

BAOMS ANNUAL GENERAL MEETING 2021

The Annual General Meeting (AGM) of the British Association of Oral and Maxillofacial Surgeons will be on Friday 8 October 2021 from 1530 and will be held on site at The INOX, Level 5, Students' Union Building, Durham Road S10 2TG. The AGM meeting is open to all BAOMS Members but those attending on site must pre-book (before noon on 24 September 2021) or use the zoom link to join.

There is the zoom link for members to join online (the BAOMS AGM zoom link will be open from 1415 on 8 October for the Moderated Symposium).

<https://eswav.zoom.us/j/7970381874>

The AGM will be preceded (at the same venue) by a Moderated Symposium and discussion: Trouble Shooting: How to manage osteonecrosis – an update from 1430 to 1515. The AGM will follow.

AGM A G E N D A

Notification of items of Any Other Business*

1. Minutes of the Annual General Meeting held on 11 December 2020 Austen T Smith
2. Matters arising from the Minutes (There were no matters arising)
3. BAOMS Grants – awarded December 2020 to September 2021 David Keith
4. Scientific Meetings: London June 2022
5. QOMS – update Michael Ho and Fabien Puglia
6. Report of the Honorary Secretary Robert Banks
 - a) Profile of membership numbers
7. Report of the Honorary Treasurer David Keith
 - a) Annual Accounts (in the agenda pack)
8. Report of the Editor of BJOMS Kaveh Shakib
9. Report from Chair of Council Peter Brennan
10. President's Announcements: Austen T Smith
 - i) President's Initiative 2021
11. Any Other Business* Robert Banks
 - i) Vote on Proposal to change the memorandum and articles
 - ii) Additional proposals received for consideration
12. Date of next meeting to be confirmed in 2022

* Items of Any Other Business must be handed to the Honorary Secretary not later than 08.30 am on 8 October 2021. A Fellow, Associate Fellow or Fellow in Training (voting members) who wishes to move a formal resolution should have given notice in writing to the Honorary Secretary and submitted a copy of such resolution not less than 42 days before the date of the meeting.

Robert Banks
Honorary Secretary

The Annual General Meeting of the British Association of Oral and Maxillofacial Surgeons was held on Friday 11 December 2020. The 2020 AGM was conducted in a hotel and was filmed and livestreamed to members due to the ongoing COVID pandemic.

MINUTES

Apologies for absence

There were no apologies for absence.

The President Mr Robert Bentley opened the meeting in his traditional role as Chair of the Association's Annual General Meeting.

He outlined the format for the AGM with pre-recorded presentations followed by question and answer sessions with questions being submitted via the online portal.

Present at the meeting in person were Robert Bentley President, Austen Smith Vice President, Cyrus Kerawala President Designate, Robert Banks Honorary Secretary, David Keith Honorary Treasurer and Sarah Durham Senior Administrator.

Notification of items of Any Other Business - no additional items notified as per process.

01/20 Minutes of the Annual General Meeting held on 3 July 2019

The minutes of the previous year's AGM were offered for approval, proposed by Miss Maire Morton and seconded by Miss Kathleen Fan.

02/20 Matters arising from the Minutes

There were no matters arising.

03/20 BAOMS Grants – awarded/paid July 2019 to June 2020

Mr David Keith the Honorary Treasurer outlined the grant monies disbursed from the Association to support Trainees, research and through the Endowments Committee. Reports of the various reports continue to be published on the Association's website. Although the COVID pandemic had had an impact on the ability to carry out research and travel he encouraged more grant applications and the offer of advice to members considering a grant application. Douglas Hammond, the SSL Research Lead, was available to offer advice. Mini event grants were again highlighted and a number of these had been supported. They are intended to raise the profile of the specialty and to encourage dental/medical graduates to consider a career in OMFS.

Questions: Mr Ian Holland queried how many student bursaries awarded had resulted in ongoing commitment to OMFS by the applicants. Mr Patrick Magennis will investigate and report back to the next meeting of BAOMS Council.

04/20 Annual Scientific Meetings in 2021

The President for 2021, Mr Austen Smith, reported that the IAOMS Board of Directors due to COVID19 uncertainties going into 2021 had recently canceled the ICOMS 2021 Conference. There were no plans for deferral and the next ICOMS will be planned to take place in Vancouver in 2023. This had been a very disappointing decision for both BAOMS and the Local Organising Committee (LOC) in Glasgow. Much work had already been done on the scientific and social elements of the programme over the last 3-4 years. Mr Smith wished to thank the whole of the LOC which had been chaired by Mr David Koppel.

Due to BAOMS' previous commitment to ICOMS 2021, there had been plans for a smaller Spring scientific meeting for BAOMS (ahead of ICOMS 2021 1-4 September) and this was to have taken place in April 2021. Again, due to the ongoing COVID situation, Mr Smith reported that this meeting will not take place in April 2021 and he plans to hold a conference in Sheffield in the Autumn of 2021 when hopes for the national vaccine programme will have been rolled out. He will update when possible.

Questions:

Mr Sat Parmar: Should we be involved in large international conference in the future?

Answer: Mr Austen Smith: Yes, but we need to be careful in any future arrangement.

Mr Ian Holland: Was there any financial loss to BAOMS?

Answer: Mr Austen Smith: No BAOMS were not financially liable so no loss incurred.

05/20 Quality Outcomes in oral and Maxillofacial Surgery – QOMS update

Dr Fabien Puglia, the QOMS Project Manager, made a presentation outlining the QOMS project including details for Phase 2 of the project, which involved applications for funding for up to 10 pilot data collectors in OMFS hospital units.

Mr Robert Bentley re-enforced the importance of the QOMS project for BAOMS and Mr Ian Holland offered his congratulations and support for the project.

Mr Robert Bentley pointed out that commissioning is the key and funded in two parts. BAOMS need evidence through QOMS to support OMFS services to the commissioning bodies.

Mr David Keith highlighted that although the consent process was time consuming eg via the Caldicot Guardians, the QOMS Project Manager was on hand to help and has a template in place. However, a recent development now meant that QOMS has full support to collect data without consent (CAG 251) which was seen as very good news for the project.

Mr Ian Martin re iterated the need for all BAOMS to get behind the project highlighting that this is the single most important work for the Association at this critical time. BAOMS must collect data to support evidence to give to the NHS Commissioners and Integrated Care Services (ICS). The aim of funding the data entry (10 Units) will help to drive this. Mr Austen Smith pointed out the importance of coding. We must ensure all OMFS procedures are coded correctly. Blended payments.

Questions:

Q: Mr Bernard Speculand: TMJ data set how can this be helped?

A: Patrick Magennis: When the SSIGS become Clinical Reference Groups.

Q: Professor Peter Brennan: How is QOMS better than HQIP?

A: Mr Austen Smith: QOMS is dedicated for OMFS

Mr Robert Bentley HQIP uses HES data and this is not as accurate as other data sets. BAOMS want a bespoke dataset to empower the Clinical Reference Groups

Dr Fabien Puglia: QOMS offers more freedom and is a more bespoke system for BAOMS

Mr David Tighe: Council to see that the project is our way to show outcome data should there be any challenges. The data is used to back up services. BAOMS/ OMFS is 20 years behind some of the other specialties in outcomes data collection so far, the QOMS Reconstruction data is looking the best.

Q:Mr Bhavin Visavadia: Is there a model to follow?

A:Mr David Tighe: Using QOMS as a national dataset will be huge improvement.

Dr Fabien Puglia: QOMS team plan regular newsletters so far October 2020 and next one is due in January 2021

Mr Robert Bentley: Suggests we could have top tips ad sharing solutions

Mr David Keith: A paper for BJOMS in pipeline to further promote QOMS to members

General appeal to large units to set aside time and look at applying for the funding of the pilot's data inputters. Many thanks to the QOMS team for continuing to drive this forward for BAOMS and OMFS.

06/20 Report of the Honorary Secretary

a) Profile of membership numbers

The Honorary Secretary Robert Banks presented the profile of the membership and pointing out some exchange between the categories. He asked that members ensured they were in the correct category for membership. Members profile for 2021 has seen increase in the Fellows category as members moved to correct category.

The results of the recent Council elections results will be reported in the Winter 2021 Newsletter and he thanked all those who took part in the process and offered congratulations to the successful applicants.

He also mentioned the move to a new membership system, BAOMS having been with the previous E-smiths version for over 20 years. The transition was complete, and members would be able to manage their profiles, preferences and addresses more readily with the new system provided by Oomi. He also thanked the BAOMS Office staff, Ms Sarah Durham, Ms Susan Bailey and Mrs Dannielle Bellanca for their work in updating the membership database.

He reminded members to use their email address to login and their usual password to gain access.

He reported that the process for the Presidential election for the 63rd BAOMS President for 2024 had been delayed due to the COVID pandemic.

BAOMS have retained most of the venue deposits for the cancelled 2020 BAOMS ASM and the plan is to hold the 2022 ASM at the Southbank Centre, London in June 2022. The Trustees need to resolve how best to handle this with the Presidents involved and wanted to have a framework of how to move this forward before holding the next Presidential election.

Several options some of which would require a change in Mem and Arts of the Association which are over a year in hand eg Appointment of President needs to take place at least two years in advance.

Profile of membership:

	2020	2019	2018
Fellows	417	318	320
Associate Fellows	39	46	46
Life Honorary Fellows	6	6	6
Fellows in Training	110	109	121
Members	92	204	220
Members Overseas	127	135	141
Junior Trainees	256	220	233
Retired Fellows	94	107	103
Retired Associate Fellows	2	2	2
Students	114	125	126
Student Associates	86	76	54
Total	1343	1348	1372

07/20 Report of the Honorary Treasurer

The Annual Accounts year ending 31 December 2019 had been made available previously and were presented.

Mr David Keith presented his report. He mentioned the Multi Asset Fund managed by Cazenove. Although investments had seen a significant drop in March 2020 due to the COVID pandemic, they were making a good recovery and the Association's finances remained in good health. The stable income from subscriptions and BJOMS maintaining the income streams for the Association.

A proposal to retain Cazenove as the Investment Managers was proposed by Mr Robert Bentley and seconded by Mr Robert Banks.

Recommend re-appointment of Auditors Buzzacott was proposed by Mr Austen Smith and seconded by Mr Patrick Magennis

Accounts signed off approval. Accepted. Proposed by Mr Ian Holland and seconded by Ms Jennifer Graystone

08/20 Report of the Editor of British Journal of Oral and Maxillofacial Surgery (BJOMS)

The BJOMS Editor, Mr Kaveh Shakib presented his report. BJOMS had been very successful during 2020 and a new sister journal has been launched: Advances in OMFS. The Editor was congratulated.

09/20 Report from Chair of Council

Mr Patrick Magennis reported on his fourth and final year in post as the Chair of Council. He outlined his key achievements over his term as Chair of Council. In particular, his work with keeping the membership up to date during the early stages of the COVID pandemic via website communications. He was thanked for his work for the Association and Professor Peter Brennan will now take up the role of Chair from 1 January 2021.

The Council Activity pages in the members' area of the site continue to provide details of meetings attended and a calendar of upcoming meetings.

