The Association continues to develop its links with other specialties and to re-establish itself as the umbrella organisation for cancer surgeons, including forming membership links with other specialties and setting up partnerships for joint conferences in future.

We have recently collaborated with the NIHR's Clinical Research Network to support the 'Tomorrow's Leaders' programme which enrolls the future leaders in the field of surgical oncology and research. These leaders are encouraged to join our trainees' membership and will be offered support to enhance their career in surgical oncology via short workshops, methodology training, research grant, etc.

The Association aspires to raise its profile on the regional level and has now established a network of BASO Regional Representatives who engage with oncologists and Societies in their region, will run regional meetings, and increase BASO's presence at other local events. The Regional Representatives are also encouraged to submit Cancer Commissioning and other related issues in their regions, which can then be reported to the RCS's Cancer Services Committee, currently being administered by BASO~ACS.

This year, BASO proactively increased its engagements by sponsoring and endorsing a few events. In April, BASO sponsored FRCS courses delivered by Doctors Academy, to support and sponsor the training of doctors in the UK. The FRCS viva courses for breast and colorectal subspecialty were successfully delivered in Hereford. BASO Trainees were offered discounted registration at these training days, and the meeting resulted in recruitment of new trainee members.

BASO sponsored the lecture presented by Professor Bill Heald CBE at the International 4th TME Symposium in Portsmouth which was well received by the audience. Professor Heald presented a lecture about his life-time achievement with the development of total mesorectal excision for rectal cancer resection.

BASO continues to annually award the BASO Ronald Raven Lifetime Achievement Award, the Geoff Oates Award, and the Uccio Querci della Rovere Award, to those surgical oncologists who have excelled and have made an international contribution to the surgical oncology. It was a great honour for the Association to present the above awards to the RCS President Professor Derek Alderson, Professor Henry Kuerer and Professor Arnie Purushotham in November 2017. BASO also sponsored a plenary lecture given by Professor Freddie Hamdy at the NCRI Conference attended by approximately 500 delegates.

BASO Trainee Prizes of £100 each were awarded for the best surgical oncology presentations at the Annual ASiT Conference, and SCTS Annual Meeting held this year; and we continue to grant the Ronald Raven Travelling Fellowship, which has now increased to £3000, each year to support an exceptional trainee/s in visiting a centre of excellence to learn new surgical oncology skills.

The EJSO, co-owned by BASO and the ESSO continues to go from strength to strength with a rise in the quality of submission and article downloads. The 2017 impact factor was released earlier in June. The EJSO impact factor has increased to 3.688 from 3.522 from last year, which ranks the Journal 86th out of 222 journals in the Oncology category of the Journal Citations Reports. This is a remarkable jump in citations and credit must be given to the editorial team lead by our past President Professor Riccardo Audisio (Editor in Chief).

BASO endures a strong presence when National Clinical Guidelines are either developed or updated. BASO Trustees have been contributing to numerous consultations, and are active members of the different Cancer Commissioning Groups. BASO~ACS has strengthened its links with the College via the Cancer Services Committee, and is now invited to offer expert advice towards the 'Future of Surgery' Commission. Furthermore, this year, our contribution on 'Restructuring of the MDTs' was formally acknowledged by Professor Martin Gore, who is Leading the MDT reform for PHE.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE
TRUSTEES' ANNUAL REPORT (continued)
YEAR ENDED 30 JUNE 2018**

In 2017, our immediate past President Prof Lynda Wyld lobbied a consensus from BASO Committee members in response to the consultation for the issue of gender-neutral HPV vaccination following a publication of a draft report on this issue by the Joint Committee on Vaccination and Immunisation of the Public Health England. BASO take pride to announce that after five years of active campaigning, being supported by HPV Action's member organisations, MPs and peers, individual clinicians, scientists and academics, journalists, lawyers, and others, the government has announced that adolescent boys will be offered HPV vaccine to protect them from cancer.

