

PRIMARY TRAUMA CARE FOUNDATION

England & Wales · Charity number 1116071

Details

Status Registered

Legal form CIO

Company number [05617836](#)

Registered 2006-09-11

Register [View on the Charity Commission register](#)

Contact

Address Primary Trauma Care Foundation
c/o McGlone Wardzynski
The Halo Trust
Progress Way
Binley Industrial Estate
Coventry
CV3 2NT

Phone 07796246599

Email chair@primarytraumacare.org

Website www.primarytraumacare.org

Activities

Objects: TO ADVANCE THE EDUCATION AND TRAINING OF THE PUBLIC, IN PARTICULAR DOCTORS AND THIRD WORLD HEALTH WORKERS IN THE SUBJECT OF TRAUMA PREVENTION.

Activities: Training health professionals and providing courses in the management of severe injury, using only the resources available in the developing world.

Classification

- **How:** Provides Human Resources, Provides Services
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives, Other Charitable Purposes
- **Who:** People With Disabilities, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. IN PRACTICE, NATIONAL AND OVERSEAS.
- Australia
- Chile
- Cook Islands
- East Timor
- Fiji
- Germany
- Guatemala
- India
- Indonesia
- Jordan
- Kiribati
- Madagascar
- Malawi
- Mexico
- Micronesia
- Mongolia
- Mozambique
- Namibia
- Netherlands
- New Zealand
- Papua New Guinea
- Paraguay
- Samoa
- Solomon Islands
- South Africa
- Tonga
- United Arab Emirates
- Vanuatu
- Vietnam
- Zambia
- Oxfordshire

Finances

| Period end | Income | Expenditure | Assets | Employees |
|------------|---------|-------------|--------|-----------|
| 2024-11-30 | £41,312 | £35,922 | - | - |
| 2023-11-30 | £7,197 | £6,557 | - | - |
| 2022-11-30 | £37,542 | £48,083 | - | - |
| 2021-11-30 | £7,758 | £11,899 | - | - |
| 2020-11-30 | £4,959 | £7,407 | - | - |

Trustees

| Name | Role | Appointed |
|-------------------------------|-------|------------|
| John Philip Laybourne | Chair | 2022-06-09 |
| Andrew William Kent | | 2025-01-22 |
| Carole Anne Plant | | 2025-01-05 |
| Dr Radhakrishnan Jayakrishnan | | 2023-11-07 |
| Hugh Rees | | 2026-02-05 |
| Jane Haxby | | 2025-10-23 |
| Karen Newman | | 2025-10-23 |
| Owen Williams | | 2025-10-23 |

PRIMARY TRAUMA CARE FOUNDATION

England & Wales - Charity number 1116071

Accounts

Charity Registration No. 1116071

PRIMARY TRAUMA CARE FOUNDATION
(A Charitable Incorporated Organisation)

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

YEAR ENDED 30 NOVEMBER 2024

PRIMARY TRAUMA CARE FOUNDATION CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

| | |
|---|---|
| Mr. N Rossiter | Interim Chair from 8/07/24 |
| Mr J.P.Laybourne Mr S.Jackson | Chair from 01/08/2023 Retired 08/07/2024 |
| Dr Radhakrishnan Jayakrishnan ("Jay Krishnan") Mrs C.Plant | Appointed 05/01/25 |
| Mr A.Kent | Appointed 22/01/25 |

Charity number 1116071

Registered office
Eagle House
14 Queens Road
Coventry
CV1 3EG

Independent Examiner
Mr James Rose
McGlone Wardzynski Ltd
Eagle House
14 Queen's Road
Coventry
CV1 3EG

Bankers
Lloyds Bank plc
Commercial Banking
PO Box 1000
BX1 1LT

PRIMARY TRAUMA CARE FOUNDATION CIO

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PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 NOVEMBER 2024

The trustees present their annual report and financial statements for the year ended 30 November 2024.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

The main objective of the Primary Trauma Care Foundation (PTCF) charity is to educate health workers in low resource environments to apply the same system of assessment, care and communication for the injured patient as is used globally. This applies globally, but has special relevance in countries with low resources and in the context of humanitarian disasters and in conflict. This is achieved by delivering training courses in trauma management for doctors and other health professionals, and preparing new, local instructors who can continue the process independently. These training courses also encourage the prevention of injury, early management of trauma/injury, collecting and analysing data, and identifying methods of training that are most appropriate to the context. The charity's work has increased the knowledge and skills of doctors and other health workers internationally. This has benefited society as a whole by minimising the effect(s) of injuries relating to trauma.

We have continued where we left off at the end of last Financial Year and now have some 88 countries globally that have taken part in Primary Trauma Care (PTC) training, some being less active than others in continuing the cascade of training and feeding back to the charity in the UK.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and what values and standards should pertain. The Charity Commission's guidance document CC3 was carefully considered.

The trustees are very grateful to the hundreds of volunteers who have given their time and expertise to the work of the charity worldwide. It would not be possible to achieve such a global impact were it not for these dedicated professionals. The charity is very involved in training doctors and other medical staff internationally and is heavily reliant on voluntary help. Besides those trustees who help to manage and run the charity, it relies on other doctors and medical professionals to help design and run the specific courses.

Achievements and Performance

In the last report it was noted that Mr N Rossiter resumed as, Interim, Chair of the Board of Trustees in July 24 due to the sudden departure of the previous Chair, Mr S Jackson – who held the position for just 6 months. Mr Jackson had begun to put in place some better financial structure to the organisation largely as the result of introductions to institutions with more experience through his connections.

One of these, Gough Bailey, performed an overhaul of the charity website in 2024 in order to make it not only a more accurate and up-to-date information portal, but a site that will work harder and more commercially to secure increased donations through digital marketing campaigns utilising Google's ad grants.

