

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council

Year ended 31 December 2024

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The trustees, who are also the directors for the purposes of company law, present their report and the

unaudited financial statements of the charity for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in notes to

the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act

2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to

charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK

and Republic of Ireland published in October 2019.

Reference and administrative details

Registered charity name The British Association of Day Surgery

Charity registration number 1054534

Company registration number 03182143

Principal office and registered The British Association of Day Surgery

office Care of The Royal College of Surgeons of England

Lincoln's Inn Fields

London

WC2A 3PE

The trustees

The trustees who served during the year and at the date of approval were as follows:

Ms J Marsden (Immediate Past President) (Resigned 20 June 2025)

Mr D Bunting (President)

Ms F Belfield (Conference Secretary) (Resigned 13 September 2024)

Mr A Kimble (Honorary Treasurer)

Mr E Dunstan (Council member)

Mrs K Harries (President Elect)

Ms C Jack (Council member) (Resigned 16 September 2024)

Dr J Mitchell (Council member) (Resigned 13 September 2024)

Dr R Morris (Publications Officer) (Resigned 20 June 2025)

Dr R Tibble (Council member)

Ms M Albay (Council member)

Mrs A Conquest (Council member)

Ms P Dasannacharya (Council member)

Mr G Galata (Council member)

Dr L Hudman (Council member)

Dr S Karavolos (Council member)

Mr C Miras Sampedro (Council member)

Mr P Rawling (Council member) (Resigned 13 September 2024)

Ms D Stott (Lay Council Member) (Resigned 6 March 2025)

Ms C Williams (Council member)

Ms G Bratt-Mcmanus (Council Member) (Appointed 13 September 2024)

Mr C Chappatte (Council member) (Appointed 13 September 2024 and Resigned 20 June 2025)

Ms R Stanton (Council member) (Appointed 13 September 2024)

The British Association of Day Surgery
Company Limited by Guarantee
Report of the council (continued)
Year ended 31 December 2024

- 2 -

Non Trustee Council Members

Ms C Taylor Council 'taster' member

Dr S Vijayan Council 'taster' member

Miss M Morton BAOMS representative

Miss S Stapley BOA representative

Dr R Tibble IAAS representative

Mrs S Cullington Admin

Company Secretary Mrs K Harries (until 20 June 2025)

Ms P Dasannacharya (from 20 June 2025)

Independent examiner Mark Proctor FCA DChA

Lovewell Blake LLP

Chartered accountants

Bankside 300

Peachman Way

Broadland Business Park

Norwich

NR7 0LB

Bankers Barclays Bank Plc

5-7 Red Lion Street

Norwich

Norfolk

NR1 3QH

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council (continued)

Year ended 31 December 2024

- 3 -

Objectives and activities

BADS purpose is to promote excellence and maximize delivery of UK day surgery.

Its strategic objectives are to

- Promote day surgery as first choice every time where clinically appropriate within the UK.
- Promote the advancement of clinical excellence alongside developing knowledge, skills and experience to deliver excellence.
- • Inform and influence optimum staffing levels, competencies, facilities and estate to support optimised day surgery rates.

Activities

- Educational meetings
- Annual Conference
- Annual programme of topic-specific virtual one-day surgery conferences
- Bespoke webinars
- Online publications
- Handbooks (topic-specific)
- Bitesize Topics
- Maintenance of an online registry of UK day surgery units
- Benchmarking: BADS Directory of Procedures and National Dataset
- Maintaining the BADS website to engage with our membership, letting them know what we are

doing and why, providing educational material about day surgery practice and attracting new members.

- Provision of advice and process/pathway review on request to day surgery units.
- Collaborations with other associations and organization to promote the charity's purpose.
- Collaborations with other associations to produce and endorse guidance documents.
- Provision of annual project grant(s) up to the value of £1,000 each to support projects or contribute

towards travel costs as part of a study or practice development aimed at improving day surgery delivery. Successful applicants present their work at the BADS annual conference.

Public Benefit

The Council Members confirm that they have paid due regard to the Charity Commission's guidance on

public benefit in deciding what activities The British Association of Day Surgery should undertake.

The Association, founded in 1989, aims to raise awareness and interest in day surgery. It influences and

advises in the development of day surgery services and recommends standards of best practice, which will

improve the quality of care provided to the public.