BASO had funded the research grant for the Neo-adjuvant Cholangiocarcinoma Study which is the world's first RCT of neo-adjuvant chemotherapy in this disease, and has enabled the study to get the NIHR Portfolio Badging; and access to approximately £500k in NHS research support costs. BASO~ACS continues to support and promote the development of cancer treatment, research, patient care, and education and training of our future generation of oncologists.

Financial Review

Membership of the Association remained stable during the course of the year. Membership subscriptions for 2017-18 continued to be kept intentionally low at £180 for full membership as the Association still holds high levels of reserves. The subscription for Senior Retired members was also reduced to £70.

The subscriptions for the BASO Trainees for 2017-18 stays unchanged. It was agreed at the 2017 AGM to offer a 50% discounted fee to the Full membership of the BASO~ACS for two years to a BASO Trainees member upon completion of training, provided they were the paying member of the Society for two consecutive years.

The profits from the EJSO are offset against the cost of the membership subscriptions to the EJSO and these are included in the final reconciliation. A new Journal Publishing agreement between ESSO and BASO as owners, and Elsevier as publishers of the Journal, was made as of 1st December 2015. This agreement was reviewed by all the parties before December 2017 when it was due for renegotiation. Both parties have formally agreed to maintain this contract in its present form for a further 2 years.

The Journal has generated a healthy profit for BASO~ACS in 2017 with the Royalty due as £56,126.28 of which an advance minimum guarantee payment of £32,005.03, received in 2016. A sum of £21,971.60 as the BASO's membership subscription of the Journal was deducted from this royalty and a balance of £2,149.65 is received. BASO has also received an advance payment of £35,673.47 which represents the minimum guaranteed royalty payment for 2018. This advance payment will be deducted from calculations for the 2018 Royalty payment for BASO~ACS. It is hoped that the EJSO will continue to grow under the editorship of Professor Riccardo A Audisio.

During this accounting period, BASO funded the BASO (NIHR) Research Project grant to the following projects:

- Establishing the paradigm for risk prediction of pancreatic cancer **£1,500**
- Functional outcomes of SLNB for (OSCC) Oral Squamous Cell Carcinoma: a multicentre, prospective, longitudinal cohort study **£2,270**
- Prospective Audit of Current Practice of Pulmonary Metastasectomy in the UK **£1,000**

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 30 JUNE 2018

The joint BASO and NCRI Annual Scientific Meeting in November 2017 was not expected to generate any income and incurred a loss of approximately £13,000. However, the meeting has raised the Association's presence in the field of Cancer research and has helped engagement with various organisations and groups; and offered a great networking platform for the BASO members. As the Association has a strong level of reserves and has just acquired a new income stream, we can afford to make a small loss at present. We hope that as our link to the NCRI matures, we will move towards a cost neutral financial structure.

To cover the growing administrative requirement of the office, Mrs Jhita, the Association Manager, has agreed to extend her work days from 3 days a week to 4 days a week. This will affect the admin costs of the office. BASO continues to share the Service Agreement with the ABS to share the joint costs for running the office. Both societies will continue to support each other to cover the additional workloads during the conferences on an 'as and when required' basis.

A legacy of £2,037.26, left by the late Mr R Simmons, was received by BASO in 2017. BASO wishes to utilise this fund towards the research project grants and developing the trainees meeting. This accounting year, BASO granted funds of £1,000 each to the Ronald Raven Travelling Fellowship applicants: Mr R Baron, Mr M Almond and Mr M Ahmed on completion of their fellowships.

Reserves Policy

BASO ~ ACS holds a sufficient reserve to allow the society to meet financial obligations in the event of a financial loss following an annual conference, to maintain the low level of conference fees for delegates and to obviate the need for increases in Membership fees. The level of reserves, and income from conferences and subscriptions, is crucial to the Association's work and objectives, and is monitored carefully to ensure a balance between a secure financial position for the Association and minimal costs to Members and potential Members.