Another of Mr Jackson's connections: BCMS – now Initium, has subsequently taken the organisation on as it's Charity-Of-The-Year. The lead connection there, Liz, Jackson MBE, has been particularly helpful and has taken the position of "Lead Ambassador" within our organisation. Her company's involvement has been transformative. In the five months since the association with Initium the income of the charity has increased by a factor of five (though some of this is due to a single donation of £20,000 – who is not associated with Initium but was inspired due to the better structure and leadership they bring). In February 2025 Initium also paid for one of their employees to work for the charity two mornings a week as our part time administrator, which has helped relieve Mr Rossiter of some of his duties. We have also made other excellent connections who have helped the organisation with legal advice, governance, structure and fundraising. Initium have made it their mission to better network and influence, to increase awareness of the Charity's work by running three workshops that culminated in creating a commercial network which yielded many advantages in terms of 'pro bono' work in the sphere of videography, marketing development, PR and legal advice.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 NOVEMBER 2024

Two new trustees were appointed in January 2025 to help significantly lead the organisation forward: Carole Plant and Andy Kent OBE: <https://www.primarytraumacare.org/about/our-people>

Some significant, new, relationships have also occurred:

- PTCF is now an official member of ACAN (Acute Care Action Network) at the World Health Organization (WHO). PTCF will become a lead organisation within ACAN for some of the new WHO educational content.
- PTCF has signed a Memorandum of Understanding (MoU) with the WHO to re-affirm us as an official WHO partner organisation: this is awaiting final sign off by the WHO secretariat
- PTCF has signed an MoU with the Royal College of Surgeons of Edinburgh (RCSEd). RCSEd will now re-accredit the PTC training course with their badging for free and will become the UK training base for PTC training at their base in Birmingham. Mutual publicity for both organisations will occur.
- PTCF has signed new MoUs with: Medecins Sans Frontiers (MSF), Medical Aid for Palestinians (MAP) and the State of Palestine Ministry of Health (presently awaiting final ratification), Paediatric Blast Injury group, the International Medical Corps, the Explosives Weapons Trauma Care Group (EXTRACCT), and, ATOCP (Association of Trauma and Orthopaedic Chartered Physiotherapists) – who will work to run Trauma related Rehabilitation training alongside PTC training globally.
- Our Patron – Sir Terence English has agreed to step into the role of Founding Patron due to his age and failing eyesight. A new Patron – Professor Sir Keith Willett has been appointed.
- PTCF has appointed a voluntary Advisory & Student Advisory Council. These include some very well known and influential personnel (not least Lord Nigel Crisp) – see: <https://www.primarytraumacare.org/about/our-people>.
- Further work with the Intuitive Foundation and SELF.surgery continues to develop the digital access to global PTC training with further volunteers in the UK now working on this. PTCF has agreed to contribute to the UN Global Surgery Training Hub (SurgHub) when this work is complete.
- A relationship with Barts & The Royal London Medical School has started with PTCF collaborating with them and the International Association of Student Surgical Societies to help medical students with global placements for elective periods of study. This has also included a series of lectures and webinars to these students.
- A number of volunteers have run global marathons to raise funds for the organisation in London, Tokyo, Paris and Chicago.

Work has been published this year from a 4 year PhD study in Vietnam, published from the University of Tasmania, showing that PTC training is effective, leads to cascade of training, positively affects the behaviour of personnel trained and of their departments, is sustained, and, leads to a lowering of mortality and morbidity of the patients managed using the structure. We intend to attempt to role this study out globally prospectively which will enhance the organisations profile whilst achieving better injury care and outcomes for patients.

The trustees have reviewed the Charity Commission's guidance (CC3) to ensure the charity is compliant with the Duties of Trustees and with the Fundraising Regulator's voluntary standards in accordance with the Charities Act 2016. During the year the trustees also reviewed the charity's data management policies and practices in order to ascertain that it is compliant with the standards for data management and privacy that came into force with the General Data Protection Regulations (GDPR) in 2018.

Financial Review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees consider that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

At the year end, the balance on total funds was a deficit of £6,455 (2023 £11,845 deficit).

Although reserves were still in deficit at the end of the year, a significant unrestricted donation plus the associated gift aid have added a further £25,000 to funds in the first quarter of 24/25, thereby creating a reserves surplus in line with the trustee's policy above.

Having previously discussed potential contingency plans due to financial instability, the organisation now believes itself to be much more financially stable and able to consider expansive projects whilst continuing to fundraise to consolidate that position and maintain reserves at the requisite level.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 NOVEMBER 2024

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 accounts;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees have assessed the major risks to which the charity is exposed, and are working very hard to attempt to ensure that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was a company limited by guarantee incorporated on 9 November 2005 until restructuring as a CIO in September 2021. The governing document continues to be the Memorandum and Articles of Association as amended on 12 September 2013.

The trustees are recruited by a nomination committee who make a detailed review of potential candidates and conduct interviews. Recommendations are made to the board. The trustees are elected by the members at the Annual General Meeting. They hold office for three years and may renew twice for two further three-year terms if they wish and it is agreed by the board.

The Trustees ensure the good governance of the charity, adhere to a strict code of ethics and regularly assess conflicts of interest. For management purposes they work with the Chair, or Chief Executive if/when appointed, and are advised by regional representatives and experienced PTC practitioners worldwide.

An insurance policy provides indemnity cover for the trustees and principal officers.

The charity has no physical address but uses the following addresses:
Registered Office: Eagle House, 14 Queens Road, Coventry, CV1 3EG
Mailing Address: PO Box 880, Oxford, OX1 9PG.

Supplier Payment Policy

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU). The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts;
- pay in accordance with the company's contractual and other legal obligations.