The annual conference and programme of one-day virtual conferences encourages presentation and

sharing of evidence-based and practical information for the education of healthcare professionals involved

in delivering day surgery with networking opportunities. The website provides access to educational and

benchmarking material.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council (continued)

Year ended 31 December 2024

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Achievements and performance

The challenge of the elective surgery backlog and record long waiting lists in the UK has continued to raise

the profile of day surgery delivery and that of BADS, it being the only association in the UK dedicated to

promoting excellence in the delivery of day surgery.

Membership

At the end of 2024, active membership was 750.

Membership subscriptions

These are reviewed annually. In November 2024 it was decided to increase annual membership fees from

2025.

Governance

Work has continued to strengthen BADS governance with an externally commissioned governance lead

providing regular support. Governance has a regular dedicated slot in each of the 5 council meetings per

year and BADS continues to hold dedicated separate strategy meetings twice yearly.

BADS Administration

Day-to-day administrative support is outsourced to an independent contractor paid by the hour. This carries

no requirement for a workplace pension scheme or governance policies relating to staff employment.

Administrative support for BADS conferences remains outsourced and contracts were renewed to include

management of the 2025 conference. The annual conference is managed by Event Management Direct.

The one-day virtual conference programme is managed together with Healthcare Conferences UK (HCUK).

BADS provides the programme and speakers and HCUK organise the marketing, speaker liaison and

web-based meeting platform (Zoom).

Social media management is still regularly outsourced and provided by our website management team (101

Websites & Apps).

Financial review

Income for the year amounted to £176,493 (2023: £195,541) and after deducting expenditure of £184,075

(2023: £155,794), the net expenditure for the year amounted to £7,582 (2023: net income £39,747).

Investment Policy

The Council members consider that there are no funds available for long-term investment and, having

considered the options available, have decided to place available funds in Bank Deposit Accounts.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council (continued)

Year ended 31 December 2024

Financial review (continued)

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Reserves Policy

BADS overall financial situation is such that:

- a) no requirement to call upon our reserves during the last financial year.
- b) a further improved financial position for BADS.

No major calls upon capital are anticipated outside of planned expenditure during 2024/25. As
a

consequence the considered view is that the proposed level of reserves held during 2024/25 remain

unchanged.

The committee has concluded that a prudent range of reserves to be held from unrestricted funds not

committed would be a minimum of six months operating costs and a maximum of 12 months operating

costs. For 2023/24 this is proposed to be towards the higher end of the range. This would amount to

£120,000. The committee consider this level to continue to be appropriate.

Free reserves at the year end amounted to £256,747 (2023: £264,329). The surplus reserves will be used

to help the charity to maintain its presence and provide education in day surgery practice in the ever more

challenging environment of the NHS. The charity hopes to develop benchmarking for all NHS trusts to use

and work towards an accreditation program for day surgery.

Total restricted reserves at the year end amounted to £10,025 (2023: £10,025).

Principal Funding Sources

The principal source of funds is income from

- Subscriptions
- The annual programme of one-day virtual conferences
- The annual conference (industry sponsorship and delegate registrations)
- Publications
- Licence agreements for access to the Directory of Procedures
- Strategic Alliance and Educational Partnerships

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council (continued)

Year ended 31 December 2024

Financial review (continued)

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Income risks

Compared to recent years, in the past year, sales of handbooks have been lower, sales of the directory of

procedures were similar, income from virtual conferences was increased, new license agreements brought

in new income, publishing costs were similar, no website redesign required, subscriptions have increased,

partnerships have increased and we expect the conference not to make a financial loss in 2025. BADS is in

negotiation with GiRFT / NHS England to see if it can raise income to enable free access to the directory of

procedures, which could result in a financial loss for BADS but any such losses may be able to be

recovered through a clause in any new licence agreement.

Reputation risks

BADS council have a strong professional reputation and a solid governance framework which is continually

reviewed and revised as appropriate to mitigate potential reputational and financial risks.