Investment Policy

The Trustees have power under the Articles to invest funds in the same manner and subject to the same conditions as the Trustees of a trust are permitted to do by the Trustee Act 2000. The Association currently holds its reserves across three deposit accounts: BASO ~ ACS holds reserves in a Scottish Widows 90-day notice account; an instant access account with Lloyds TSB; and a further instant access account with Virgin Money.

BASO Trustees are looking into new investment opportunities for the Association's reserves.

Plans for the Future

As set out in the Report for 2016-2017, the Trustees have undertaken a review of training provision, Fellowships and Awards and are taking steps to address these issues, including the measures described above in Achievements and Performance.

Growth of the core membership and the breadth of specialisms represented were set out as key aims for 2017-18. Whilst overall growth has not materialised, membership numbers have remained steady and the Trustees are actively seeking stronger links with other Associations, many of whom have been invited to nominate observers to Council meetings and to whose meetings we have offered to send observers, with the intention of improving communication and understanding in areas of common interest. Several of these Associations have expressed an interest and the Trustees look forward to reporting on progress in this area in future. The present Trustees themselves represent a broad cross-section of specialisms and so bring a welcome breadth of experience and perspective to the steering process.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 30 JUNE 2018

The 2016-17 Report put forward the Trustees' desire to enhance the public profile of the Association as a voice for cancer care, and creating a more distinctive umbrella "brand" for BASO, covering all aspects of its activity. To this end, in 2017-2018 the Association has made representation to the Joint Committee on Vaccination and Immunisation in support of gender neutral HPV vaccination, via the Cancer Services Committee), We have also engaged with the JCST on the development of the role of specialised training fellowships cancer surgery in achieving excellence in surgical oncology and are leading a national survey of the financial costs and quality of pre CCT fellowships for the RCS Fellowship committee. The Trustees are actively approaching and developing links with NCRI, CRUK, the RCS, the NHS Lead Cancer Clinician, Cancer Commissioning Boards/Reference Groups, Public Health England and many other interested parties with the aim as always of sharing knowledge, opening out debate and improving best practice for the benefit of cancer patients.

The Cancer Services Committee is currently reviewing the issue of 'complex surgical oncology training' in light of the new plans for training following the Greenaway report. BASO has been invited to contribute to the 'future of surgery' commissioning of the RCS; and the CSC would ideally aspire to have direct representation on the RCS Council. The Cancer Services Committee has also been invited to be involved in setting the quality metrics for cancer surgery for the UK, in conjunction with CRUK and NCIN. Mr Hassan Malik, President-elect, is representing BASO on this Committee.

Furthermore BASO has been invited to join the Specialised Cancer Clinical Commissioning Group and using its expertise will support service development in cancer surgery.

Also, BASO has agreed to fund a number of small grants to support surgical oncology research in partnership with the NIHR. This initiative will foster increasing the breadth of surgical research as well as increasing recruitment of patients into NIHR portfolio studies.

Finally, BASO has also been involved with the NCRI /RCS in delivering several one day workshops about surgical research with Professor Lynda Wyld and Mr Hassan Malik chairing 2 of the 5 workshops. It is planned to publish the outcome of these workshops to provide a framework and gap analysis for cancer surgery research in the future.

As training and work pressures change with an ever-evolving healthcare service, our BASO Trainees group intends to improve the experience, training and professional competence of surgical trainees with an interest in oncology, principally in academic and research matters.

Structure, Governance and Management

On 1st July 2010 a transfer was made from the unincorporated charity, BASO ~ The Association for Cancer Surgery, to the company limited by guarantee of the same name (Company number: 7225131, Limited by Guarantee and Registered as Charity No 1136067). The company was incorporated on the 15th April 2010 when new Articles were established. Simultaneous transfers were made to the new Association of Breast Surgery, which is also a company limited by guarantee (Company No 7207053 and Registered as Charity 1135699).