Future Plans

Plans for the future structure, processes and ways of working of the Charity now proceed primarily based on the "Entrepreneurial Operating System" (EOS). Away days for this have confirmed that the present organisational structure needs to change and that a new person needs to be sought in a paid part time, 0.4WTE, role as the "Integrator" (a COO / CEO type role) as soon as possible to ensure continuity and further flourishing when Mr Rossiter ends his time on the board and as Chair on 31 May 2025. Candidates for this role have been and are being identified to start as soon as possible now that organisation is in a financial position to do so.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT

FOR THE YEAR ENDED 30 NOVEMBER 2024

Also, the following are planned for the next financial year:

- Further fundraising to consolidate and stabilise the position of the organisation
- Consolidated association with Initium following the end of the Charity-of-the-Year association (July 2025)
- The appointment of one or two further Trustees
- A new Chair of Trustees to succeed Mr N Rossiter on 01 June 2025
- (A potential new position for Mr N Rossiter from 01 June 2025, given that he is unable to serve on the board for at least 1 year from that date as his maximum 9 years from appointment will finish on 31 May 2025 under the PTCF constitution)
- Further global training courses
- Finishing the PTCF digital training project (using restricted funds already received) and uploading to Appropedia and SurgHub
- Global prospective outcomes research study starting
- Use of Google analytics to enhance search engine optimisation which will improve our consumer reach online
- Better resilience of the structure of the organisation to be able to be more efficient and effective.

The trustees' report was approved by the Board of Trustees.



.....
Mr N. Rossiter
Interim Chair of Trustees

Date:24 April 2025.....

PRIMARY TRAUMA CARE FOUNDATION CIO

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 30 NOVEMBER 2024

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES DECLARATION ON THE UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2024

In relation to the financial statements which comprise the statement of financial activities, the balance sheet and the related notes:

- The trustees approve these financial statements and confirm that they are responsible for them, including selecting the appropriate accounting policies, applying them consistently and making, on a reasonable and prudent basis, the judgments underlying them. They have been prepared on the going concern basis on the grounds that the charity will continue in operation.
- The trustees confirm that they have made available all the charity's accounting records and provided all the information necessary for the compilation of the financial statements.
- The trustees confirm that to the best of their knowledge and belief, the accounting records reflect all transactions of the charity for the year ended 30 November 2024.

On behalf of the board



.....
Mr N. Rossiter
Interim Chair of Trustees

Date:24 April 2025.....

PRIMARY TRAUMA CARE FOUNDATION CIO

INDEPENDENT EXAMINER'S REPORT OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF PRIMARY TRAUMA CARE FOUNDATION FOR THE YEAR ENDED 30 NOVEMBER 2024

I report to the trustees on my examination of the financial statements of Primary Trauma Care Foundation CIO (the charity) for the year ended 30 November 2024.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015

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 charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



James Rose FMAAT

Eagle House
14 Queen's Road
Coventry
CV1 3EG

Date:24 April 2025.....

PRIMARY TRAUMA CARE FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 30 NOVEMBER 2024

| | | Restricted Funds | Unrestricted Funds | Total Funds | Restricted Funds | Unrestricted Funds | Total Funds |
|--|-------|---------------------|-----------------------|----------------|---------------------|-----------------------|----------------|
| | | 2024 | 2024 | 2024 | 2023 | 2023 | 2023 |
| Income from: | Notes | £ | £ | £ | £ | £ | £ |
| Donations and legacies | 3 | 0 | 24,061 | 24,061 | 1,950 | 4,307 0 | 6,257 |
| Donated Goods & Services | | 0 | 12,935 | 12,935 | 0 | | 0 |
| Gift Aid | | 0 | 3,441 | 3,441 | 0 | 0 | 0 |
| Charitable activities | | 0 | 875 | 875 | 0 | 940 | 940 |
| Total income | | 0 | 41,312 | 41,312 | 1,950 | 5,247 | 7,197 |
| Expenditure on: | | | | | | | |
| Raising funds | 4 | 0 | 23,836 | 23,836 | 0 | 2,485 | 2,485 |
| Charitable activities | 5 | 0 | 12,086 | 12,086 | 3,489 | 583 | 4,072 |
| Total expenditure | | 0 | 35,922 | 35,922 | 3,489 | 3,068 | 6,557 |
| Net income / (expenditure) | | 0 | 5,390 | 5,390 | (1,539) | 2,179 | 640 |
| Transfers between funds | | 0 | 0 | 0 | 1,539 | (1,539) | 0 |
| Net movement in funds | | 0 | 5,390 | 5,390 | 0 | 640 | 640 |
| Reconciliation of funds: | | | | | | | |
| Fund balances at 1 December 2023 | | 0 | (11,845) | (11,845) | 0 | (12,485) | (12,485) |
| Fund balances at 30 November 2024 | | 0 | (6,455) | (6,455) | 0 | (11,845) | (11,845) |

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

PRIMARY TRAUMA CARE FOUNDATION CIO

BALANCE SHEET

AS AT 30 NOVEMBER 2024

| | Notes | 2024 | | 2023 | |
|---|-------|-----------------|-----------------|-----------------|-----------------|
| | | £ | £ | £ | £ |
| Current assets | | | | | |
| Cash at bank and in hand | | 15,067 | | 18,758 | |
| Accrued income | | 623 | | 0 | |
| Debtors | | <u>155</u> | | <u>420</u> | |
| Total current assets | | | 15,845 | | 19,178 |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | | | | | |
| Trade Creditors | 10 | (437) | | 0 | |
| Accruals and deferred income | 10 | <u>(21,863)</u> | | <u>(21,023)</u> | |
| | | | <u>(22,300)</u> | | <u>(21,023)</u> |
| Net current (liabilities)/assets | | | <u>(6,455)</u> | | <u>(9,485)</u> |
| Creditors: Amounts falling due after more than one year | 11 | | 0 | | (3,000) |
| Total net (liabilities)/assets | | | <u>(6,455)</u> | | <u>(11,845)</u> |
| The funds of the charity | | | | | |
| Unrestricted funds | | | (6,455) | | (11,845) |
| Restricted funds | | | 0 | | 0 |
| | | | <u>(6,455)</u> | | <u>(11,845)</u> |

The financial statements were approved by the Trustees on24 April 2025.....