10/20 President's Announcements

Mr Robert Bentley outlined the plans for his Annual Presidential initiative, which aimed to promote online teaching resource based around 3D training videos. Plans to appoint a lead to oversee alongside SAC OMFS input will be rolled out in 2021 together with plans for an online resource to host the training videos for BAOMS trainees with free access.

He expressed his frustration and disappointment that his presidential year had effectively been cancelled by the COVID pandemic and he had not been able to deliver his Annual Scientific Meeting. He would appreciate consideration of this and would hope to be able to return to discharge his presidential duties and deliver a BAOMS Annual Scientific Meeting 22-24 June 2022 at the Southbank Centre in London. He acknowledged that would require further discussion and agreement from those involved.

He further re-iterated the importance of the QOMS project for BAOMS and the specialty as this was pivotal to informing NHS commissioners when they consider service provision.

11/20 Any Other Business

There had been no written notice given to the Honorary Secretary of items of any other business and Mr Bentley formally closed the meeting. The Awards Ceremony followed the AGM.

12/20 Date of next meeting to be advised and depending on developments with the COVID situation

Signed.....
Mr A T Smith

Signed.....
Mr R Banks, Honorary Secretary

Date: 8 October 2021, INOX, Sheffield

Report for BAOMS Annual General Meeting 8 October 2021
Grants and bursaries awarded during the period Dec 2020 to Sept 2021

ITEM 3

Student Bursaries awarded in Sept 2020 - Students (Second Degree)

	<u>Amount</u>
Al-Ali, Sally	£500.00
Barraclough, James	£500.00
Bradley, Daniel	£1,000.00
Braithwaite, Christopher	£2,000.00
Brandsma, Steven	£500.00
Byrne, Catrin	£1,000.00
Dalle Carbonare, Marco	£2,000.00
Gamie, Yehya	£2,000.00
Hannah, Andrew	£1,000.00
Harrison, Patrick	£2,000.00
Howells, Ryan	£1,000.00
Hughes, Declan	£2,000.00
Indoe, James	£1,000.00
Karst, Felix	£1,000.00
Kennedy/Cocker, Hana	£1,000.00
Kumar, Deepshikha	£1,000.00
Locurcio, Lino	£500.00
McLean, Ashley	£2,000.00
Murphy, John	£1,000.00
Ng, Sieuming	£1,000.00
Nijamudeen, Aysha	£2,000.00
Oding, James	£500.00
Parmar, Paras	£2,000.00
Procter, Matthew	£1,000.00
Rapaport, Ben	£2,000.00
Shah, Janhvi	£500.00
Smith, Jenny	£500.00
Surendran, Krisna	£2,000.00
Taylor, Richard	£2,000.00
Walshaw, Emma	£500.00 sub total £37,000

Mini event / Mini project Jan 2021 to Sept 2021

Kathy Fan (Fellow)	King's College Orbital Trauma Session	£59.68
Jie Luo (Student 2nd Degree)	2nd degree workshop birmingham	£150.00
Cristina Frezzini	Practical Free Flap for STs E Midlands	£400.00

Student Elective Bursaries 2021 - Students (First Degree Postgraduate)

Name	Destination	Amount	Dates of placement
Bennett, Henry	Addenbrookes Hospital	£500.00	12 July - 13 August 2021
Daldry, Michael	Derriford University Hospital	£500.00	1-27 June 2021 (W/T/F)
Franchi, Thomas	Royal Hallamshire	£500.00	24 May - 16 July 2021
Hignett, Sarah	Altnagelvin Area Hospital	£500.00	24 July - 1 Sept 2021
Kathiravelupillai, Abirami	QVH East Grinstead	£500.00	26 July - 6 August 2021
Maciver, Rory	Aberdeen Royal Infirmary	£500.00	26 September - 1 October 2021
Ooi, Setthasorn	Manchester Royal Infirmary	£500.00	16-27 August 2021
Rampersaud, Edward	University Hospital Coventry & Warwickshire	£500.00	26 April - 21 May 2021
Tengku, Sabrina	Queen Elizabeth Hospital Glasgow	£500.00	26 July - 3 September 2021
Yusuf, Asiya	Royal London	£500.00	26-30 July 2021
		Sub total £5,000	

Mini Travel Grants

AO Jenkinson (FiT)	Cadavaric course in Edinburgh	£300.00
--------------------	-------------------------------	---------

Research Grants (awarded March 2021 Endowments)

Soudeh Chegini (FiT)	£19,000.00
Richard Pilkington (FiT)	£9,809.00
Shadi Basyuni (FiT)	£4,025.00
Sub total £32,384	

Total **£75,743.68**

**Profile of the Membership
Annual General Meeting**

ITEM 6 a

	2021	2020	2019
Fellows	423	417	318
Associate Fellows	51	39	46
Life Honorary Fellows	6	6	6
Fellows in Training	112	110	109
Members	111	92	204
Members Overseas	132	127	135
Junior Trainees	355	256	220
Retired Fellows	103	94	107
Retired Associate Fellows	1	2	2
Students (Second Degree)	121	114	125
Students (First Degree)	78	86	76
Total	1493	1343	1348

Sep-21

**THE BRITISH ASSOCIATION OF ORAL AND
MAXILLOFACIAL SURGEONS
FINANCIAL STATEMENTS
31 DECEMBER 2020**

Charity Number 1062067

COMPANY REGISTRATION NUMBER 03337359

**THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL
SURGEONS**

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

CONTENTS PAGE

CONTENTS PAGE

Trustees' Annual Report **3**

Independent auditor's report to the members **21**

Statement of financial activities (incorporating the
income and expenditure account) **24**

Balance sheet **26**

Statement of cash flows **27**

Notes to the financial statements **28**

The following pages do not form part of the financial statements

Detailed statement of financial activities **46**

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

REFERENCE AND ADMINISTRATIVE DETAILS

Trustees and Directors

For the purposes of charity and company law and in accordance with the Association's governing document, the trustees of the charity and the directors of the company are certain executive officers of the Council of the Association. The trustees and directors that have held office since 1 January 2020 are as follows:

Mr Robert P Bentley	President (<i>appointed 1 January 2020</i>) <i>Vice President (from 1 January 2019 to 31 December 2019)</i>
Mr Satyesh Parmar	Immediate Past President (<i>from 1 January 2020</i>) President (<i>from 1 January 2019 to 31 December 2019</i>)
Mr Austen T Smith	Vice President (<i>appointed 1 January 2020</i>)
Mr David J W Keith	Honorary Treasurer (<i>appointed 1 January 2019</i>)
Mr Robert J Banks	Honorary Secretary and Company Secretary (<i>appointed 1 January 2019</i>)

The Council of the Association

The trustees and directors are assisted and advised by the other officers and members of the Council of the Association, who have held office since 1 January 2020, as follows:

Officers of Council

Ms Daljit Dhariwal	President Designate (<i>from 1 January 2021</i>)
Mr Kaveh Shakib	BJOMS Editor (<i>appointed from 1 January 2019</i>)
Mr Patrick Magennis	Chair of Council (<i>from 1 January 2017</i>)
Mr Peter A Brennan	Deputy Chair of Council (<i>from 1 January 2020</i>)

Members of Council

Mr Ian Sharp	(<i>from 1 January 2018</i>)
Miss Anne Begley	(<i>from 1 January 2019</i>)
Miss Kanwalraj Moar	(<i>from January 2019</i>)
Mr P Praveen	(<i>from January 2019</i>)
Ms Jennifer Graystone	(<i>from January 2020</i>)
Mrs Vinita Shekar	Associate Fellow (<i>from 1 January 2020 re-elected</i>)
Ms Parminder Shoker	Associate Fellow (<i>from 1 January 2018</i>)
Mr Bhavin Visavadia	Consultants and Specialists' Group Chair (<i>from 1 October 2015</i>)
Ms Kathleen Fan	Consultants and Specialists' Group Deputy Chair (<i>from 1 October 2018</i>)
Mr Raghuram Boyapati	Fellows in Training Representative (<i>from 1 January 2020</i>)

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Mr Peter Glen	Deputy Fellows in Training Representative (<i>from 1 January 2020</i>)
Ms Aimee Rowe	Junior Trainees and Members' Representative (<i>from January 2020</i>)
Mr Ross Leader	Deputy Junior Trainees and Members' Representative (<i>from January 2020</i>)

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

The charity is registered under the charity number 1062067, and the company is incorporated with the company registration number 03337359.

The trustees have made the following professional appointments:

Accountant:	Hardcastle Burton Chartered Accountants, 166 Northwood Way, Northwood, Middlesex HA6 1RB
Auditor:	Buzzacott LLP, 130 Wood Street, London EC2V 6DL
Bankers:	Lloyds TSB Bank plc, Kings Cross Branch, 344 Gray's Inn Road, London WC1X 8BX CCLA Investment Management Limited, 80 Cheapside, London EC2V 6DZ
Investment Manager:	Cazenove Capital Management wealth management from Schroders, 12 Moorgate, London EC2A 6DA
Solicitor:	Hempsons London, Hempsons House, 40 Villiers Street, London WC2N 6NJ

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

Ms Sarah Durham	Senior Administrator
Ms Susan Bailey	Assistant Administrator
Mrs Danielle Bellanca	Office Assistant

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

STRUCTURE, GOVERNANCE AND MANAGEMENT

The trustees present their report and the financial statements of the British Association of Oral and Maxillofacial Surgeons (“The Association” or “BAOMS”) for the year ended 31 December 2020. The financial statements have been prepared in accordance with the accounting policies set out on pages 28 to 32 of the financial statements and comply with the Charities Act 2011 and Accounting and Reporting by Charities: Statement of Recommended Practice applying to charities preparing their accounts in accordance with the Financial Reporting Standard in the United Kingdom and Republic of Ireland (FRS 102).

Status and History

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

Oral and Maxillofacial Surgery originated in the United Kingdom as the surgical specialty of dentistry, developing from the need for specialist services to treat jaw injuries sustained by servicemen during the two World Wars. It soon became clear that the prevalence of civilian facial injuries in peace time was at least as great, largely due to the increasing use of motor cars and motorcycles.

The specialty of Oral and Maxillofacial Surgery evolved to meet the clear demand for treatment of an increasingly large range of pathological conditions of the face, jaws and teeth. The complexity of the specialty was reflected by a change of title from The British Association of Oral Surgeons to The British Association of Oral & Maxillofacial Surgeons in the year ended 30 June 1986.

The specialty Association was incorporated on 21 March 1997 and became a registered charity on 24 April 1997. BAOMS is governed by the rules and regulations set down in its company Memorandum and Articles of Association as last updated on 3 July 2019.

Organisational Structure and Key Management

The overall strategic direction of the charity is determined by the trustees, who are assisted and advised by the other officers and members of the Council of the Association.

The Council normally has 18 members, but additional individuals will be co-opted to attend for specific relevant matters. The Council meets four times a year. The Council members outside Chair, Deputy Chair and the Editor receive no remuneration for their work carried out on behalf of the Association. Travel expenses are paid for all members of Council, who carry out work on behalf of the Association on various committees and working parties in the United Kingdom and throughout Europe.