The two Associations are thus legally independent of each other, with a service agreement between the two Associations to allow for the provision of a shared office and administration. Whilst the degree of separation has increased over time to allow both Associations to evolve and develop their individual identities, they share many goals and continue to work co-operatively together.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

TRUSTEES' ANNUAL REPORT (continued)

YEAR ENDED 30 JUNE 2018

The two Associations have a service agreement under which ABS provide a number of administrative functions to BASO ~ACS, and each Association contributes to the costs on a pro-rata to membership basis. The service agreement is subject to periodic review to ensure its continuing relevance and fairness to both Associations. This service agreement was changed in July 2012 so that BASO ~ ACS are now covering the salary and overheads of their own Administrator. The salary and overheads of the shared Administrative Assistant are covered jointly by both BASO ~ ACS and the ABS based on their membership and delegate numbers. The service agreement is currently under review, BASO and ABS no longer share the administrative assistant, with the BASO Administrator taking on the additional workload of the assistant from May 2016 onwards. No further substantive changes are envisaged at this stage.

The Ordinary Members of the BASO~ACS National Committee (who are also Trustees and Directors) are elected by a ballot of the Membership of the Association, following a 'Call for Nominations'. Officer posts are notified to the Membership by a call for nominations, followed by a ballot of Trustees if there is more than one candidate. All Honorary Officers are also Trustees and Directors. All appointments are confirmed by the Membership at the AGM.

BASO~ACS has National Committee meetings four times a year. They also administer the Royal College of Surgeons of England's Cancer Services Committee, which meets three times a year and is chaired by the President of BASO~ACS. The main business of BASO~ACS is decided upon at its National Committee meetings. Decisions in-between times are made by phone or e-mail communication between the Honorary Officers, with day-to-day issues being dealt with by the Association Manager in liaison with the Honorary Officers. The Trustees/Directors regularly review the major risks that the charity faces and its reserve policy, combined with an annual internal audit of the controls over key financial systems, which are designed to provide sufficient resources in the event of adverse conditions. 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.

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 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.

Approve by the Trustees on and signed on their behalf by:

.....
Mr John Whiting
Honorary Treasurer

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES

YEAR ENDED 30 JUNE 2018

I report to the charity trustees on my examination of the accounts of the company for the year ended 30 June 2018 which are set out on pages 10 to 17.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

.....
E D Williams FCA
146 New London Road
Chelmsford
CM2 0AW

..... 2018

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

**STATEMENT OF FINANCIAL ACTIVITIES (INCLUDING INCOME AND
EXPENDITURE ACCOUNT)**

YEAR ENDED 30 JUNE 2018

| | Unrestricted Funds | Restricted Funds | Total Funds 2018 | Total Funds 2017 |
|--------------------------------------|-----------------------|---------------------|---------------------|---------------------|
| Note | £ | £ | £ | £ |
| INCOME from: | | | | |
| Legacies | 2,037 | - | 2,037 | 10,000 |
| Charitable activities: | | | | |
| Members' subscriptions | 36,358 | - | 36,358 | 37,670 |
| Scientific conference | 2 | - | 5,345 | 6,250 |
| Publications - EJSO | 43,158 | - | 43,158 | 29,198 |
| Other trading activities | 1 | - | 1 | 265 |
| Investments | 3 | 5 | 583 | 1,376 |
| TOTAL INCOME | <u>87,477</u> | <u>5</u> | <u>87,482</u> | <u>84,759</u> |
| EXPENDITURE on: | | | | |
| Charitable activities | | | | |
| Scientific conference | 2 | - | 13,371 | 7,942 |
| Trainees meeting | 5,093 | - | 5,093 | 5,677 |
| Fellowships & awards | 4 | 3,600 | 8,870 | 11,882 |
| National Committee and support costs | 5 | 5 | 61,964 | 51,274 |
| TOTAL EXPENDITURE | <u>85,693</u> | <u>3,605</u> | <u>89,298</u> | <u>76,775</u> |
| NET INCOME/(EXPENDITURE) | 1,784 | (3,600) | (1,816) | 7,984 |
| NET MOVEMENT IN FUNDS | | | | |
| RECONCILIATION OF FUNDS | | | | |
| Total funds brought forward | 229,747 | 46,672 | 276,419 | 268,435 |
| Total funds carried forward | <u>231,531</u> | <u>43,072</u> | <u>274,603</u> | <u>276,419</u> |