Mr N.D. Rossiter
Interim Chair of Trustees

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2024

1 Accounting policies

Charity information

Primary Trauma Care Foundation is a charitable incorporated organisation. The registered office is Eagle House, 14 Queens Road, Coventry CV1 3EG.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation if the amount can be measured reliably and it is probable the income will be received.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of raising funds comprise the costs of raising, recording and managing donations to further the purposes of the charity and their associated support costs.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2024

1 Accounting policies

(Continued)

Expenditure on charitable activities includes the costs of running the training courses undertaken to further the purposes of the charity and their associated support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include bank office costs, finance, and governance costs which support the charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities as a proportion of time spent this financial year, as advised by the Chair.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment 25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2024

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

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

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2024

| 3 Donations and legacies | Restricted Funds £ 2024 | Unrestricted Funds £ 2024 | Total £ 2024 | Restricted Funds £ 2023 | Unrestrict. Funds £ 2023 | Total £ 2023 |
|----------------------------------|-------------------------------|---------------------------------|--------------------|-------------------------------|--------------------------------|------------------------|
| Donations and gifts | 0 | 24,061 | 24,061 | 1,950 | 4,307 | 6,257 |
| | | | | | | |
| 4 Raising Funds | Restricted Funds 2024 | Unrestricted Funds 2024 | Total 2024 | Restricted Funds 2023 | Unrest. Funds 2023 | Total Funds 2023 |
| <u>Fundraising and publicity</u> | | | | | | |
| Processing charges | - | 344 | 344 | - | 305 | 305 |
| Public Relations | - | 1,224 | 1,224 | - | - | - |
| Other Fundraising costs | - | 10,050 | 10,050 | - | 2,003 | 2,003 |
| Support costs | - | 12,218 | 12,218 | - | 177 | 177 |
| Total | - | 23,836 | 23,836 | - | 2,485 | 2,485 |
| | | | | | | |
| 5 Charitable activities | | | | | | |
| Travel | - | - | - | - | 86 | 86 |
| Training course costs | - | 676 | 676 | - | 240 | 240 |
| Subscriptions | - | - | - | - | - | - |
| Digitisation of resources | - | - | - | 1,950 | - | 1,950 |
| Share of support costs | - | 8,145 | 8,145 | 607 | 101 | 708 |
| Share of governance costs | - | 3,265 | 3,265 | 932 | 156 | 1,088 |
| Total | - | 12,086 | 12,086 | 3,489 | 583 | 4,072 |

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2024

| 6 | Support costs | Support costs | Governance costs | 2024 | Support costs | Governance costs | 2023 | Basis of allocation |
|---|----------------------------------|---------------|------------------|---------------|---------------|------------------|--------------|-----------------------------|
| | | £ | £ | £ | £ | £ | £ | |
| | Administration and secretarial | 584 | 65 | 649 | 489 | 54 | 543 | Time incurred |
| | Printing, postage and stationery | - | - | - | - | - | - | Support |
| | Website development | 19,779 | 2,198 | 21,977 | 396 | 44 | 440 | Allocation of website space |
| | Bank charges | - | 103 | 103 | - | 100 | 100 | Governance |
| | Insurances | - | 479 | 479 | - | 470 | 470 | Governance |
| | Legal and professional | - | - | - | - | - | - | Governance |
| | Accountancy costs | - | 420 | 420 | - | 420 | 420 | Governance |
| | | <u>20,363</u> | <u>3,265</u> | <u>23,628</u> | <u>885</u> | <u>1,088</u> | <u>1,973</u> | |
| | Analysed between | | | | | | | |
| | Fundraising | 12,218 | - | 12,218 | 177 | - | 177 | |
| | Charitable activities | 8,145 | 3,265 | 11,410 | 708 | 1,088 | 1,796 | |
| | | <u>20,363</u> | <u>3,265</u> | <u>23,628</u> | <u>885</u> | <u>1,088</u> | <u>1,973</u> | |

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2024

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

A total of £99 was re-imbursed to one Trustee (Mr N.Rossiter) for expenses relating to training costs, domain renewal and an international phone-call to Zoom.

8 Employees

The average monthly number of employees during the year was:

| | 2024 Number | 2023 Number |
|-------|----------------|----------------|
| Total | - | - |

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

| | Fixtures, fittings & equipment £ |
|------------------------------------|-------------------------------------|
| Cost | |
| At 1 December 2023 | |
| At 30 November 2024 | 726 |
| Depreciation and impairment | |
| At 1 December 2023 | 726 |
| At 30 November 2024 | 726 |
| Carrying amount | |
| At 30 November 2024 | - |
| At 30 November 2023 | - |

10 Creditors: amounts falling due within one year

| | 2024 £ | 2023 £ |
|-----------------|---------------|---------------|
| Other creditors | - | - |
| Trade creditors | 437 | - |
| Accruals | 1,260 | 420 |
| Deferred Income | 20,603 | 20,603 |
| | <u>22,300</u> | <u>21,023</u> |

Deferred income relates to a restricted donation received, against which there will be further expenditure made next financial year.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2024

| | | | |
|-----------|---|-------------|-------------|
| 11 | Creditors: amounts falling due in more than one year | 2024 | 2023 |
| | | £ | £ |
| | Other creditors | - | 10,000 |

12 Restricted fund movements 2024

There were no restricted income or expenses during 2023/24

13 Related party transactions

Transactions with related parties

During previous years, a company (Rego Limited) in which a Trustee (Mr N.Rossiter) has a 16.67% share, loaned the charity £10,000. The total was included in other creditors (2023: £10,000).

This loan has now been written off by the lender and treated as a donation in this year's income.