A Chair of Council is appointed by Council and holds office for a term of four years. The incumbent chairs the Council meetings and represents the Association on a number of committees. The role of Chair of Council is non-voting. The Chairman of Council shall be appointed in the first instance as Deputy Chairman of Council for a period of one year to run in parallel with the last year of office of the out-going Chair of Council. The Chairman of Council (Mr Patrick Magennis) demitted on 31 December 2020 with the Deputy Chairman, Professor Peter Brennan - who was in post as Deputy Chairman during 2020 - taking over the role on 1 January 2021.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

The trustees consider that they, together with the Chair of Council and the Senior Administrator, comprise the key management of the charity in charge of directing and controlling, running and operating the charity on a day to day basis.

The Chairman of Council, being a paid role, is remunerated by the Association to the equivalent of two Programmed Activities (units of paid clinical time in the NHS), the equivalent of one working day per week on basic salary. This amount is paid direct to the employing Trust or Organisation in recognition of clinical time spent on Association business. The Deputy Chairman (when in post) is normally remunerated with half a working day per week, again based on basic salary, and paid to their employing NHS Trust.

The day-to-day administration of the Association is carried out by Ms Sarah Durham, the Senior Administrator, Ms Susan Bailey, her assistant, and Mrs Dannielle Bellanca, who together manage the overall administration and implementation of strategies for the Association. Office space is rented from and based at the Royal College of Surgeons of England. Additional facilities, such as Human Resources advice, are 'bought in' from the Royal College of Surgeons of England, as and when the need arises. During the COVID 19 Pandemic the office team worked from home.

Daily correspondence is dealt with by the office staff and copies are circulated to the trustees for comment and dissemination to Council as required. A detailed work plan is agreed annually between the Senior Administrator and the trustees, which sets out the major aims and activities for each year.

The Association's key goals (such as maintaining funding for the Research Fund) are constant factors in any given year. Other factors include:

- Developing strategy for recruitment and retention within the specialty;
- Preparing for the four Council meetings (agendas and papers are agreed by the trustees, and then collated and sent from the office);
- Organising and enhancing the clinical content of Annual Scientific Meetings (both current and future years);
- Invoicing and collecting annual Association subscriptions;
- Maintaining Association membership records; and
- Observing the requirements and obligations of a charitable organisation.

Council appoints a number of sub-committees to organise different areas of the Association's activities as detailed below:

- The Endowments sub-committee oversees the award of clinical and research grants and prizes during the year. The committee meets twice a year and considers applications from all categories of membership for approval by Council. Application for grants is governed by guidelines and an application process, which can be downloaded from the Association's website at www.baoms.org.uk. A formal peer review process by two independent reviewers is organised for grants in excess of £10,000.
- The Media, Public and Communications sub-committee handles press and media contact. It has also produced a number of online Patient Information Leaflets, which can be downloaded from the Association's website. In addition, a freelance Public Relations professional works with the sub committee to help to raise the profile of the specialty to both the public and other healthcare professionals.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

- The Clinical Effectiveness committee has now been replaced by Clinical Outcomes and the Quality Outcomes in oral and Maxillofacial Surgery (QOMS) project. A project manager has been appointed to deliver this work.
- The Education and CPD sub-committee handles CPD accreditation and revalidation.
- The Norman Rowe International Education Foundation is responsible for work with overseas doctors arranging initiatives such as distance learning courses and humanitarian type initiatives.

In addition, Council spearheads initiatives relating to other education and research issues, public awareness and general promotion of the Specialty - as these are the central main objectives of the charity.

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

Recruitment

Trustees are selected from past and present Council members (excluding retired Council members). The Honorary Secretary and the Honorary Treasurer may be recruited from the Fellows category of membership. An outline of the duties for each of the trustee positions is circulated to the relevant members of the Association.

Nominations are then submitted together with a supporting statement from the applicant. These are then considered and a trustee appointed at a Council meeting at least three months prior to the post becoming vacant.

Appointment and Election

Under the requirements of the Memorandum and Articles of Association, the members of Council are elected to serve for a period of three years. All eligible fellowship categories of the Association are circulated with an outline of the duties required and nomination forms are submitted along with a statement of intent, which is included with an online election which is circulated to eligible voting members of the Association.

Induction and Training

Having accepted appointment, trustees are sent the main documents, which set out the operational framework of the Association, including the Memorandum and Articles of Association. In addition, trustees are directed to the Charity Commissions' guide 'the Essential Trustee'. On-going training for trustees is organised and provided by the Association as and when required. Demitting officers / trustees are encouraged to advise and inform new appointees where practicable.

Risk and Corporate Governance Matters

The trustees have reviewed the major risks facing the Association, aiming to minimise the charity's exposure to risk, whilst attending to its viability and ensuring its longevity. The management of risk is the responsibility of the whole board of trustees, who monitor exposure through regular contact with Council members and office staff. The Association carries a range of insurances, renewed annually, to cover the key insurable risks associated with the administration of the charity's activities, and office procedures ensure that daily back-ups are run for all of the Association's data, including information published on the website.

The trustees consider the key risk facing the Association to be loss of membership. If this were to happen on any significant scale, there would be no reason for the Association to continue in existence and no meetings would need to take place. They constantly review the incentives and recruitment initiatives to engage as many practitioners of

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

OMFS as possible in Association membership categories. The Association also has a risk register which is reviewed and updated annually.

Statement of Trustees' Responsibilities

The trustees (who are also the directors of The British Association of Oral and Maxillofacial Surgeons for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and regulations.

Company law requires the trustees to prepare financial statements for each financial year. Under that law, the Trustees have prepared financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law, the trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company, and of the income and expenditure, of the charitable company for that period.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Accounting and Reporting by Charities: Statement of Recommended Practice;
- make judgements and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The trustees are responsible for keeping proper 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 the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Auditor

Following a tendering process Buzzacott were appointed as the auditors in the year ended 31 December 2015 – for an agreed period of three years to be reviewed at expiry. At a Council meeting held on 19 June 2018 it was agreed to extend the appointment of the auditors for a further three year period with the next review scheduled for 2021.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Statement as to Disclosure of Information to the Auditor

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

Professional Indemnity Insurance

The charity has taken out a public liability insurance policy that provides professional indemnity cover (amounting to £500,000 in respect of any one claim) for the Council members (including the trustees) and the staff of the charity. The cost of this insurance policy to the charity for the year was £1,758 (2019: £758).

OBJECTIVES AND ACTIVITIES

Charitable Objectives

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

- (a) To promote the advancement of education, research and the development of Oral and Maxillofacial Surgery in the British Isles.
- (b) To encourage and assist postgraduate education, study and research in Oral and Maxillofacial Surgery by:
 - (i) Arranging regular meetings at which lectures and demonstrations will be given.
 - (ii) Encouraging the publication of articles on Oral and Maxillofacial Surgery either by publishing a special journal or by other means.
 - (iii) Ensuring that Oral and Maxillofacial Surgery is represented adequately as a specialty to both the Medical and Dental Professions.
 - (iv) Promoting the advancement of the theory and practice of Oral and Maxillofacial Surgery by any other means, which may from time to time be considered appropriate by the Council of the Association.
 - (v) To hold one annual scientific meeting and one joint meeting on topics of interest to allied specialty organisations.

Charitable Activities

In order to meet its charitable objectives, the trustees have set an overall goal for the Association to do everything within its powers to promote and encourage education, study, research and development of Oral and Maxillofacial Surgery as a specialty.

In pursuance of its overall goal, the Association's principal activity is the dissemination of information as it relates to the specialty.

Each year this activity is undertaken in a number of ways, including:

- Encouraging membership of the Association;
- Publishing The British Journal of Oral and Maxillofacial Surgeons ("BJOMS");
- Organising an Annual Scientific Meeting ("ASM");

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

- Organising, attending, and endorsing other ad hoc meetings; and
- Funding Research and Training initiatives by disbursement of Association funds (through due diligence selection procedures) to individuals, institutions and specialty sub groups.

Indicators, Milestones and 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 and the trend over time (increasing or decreasing);
- Circulation and readership of BJOMS;
- Level of submission of research papers for publication in BJOMS;
- Requests for publications including abstracts and papers, subscriptions and proceeds of electronic downloads from BJOMS;
- Attendance at the ASM (*postponed in 2020 due to COVID19 pandemic);
- Feedback from delegates attending the ASM*;
- Uptake on new initiatives to encourage ASM* attendance;
- Number of visits to the Association's website and feedback from visitors;
- Members' engagement with sub specialist interest groups (SSIGs); and
- Media interest/requests for information or comment to printed or electronic media.

Public Benefit

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

Benefits and Beneficiaries

In accordance with its charitable objectives, the Association strives to promote education, study, research and development of Oral and Maxillofacial Surgery. In doing so, BAOMS seeks to improve the quality of medical care for the benefit of patients. The charity's ultimate beneficiaries are therefore patients, and benefits to patients are provided through advancing knowledge of, practice in and standards for the specialty.

Trustees' Assessment of Public Benefit

In relation to the assessment of public benefit, the trustees monitor the public benefits which are delivered through the training and support of Oral and Maxillofacial Surgeons (OMFS) within the NHS and interface with individual hospital units. The Association is represented on a number of committees (see pages 11 and 12) to ensure that there are a sufficient number of OMFS consultants to serve the public need.

There is also a direct interface with the public via the Association's website which includes advice leaflets and information about the specialty, information on NHS hospital units and also careers advice.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Grant Making Policy

The Association finances a number of awards to support education and research. These are as follows:

Down Surgical Prize
Norman Rowe Lecture Prize
BAOMS Surgery Prize
Norman Rowe Clinical Prize
Paul Toller Research Prize
Junior Trainees and Members' Prize
Associate Fellows Prize
Clinical and Research Poster Prizes
IMP Technicians Lecture Prize
Trainers' Prizes
BJOMS Prizes

The Endowments Sub-Committee (which is appointed by and from Council) meets twice a year to consider applications for research and clinical placement grants. The sub-committee recommends candidates for prizes and grants to Council and advises on the distribution of available funds.

There are prizes available to all categories of membership. Full information on the application process can be found on the BAOMS website (www.baoms.org.uk)

In addition, the Association offers student bursaries to second degree students (studying for their BDS or MBBS) who are interested in pursuing a career in Oral and Maxillofacial Surgery, together with complimentary membership of the Association where applicable and subsidised attendance fees for the Annual Scientific Meeting. Free membership and subsidised attendance rates at the ASM are also now available to first degree students with an interest in the specialty.

Research and Travel Grants

Grants are made available to suitable and successful applicants in respect of:

Significant Research Grants
Major Travel Grant
Trainees Travel / Study Grants
Support for Specialty Meetings
Small Project Grants (priming simple research projects and also mini travel grants)
Application details are available on the Association's website at www.baoms.org.uk

Representation on Other Bodies

The specialty of Oral and Maxillofacial Surgery is represented on the following:

British Association of Surgical Oncology (BASO)
Confidential Reporting System in Surgery (CORESS)
Forum of Surgical Specialist Associations (FSSA)
The Royal College of Surgeons (RCS) of England Council
Specialty Advisory Committee (SAC) in Oral and Maxillofacial Surgery

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Specialty Advisory Committee (SAC) in Oral Surgery
Senate of Dental Specialties
Intercollegiate Board: (FRCS)
RCS Trauma Committee
RCS Cancer Services Committee
RCS Revalidation Board
Royal College of Surgeons of Edinburgh Board
European Association of Cranio and Maxillo Facial Surgeons (EACMFS) Council
European Reference Network for rare diseases
UEMS Monospecialty Section in Stomatology and Oral and Maxillofacial Surgery
International Association of Oral and Maxillofacial Surgeons (IAOMS)
BMA: CCSC Surgical Specialties Sub-Committee
Department of Health Professional Bodies

The Chairman of Council represents the Association at the majority of the meetings of the organisations outlined above. If the Chairman of Council (or Deputy Chairman) is unable to attend, where possible, an alternative representative is selected from current Council members. Reports are provided to Council following each meeting. It is vital to have a working relationship on these professional bodies to achieve the overall aims of the Association at local, national and international level.