The charity has no recognised gains or losses other than the results for the period as set out above.

The notes on pages 12 to 17 form part of these financial statements.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

AS AT 30 JUNE 2018

| | | 2018 | | 2017 | |
|---|------|-----------------|----------------|-----------------|----------------|
| | Note | £ | £ | £ | £ |
| FIXED ASSETS | | | | | |
| Tangible assets | 10 | | 772 | | 87 |
| CURRENT ASSETS | | | | | |
| Debtors | 11 | 3,806 | | 1,130 | |
| Cash at bank | | 312,332 | | 351,153 | |
| | | <u>316,138</u> | | <u>352,283</u> | |
| CREDITORS: Amounts falling due within one year | 12 | <u>(42,307)</u> | | <u>(75,951)</u> | |
| NET CURRENT ASSETS | | | 273,831 | | 276,332 |
| TOTAL ASSETS LESS CURRENT LIABILITIES | | | <u>274,603</u> | | <u>276,419</u> |
| NET ASSETS | | | <u>274,603</u> | | <u>276,419</u> |
| FUNDS | | | | | |
| Unrestricted | 13 | | 231,531 | | 229,747 |
| Restricted | 14 | | 43,072 | | 46,672 |
| TOTAL FUNDS | | | <u>274,603</u> | | <u>276,419</u> |

For the year ending 30 June 2018 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

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;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard (FRS102) (effective 1 January 2015).

These financial statements were approved by the Trustees on 2018 and are signed on their behalf by:

.....
PROFESSOR R KIRBY

.....
MR J WHITING

Company Registration Number: 7225131

The notes on pages 12 to 17 form part of these financial statements.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

1. ACCOUNTING POLICIES

Basis of accounting

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

BASO - The Association for Cancer Surgery meets the definition of a public benefit entity under FRS102. Assets and Liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes. The financial statements are prepared in sterling, which is the functional currency of the charity, and rounded to the nearest £. The charity is a company limited by guarantee.

Incoming Resources

Income from conferences held during the year is accounted for on an accruals basis. Membership subscriptions are recognised on receipt.

Resources Expended

All expenditure is accounted for on an accruals basis and includes VAT as the charity is not VAT registered. The majority of costs are attributable to specific charitable activities (ie conferences/awards). 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. Staff and office costs are recharged to the charity under the service agreement with ABS.

Debtors and creditors

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

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and deposits.

Fixed Assets

Fixed assets are shown at historical cost.

Depreciation

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

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:

| | |
|---------------------|----------------------|
| Computer equipment | 25% reducing balance |
| Fixtures & fittings | 25% reducing balance |

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

ACCOUNTING POLICIES continued

Fund accounting

Funds held by the charity are either:

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 can only be used for particular restricted purposes within the objects of the charity.

**2. CHARITABLE ACTIVITIES
SCIENTIFIC CONFERENCE**

| | Unrestricted Funds | Restricted Funds | Total Funds 2018 | Total Funds 2017 |
|--------------------------------|-------------------------------|-----------------------------|-----------------------------|-----------------------------|
| | £ | £ | £ | £ |
| Income | | | | |
| Fees and profit share | 745 | - | 745 | 2,650 |
| Lecture grants | 4,600 | - | 4,600 | 3,600 |
| | <u>5,345</u> | <u>-</u> | <u>5,345</u> | <u>6,250</u> |
| Expenditure | | | | |
| Speaker expenses | 1,607 | - | 1,607 | 873 |
| Printing, postage & stationery | 1,040 | - | 1,040 | 1,159 |
| Accommodation costs | 1,657 | - | 1,657 | 1,589 |
| Other conference costs | 9,067 | - | 9,067 | 4,321 |
| | <u>13,371</u> | <u>-</u> | <u>13,371</u> | <u>7,942</u> |

3. INVESTMENT INCOME

All of the charity's investment income arises from interest bearing deposit accounts.