PRIMARY TRAUMA CARE FOUNDATION

England & Wales - Charity number 1116071

Accounts

Charity Registration No. 1116071

**PRIMARY TRAUMA CARE FOUNDATION
(A Charitable Incorporated Organisation)**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

YEAR ENDED 30 NOVEMBER 2023

CIO
PRIMARY TRAUMA CARE FOUNDATION CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

| | |
|---|--|
| Dr. N Rossiter | Chair until 31/07/2023 Interim chair fr 8/07/24 |
| Mr J.P.Laybourne Mr S.Jackson | Chair from 01/08/2023 until 8/07/2024 Appointed 05/01/23 Retired 08/07/2024 Appointed 07/11/2023 |
| Dr Radhakrishnan Jayakrishnan ("Jay Krishnan") Mr P.McAllister | Appointed 04/01/2023 Retired 20/02/2023 |
| Mr A.Taylor Dr M.Joseph Dr M.Nyirenda Dr A.Prasad Dr G.Phillips Dr J.Duarte Dr R.Frossard | Retired 29/03/2023 Retired 02/12/2022 Retired 02/12/2022 Retired 02/12/2022 Retired 02/12/2022 Retired 02/12/2022 Retired 02/12/2022 |

Charity number 1116071

Registered office 264 Banbury Road
Oxford
OX2 7DY

Independent Examiner Mr James Rose
McGlone Wardzynski Ltd
Eagle House
14 Queen's Road
Coventry
CV1 3EG

Bankers Lloyds Bank plc
Commercial Banking
PO Box 1000
BX1 1LT

CIO
PRIMARY TRAUMA CARE FOUNDATION CIO

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| Independent Examiner's Report | 7 |
| Statement of financial activities | 8 |
| Balance sheet | 9 |
| Notes to the financial statements | 10 - 16 |

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

The trustees present their annual report and financial statements for the year ended 30 November 2023.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

The main objective of the Primary Trauma Care Foundation (PTCF) charity is to educate health workers in low resource environments to apply the same system of assessment, care and communication for the injured patient as is used globally. This applies globally, but has special relevance in countries with low resources and in the context of humanitarian disasters and in conflict. This is achieved by delivering training courses in trauma management for doctors and other health professionals, and preparing new, local instructors who can continue the process independently. These training courses also encourage the prevention of injury, early management of trauma/injury, collecting and analysing data, and identifying methods of training that are most appropriate to the context. The charity's work has increased the knowledge and skills of doctors and other health workers internationally. This has benefited society as a whole by minimising the effect(s) of injuries relating to trauma.

We have continued where we left off at the end of last Financial Year and now have some 87 countries globally that have taken part in Primary Trauma Care (PTC) training, some being less active than others in continuing the cascade of training.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and what values and standards should pertain. The Charity Commission's guidance document CC3 was carefully considered.

The trustees are very grateful to the hundreds of volunteers who have given their time and expertise to the work of the charity worldwide. It would not be possible to achieve such a global impact were it not for these dedicated professionals. The charity is very involved in training doctors and other medical staff internationally and is heavily reliant on voluntary help. Besides those trustees who help to manage and run the charity, it relies on other doctors and medical professionals to help design and run the specific courses.

Achievements and Performance

Activities that were restarted in March 2021 have continued.

Until Mr Jackson was appointed as Chair of Trustees, the charity's administration, virtually based in Oxford, was managed by Mr N Rossiter, who held the roles of CEO, Finance, Admin, Medical Director and Fundraising. This arrangement was discussed, agreed upon, and ratified by the board. Mr Jackson needed to resign from the board in July 24 and so Mr Rossiter resumed as interim chair.

In April 2022, the board engaged Liz Parker as an independent fundraiser on a consultancy basis.

The training materials, gifted by the authors, remain the Intellectual Property of the charity and are published under the aegis of the World Health Organisation in Geneva and accredited by the Royal College of Surgeons of Edinburgh (RCSEd). Medecins Sans Frontieres (MSF) adopted the PTC curriculum into their training of doctors worldwide with an agreed Memorandum of Understanding (MoU) between MSF & PTCF, conducting courses in several countries and providing special instructor training in Geneva. A new relationship with the International Medical Corps (IMC) has also occurred this year with this organisation paying for and taking the PTC training into global conflict areas (Ethiopia, Sudan, Gaza, Lebanon and Ukraine) using PTCF faculty – an MoU is being agreed between IMC & PTCF presently.

A grant from the Intuitive Foundation was awarded during the year, leading to an ongoing project to make the training material available digitally via the Appropedia platform, with completion initially targeted for 2023, though this was not achieved and remains an ongoing initiative.

The strategic relationships with The G4 Alliance for Surgical, Obstetric, Trauma, and Anaesthesia Care, where the PTCF's then Chair (Mr Rossiter) also served on the Permanent Council and the strategic and advocacy board, proved useful but

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

demanding and largely one-sided. Consequently, the board decided not to renew membership in 2023 unless the PTCF's financial position improved, which it has not.

The charity aims to strengthen its epidemiological research, formalise links with selected universities and societies, and potentially consider new objectives to aid global trauma care. This includes involvement in the Global association for Care of the Injured (GACI) at the World Health Organisation (WHO) which reconvened in Geneva in January 2024.

The trustees have reviewed the Charity Commission's guidance (CC3) to ensure the charity is compliant with the Duties of Trustees and with the Fundraising Regulator's voluntary standards in accordance with the Charities Act 2016. During the year the trustees also reviewed the charity's data management policies and practices in order to ascertain that it is compliant with the standards for data management and privacy that came into force with the General Data Protection Regulations (GDPR) in 2018.

Financial Review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

At the year end, the balance on total funds was a deficit of £11,845 (2022 £12,485 deficit).