ACHIEVEMENTS AND PERFORMANCE

Activities, Events and their Impact

The Association has been active in a number of areas:

BJOMS:

The Association continued to organise the publication of The British Journal of Oral and Maxillofacial Surgeons (“BJOMS”), which is the official publication of the Association, through the editorial team. Members are encouraged to submit articles on Oral and Maxillofacial Surgery for publication in BJOMS. The Journal Editorial Board is managed by the Editor and the Honorary Treasurer and meets several times a year. The Editor prepares a report for each Council meeting and for the Annual General Meeting. The Journal (10 issues per year) is currently published in conjunction with Elsevier on a five year contract. Following a review and process carried out by the Editor and reported at a Council meeting the current publishers, Elsevier, were reappointed and a five-year contract (2018-2022) was agreed and signed. A new Editor (the deputy) took over the role as planned in January 2019. The post is currently a five-year term of office as Editor.

One of the strategic aims of the Association was a proposal from Kaveh Shakib, BJOMS Editor, for a second journal, “Advances in Oral and Maxillofacial Surgery” which is a new open access journal dedicated to publishing research articles on all aspects of surgery in the oro-facial and head and neck region. The journal will publish original research, review articles, editorials, technical notes and case reports. It is hoped that this will help access for Junior Trainees wishing to publish, whilst maintaining the impact factor for BJOMS. The new journal is now accepting submissions and Kaveh and the editorial team deserve to be congratulated for their delivery of this project in such a short space of time and what we feel sure will be a welcomed sister addition to the BJOMS.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

BAOMS Website: www.baoms.org.uk

BAOMS Website: www.baoms.org.uk The website (updated version launched in December 2016) has continued to provide a useful resource for the public with online patient advice information and a facility to search for oral and maxillofacial surgeons by special interest. New articles generated by the BAOMS media professional are also available on the site at <https://www.baoms.org.uk/about/news> and various discussion forums for BAOMS members are hosted in the members' secure area. The website had a revamp with aim of refreshing the public side of the site and this has been well received.

BAOMS Annual Scientific Meeting (ASM) and other meetings:

The outbreak of the COVID-19 (coronavirus) pandemic across the UK meant that the British Association of Oral and Maxillofacial Surgeons (BAOMS) has postponed the London 2020 Annual Scientific Meeting (ASM) until June 2022. The 2020 BAOMS President Mr Robert Bentley said: "After careful consideration we have had to postpone the BAOMS June 2020 conference, and unfortunately we now can't host the event until June 2022. "This is very disappointing news for us all, but we will hold the 2022 ASM at London's Southbank Centre in the same format as we had planned for 2020. Dates have been confirmed by the Southbank Centre, London as 22-24 June 2022. "These are very challenging times, and I hope all of you, your families and departmental teams are well and getting through the current crisis."

Although the COVID19 Pandemic made it impossible to hold a face to face Annual Scientific Meeting in 2020 it was possible to host the 2020 ePoster abstract submissions on an online ePoster academy portal with open free access. This and a merchandise mailing to all BAOMS members was sponsored by KLS Martin and Stryker and many thanks to them. The Association also quickly moved all their Council and Trustee meetings online using their Go To meeting accounts. The BAOMS AGM and Awards Ceremony was held online in December 2020 and available via a live stream to all BAOMS members. Several webinars were also held including Quality Outcome Measures in Oral and Maxillofacial Surgery which remains a priority project for BAOMS and is managed by a Project Manager with a Clinical lead.

BAOMS membership:

The BAOMS office team were also able to work from home and continue to support the membership with frequent website updates and assisting with general membership queries. The BAOMS membership system was also migrated to a new platform and the final migration was implemented in December 2020. This was a major project for the office team.

The BAOMS COVID Projects in 2020:

BAOMS developed a number of projects to evaluate the management and outcomes of patients presenting with an OMFS trauma and/or dental infection during the COVID-19 pandemic. The projects' aims were to assess how the pandemic affected the management of these patients and how this information could be used to plan OMFS service moving forward, especially in dealing with a second peak of COVID-19.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

COVIDTrach:

COVIDTrach aimed to establish the clinical outcome of mechanically ventilated patients in UK NHS hospitals diagnosed with COVID-19 who require tracheostomy to expedite ventilator weaning. The project is supported by Federation of Surgical Specialty Associations, Difficult Airway Society & Intensive Care Society. More information can be found on the BAOMS website about [how the COVID crisis affected OMFS](#) and about [these 3 COVID projects](#).

2020 President's Annual Fund

Working Title: An online resource to provide online OMFS Curriculum Training

Mr Robert Bentley's outline: Using Virtual Reality (VR) 360-degree distanced learning, working with SAC OMFS and e learning deliver a series of OMFS webinars badged by BAOMS. Mindful and responding to the implications arising for Training due to the 2020 COVID pandemic to make freely available as a unique resource to any OMFS worldwide with an internet connection and mobile headset. Content to be consultant led but trainee delivered. Trainees would assist with setting up demo videos to teach others (with the 360 cameras) how to set up and film the training webinars which will usually deliver as 15-minute 360 VR experiences. This project is '**in association with**' Virtual Reality in Medicine and Surgery, (VRiMS) to acknowledge recognition of the group and its investment (financial and time) in steering VR as an educational resource and development of the app concept.

The project will be delivered by a committee who will manage and co-ordinate the above with terms of reference led by National Online Education Lead who will be recruited in 2021.

2021 President's Annual Fund

Mr Austen Smith's commitment for the Presidential year is to push for a more sustainable, shorter, fit for purpose and affordable revised overall Training pathway for a career in OMFS. This in line with recommendations and affirmation of the requirements by the PMETB (Rubin) and GMC reviews, aimed at reducing duplication and condensing the necessary acquisition of skills into a UK wide, accessible and consistent route. Further intentions are to protect the interests of Fellows in Training, the Associate Membership in their key roles in many OMFS Departments, and those junior colleagues early in their career, for whom a real change & improvement in the Training trajectory may make a real difference. Two other commitments for Presidential Initiatives funded by discretionary funds available to a President will be - an open "Heritage Hall" to recognise & celebrate those colleagues of all levels who die after contributing to the Specialty of OMFS at any level – not simply the pre-eminent, well published - or high position holders. Family, - or colleagues with family permission - will be able to record the contribution, life and achievements of clinicians who gave to the development of OMFS in the UK.

Secondly, given the recent importance of technological communication methods, a video based more frequent "update" on events as an insert to the BAOMS webpage is intended.

Fellows in Training Conference report from Mr Montey Gary

The programme was rolled out by the Fellow-in-Training (FiT) group of the British Association of Oral and Maxillofacial Surgeons (BAOMS). This was an initiative by one of the FiT committee members and a post FRCS trainee- Montey Garg. This was a pilot educational webinar series, and the topics were sampled from the General Medical Council (GMC) OMFS curriculum available on the Intercollegiate Surgical Curriculum Programme (ISCP). Senior trainers and experts in their fields were invited to conduct these teaching sessions. The programme was hosted and organised by Montey Garg. Thirteen weekly teaching sessions were delivered from the 14th of May

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

2020 until the 4th of August 2020. Table 1 shows the teaching sessions, dates, topics, trainers and the number of trainees who attended these webinars.

These webinars were conducted using the ZOOM platform.

Webinar number	Date	Topic	Trainer	Number of Trainees attended
Webinar 1	14 th May 2020	Surgical Margins for Keratinocyte and Non-Keratinocyte Cancers	Miss Carrie Newlands Consultant OMF surgeon	57
Webinar 2	21 st May 2020	Local Flaps for reconstruction of skin cancer defects Part 1	Miss Carrie Newlands Consultant OMF Surgeon	58
Webinar 3	28 th May 2020	Local Flaps for reconstruction of skin cancer defects Part 2	Miss Carrie Newlands Consultant OMF Surgeon	59
Webinar 4	4 th June 2020	Facial Nerve Palsy	Mr Ruben Kannan Consultant Plastic Surgeon	50
Webinar 5	11 th June 2020	Tips and Tricks and Skin Grafts	Miss Carrie Newlands Consultant OMF Surgeon	58
Webinar 6	18 th June 2020	Orthognathic Assessment Made Simple	Miss Daljit Dhariwal Consultant OMF Surgeon	75
Webinar 7	25 th June 2020	Vesiculobullous Lesions	Mr Jeremy Collyer Consultant OMF Surgeon	50
Webinar 8	2 nd July 2020	Benign Skin Lesions	Miss Carrie Newlands Consultant OMF Surgeon	58
Webinar 9	9 th July 2020	Clinical cases in Orthognathic Surgery	Miss Daljit Dhariwal Consultant OMF Surgeon	49
Webinar 10	15 th July 2020	Non-odontogenic Facial Pain	Mr Parkash Ramchandani Consultant OMF Surgeon	52
Webinar 11	23 rd July 2020	Clinical Cases in Orthognathic Surgery	Miss Daljit Dhariwal Consultant OMF Surgeon	54
Webinar 12	28 th July 2020	Dental Implantology	Mr Jagtar Dhanda Consultant OMF Surgeon	40
Webinar 13	4 th August 2020	FRCS Revision planning 'For Trainees by Trainees'	Trainees	59

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Between 40 and 75 trainees participated in the webinars, which were held on a weekday evening, lasting from 45 minutes to an hour. This number of participants (75) represents 52% of the ISCP FiTs as there are approximately 145 numbered OMFS trainees in 2020. Trainees and trainers were given certificates for these sessions. Trainee feedback was collected for each webinar, collated and sent to the trainers too. Overall 77 percent of the candidates rated these 13 webinars as 'excellent', 21 percent rated these webinars as 'very good' and 2 percent of the candidates rated these webinars as 'good'.

Junior Trainees Conference

JTG Annual Report 2020: This year has presented challenges to everyone. The JTG have had to be flexible but have continued as much as possible to support and meet the needs of Junior Trainees. Sadly, due to Covid our annual conference was unable to go ahead despite much hard work from the committee securing a venue and speakers. The arrangements have been placed on hold and will be reviewed in 2021 by the new committee.

Despite these difficulties the JTG has introduced a virtual 'Buddy Scheme' to allow second-degree hopefuls to seek career advice from current students or graduates. Pairings are focused on similar degree background and level of training and so far, the system has been well received.

A regular JTG Bulletin has been launched to try and ensure information relevant and interesting to junior trainees has wide distribution.