Continuity risks

Risks for continuity arise from the potential loss of key council members. This risk is mitigated by:

- Succession planning
- Documented role descriptions
- Documented processes
- Policies

Plans for future periods

The BADS Council aims to continue in its activities to the Association's charitable objectives. This will

encompass developing its existing collaborations with national bodies (e.g., GiRFT, CPOC) to promote the

importance of and support day surgery delivery as part of the national elective recovery programme and

continuation of regular, twice yearly strategic planning meetings.

Structure, governance and management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 3 April 1996 and registered

as a charity on 11 April 1996. The company was established under a Memorandum and Articles of

Association which established the objects and powers of the charitable company and it is governed under

its Articles of Association.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council (continued)

Year ended 31 December 2024

Structure, governance and management (continued)

- 7 -

Recruitment and Appointment of Council members

The Members of the Council are also directors of the company for the purposes of company law. Under the

requirements of the Articles of Association one third of the Members of the Council are required to retire

from office each year and are eligible for re-election at the next Annual General Meeting.

In looking for new Members of the Council the Council Members will bear in mind the experience and

qualification of possible candidates. The successful candidates are elected by a meeting of the existing

Council Members.

Council Members

The Council Members, who are also Trustees and Directors, who served during the year and up to the date

of this report are shown on page 1.

Trustee Induction and Training

New Council Members are provided with,

- An induction guide outlining their responsibilities as a charity trustee, company director and member

of the BADS Council.

- The Memorandum and Articles of Association.

- The latest charity accounts.

They are encouraged,

- To read the Charity Commission guidance notes CC3 - "The Essential Trustee: What you need to

know, what you need to do" and other newsletters.

- To attend courses designed to keep them abreast of their duties and responsibilities.

They are requested to,

- Sign the BADS Deed of Assignment of Copyright document.
- Sign the BADS Council Member and Trustee Statement of Eligibility and Responsibility document.
- Sign the BADS Trustee Declaration of Interest document (on joining the Council and annually thereafter until they step down from the Council).
- Complete The Fraud Advisory Panel online e-learning modules,
 - Bribery and Corruption.
 - Identity Fraud.
 - Fundraising Fraud.

Risk Management

The Association has conducted a review of the risks to which the charity may be exposed. Systems have

been put in place to reduce those risks. Risks are minimised by the procedures developed for authorisation

of transactions, publications and projects. The risks in funding are mitigated by the reserves policy which is

reviewed yearly by the Council.

Organisational Structure

- The company is governed by the Council Members, who meet six times a year but also communicate

between meetings, as required.

- The day-to-day administration of the charity is contracted to an administrator.
- The annual conference is managed by Event Management Direct.
- The one-day virtual conference programme is managed by Healthcare Conferences UK.
- Social media planning/marketing was outsourced from 2023.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council (continued)

Year ended 31 December 2024

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Independent examiner

Mark Proctor FCA DChA of Lovewell Blake LLP will be reappointed as independent examiner for the

ensuing year.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the

Companies Act 2006.

The report of the council was approved on 21 September 2025 and signed on behalf of the board of

trustees by:

Mr D Bunting (President)

Trustee

COMPANY REGISTRATION NUMBER: 03182143

CHARITY REGISTRATION NUMBER: 1054534

The British Association of Day Surgery

Company Limited by Guarantee

Unaudited financial statements

31 December 2024

The British Association of Day Surgery

Company Limited by Guarantee

Financial statements

Year ended 31 December 2024

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The British Association of Day Surgery

Company Limited by Guarantee

Report of the council

Year ended 31 December 2024

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 December 2024.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 and Companies Act 2006 and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland published in October 2019.

Reference and administrative details

Registered charity name	The British Association of Day Surgery
Charity registration number	1054534
Company registration number	03182143
Principal office and registered office	The British Association of Day Surgery Care of The Royal College of Surgeons of England Lincoln's Inn Fields London WC2A 3PE

The trustees

The trustees who served during the year and at the date of approval were as follows:

Ms J Marsden (Immediate Past President) (Resigned 20 June 2025)
Mr D Bunting (President)
Ms F Belfield (Conference Secretary) (Resigned 13 September 2024)
Mr A Kimble (Honorary Treasurer)
Mr E Dunstan (Council member)
Mrs K Harries (President Elect)
Ms C Jack (Council member) (Resigned 16 September 2024)
Dr J Mitchell (Council member) (Resigned 13 September 2024)
Dr R Morris (Publications Officer) (Resigned 20 June 2025)
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The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