4. FELLOWSHIPS & AWARDS

| | Unrestricted Funds | Restricted Funds | Total Funds 2018 | Total Funds 2017 |
|----------------------------------|-------------------------------|-----------------------------|-----------------------------|-----------------------------|
| | £ | £ | £ | £ |
| Ronald Raven Prize | - | 600 | 600 | 600 |
| Ronald Raven Travel Scholarships | - | 3,000 | 3,000 | 4,900 |
| Other Awards | 5,270 | - | 5,270 | 6,382 |
| | <u>5,270</u> | <u>3,600</u> | <u>8,870</u> | <u>11,882</u> |

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

5. NATIONAL COMMITTEE & SUPPORT COSTS

| | Unrestricted Funds | Restricted Funds | Total Funds 2018 | Total Funds 2017 |
|----------------------------------|-----------------------|---------------------|---------------------|---------------------|
| | £ | £ | £ | £ |
| Staff salaries and pension costs | 29,681 | - | 29,681 | 25,012 |
| National committee costs | 7,852 | - | 7,852 | 8,118 |
| Service agreement charge | 12,323 | - | 12,323 | 10,462 |
| SOTA committee & meeting costs | 753 | - | 753 | 778 |
| Other support costs | 6,407 | - | 6,407 | 2,354 |
| Governance costs (note 6) | 4,942 | 5 | 4,947 | 4,550 |
| | <u>61,959</u> | <u>5</u> | <u>61,964</u> | <u>51,274</u> |

6. GOVERNANCE COSTS

| | Unrestricted Funds | Restricted Funds | Total Funds 2018 | Total Funds 2017 |
|--|-----------------------|---------------------|---------------------|---------------------|
| | £ | £ | £ | £ |
| Accounts preparation and accounting services | 2,978 | - | 2,978 | 2,809 |
| Independent examination fee | 550 | - | 550 | 550 |
| Fees payable to independent examiner | 3,528 | - | 3,528 | 3,359 |
| Bank charges | 388 | 5 | 393 | 391 |
| Other professional fees | 1,026 | - | 1,026 | 800 |
| | <u>4,942</u> | <u>5</u> | <u>4,947</u> | <u>4,550</u> |

7. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

| | 2017 | 2016 |
|---|---------------|---------------|
| | £ | £ |
| Wages & salaries | 27,575 | 22,838 |
| Pension costs (Defined contribution scheme) | 2,106 | 2,174 |
| | <u>29,681</u> | <u>25,012</u> |

Particulars of employees:

The average number of employees during the year was 1, (full-time equivalent - 0.8)
(2017 - 1 employee and 0.6 FTE)

No employee received remuneration of more than £60,000 during the period.

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

8. NET OUTGOING RESOURCES FOR THE YEAR

| | 2018 | 2017 |
|--------------------------------|-------------|-------------|
| | £ | £ |
| This is stated after charging: | | |
| Depreciation | 65 | 46 |

9. TRUSTEES' REMUNERATION

None of the Trustees were paid any remuneration by the Association during the period. Trustees are reimbursed reasonable expenses incurred when acting on behalf of the company. Expenses totalling £5,015 were reimbursed to 9 trustees during the period (2017 - £5,871 to 12 Trustees).