The trustees remain acutely aware of the precarious nature of the charity's funds and the ongoing threat of possible insolvency within the next 12 months. Extensive discussions have taken place, and fundraising activities significantly increased from April to November 2022, aided by a fundraising consultant. In January 2023, the charity underwent a restructuring, resulting in a smaller, more focused board and the establishment of a new "Global Clinical Advisory Committee" (GCAC) with representatives from every global region and continent to hopefully take the charity forward in a more business and professional attitude.

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 accounts;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees have assessed the major risks to which the charity is exposed, and are working very hard to attempt to ensure that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was a company limited by guarantee incorporated on 9 November 2005 until restructuring as a CIO in September 2021. The governing document continues to be the Memorandum and Articles of Association as amended on 12 September 2013.

The trustees are recruited by a nomination committee who make a detailed review of potential candidates and conduct interviews. Recommendations are made to the board. The trustees are elected by the members at the Annual General Meeting. They hold office for three years and may renew twice for two further three-year terms if they wish and it is agreed by the board.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

The Trustees ensure the good governance of the charity, adhere to a strict code of ethics and regularly assess conflicts of interest. For management purposes they work with the Chair, or Chief Executive if/when appointed, and are advised by regional representatives and experienced PTC practitioners worldwide.

An insurance policy provides indemnity cover for the trustees and principal officers.

The charity has no physical address but uses the following addresses:

Registered Office: 264 Banbury Road, Oxford, OX2 7DY

Mailing Address: PO Box 880, Oxford, OX1 9PG.

Supplier Payment Policy

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU). The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts;
- pay in accordance with the company's contractual and other legal obligations.

Future Plans

In January 2023 the structure of the charity was changed after a full board meeting and agreement. The board of trustees was re-organised and reduced to reflect the running of a charity. Originally it had 5 members, now, at the date of this report 3:

- Mr S Jackson (Appointed Dec 2022, resigned July 2024))
- Mr J Krishnan (Medical Director – appointed Nov 2023)
- Mr N Rossiter (Interim Chair)
- Mr P Laybourne
- Mr P McAllister (appointed Dec 2022, resigned Jan 2023)
- Mr A. Taylor (retired [on health grounds] Mar 2023)

The previous trustees transitioned to become members of the "Global Clinical Advisory Committee" (GCAC) – chaired by the Medical Director, who represents the GCAC on the board of trustees. The GCAC is divided into regions with representatives:

- Mr J Krishnan (Medical Director)
- Mr N Rossiter (Consultant)
- Dr M Joseph (N America)
- Dr M Aguila (Central America)
- Dr J C Duarte (S America)
- Miss E Tissingh (UK, appointed Jan 23)
- Dr J Frossard (Europe / Senior Faculty)
- Dr A Alwawi (Middle East, appointed Mar 23)
- Dr M Nyirenda (Africa)
- Dr A Prasad (Asia)
- Dr G Phillips (Australasia and Pacific)

The terms of office for both the board of Trustees and the GCAC remain as previously – elected for a 3 year term, which may be extended by election twice for a maximum period of office of 9 years. At the end of this, the member must retire but may stand for re-election after a 1 year gap. It was agreed that all members would not start their terms afresh from Jan 23 but would continue on their previous terms of office to allow transition and over-lap with new members.

In Dec 22 the charity's fundraiser, Liz Parker, resigned. She had helped significantly in the organisation of the charity and in attempting to raise the charity profile and funds. However, she had also cost the charity significantly more than she had raised and some disquiet about her ability to represent the charity was raised at a board meeting. A parting by mutual agreement occurred. This led to the departure of Mr P McAllister from the board. The rest of the board supported these decisions.

PTCF entered into a relationship with the Intuitive Foundation in Aug 22 who are helping and funding a small team to digitise the PTC material onto an open access platform, Appropedia, to make it more globally accessible and usable. A grant has been awarded – 50% of which has been received, the other 50% to be paid upon successful delivery and reporting

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

of the first part of the project. PTCF has been asked to contribute this material to the new United Nations Global Surgical training Hub ("SurgHub") once completed – which we are happy to be part of.

The board is not going to pursue further discussions with RCSEd re a possible partnership presently. If RCSEd do re-approach the charity with a good proposal(s) further discussion may occur.

In Jan 23 the charity was made aware that the World Health Organisation (WHO) is stepping into the arena of providing global training, including Trauma. PTCF was asked to contribute to this and 13 senior faculty from around the globe joined 5 others to form a working group to design the new WHO Trauma training package(s). This may have significant ramifications for the PTC course and the PTCF organisation in the medium to long term. The WHO training is still much in the planning and unlikely to be implemented in the next 12-18 months, and presently, will not be as advanced nor adaptable as PTC. Significant discussions between PTCF & WHO are on-going.

Discussions re raising funds to cover "Core Costs" are occurring with a number of UK business organisations and there are plans to raise £30,000 imminently to cover these core costs, the re-structuring, re-branding and new website.

The charity has considered raising funds by charging for attendance of courses. The ethos of PTCF has always been to provide training free to the healthcare professionals in low resource global areas since its inception. This ethos has been discussed on multiple occasions at board and GCAC level and always agreed upon as long as we are able to. PTCF could charge a nominal fee to the central organisation for attendance of the training and/or to download the material – presently freely available on line. This would easily cover the on-going core costs, but goes against the underlying ethos...presently. Most countries' subsequent courses are organised independent of the central PTCF charity – the ethos being that once training has been initiated in a country/region that that area becomes autonomous in the organisation and provision of the cascade of training.

The charity has not raised significant funds since Mrs Parker's departure and the board recognises the precarious state of its finances. The board presently considers that the charity has sufficient funds to remain solvent for the next 12 months. Fundraising remains a major issue to be better resolved.

The trustees' report was approved by the Board of Trustees.