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Dr S Vijayan	Council 'taster' member
Miss M Morton	BAOMS representative
Miss S Stapley	BOA representative
Dr R Tibble	IAAS representative
Mrs S Cullington	Admin

Company Secretary

Mrs K Harries (until 20 June 2025)
Ms P Dasannacharya (from 20 June 2025)

Independent examiner

Mark Proctor FCA DChA
Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

Bankers

Barclays Bank Plc
5-7 Red Lion Street
Norwich
Norfolk
NR1 3QH

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

Objectives and activities

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The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

Achievements and performance

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These are reviewed annually. In November 2024 it was decided to increase annual membership fees from 2025.

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Investment Policy

The Council members consider that there are no funds available for long-term investment and, having considered the options available, have decided to place available funds in Bank Deposit Accounts.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

Financial review *(continued)*

Reserves Policy

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No major calls upon capital are anticipated outside of planned expenditure during 2024/25. As a consequence the considered view is that the proposed level of reserves held during 2024/25 remain unchanged.

The committee has concluded that a prudent range of reserves to be held from unrestricted funds not committed would be a minimum of six months operating costs and a maximum of 12 months operating costs. For 2023/24 this is proposed to be towards the higher end of the range. This would amount to £120,000. The committee consider this level to continue to be appropriate.

Free reserves at the year end amounted to £256,747 (2023: £264,329). The surplus reserves will be used to help the charity to maintain its presence and provide education in day surgery practice in the ever more challenging environment of the NHS. The charity hopes to develop benchmarking for all NHS trusts to use and work towards an accreditation program for day surgery.

Total restricted reserves at the year end amounted to £10,025 (2023: £10,025).

Principal Funding Sources

The principal source of funds is income from

- Subscriptions
- The annual programme of one-day virtual conferences
- The annual conference (industry sponsorship and delegate registrations)
- Publications
- Licence agreements for access to the Directory of Procedures
- Strategic Alliance and Educational Partnerships

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

Financial review *(continued)*

Income risks

Compared to recent years, in the past year, sales of handbooks have been lower, sales of the directory of procedures were similar, income from virtual conferences was increased, new license agreements brought in new income, publishing costs were similar, no website redesign required, subscriptions have increased, partnerships have increased and we expect the conference not to make a financial loss in 2025. BADS is in negotiation with GiRFT / NHS England to see if it can raise income to enable free access to the directory of procedures, which could result in a financial loss for BADS but any such losses may be able to be recovered through a clause in any new licence agreement.

Reputation risks

BADS council have a strong professional reputation and a solid governance framework which is continually reviewed and revised as appropriate to mitigate potential reputational and financial risks.

Continuity risks

Risks for continuity arise from the potential loss of key council members. This risk is mitigated by:

- Succession planning
- Documented role descriptions
- Documented processes
- Policies

Plans for future periods

The BADS Council aims to continue in its activities to the Association's charitable objectives. This will encompass developing its existing collaborations with national bodies (e.g., GiRFT, CPOC) to promote the importance of and support day surgery delivery as part of the national elective recovery programme and continuation of regular, twice yearly strategic planning meetings.

Structure, governance and management

Governing Document

The organisation is a charitable company limited by guarantee, incorporated on 3 April 1996 and registered as a charity on 11 April 1996. The company was established under a Memorandum and Articles of Association which established the objects and powers of the charitable company and it is governed under its Articles of Association.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

Structure, governance and management *(continued)*

Recruitment and Appointment of Council members

The Members of the Council are also directors of the company for the purposes of company law. Under the requirements of the Articles of Association one third of the Members of the Council are required to retire from office each year and are eligible for re-election at the next Annual General Meeting.

In looking for new Members of the Council the Council Members will bear in mind the experience and qualification of possible candidates. The successful candidates are elected by a meeting of the existing Council Members.

Council Members

The Council Members, who are also Trustees and Directors, who served during the year and up to the date of this report are shown on page 1.

Trustee Induction and Training

New Council Members are provided with,

- An induction guide outlining their responsibilities as a charity trustee, company director and member of the BADS Council.
- The Memorandum and Articles of Association.
- The latest charity accounts.