The JTG have continued to be involved with supporting second degree applications and our social media have proven invaluable for publicising OMFS virtual events for junior trainees, as well as providing a place of peer support. The JTG have updated the FAQs section of the JTG page on the BAOMS website and helped write 'Useful links and resources for dentists who are volunteering or have been redeployed during the COVID crisis'.

In addition, the group held an AGM virtually in December via zoom where we provided an outline of the previous year and future hopes for 2021, alongside a Q&A session with regards to training

*Miss Aimee Rowe AKC BSc BMBS BDS(Hon) MRCS, Junior Trainees and Members Representative of BAOMS
OMFS Clinical Fellow, QMC Nottingham*

Restricted BAOMS fund:

e-FACE e-Learning for Health in Oral and Maxillofacial Surgery

e-Face is hosted by e-LfH who are a Health Education England programme providing a platform for online learning for the healthcare workforce. The packages are free to access and available to anyone with a healthcare email address. The website is simple to navigate with options to track progress and bookmark useful packages. e-Face can be found in the full directory of learning resources under 'Oral and Maxillofacial Surgery (e-Face)'. Once packages are completed activity reports can be generated and kept in an individual's online account or printed. eFace has a clinical lead who is appointed by BAOMS Council. There is usually a team of module editors who assist the clinical lead in the delivery of the project phases. In 2020 phase 2 was completed along with an additional phase 3 relating to consent. Plans for a further phase 4 about Head and Neck cancer is planned. [Further information is available on the BAOMS website](#)

FINANCIAL REVIEW

Financial Results of Activities and Events

During 2020, the Association generated £616,751 (2019: £844,148) of income, and expended resources of £593,662 (2019: £873,110) principally disseminating information as it relates to any and all of the fields that pertain to the Association's charitable objectives.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

In particular, the aborted Annual Scientific Meeting resulted in a deficit of £31,119 (2019: Surplus £42,171) and the British Journal of Oral and Maxillofacial Surgery contributed a surplus of £189,966 (2019: £208,579). Surpluses generated from events provide a contribution towards the other operational costs of the Association. A significant proportion of Journal income arose from paid electronic downloads of content – from around the globe, demonstrating the breadth of appeal of the material presented. Net investment gains in the year were £59,068 (2019: £129,282), resulting in a net increase in funds of £82,157 (2019: £100,320).

Grant Making

In 2020, grants totalling £55,859 (2019: £67,311) were allocated during the financial year to members of the Association for research projects and travel to centres of excellence overseas.

The Association continues to support bursaries for medical students completing their double degree as part of the relatively long training programme for the specialty. In 2020, £37,000 was awarded to thirty individuals (2019: £36,000 was awarded to eighteen individuals).

Reserves Policy

When considering the need for free reserves the trustees are mindful that they must put in place a suitable foundation for the charity to achieve its long term strategic goal, that being for the work of the Association to be continued in perpetuity. In addition, the trustees have identified the following areas in which expenditure will be required soon:

In addition to the day to day work of the Association the following and on-going areas have been identified in 2021

- Up to £12,500 for the speakers' educational fund to fund educational lectures at the Annual Meeting. Due to the ongoing pandemic this may not be spent.
- £100,000 for research and clinical / mini grants; Due to the ongoing pandemic this may not be spent.
- £15,000 to provide complimentary membership of the Association to students studying their second degree;
- £10,000 to provide complimentary registration at the ASM for students studying for their first and second degrees;
- £30,000 to provide student bursaries/support to students studying their second degree;
- £15,000 to support the junior trainees programme, ASiT membership and recruitment
- £15,000 venue deposits for future meetings;
- £15,000 for media activity
- £10,000 for updates to the website on-going
- £5,000 towards the on-going hosting (£1,000 pcm), support and development of the website (Light Media) to continue to increase its educational and interactive capacity and to further widen communication with the membership
- £10,000 support costs for the membership application system
- £25,000 for the President's Annual Fund Plans for 2021
- £25,000 for President's Annual Fund 2020 (to carry over)
- £50,000 QOMS Project manager and QOMS audit work
- £64,650 QOMS Pilot data inputting based on 10 units (year one of three year funding).

Bearing this in mind the trustees consider that, in order to limit financial risk and based on current staffing levels, the level of free reserves should be equal to £450,000. This will allow the capacity to operate the work of the

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Association effectively in the event of unforeseen financial difficulties. It is expected that this would be sufficient to cover the operational costs of the Association for a period of nine months.

Financial Position

The total 'unrestricted funds' of the charity as at 31 December 2020 amounted to £1,652,108 of which £1,156,430 had been allocated to the Designated Research Fund (31 December 2019: £1,583,816 of which £1,073,699 had been allocated to the Designated Research Fund). The free reserves of the charity as at 31 December 2020 amounted to £460,519 (2019: £510,117) and is in line with the reserves policy stated above.

Investments Policy

The trustees have wide ranging powers to invest the funds of the Association as they see fit, and in practice, they receive advice from the Association's investment managers on appropriate investments. The Association's investment portfolio is now managed by Cazenove Capital Management wealth management from Schroders.

The current investment managers use a Charity Multi Asset Fund to manage the Associations' investment funds.

Investment Objective

A balance between capital growth and income which, over the long run, will endeavour to maintain the real value of the assets.

Investment Restrictions

There are to be no companies held within the portfolio which derive 10% or greater of overall turnover from tobacco or armaments.

Investment Strategy

The investment objective is to be achieved by investment in a balanced portfolio, which can include equities, fixed interest securities and cash, with a medium risk profile. Exposure to hedge funds, structured investments and property funds will also be permissible. Trustees have taken advice and rely on an approach to provide real returns on funds, but avoiding High Risk / High Yield (Casino) patterns of investment, in line with responsible charitable organisation strategy.

Review

In order to monitor progress of the performance of the Association's investments against this policy Cazenove Capital Management wealth management from Schroders provides valuation reports six monthly on 30 June and 31 December. Figures showing the capital performance and a range of indices including the APCIMS Balanced Index are included within these valuation reports.

The trustees will periodically consider whether there is a need to revise the Investment Strategy.

In 2020, the portfolio increased in value by 4.5% to £1,368,711 (2019: 10.9% to £1,309,643). The income being generated by the investments increased by 6.2% to £62,968 (2019: 6.6% to £59,234) and is derived from a combination of exposure to high yielding equities as well as the fixed interest area of the market.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

PLANS FOR FUTURE PERIODS

Future Strategy

The trustees' long term goal is for the work of the Association to be continued in perpetuity.

Future Activities and Events

[Quality Outcome Measures in Oral and Maxillofacial Surgery](#) remains a priority project for BAOMS and is managed by a Project Manager with a Clinical lead. **Progress since start:** The Quality and Outcomes in Oral and Maxillofacial Surgery (QOMS) project was initiated by BAOMS in July 2018 ahead of the publication of the first GIRFT report on Oral and Maxillofacial Surgery (November 2018). QOMS is the quality improvement and clinical effectiveness programme for OMFS. The GIRFT report highlighted the absence of a comprehensive set of clinical outcome measures for OMFS, thus limiting the ability to assess whether OMFS care is being delivered in line with standards, the ability of providers to benchmark themselves against others and continuously improve services.

Following several meetings and engagement sessions, 7 OMFS subspecialties (oncology, oral and dentoalveolar, orthognathic, reconstruction, salivary gland, trauma and skin surgery) were identified as key areas of evaluation by QOMS. To meet the needs of the specialty, QOMS developed a series of audits to address issues around quality of care and improvement, and several registries are being developed for clinical effectiveness.

Between July 2018 and December 2019, the QOMS team was formed and included a project manager, several OMFS consultants, collaborators from NCEPOD and Saving Faces. The QOMS protocol was developed to describe the underlying principles of the project and how QOMS would fulfil its objectives.

In parallel, the Subspecialty Interest Group leads and deputy leads were consulted to decide on the procedures, conditions and the quality of care indicators to be included to develop the first audit questionnaires (see [BAOMS website](#) for details). Data collection and storage will be managed by the Barts Cancer Research-UK Centre at Queen Mary University of London (BCC, QMUL), using the Research Electronic Data Capture software (REDCap).

Future BAOMS ASM Meetings: 2021 BAOMS President, Mr Austen Smith, is planning a three-day meeting in the Autumn of 2021 in Sheffield. The ICOMS 2021 meeting planned in Glasgow and hosted by BAOMS with IAOMS has been cancelled and will not take place. The next ICOMS will be in Vancouver in 2023.

New offices: In Spring 2021 the BAOMS physical office currently based in the Nuffield Building will move to the newly constructed RCS Barry Building and the BAOMS IT services will also be migrated to the RCS College which will be another major project for the BAOMS office team along with plans for a BAOMS Scientific Meeting in the Autumn.

Summary of the BAOMS QOMS pilot: Between December 2019 and March/April 2020, a pilot of the QOMS audit was run in 6 OMFS units in England to appraise the data collection tool, the questionnaires and feasibility of the process. That pilot required prospective consent of patients involved and data collection relied on the surgical team primarily. At the end of the pilot, there were 74 records for the 2 oral and dentoalveolar audits, 47 for oncology and reconstruction, 54 for trauma, 88 for skin and 15 for orthognathic.

Plans for 2021: The 2nd phase of the project was open to every OMFS unit and surgeon in the UK and aims to achieve the initiation of the definitive QOMS data collection process. This phase will be used to evaluate in 10 hospitals how the use of a dedicated data co-ordinator effectively supports data collection both in terms of coverage and quality. The selection of the 10 participating OMFS units is based on their track record in engagement with quality improvement, national audit and academic outcomes. The data co-ordinator will be a part-time position (2

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

sessions a week) and will be supported by a small grant from BAOMS for the first 3 years. The individual selected will work closely with the local QOMS clinical lead and other surgeons to collect and update data for the project. The QOMS Team are currently finalising selection of the participating OMFS Units and this 2nd phase will be a major project for them over the next three years and funding has been set aside for this.

Impact of Activities and Events

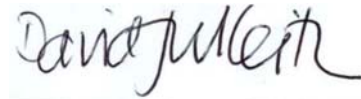
The continuing success of the Association's meetings with a structured educational element and a platform for the presentation of research within the specialty programme will result in high attendances and once again positive feedback from delegates.

These financial statements were approved and signed by the member of the committee and authorised for issue on 8 March 2021.



Austen T Smith

President



David J W Keith

Honorary Treasurer

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

YEAR ENDED 31 DECEMBER 2020

Opinion

We have audited the financial statements of The British Association of Oral and Maxillofacial Surgeons (the 'charitable company') for the year ended 31 December 2020 which comprise the statement of financial activities, the balance sheet, and statements of cash flows, the principal accounting policies and notes to the financial statements. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- ◆ give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its income and expenditure for the year then ended;
- ◆ have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- ◆ have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the trustees with respect to going concern are described in the relevant sections of this report.

Other information

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

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

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

YEAR ENDED 31 DECEMBER 2020

we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact. We have nothing to report in this regard.

Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- ◆ the information given in the trustees' report which is also the directors' report for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- ◆ the trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- ◆ adequate accounting records have not been kept; or
- ◆ the financial statements are not in agreement with the accounting records and returns; or
- ◆ certain disclosures of trustees' remuneration specified by law are not made; or
- ◆ we have not received all the information and explanations we require for our audit; or
- ◆ the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor's responsibilities for the audit of the financial statements

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

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

YEAR ENDED 31 DECEMBER 2020

We identified areas of laws and regulations that could reasonably be expected to have a material effect on the financial statements for charitable companies operating within this sector, through our own experience as well as through discussion with management and those charged with governance and inspection of regulatory and legal correspondence. We reviewed policies and procedures regarding compliance with laws and regulation and remained alert throughout our audit to any indications of non-compliance, with areas of highest risk communicated to all members of the audit team.

The charitable company is subject to laws and regulations directly affecting the financial statements including financial reporting legislation and taxation legislation which we assessed compliance with as part of our review of related financial statement items. This includes the Charities Act 2011 and Companies Act 2006 as referenced above. Other laws and regulations of which compliance was considered higher risk (as non-compliance could lead to material misstatement of the financial statements) included anti-bribery regulations, employment law, health and safety legislation and data protection regulations.

We considered areas which could be most susceptible to fraud or misstatement, which included the use of journals and suspense accounts and management override of controls. Our audit work has been performed to ensure that these areas have been tested on a sample basis, including the use of data analytics to review for unusual transactions.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected a material misstatement within the financial statements while performing our audit in accordance with applicable audit standards. Irregularities may involve a collusion, forgery, intentional omissions, misrepresentations or override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities is available on the Financial Reporting Council's website at www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of this report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



Catherine Biscoe
Senior Statutory Auditor
For and on behalf of Buzzacott LLP
Statutory Auditor
130 Wood Street
London EC2V 6DL

28 April 2021

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)

YEAR ENDED 31 DECEMBER 2020

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
INCOME FROM					
Investments	2	63,049	-	63,049	59,420
Charitable activities	3	523,093	30,609	553,702	784,728
TOTAL INCOME		<u>586,142</u>	<u>30,609</u>	<u>616,751</u>	<u>844,148</u>
EXPENDITURE ON					
Raising Funds					
Investments	4	(12,271)	-	(12,271)	(11,058)
Charitable activities	5	(564,647)	(16,744)	(581,391)	(862,052)
TOTAL EXPENDITURE		<u>(576,918)</u>	<u>(16,744)</u>	<u>(593,662)</u>	<u>(873,110)</u>
NET INCOME (EXPENDITURE) FOR THE YEAR BEFORE					
LOSSES ON					
INVESTMENTS					
Net gains on investments	12	9,244	13,865	23,089	(28,962)
		59,068	-	59,068	129,282
NET INCOME FOR THE YEAR AND NET MOVEMENT IN FUNDS		<u>68,312</u>	<u>13,865</u>	<u>82,157</u>	<u>100,320</u>
RECONCILIATION OF FUNDS					
Total funds brought forward		<u>1,583,816</u>	<u>91,754</u>	<u>1,675,570</u>	<u>1,575,250</u>
TOTAL FUNDS CARRIED FORWARD		<u>1,652,128</u>	<u>105,619</u>	<u>1,757,727</u>	<u>1,675,570</u>

All recognised gains and losses are included in the above statement of financial activities.

All of the above amounts relate to continuing activities.

The notes on pages 33-44 form part of these financial statements

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

COMPARATIVE STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2019

	<i>Note</i>	<i>Unrestricted Funds £</i>	<i>Restricted Funds £</i>	<i>Total Funds 2019 £</i>
INCOME FROM				
Investments	2	59,420	-	59,420
Charitable activities	3	778,050	6,678	784,728
TOTAL INCOME		<u>837,470</u>	<u>6,678</u>	<u>844,148</u>
EXPENDITURE ON				
Raising Funds				
Investments	4	(11,058)	-	(11,058)
Charitable activities	5	(842,636)	(19,416)	(862,052)
TOTAL EXPENDITURE		<u>(853,694)</u>	<u>(19,416)</u>	<u>(873,110)</u>
NET EXPENDITURE FOR THE YEAR BEFORE GAINS ON INVESTMENTS				
Net gains on investments	12	129,282	-	129,282
NET INCOME (EXPENDITURE) FOR THE YEAR AND NET MOVEMENT IN FUNDS		<u>113,058</u>	<u>(12,738)</u>	<u>100,320</u>
RECONCILIATION OF FUNDS				
Total funds brought forward		<u>1,470,758</u>	<u>104,492</u>	<u>1,575,250</u>
TOTAL FUNDS CARRIED FORWARD		<u><u>1,583,816</u></u>	<u><u>91,754</u></u>	<u><u>1,675,570</u></u>

The notes on pages 33-44 form part of these financial statements

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

BALANCE SHEET

31 DECEMBER 2020

	Note	£	2020 £	2019 £
FIXED ASSETS				
Intangible assets	11		35,160	-
Tangible assets	11		-	-
Investments	12		1,368,711	1,309,643
			<u>1,403,871</u>	<u>1,309,643</u>
CURRENT ASSETS				
Debtors	13	305,795		321,992
Cash in hand		284,568		237,190
		<u>590,363</u>		<u>559,182</u>
CREDITORS: Amounts falling due within one year	14	(236,507)		(193,255)
NET CURRENT ASSETS			353,856	365,927
NET ASSETS			<u>1,757,727</u>	<u>1,675,570</u>
THE FUNDS OF THE CHARITY				
Restricted income funds	16		105,619	91,754
Unrestricted funds: General	17		495,679	510,117
Unrestricted funds: Designated	17		1,156,430	1,073,699
TOTAL CHARITY FUNDS			<u>1,757,727</u>	<u>1,675,570</u>

These financial statements were approved and signed by the member of the committee and authorised for issue on 8 March 2021.



Austen T Smith
President



David J W Keith
Honorary Treasurer

Company Registration Number: 03337359

The notes on pages 33-44 form part of these financial statements

**THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL
SURGEONS**

STATEMENT OF CASH FLOWS

YEAR ENDED 31 DECEMBER 2020

	Note	2020 £	£	2019 £
CASH OUTFLOW FROM OPERATING ACTIVITIES				
NET CASH USED IN OPERATING ACTIVITIES	19	(15,671)		(108,291)
CASH INFLOW FROM INVESTING ACTIVITIES				
Income from UK Listed Investments		62,968		59,234
Interest received		81		186
Net cash provided by investing activities		<u>63,049</u>	<u>47,378</u>	<u>59,420</u>
CHANGE IN CASH AND CASH EQUIVALENTS IN THE YEAR	20		47,378	(48,871)
CASH AND CASH EQUIVALENTS 1 JANUARY	20		237,190	286,061
CASH AND CASH EQUIVALENTS 31 DECEMBER	20		<u>284,568</u>	<u>237,190</u>

The notes on pages 33-44 form part of these financial statements

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

1. ACCOUNTING POLICIES

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are laid out below.

Basis of preparation

These financial statements have been prepared for the year to 31 December 2020.

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant accounting policies below or the notes to these financial statements.

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 United Kingdom and Republic of Ireland (FRS 102) (Charities SORP FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity as defined by FRS 102.

The financial statements are presented in sterling and are rounded to the nearest pound.

Critical accounting estimates and areas of judgement

Preparation of the financial statements requires the trustees and management to make significant judgements and estimates.

The items in the financial statements where these judgements and estimates have been made include:

- ◆ estimating the liability for multi-year grant commitments;
- ◆ estimating the useful economic life of fixed assets; and
- ◆ estimating future cash flows for the purposes of determining the going concern status of the charity.

The long term impact following the global coronavirus pandemic is still unknown. It is therefore not currently possible to evaluate all the potential implications for the charity's activities, beneficiaries, funders, suppliers and the wider economy. Estimates used in the accounts, particularly with respect to the value of listed investments (see note 12) continue to be subject to a greater degree of uncertainty and volatility. As set out in these accounting policies under "going concern", the trustees have considered the impact of the pandemic on the charity and have concluded that although there may be some negative consequences, it is appropriate for the charity to continue to prepare its accounts on the going concern basis.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Assessment of going concern

The trustees have assessed whether the use of the going concern assumption is appropriate in preparing these financial statements. The trustees have made this assessment in respect to a period of one year from the date of approval of these financial statements. The trustees of the charity have concluded that, despite the global uncertainty in relation to Covid-19, there are no material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern.

The direct impact on our income projections for is likely to come mainly from, the reduction of annual conference sponsorship revenue should further events require cancellation.

The anticipated mitigated impact on the 2021 budget is a reduction in net income between £20,000 and £25,000 which will be funded from our reserves.

The Trustees have reviewed the risks that Covid-19 poses to the charity and concluded that the group and the charity are in a strong financial and operational position and can continue to support beneficiaries now and for the foreseeable future.

The trustees are therefore of the opinion that the charity will have sufficient resources to meet its liabilities as they fall due.

With regard to the next accounting period, the year ending 31 December 2021, the most significant areas that affect the carrying value of the assets held by the charity are the level of investment return and the performance of the investment markets.

Income recognition

Income is recognised in the period in which the charity has entitlement to the income, the amount of income can be measured reliably and it is probable that the income will be received.

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

In accordance with the Charities SORP FRS 102 volunteer time is not recognised.

Dividends are recognised once the dividend has been declared and notification of the dividend has been received.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to make a payment to a third party, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

All expenditure is accounted for on an accruals basis. Expenditure comprises direct costs and support costs. All expenses, including support costs, are allocated or apportioned to the applicable expenditure headings. The classification between activities is as follows:

- ◆ Expenditure on raising funds includes all expenditure associated with raising funds for the charity. This includes investment management fees.
- ◆ Expenditure on charitable activities includes all costs associated with furthering the charitable purposes of the charity through the provision of its charitable activities. Such costs include grants, direct and support costs including governance costs.

Grants payable are included in the statement of financial activities when approved and when the intended recipient has either received the funds or been informed of the decision to make the grant and has satisfied all performance conditions. Grants approved but not paid at the end of the financial year are accrued. Grants where the beneficiary has not been informed or has to fulfil performance conditions before the grant is released are not accrued for.

Irrecoverable VAT is included within support costs and allocated as detailed below.

Allocation of support and governance costs

Support costs represent indirect charitable expenditure. In order to carry out the primary purposes of the charity it is necessary to provide support in the form of personnel development, financial procedures, provision of office services and equipment and a suitable working environment.

Governance costs comprise the costs involving the public accountability of the charity (including audit costs) and costs in respect to its compliance with regulation and good practice.

Support costs including staff costs and governance costs are apportioned based on the proportion used by the activity.

Intangible fixed assets

All assets costing more than £5,000 and with an expected useful life exceeding one year are capitalised. Amortisation is provided over a period of 5 years, based on the estimated useful life of the asset, on a straight line basis.

Tangible fixed assets

All assets costing more than £5,000 and with an expected useful life exceeding one year are capitalised.

- ◆ Furniture and equipment

Expenditure on the purchase and replacement of furniture and equipment is capitalised and depreciated over a 4-10 year period, based on the estimated useful life of the asset, on a straight line basis.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Fixed asset investments

Listed investments are a form of basic financial instrument and are initially recognised at their transaction value and subsequently measured at their fair value as at the balance sheet date using the closing quoted market price.

The charity does not acquire put options, derivatives or other complex financial instruments.