Mr N. Rossiter
Interim Chair of Trustees

Date: 21 August 2024

PRIMARY TRAUMA CARE FOUNDATION CIO

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 30 NOVEMBER 2023

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

TRUSTEES DECLARATION ON THE UNAUDITED FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2023

In relation to the financial statements which comprise the statement of financial activities, the balance sheet and the related notes:

- The trustees approve these financial statements and confirm that they are responsible for them, including selecting the appropriate accounting policies, applying them consistently and making, on a reasonable and prudent basis, the judgments underlying them. They have been prepared on the going concern basis on the grounds that the charity will continue in operation.
- The trustees confirm that they have made available all the charity's accounting records and provided all the information necessary for the compilation of the financial statements.
- The trustees confirm that to the best of their knowledge and belief, the accounting records reflect all transactions of the charity for the year ended 30 November 2023.

On behalf of the board



Mr N. Rossiter
Interim Chair of Trustees

Date: 21 August 2024

PRIMARY TRAUMA CARE FOUNDATION CIO

INDEPENDENT EXAMINER'S REPORT OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF PRIMARY TRAUMA CARE FOUNDATION FOR THE YEAR ENDED 30 NOVEMBER 2023

I report to the trustees on my examination of the financial statements of Primary Trauma Care Foundation CIO (the charity) for the year ended 30 November 2023.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015

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 charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

James Rose FMAAT

Eagle House
14 Queen's Road
Coventry
CV1 3EG

Date: 22 August 2024

PRIMARY TRAUMA CARE FOUNDATION CIO
STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 30 NOVEMBER 2023

| | | Restricted Funds | Unrestricted Funds | Total Funds | Restricted Funds | Unrestricted Funds | Total Funds |
|--|--------------|-----------------------------|-------------------------------|------------------------|-----------------------------|-------------------------------|------------------------|
| | | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
| Income from: | Notes | £ | £ | £ | £ | £ | £ |
| Donations and legacies | 3 | 1,950 | 4,307 | 6,257 | 11,645 | 23,807 | 35,452 |
| Charitable activities | | 0 | 940 | 940 | 0 | 2,090 | 2,090 |
| Total income | | 1,950 | 5,247 | 7,197 | 11,645 | 25,897 | 37,542 |
| Expenditure on: | | | | | | | |
| Raising funds | 4 | 0 | 2,485 | 2,485 | 0 | 25,071 | 25,071 |
| Charitable activities | 5 | 3,489 | 583 | 4,072 | 21,240 | 1,772 | 23,012 |
| Total expenditure | | 3,489 | 3,068 | 6,557 | 21,240 | 26,843 | 48,083 |
| Net income / (expenditure) | | (1,539) | 2,179 | 640 | (9,595) | (946) | (10,541) |
| Transfers between funds | | 1,539 | (1,539) | 0 | 9,595 | (9,595) | 0 |
| Net movement in funds | | 0 | 640 | 640 | 0 | (10,541) | (10,541) |
| Reconciliation of funds: | | | | | | | |
| Fund balances at 1 December 2022 | | 0 | (12,485) | (12,485) | 0 | (1,944) | (1,944) |
| Fund balances at 30 November 2023 | | 0 | (11,845) | (11,845) | 0 | (12,485) | (12,485) |

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

PRIMARY TRAUMA CARE FOUNDATION CIO

BALANCE SHEET

AS AT 30 NOVEMBER 2023

| | Notes | 2023 | | 2022 | |
|---|-------|-----------------|-----------------|-----------------|-----------------|
| | | £ | £ | £ | £ |
| Current assets | | | | | |
| Cash at bank and in hand | | 18,758 | | 29,650 | |
| Accrued income | | 0 | | 250 | |
| Debtors | | <u>420</u> | | <u>0</u> | |
| Total current assets | | | 19,178 | | 29,900 |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 10 | 0 | | (14,762) | |
| Accruals and deferred income | 10 | <u>(21,023)</u> | | <u>(24,623)</u> | |
| | | | <u>(21,023)</u> | | <u>(39,385)</u> |
| Net current (liabilities)/assets | | | <u>(1,845)</u> | | <u>(9,485)</u> |
| Creditors: Amounts falling due after more than one year | 11 | | <u>(10,000)</u> | | <u>(3,000)</u> |
| Total net (liabilities)/assets | | | <u>(11,845)</u> | | <u>(12,485)</u> |
| The funds of the charity | | | | | |
| Unrestricted funds | | | (11,845) | | (12,485) |
| Restricted funds | | | - | | - |
| | | | <u>(11,845)</u> | | <u>(12,485)</u> |

The financial statements were approved by the Trustees on

.....
Mr N.D.Rossiter
Interim Chair of Trustees

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2023

1 Accounting policies

Charity information

Primary Trauma Care Foundation is a charitable incorporated organisation. The registered office is 264 Banbury Road, Oxford, OX2 7DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation if the amount can be measured reliably and it is probable the income will be received.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of raising funds comprise the costs of raising, recording and managing donations to further the purposes of the charity and their associated support costs.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

1 Accounting policies

(Continued)

Expenditure on charitable activities includes the costs of running the training courses undertaken to further the purposes of the charity and their associated support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include bank office costs, finance, and governance costs which support the charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities as a proportion of time spent this financial year, as advised by the Chair.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment 25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