They are encouraged,

- To read the Charity Commission guidance notes CC3 - "The Essential Trustee: What you need to know, what you need to do" and other newsletters.
- To attend courses designed to keep them abreast of their duties and responsibilities.

They are requested to,

- Sign the BADS Deed of Assignment of Copyright document.
- Sign the BADS Council Member and Trustee Statement of Eligibility and Responsibility document.
- Sign the BADS Trustee Declaration of Interest document (on joining the Council and annually thereafter until they step down from the Council).
- Complete The Fraud Advisory Panel online e-learning modules,
- Bribery and Corruption.
- Identity Fraud.
- Fundraising Fraud.

Risk Management

The Association has conducted a review of the risks to which the charity may be exposed. Systems have been put in place to reduce those risks. Risks are minimised by the procedures developed for authorisation of transactions, publications and projects. The risks in funding are mitigated by the reserves policy which is reviewed yearly by the Council.

Organisational Structure

- The company is governed by the Council Members, who meet six times a year but also communicate between meetings, as required.
- The day-to-day administration of the charity is contracted to an administrator.
- The annual conference is managed by Event Management Direct.
- The one-day virtual conference programme is managed by Healthcare Conferences UK.
- Social media planning/marketing was outsourced from 2023.

The British Association of Day Surgery

Company Limited by Guarantee

Report of the council *(continued)*

Year ended 31 December 2024

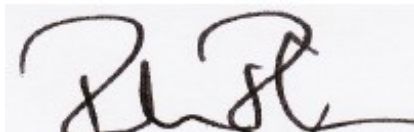
Independent examiner

Mark Proctor FCA DChA of Lovewell Blake LLP will be reappointed as independent examiner for the ensuing year.

Small company provisions

This report has been prepared taking advantage of the small companies' exemption of section 415A of the Companies Act 2006.

The report of the council was approved on 21 September 2025 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'D Bunting', is shown on a light grey background.

Mr D Bunting (President)
Trustee

The British Association of Day Surgery

Company Limited by Guarantee

Independent examiner's report to the trustees of The British Association of Day Surgery

Year ended 31 December 2024

I report to the charity trustees on my examination of the financial statements of the company for the year ended 31 December 2024 which comprise the statement of financial activities (including income and expenditure account), balance sheet and the related notes.

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

Mark Proctor FCA DChA
Independent Examiner

Lovewell Blake LLP
Chartered accountants
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

23 September 2025

The British Association of Day Surgery

Company Limited by Guarantee

Statement of financial activities (including income and expenditure account)

Year ended 31 December 2024

		Unrestricted funds	2024 Restricted funds	Total funds	2023 Total funds
	Note	£	£	£	£
Income and endowments					
Charitable activities	5	173,147	–	173,147	193,706
Investment income	6	3,346	–	3,346	1,835
Total income		<u>176,493</u>	<u>–</u>	<u>176,493</u>	<u>195,541</u>
Expenditure					
Expenditure on charitable activities	7	(184,075)	–	(184,075)	(155,794)
Total expenditure		<u>(184,075)</u>	<u>–</u>	<u>(184,075)</u>	<u>(155,794)</u>
Net (expenditure)/income and net movement in funds					
		<u>(7,582)</u>	<u>–</u>	<u>(7,582)</u>	<u>39,747</u>
Reconciliation of funds					
Total funds brought forward		264,329	10,025	274,354	234,607
Total funds carried forward		<u>256,747</u>	<u>10,025</u>	<u>266,772</u>	<u>274,354</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 12 to 18 form part of these financial statements.

The British Association of Day Surgery

Company Limited by Guarantee

Balance sheet

31 December 2024

	Note	2024		2023	
		£	£	£	£
Current assets					
Debtors	11	36,478		29,520	
Cash at bank and in hand		253,556		269,558	
		<u>290,034</u>		<u>299,078</u>	
Creditors: Amounts falling due within one year	12	<u>(23,262)</u>		<u>(24,724)</u>	
Net current assets			266,772		274,354
Total assets less current liabilities			<u>266,772</u>		<u>274,354</u>
Net assets			<u>266,772</u>		<u>274,354</u>
Funds of the charity					
Restricted funds			10,025		10,025
Unrestricted funds			256,747		264,329
Total charity funds	14		<u>266,772</u>		<u>274,354</u>

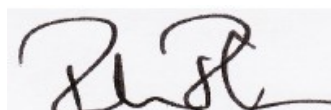
For the year ending 31 December 2024 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 21 September 2025, and are signed on behalf of the board by:



Mr D Bunting (President)
Trustee



Mr A Kimble (Honorary Treasurer)
Trustee

Company registration number: 03182143

The notes on pages 12 to 18 form part of these financial statements.