Realised gains (or losses) on investment assets are calculated as the difference between disposal proceeds and their opening carrying value or their purchase value if acquired subsequent to the first day of the financial year. Unrealised gains and losses are calculated as the difference between the fair value at the year end and their carrying value at that date. Realised and unrealised investment gains (or losses) are combined in the statement of financial activities and are credited (or debited) in the year in which they arise.

Debtors

Debtors are recognised at their settlement amount, less any provision for non-recoverability. Prepayments are valued at the amount prepaid.

Cash at bank and in hand

Cash at bank and in hand represents such accounts and instruments that are available on demand or have a maturity of less than three months from the date of acquisition.

Creditors and provisions

Creditors and provisions are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably. Creditors and provisions are recognised at the amount the charity anticipates it will pay to settle the debt.

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Pension costs

The charitable company participates in a multi-employer defined benefit pension scheme known as 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 charitable company 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 ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

Fund Structure

The general fund comprises the accumulated surpluses of unrestricted income over expenditure, which are available for use in furtherance of the general objectives of the charitable company.

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 funds are set out in the notes to the accounts. Amounts unspent at the year-end are carried forward in the balance sheet.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

2. INCOME FROM INVESTMENTS

	Unrestricted Funds	
	Total Funds 2020 £	Total Funds 2019 £
Income from UK listed investments	62,968	59,234
Bank interest receivable	81	186
	63,049	59,420

3. INCOME FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Subscription income from members	166,162	-	166,162	162,138
Journal income	336,931	-	336,931	334,922
Annual scientific meeting income	-	-	-	280,990
Online Learning income	-	30,000	30,000	-
Online Poster portal income	20,000	-	20,000	-
Other income	-	609	609	6,678
	523,093	30,609	553,702	784,728

During the year ended 31st December 2020 the Annual Scientific Meeting generated a deficit of £31,119, (income £nil) due to the recognition of sunk costs on deferral of the event. During the year ended 31 December 2019 the Annual Scientific Meeting generated a surplus of £42,171 (income £128,223).

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Subscription income from members	162,138	-	162,138
Journal income	334,922	-	334,922
Annual scientific meeting income	280,990	-	280,990
Other income	-	6,678	6,678
	778,050	6,678	784,728

4. INVESTMENT MANAGEMENT COSTS

	Unrestricted Funds	
	Total Funds 2020 £	Total Funds 2019 £
Investment management fees	12,271	11,058

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

5. EXPENDITURE ON CHARITABLE ACTIVITIES

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Grants awarded (note 7)	55,859	-	55,859	77,870
Costs of disseminating information on the speciality	342,732	16,744	359,476	540,245
Support costs (note 6)	166,057	-	166,057	243,937
	<u>564,648</u>	<u>16,744</u>	<u>581,391</u>	<u>862,052</u>
		Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Grants awarded (note 7)		77,870	-	77,870
Costs of disseminating information on the speciality		520,829	19,416	540,245
Support costs (note 6)		243,937	-	243,937
		<u>842,636</u>	<u>19,416</u>	<u>862,052</u>

6. SUPPORT COSTS

	Unrestricted Funds	
	Total Funds 2020 £	Total Funds 2019 £
Salaries and wages	123,633	123,414
Communications costs	5,843	12,288
Audit fees	7,850	7,200
Rent	5,461	6,725
Bookkeeping	10,800	10,800
Finance costs	5,956	10,444
Depreciation	-	-
Irrecoverable VAT expense	2,223	41,295
Other office costs	7,168	11,506
Legal fees (current year)	-	20,265
Legal fees (prior year over accrual)	(2,877)	-
	<u>166,057</u>	<u>243,937</u>

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

7. ANALYSIS OF GRANTS

	2020	2019
	£	£
Grants to individuals		
Research grants awarded to one individual (2019: one)	9,500	3,395
Travel and mini grants awarded to six individuals (2019: twenty nine)	8,116	19,816
Student bursaries awarded to thirty individuals (2019: eighteen)	37,000	36,000
Poster prizes awarded to three individuals (2019: four)	600	700
Grants to institutions		
President's prize	500	500
Norman Rowe clinical prize to two institutions (2019: two)	500	500
Paul Toller research prize	1,000	500
BAOMS surgery prize	1,400	700
BAOMS members prize awarded to one individual (2019: one)	500	500
Downs surgical prize awarded to one individual (2019: one)	1,000	1,000
Trainer of the year awarded to two individuals (2019: two)	500	500
Associate fellows prize	500	500
ASiT	3,000	3,000
Returned or cancelled awards	(8,257)	(200)
	55,859	67,411
Speakers educational fund expenditure	-	10,459
Total grants	55,859	77,870

8. NET INCOME (EXPENDITURE) FOR THE YEAR BEFORE GAINS ON INVESTMENTS

This is stated after charging:

	2020	2019
	£	£
Staff costs (note 9)	123,633	123,414
Auditors' remuneration	7,850	7,200
Operating lease rentals	5,461	6,725
	136,944	137,339

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

9. STAFF COSTS, TRUSTEES EXPENSES AND REMUNERATION OF KEY MANAGEMENT PERSONNEL

Total staff costs were as follows:

	2020	2019
	£	£
Wages and salaries	101,410	101,028
Social security costs	6,363	7,387
Other pension costs	15,860	14,999
	123,633	123,414

The key management personnel of the charity in charge of controlling, running and operating the charity on a day to day basis comprise the trustees, the Chairman of the Council and the Senior Administrator.

The total remuneration (including taxable benefits and pension contributions) paid to key management personnel for the year was £76,173, (2019: £74,569).

Two Officers of the Council received £29,343, (2019, one Officer: £21,318) for services as Council members provided to the Association. No trustees received any remuneration for their services as trustees. During the year, Council members were reimbursed for travel expenses incurred in attending Council and other relevant meetings totalling £6,447, (2019: £26,791), of which four (2019: five) trustees received £2,629, (2019: £17,222).

The charity has taken out a public liability insurance policy that provides professional indemnity cover (amounting to £500,000 in respect of any one claim) for the Council members (including the trustees) and staff of the charity. The cost of this insurance policy to the charity for the year was £1,758, (2019: £758).

Particulars of employees:

The average number of employees during the year:

	2020	2019
	No	No
Office and administration staff	3	3
Editorial staff	-	-
	3	3

No employee earned remuneration of £60,000 or more (including taxable benefits but excluding employer's pension contributions) during the year (2019 - Nil).

10. TAXATION

The British Association of Oral Maxillofacial Surgeons is a registered charity and therefore is not liable to income tax or corporation tax on income or gains derived from its charitable activities, as they fall within the various exemptions available to registered charities.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

11. FIXED ASSETS

	Intangible assets £	Office equipment £	Computer equipment £	Total £
COST				
At 1 January 2020	-	8,261	22,769	31,030
Additions	35,160	-	-	-
Disposals	-	-	(6,750)	-
At 31 December 2020	<u>35,160</u>	<u>8,261</u>	<u>16,019</u>	<u>59,440</u>
DEPRECIATION AND AMORTISATION				
At 1 January 2020	-	8,261	22,769	31,030
Charge for the year	-	-	-	-
Eliminated on disposal	-	-	(6,750)	-
At 31 December 2020	<u>-</u>	<u>8,261</u>	<u>16,019</u>	<u>24,280</u>
NET BOOK VALUE				
At 31 December 2020	<u>35,160</u>	<u>-</u>	<u>-</u>	<u>35,160</u>
At 31 December 2019	<u>-</u>	<u>-</u>	<u>-</u>	<u>-</u>

12. INVESTMENTS

Movement in market value

	2020 £	2019 £
Market value at 1 January	1,309,643	1,180,361
Net unrealised gains	59,068	129,282
Market value at 31 December	<u>1,368,711</u>	<u>1,309,643</u>
Historical cost at 31 December	<u>1,193,235</u>	<u>1,193,235</u>
	2020 £	2019 £
Quoted investments		
Alternative (UK)	1,368,711	1,309,643
	<u>1,368,711</u>	<u>1,309,643</u>

As at 31 December 2020 and 31 December 2019, all holdings were within Schroder Charity Multi Asset Funds.

**THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL
SURGEONS**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

13. DEBTORS

	2020	2019
	£	£
Trade debtors	1	3,600
Other debtors	11,380	7,485
Prepayments	294,414	310,907
	<u>305,795</u>	<u>321,992</u>

14. CREDITORS: Amounts falling due within one year

	2020	2019
	£	£
Trade creditors	1,883	57
Taxation and social security	3,722	3,699
Unpaid awards, grants and prizes	58,027	41,119
Accruals	52,174	59,960
Deferred income	120,701	88,420
	<u>236,507</u>	<u>193,255</u>

Deferred Income	2020	2019
	£	£
Deferred income brought forward	88,420	85,760
Income deferred in the current year	120,701	88,420
Deferred income released in the current year	<u>(88,420)</u>	<u>(85,760)</u>
Deferred income carried forward	<u>120,701</u>	<u>88,420</u>

Deferred income relates to subscription income and meeting income in advance.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

15. COMMITMENTS UNDER OPERATING LEASES

At 31 December the charity had future minimum commitments under non-cancellable operating leases as set out below:

	Land and buildings	
	2020	2019
	£	£
Payments which fall due:		
Within one year	8,481	6,725
Within 2 to 5 years	38,940	37,435
Greater than 5 years	4,056	14,603
	<u>51,477</u>	<u>58,763</u>

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 DECEMBER 2020

16. RESTRICTED INCOME FUNDS

Year ended 31 December 2020	Balance at 1 Jan 2020 £	Income £	Expenditure £	Balance at 31 Dec 2020 £
e Learning Fund	75,635	30,000	(16,594)	89,041
Norman Rowe Fund	13,294	609	(150)	13,753
Map of Medicine	2,825	-	-	2,825
	<u>91,754</u>	<u>30,609</u>	<u>(16,744)</u>	<u>105,619</u>

The e Learning Fund was set up in 2009 following the receipt of funding from the Department of Health to cover the costs incurred by BAOMS in relation to the e Learning project as it relates to the charity's specialty.

The Norman Rowe International Educational Foundation Fund was set up in 2007 following the receipt of a donation from the Norman Rowe Educational Trust which has become a sub-committee of the charity known as the Norman Rowe International Education Foundation (NRIEF). The funds are used to promote the oral and maxillofacial specialist needs of developing and post conflict countries.

The Map of Medicine Fund was set up in 2009 to recognise specific sponsorship income contributing to the costs of the Map of Medicine project work.

Year ended 31 December 2019	Balance at 1 Jan 2019 £	Income £	Expenditure £	Balance at 31 Dec 2019 £
e Learning Fund	94,871	-	(19,236)	75,635
Norman Rowe Fund	6,796	6,678	(180)	13,294
Map of Medicine	2,825	-	-	2,825
	<u>104,492</u>	<u>6,678</u>	<u>19,416</u>	<u>91,754</u>

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

MANAGEMENT INFORMATION

YEAR ENDED 31 DECEMBER 2020

17. UNRESTRICTED INCOME FUNDS

Year ended 31 December 2020	Balance at 1 Jan 2020 £	Income £	Expenditure £	Gains and losses £	Balance at 31 Dec 2020 £
Designated					
Research Fund	1,073,699	42,687	-	40,043	1,156,430
General Funds	510,117	543,455	(576,918)	19,025	495,679
	<u>1,583,816</u>	<u>586,142</u>	<u>(576,918)</u>	<u>59,068</u>	<u>1,652,108</u>

The Designated Research Fund was set up by the trustees in 2005 by a transfer of £500,000 from the General Fund. These funds have been invested and will be used to provide further research and educational grants to promote wider research in the speciality.