10. TANGIBLE FIXED ASSETS

| | Computer equipment £ | Fixtures & fittings £ | Total £ |
|------------------------|-------------------------------------|--|--------------------|
| COST | | | |
| At 1 July 2017 | 1,874 | 4,121 | 5,995 |
| Additions | 749 | - | 749 |
| At 30 June 2018 | <u>2,624</u> | <u>4,121</u> | <u>6,745</u> |
| DEPRECIATION | | | |
| At 1 July 2017 | 1,809 | 4,099 | 5,908 |
| Charge for the year | 56 | 9 | 65 |
| At 30 June 2018 | <u>1,865</u> | <u>4,108</u> | <u>5,973</u> |
| NET BOOK VALUE | | | |
| At 30 June 2018 | <u>759</u> | <u>13</u> | <u>772</u> |
| At 30 June 2017 | <u>65</u> | <u>22</u> | <u>87</u> |

11. DEBTORS

| | 2018 | 2017 |
|---------------|--------------|--------------|
| | £ | £ |
| Prepayments | 131 | 1,130 |
| Other Debtors | 3,675 | - |
| | <u>3,806</u> | <u>1,130</u> |

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

12. CREDITORS: Amounts falling due within one year

| | 2018 | 2017 |
|-----------------|---------------|---------------|
| | £ | £ |
| Trade creditors | 531 | - |
| Other creditors | - | 3,397 |
| Accruals | 6,103 | 5,413 |
| Deferred income | 35,673 | 67,141 |
| | <u>42,307</u> | <u>75,951</u> |

Deferred income at 30 June 2017 related to 2018 membership subscriptions and EJSO royalties received in advance. The total of £67,141 was released to income during the year ended 30 June 2018.

Deferred income at 30 June 2018 relates to EJSO royalties received in advance.

13. UNRESTRICTED FUNDS

| | Movement in resources: | | | Balance at 30/06/2018 £ |
|----------------------------|-------------------------------|---------------|-----------------|-------------------------------|
| | Balance at 01/07/2017 £ | Incoming £ | Outgoing £ | |
| General unrestricted funds | <u>229,747</u> | <u>87,477</u> | <u>(85,693)</u> | <u>231,531</u> |

14. RESTRICTED FUNDS

| | Movement in resources: | | | Balance at 30/06/2018 £ |
|---|-------------------------------|---------------|----------------|-------------------------------|
| | Balance at 01/07/2017 £ | Incoming £ | Outgoing £ | |
| a) Alan Edwards Memorial Fund | 6,748 | 3 | - | 6,751 |
| b) Ronald Raven Prize Fund | 2,355 | 2 | (600) | 1,757 |
| c) Ronald Raven Travelling Fellowship Fund | 37,569 | - | (3,005) | 34,564 |
| | <u>46,672</u> | <u>5</u> | <u>(3,605)</u> | <u>43,072</u> |

**BASO ~ THE ASSOCIATION FOR CANCER SURGERY
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 30 JUNE 2018

15. ANALYSIS OF NET ASSETS (between restricted and unrestricted funds)

| | Tangible fixed assets | Other net assets | Total |
|--------------|----------------------------------|-----------------------------|----------------|
| | £ | £ | £ |
| Restricted | - | 43,072 | 43,072 |
| Unrestricted | 772 | 230,759 | 231,531 |
| | <u>772</u> | <u>273,831</u> | <u>274,603</u> |

16. COMPANY LIMITED BY GUARANTEE

The company is controlled by its members. Every member of the company undertakes to contribute to the assets of the Company in the event of the same being wound up during the time he/she is a member, or within one year afterwards, for the payments of the debts and liabilities of the company contracted before the time at which he/she ceases to be a member and of the costs, charges and expenses of winding up the same, and for the adjustments of the rights of the contributors among themselves such amount as may be required not exceeding one pound.

17. RELATED PARTY TRANSACTIONS

There were no related party transactions that require disclosure during the year other than the reimbursement of expenses to Trustees, disclosed in Note 9.