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements

Year ended 31 December 2024

1. General information

The charity is a private company limited by guarantee registered in England and Wales, and a registered charity in England and Wales. The address of the registered office is The British Association of Day Surgery c/o The Royal College of Surgeons of England, Lincoln's Inn Fields, London WC2A 3PE.

The principal activity of the charity is the promotion of the benefits, quality and efficiency of day and short surgery in the United Kingdom and internationally.

2. Statement of compliance

The charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

3. Accounting policies

(a) Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

(b) Going concern

The financial statements have been prepared on the going concern basis as the Council believe that no material uncertainties exist. The Council have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

(c) Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

(d) Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal.

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2024

3. Accounting policies *(continued)*

(e) Income

All income is included in the statement of financial activities when entitlement has passed to the charity, it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- Income from book sales are accounted for when earned.
- Subscriptions are recorded on a receivable basis, less amounts written off as irrecoverable.
- Income from exhibitions, meetings and conferences are accounted for in the period the exhibition, meeting and conference occurs.
- Investment income is included when receivable.

(f) Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

(g) 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.

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2024

3. Accounting policies *(continued)*

(h) Financial instruments

A financial asset or a financial liability is recognised only when the entity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs, unless the arrangement constitutes a financing transaction, where it is recognised at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

4. Limited by guarantee

The charity is a company limited by guarantee and does not have a share capital. The members have guaranteed that in the event of the charity being wound up during their membership or one year thereafter, each would contribute to the assets of the charity a sum not exceeding £1.

5. Charitable activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Sale of books and booklets	1,296	1,296	992	992
Subscriptions	54,623	54,623	50,863	50,863
Exhibitions, meetings and strategic alliances	117,228	117,228	141,851	141,851
	<u>173,147</u>	<u>173,147</u>	<u>193,706</u>	<u>193,706</u>

6. Investment income

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Bank interest receivable	3,346	3,346	1,835	1,835

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2024

7. Expenditure on charitable activities

	Unrestricted Funds £	Total Funds 2024 £	Unrestricted Funds £	Total Funds 2023 £
Educational grants	3,000	3,000	2,000	2,000
Annual Scientific Meeting	78,301	78,301	60,468	60,468
Rent and service charges	5,844	5,844	5,619	5,619
Website and computer costs	14,652	14,652	18,057	18,057
Advertising and marketing	8,733	8,733	3,101	3,101
Printing, postage and stationery	1,686	1,686	10,503	10,503
Subscriptions payable	4,075	4,075	3,883	3,883
Irrecoverable VAT	23,751	23,751	13,809	13,809
Bank charges	73	73	151	151
Governance costs	43,960	43,960	38,203	38,203
	<u>184,075</u>	<u>184,075</u>	<u>155,794</u>	<u>155,794</u>

Governance costs comprises:

	Unrestricted Funds £	Restricted funds £	Total Funds 2024 £	Total Funds 2023 £
Independent examination fees	3,990	–	3,990	3,800
Legal and professional fees	26,212	–	26,212	17,878
Council and meeting expenses	13,758	–	13,758	16,525
	<u>43,960</u>	<u>–</u>	<u>43,960</u>	<u>38,203</u>

8. Net (expenditure)/income

Net (expenditure)/income is stated after charging/(crediting):

	2024 £	2023 £
Lease rental payments	<u>5,844</u>	<u>5,619</u>

9. Independent examination fees

	2024 £	2023 £
Fees payable to the independent examiner for:		
Independent examination of the financial statements	3,990	3,800
Other financial services	<u>4,325</u>	<u>2,852</u>
	<u>8,315</u>	<u>6,652</u>

10. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the Council members.

During the year 17 Council members received expenses in the course of their duties in respect of travelling, subsistence and accommodation totalling £8,371 (2023: 19 members £9,885). Outstanding at year end was £1,422 owed to 6 members (2023: £1,817).