Year ended 31 December 2019	Balance at 1 Jan 2019 £	Income £	Expenditure £	Gains and losses £	Balance at 31 Dec 2019 £
Designated					
Research Fund	951,712	38,330	-	83,657	1,073,699
General Funds	519,046	799,140	(853,694)	45,625	510,117
	<u>1,470,758</u>	<u>837,470</u>	<u>(853,694)</u>	<u>129,282</u>	<u>1,583,816</u>

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS

At 31 December 2020	Tangible fixed assets £	Investments £	Net current assets £	Total £
Restricted Funds	-	-	105,619	105,619
Unrestricted Funds	35,160	1,368,711	248,237	1,652,108
Total Funds	<u>35,160</u>	<u>1,368,711</u>	<u>353,856</u>	<u>1,757,727</u>

At 31 December 2019	Tangible fixed assets £	Investments £	Net current assets £	Total £
Restricted Funds	-	-	91,754	91,754
Unrestricted Funds	-	1,309,643	274,173	1,583,816
Total Funds	<u>-</u>	<u>1,309,643</u>	<u>365,927</u>	<u>1,675,570</u>

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

MANAGEMENT INFORMATION

YEAR ENDED 31 DECEMBER 2020

18. ANALYSIS OF NET ASSETS BETWEEN FUNDS (CONTINUED)

Total unrealised gains (losses) as at 31 December 2020 constitute movements on revaluation and are as follows:

	2020	2019
	£	£
Unrealised gains (losses) included above:		
On investments	175,476	116,408
Total unrealised gains (losses) at 31 December	<u>175,476</u>	<u>116,408</u>
Reconciliation of movements on unrealised gains:		
Unrealised gains (losses) at 1 January	116,408	(12,874)
Add: Net gains arising on revaluations in the year	59,068	129,282
Total unrealised gains at 31 December	<u>175,476</u>	<u>116,408</u>

19. RECONCILIATION OF NET INCOME TO NET CASH USED IN OPERATING ACTIVITIES

	2020	2019
	£	£
Net movement in funds (as per the statement of financial activities)	82,187	100,320
Income from investments	(62,968)	(59,234)
Interest receivable	(81)	(186)
Gains on investments	(59,068)	(129,282)
Purchase of intangible assets	(35,190)	-
Decrease in debtors	16,197	45,362
Increase (decrease) in creditors	43,252	(65,271)
Net cash used in operating activities	<u>(15,671)</u>	<u>(108,291)</u>

20. ANALYSIS OF CHANGES IN NET DEBT

	1 Jan 20	Cash flows	31 Dec 20
	£	£	£
Cash in hand and at bank	<u>237,190</u>	<u>47,378</u>	<u>284,568</u>

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

MANAGEMENT INFORMATION

YEAR ENDED 31 DECEMBER 2020

21. PENSION SCHEME

Disclosure per the financial statements

The charitable company participates in a centralised defined benefit scheme known as Superannuation Arrangements of the University of London (SAUL) for all qualified employees with the assets held in trustee administered funds. It is not possible to identify the charitable company's shares 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 FRS 102. The amount charged to the statement of financial activities in respect of pension costs (as shown in note 9) is the total contributions payable for the year. No contributions were payable at the balance sheet date.

SAUL is subject to triennial valuation by professionally qualified and independent actuaries. The last available valuation was carried out as at 31 March 2017 using the projected unit method in which the actuarial liability makes allowance for projected earnings. The main assumptions used to assess the technical provisions were:

	Technical provisions	Future service costs
Pre-retirement discount rate	4.06% per annum	4.03% per annum
Post-retirement (non-CDF)	1.96% per annum	1.93% per annum
Post-retirement (CDF pensioners)	2.22% per annum	n/a
Price inflation – RPI	3.39% per annum	3.35% per annum
Price inflation – CPI	2.49% per annum	2.45% per annum
Salary increases	3.49% per annum	3.49% per annum
Pension increases in payment (excess over GMP):		
Pre 2016 (CPI)	2.49% per annum	n/a
Post 2016 (CPI max 2.5%)	1.77% per annum	1.70% 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 £3.149million representing 102% of the liability for benefits after allowing for expected future increases in salaries.

The Trustee commissioned a detailed and independent assessment of the Employers' financial strength or "covenant" as part of the current valuation process. This analysis concluded that there was scope for a contribution increase at this valuation; as a result, the Employers agreed to increase their contributions to SAUL from 13% to 16% of Salaries with effect from 1 April 2016. The Employers have also agreed that this higher contribution will not be reduced before 31 March 2020, irrespective of SAUL's funding level.

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

MANAGEMENT INFORMATION

YEAR ENDED 31 DECEMBER 2020

22. RELATED PARTY TRANSACTIONS

Two Officers of Council received £29,343, (2019: one Officer received £21,318) for services as Council members provided to the Association. No trustees received any remuneration for their services as trustees. During the year, Council members were reimbursed for travel and subsistence expenses incurred or paid for by the charity on their behalf in attending Council and other relevant meetings totalling £6,447, (2019: £26,791), of which four (2019: five) trustees received £2,629, (2019: £17,222).

In the year, ended 31 December 2019, £47,855 was paid to National Confidential Enquiry into Patient Outcome and Death (NCEPOD) in relation to the project management costs of the Quality outcomes in Oral and Maxillofacial Surgery (QOMS) project. The Immediate Past President of BAOMS, who demitted on 31 December 2019 was also the chair of NCEPOD.

**THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL
SURGEONS**

MANAGEMENT INFORMATION

YEAR ENDED 31 DECEMBER 2020

**The following pages do not form part of the statutory financial statements
which are the subject of the independent auditor's report**

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2020

DRAFT

	2020 £	2019 £
INCOME FROM INVESTMENTS		
Income from UK listed investments	62,968	59,234
Bank interest receivable on short term cash deposits	81	186
	63,049	59,420
CHARITABLE ACTIVITIES		
Subscription income from members	166,162	162,138
Journal income	336,931	334,922
Annual scientific meeting income	-	280,990
e Learning income	30,000	
e Poster Portal income	20,000	-
Other income	30,609	6,678
	553,702	784,728
TOTAL	616,751	844,148
EXPENDITURE ON INVESTMENT MANAGEMENT COSTS		
Investment management fees	12,271	11,058

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2020

DRAFT

	2020	2019
	£	£
CHARITABLE ACTIVITIES		
Staff costs - Wages & Salaries	101,410	101,028
Staff costs - Employer's NIC	6,363	7,387
Staff costs - Pension costs	15,860	14,999
Establishment - Rent	5,461	6,725
E Poster Portal expenses and merchandise mailing	11,475	-
AAOMS/Overseas BAOMS President's travel expenses	-	13,185
e-Learning costs	16,594	19,235
JTG conference costs and JT programme	660	5,228
Website development and maintenance costs	14,295	15,333
Legal costs	(2,877)	20,265
Strategic costs / PR Officer	14,790	21,942
Grants, awards and prizes	55,859	67,411
Cost of providing journals to members	146,965	126,343
Annual Scientific Meeting expenditure	31,119	238,819
Committee, council and senate expenses	25,042	32,748
Chairman of council and deputy chair costs	29,343	21,318
Repairs and maintenance	723	735
Presidents annual fund	1,906	6,313
Other office costs	7,168	11,506
Irrecoverable VAT expense	2,223	41,295
Bookkeeping	10,800	10,800
Communications	5,843	12,288
Bank interest and charges	5,956	10,444
Audit fees	7,000	7,000
Audit advisory fees	850	200
QOMS	50,056	49,505
BAOMS membership operating system	16,507	-
	581,391	862,052
NET INCOME (DEFICIT) FOR THE YEAR BEFORE GAINS/LOSSES ON INVESTMENTS	23,089	(28,962)

THE BRITISH ASSOCIATION OF ORAL AND MAXILLOFACIAL SURGEONS

DETAILED STATEMENT OF FINANCIAL ACTIVITIES

YEAR ENDED 31 DECEMBER 2020

DRAFT

	2020 £	2019 £
CHARITABLE ACTIVITIES		
Costs of disseminating information on the speciality		
<i>Activities undertaken directly</i>		
AAOMS/Overseas BAOMS President's travel expenses	-	13,185
e-Learning costs	16,594	19,235
JTG conference costs and JT programme	660	5,228
Website development and maintenance costs	14,295	15,333
QOMS	50,056	49,505
Strategic costs/ PR Officer	14,790	21,942
Grants, awards and prizes	55,859	67,411
Cost of providing journals to members	146,965	126,343
Annual Scientific Meeting expenditure	31,119	238,819
Committee, council and senate expenses	25,042	32,748
Chairman of council and deputy chair costs	29,343	21,318
Repairs and maintenance	723	735
Presidents annual fund	1,906	6,313
BAOMS membership operating system	16,507	-
E Poster Portal expenses	11,475	-
	415,334	618,115
<i>Support costs</i>		
Staff costs - Wages & Salaries	101,410	101,028
Staff costs - Employer's NIC	6,363	7,387
Staff costs - Pension costs	15,860	14,999
Establishment - Rent	5,461	6,725
Depreciation	-	-
Other office costs	7,168	11,506
Irrecoverable VAT expense	2,223	41,295
Bookkeeping	10,800	10,800
Communications	5,843	12,288
Bank interest and charges	5,956	10,444
Audit fees	7,000	7,000
Audit advisory fees	850	200
Legal costs	(2,877)	20,265
	166,057	243,937
	581,391	862,052

Following on from the Council Meeting on 23 June 2021 and unanimous agreement to the proposed changes to the Memorandum and Articles of Association of The British Association of Oral and Maxillofacial Surgeons.

**NB: Only BAOMS Fellows, Fellows in Training and Associate Fellows are eligible to vote in this process.*

Vote will be by show of hands onsite at the 2021 AGM

Yes - to approve proposed change

No - for no change to Mem & Arts

Current:

14.1.1 The President shall hold office for a period of one year commencing on the 1st January.

Proposed change:

14.1.1 The President shall hold office for a period of one year commencing on the 1st of July

14.1.1.1 The Ceremonial receipt of the President's Medal / badge of office will occur whenever possible within the Summer Annual Scientific Meeting of the same year.

14.1.1.2 In the event of an early or delayed Annual Scientific Meeting the Ceremonial Presidential Handover can still occur at the meeting by mutual agreement of the outgoing and incoming Presidents and is to be encouraged. The Administrative changeover date of the 1st July remains unchanged.

14.1.1.3 In the event of cancellation of the Annual Scientific meeting, the ceremonial exchange of Presidential Medal / badge of office will occur at the first Council meeting after the 1st July of that year. This may be in person or virtually as deemed appropriate under the prevailing circumstances at the time.

14.1.1.5 All the above apply to the handover of medals and Terms of Office of the President Elect and Immediate Past President.

Robert Banks, Honorary Secretary