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2024

11. Debtors

	2024	2023
	£	£
Trade debtors	15,319	13,819
Prepayments and accrued income	16,664	15,701
Other debtors	4,495	–
	<u>36,478</u>	<u>29,520</u>

12. Creditors: Amounts falling due within one year

	2024	2023
	£	£
Trade creditors	5,162	4,903
Accruals and deferred income	15,434	18,666
Social security and other taxes	2,666	1,155
	<u>23,262</u>	<u>24,724</u>

13. Deferred income

	2024	2023
	£	£
At 1 January 2024	13,823	–
Amount released to income	(13,823)	–
Amount deferred in year	10,190	13,823
At 31 December 2024	<u>10,190</u>	<u>13,823</u>

Deferred income in 2024 relates to strategic alliances invoiced in advance (2023: strategic alliance and sponsorships).

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2024

14. Analysis of charitable funds

2024

Unrestricted Income Funds

	At 1 Jan 2023 £	Income £	Expenditure £	At 31 Dec 2024 £
General Funds	<u>264,329</u>	<u>176,493</u>	<u>(184,075)</u>	<u>256,747</u>

Restricted Funds

	At 1 Jan 2023 £	Income £	Expenditure £	At 31 Dec 2024 £
Zeneca Research Fellowship	<u>10,025</u>	<u>–</u>	<u>–</u>	<u>10,025</u>
Restricted funds	<u>10,025</u>	<u>–</u>	<u>–</u>	<u>10,025</u>

2023

Unrestricted Income Funds

	At 1 Jan 2022 £	Income £	Expenditure £	At 31 Dec 2023 £
General Funds	<u>224,582</u>	<u>195,541</u>	<u>(155,794)</u>	<u>264,329</u>

Restricted Funds

	At 1 Jan 2022 £	Income £	Expenditure £	At 31 Dec 2023 £
Zeneca Research Fellowship	<u>10,025</u>	<u>–</u>	<u>–</u>	<u>10,025</u>
Restricted funds	<u>10,025</u>	<u>–</u>	<u>–</u>	<u>10,025</u>

The Zeneca Research Fellowship was established in 1993 to award research grants.

The British Association of Day Surgery

Company Limited by Guarantee

Notes to the financial statements *(continued)*

Year ended 31 December 2024

15. Analysis of net assets between funds

2024

	Unrestricted Funds £	Restricted Funds £	Total Funds 2024 £
Current assets	280,009	10,025	290,034
Creditors less than 1 year	(23,262)	–	(23,262)
Net assets	<u>256,747</u>	<u>10,025</u>	<u>266,772</u>

2023

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £
Current assets	289,053	10,025	299,078
Creditors less than 1 year	(24,724)	–	(24,724)
Net assets	<u>264,329</u>	<u>10,025</u>	<u>274,354</u>

16. Operating lease commitments

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

	2024 £	2023 £
Not later than 1 year	5,802	5,802
Later than 1 year and not later than 5 years	1,934	7,736
	<u>7,736</u>	<u>13,538</u>

17. Related parties

Ms R Stanton (council member) received an educational grant for £1,000 (2023: £Nil).

Lovewell Blake LLP
Bankside 300
Peachman Way
Broadland Business Park
Norwich
NR7 0LB

Dear Sirs

Financial statements for the year ended 31 December 2024

The following representations are made on the basis of enquiries with those individuals, with relevant knowledge and experience such as we consider necessary in connection with your independent examination of the charitable company's financial statements for the year ended 31 December 2024. These enquiries have included inspection of supporting documentation where appropriate and are sufficient to satisfy ourselves that we can make each of the following representations. All representations are made to the best of our knowledge and belief.

General

We acknowledge that the work performed by you is substantially less in scope than an audit performed in accordance with International Standards on Auditing (UK) and that you do not express an audit opinion.

We confirm that the charitable company qualifies as small in accordance with the conditions set out in chapter 1 of part 15 of the Companies Act 2006.

We confirm that the charitable company was entitled to exemption under section 144 of the Charities Act 2011, being that gross income for the year does not exceed £1m or £250,000 if gross assets exceed £3.26m, from the requirement to have its financial statements for the financial year ended 31 December 2024 audited. We also confirm that the members have not required the company to obtain an audit of its financial statements for the financial year in accordance with section 476 of the Companies Act 2006.

We confirm we have declared all income, including legacies, of which we are aware at the year end, whether received during the year or following the year end.

We have fulfilled our responsibilities as trustees, as set out in the terms of our engagement letter dated 18 September 2024 under the Companies Act 2006 and Charities Act 2011, for preparing financial statements in accordance with applicable law and United Kingdom Accounting Standards (UK Generally Accepted Accounting Practice), for being satisfied that they give a true and fair view and for making accurate representations to you.

All the transactions undertaken by the charitable company have been properly reflected and recorded in the accounting records.

All the accounting records have been made available to you for the purpose of your independent examination. We have provided you with unrestricted access to all appropriate persons within the charitable company, and with all other records and related information requested, including minutes of all management and trustees meetings and correspondence with The Charity Commission.

The financial statements are free of material misstatements, including omissions.

Internal control and fraud

We acknowledge our responsibility for the design, implementation and maintenance of internal control systems to prevent and detect fraud and error, and we believe that we have appropriately fulfilled these responsibilities. We have disclosed to you the results of our risk assessment that the financial statements may be misstated as a result of fraud.

We have disclosed to you all instances of known or suspected fraud affecting the entity involving those individuals, who have a significant role in internal control or others that have a material effect on the financial statements.

We have also disclosed to you all information in relation to allegations of fraud or suspected fraud affecting the entity's financial statements communicated by analysts, regulators or others.

Assets and liabilities

The charitable company has satisfactory title to all assets and there are no liens or encumbrances on the charitable company's assets, except for those that are disclosed in the notes to the financial statements.

All actual liabilities, contingent liabilities and guarantees given to third parties have been recorded or disclosed as appropriate.

We have no plans or intentions that may materially alter the carrying value and, where relevant, the fair value measurements or classification of assets and liabilities reflected in the financial statements.

Accounting estimates

The methods, data and significant assumptions used by us in making accounting estimates, and their related disclosures, are appropriate to achieve recognition, measurement and disclosure that is reasonable in the context of the applicable financial reporting framework.

Bank accounts

We have disclosed to you all bank accounts operated by the charitable company.

Legal claims

We have disclosed to you all claims in connection with litigation that have been, or are expected to be, received and such matters, as appropriate, have been properly accounted for and disclosed in the financial statements.

Laws and regulations

We have disclosed to you all known instances of non-compliance or suspected non-compliance with laws and regulations whose effects should be considered when preparing the financial statements.

Related parties

Related party relationships and transactions have been appropriately accounted for and disclosed in the financial statements. We have disclosed to you all relevant information concerning such relationships and transactions and are not aware of any other matters which require disclosure in order to comply with legislative and accounting standards requirements.

Serious incidents

We confirm that no serious incident reports have been submitted to the Charity Commission, nor any events considered for submission, during the year or in the period to the date of signing of the balance sheet.

Subsequent events

All events subsequent to the date of the financial statements which require adjustment or disclosure have been properly accounted for and disclosed.

Going concern

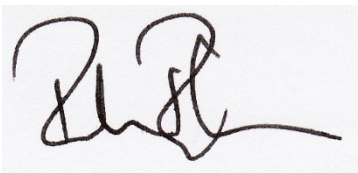
We believe that the charitable company's financial statements should be prepared on a going concern basis, on the grounds that current and future sources of funding or support will be more than adequate for the charitable company's needs. We also confirm our plans for future action(s) required to enable the charitable company to continue as a going concern are feasible. We have considered a period of twelve months from the date of approval of the financial statements. We believe that no further disclosures relating to the charitable company's ability to continue as a going concern need to be made in the financial statements.

Grants and donations

All grants, donations and other income, the receipt of which is subject to specific terms or conditions, have been notified to you. There have been no breaches of terms or conditions in the application of such income.

Each trustee has taken all steps that they ought to have taken as a trustee in order to make themselves aware of any relevant information and to establish that you are aware of that information.

Yours faithfully



David Bunting

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Signed on behalf of the board of trustees of British Association of Day Surgery

Date:.....21/09/25.....