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

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

| 3 Donations and legacies | Restricted | Unrestricted | Total | Restricted | Unrestrict. | Total |
|--------------------------|------------|--------------|-------|------------|-------------|--------|
| | Funds £ | Funds £ | £ | Funds £ | Funds £ | £ |
| | 2023 | 2023 | 2023 | 2022 | 2022 | 2022 |
| Donations and gifts | 1,950 | 4,307 | 6,257 | 11,645 | 23807 | 35,452 |

| 4 Raising Funds | Restricted | Unrestricted | Total | Restricted | Unrest. | Total |
|----------------------------------|------------|--------------|-------|------------|---------|--------|
| | Funds | Funds | | Funds | Funds | Funds |
| | 2022 | 2022 | 2022 | 2022 | 2022 | 2021 |
| <u>Fundraising and publicity</u> | | | | | | |
| Processing charges | - | 305 | 305 | - | 84 | 84 |
| Other Fundraising costs | - | 2,003 | 2,003 | - | 22,493 | 22,493 |
| Support costs | - | 177 | 177 | - | 2,494 | 2,494 |
| Total | - | 2,485 | 2,485 | - | 25,071 | 25,071 |

| 5 Charitable activities | | | | | | |
|---------------------------|--------------|------------|--------------|---------------|--------------|---------------|
| Travel | - | 86 | 86 | 8,343 | 960 | 9,303 |
| Training course costs | - | 240 | 240 | 6,097 | - | 6,097 |
| Subscriptions | - | - | - | - | 382 | 382 |
| Digitisation of resources | 1,950 | - | 1,950 | 1,650 | - | 1,650 |
| Share of support costs | 607 | 101 | 708 | 3,453 | 288 | 3,741 |
| Share of governance costs | 932 | 156 | 1,088 | 1,697 | 142 | 1,839 |
| Total | 3,489 | 583 | 4,072 | 21,240 | 1,772 | 23,012 |

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

| 6 | Support costs | Support costs | Governance costs | 2023 | Support costs | Governance costs | 2022 | Basis of allocation |
|---|----------------------------------|---------------|------------------|--------------|---------------|------------------|--------------|-----------------------------|
| | | £ | £ | £ | £ | £ | £ | |
| | Administration and secretarial | 489 | 54 | 543 | 267 | 30 | 297 | Time incurred |
| | Printing, postage and stationery | - | - | - | 40 | - | 40 | Support |
| | Website development | 396 | 44 | 440 | 5,928 | 659 | 6587 | Allocation of website space |
| | Bank charges | - | 100 | 100 | - | 102 | 102 | Governance |
| | Insurances | - | 470 | 470 | - | 457 | 457 | Governance |
| | Legal and professional | - | - | - | - | - | - | Governance |
| | Accountancy costs | - | 420 | 420 | - | 591 | 591 | Governance |
| | | <u>885</u> | <u>1,088</u> | <u>1,973</u> | <u>6,235</u> | <u>1,839</u> | <u>8,074</u> | |
| | Analysed between | | | | | | | |
| | Fundraising | 177 | - | 177 | 2,494 | - | 2,494 | |
| | Charitable activities | 708 | 1,088 | 1,796 | 3,741 | 1,839 | 5,580 | |
| | | <u>885</u> | <u>1,088</u> | <u>1,973</u> | <u>6,235</u> | <u>1,839</u> | <u>8,074</u> | |

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

A total of £298 was re-imbursed to one of the Trustees for expenses relating to training costs, memory and hard drive capacity and the annual Zoom fee.

8 Employees

The average monthly number of employees during the year was:

| | 2023 Number | 2022 Number |
|-------|----------------|----------------|
| Total | - | - |

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

| | Fixtures, fittings & equipment £ |
|------------------------------------|-------------------------------------|
| Cost | |
| At 1 December 2022 | |
| At 30 November 2023 | 726 |
| Depreciation and impairment | |
| At 1 December 2022 | 726 |
| At 30 November 2023 | 726 |
| Carrying amount | |
| At 30 November 2023 | - |
| At 30 November 2022 | - |

10 Creditors: amounts falling due within one year

| | 2023 £ | 2022 £ |
|-----------------|---------------|---------------|
| Other creditors | - | 7,000 |
| Trade creditors | - | 7,762 |
| Accruals | 420 | 2,070 |
| Deferred Income | 20,603 | 22,553 |
| | <u>21,023</u> | <u>39,385</u> |

Other creditors 2022 relates to a loan from a related party (see note 13)
Deferred income relates to a restricted donation received, against which there will be further expenditure made next financial year.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2023

| | | |
|---|-------------|-------------|
| 11 Creditors:..amounts falling due in more than one year | 2023 | 2022 |
| | £ | £ |
| Other creditors | 10,000 | 3,000 |

The amount owed relates to a related party loan (see note 13)

12 Outline summary of restricted fund movements 2023

| Fund name | Fund balances brought forward | Income | Expenditure | Transfers to unrestricted funds | Fund balances carried forward |
|----------------------------------|--------------------------------------|---------------|--------------------|--|--------------------------------------|
| Digitisation project* | 0 | 1,950 | 1,950 | 0 | 0 |
| Share of support costs | 0 | 0 | 607 | 607 | 0 |
| Share of governance costs | 0 | 0 | 932 | 932 | 0 |
| Total | <u>0</u> | <u>1,950</u> | <u>3,489</u> | <u>1,539</u> | <u>0</u> |

- * Work between PTCF and the Intuitive Foundation to upload all PTC material to Appropedia.

13 Related party transactions

Transactions with related parties

During previous years, a company in which a trustee has a material interest, loaned the charity £10,000. The total is included in other creditors £10,000 (2022: £10,000).

The loan is interest free and the terms state that repayments will only be made as and when the charity has sufficient funds to re-pay, in addition to being able to cover 12 months of on-going support and governance costs. Also, in the event that the charity is wound up or declared insolvent, or if the lender dies, or if in 7 years' time the charity is still unable to repay the loan, it will be become a donation.

PRIMARY TRAUMA CARE FOUNDATION

England & Wales - Charity number 1116071

Accounts

Charity Registration No. 1116071

**PRIMARY TRAUMA CARE FOUNDATION
(A Charitable Incorporated Organisation)**

ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS

YEAR ENDED 30 NOVEMBER 2022

CIO
PRIMARY TRAUMA CARE FOUNDATION CIO

LEGAL AND ADMINISTRATIVE INFORMATION

Trustees

| | |
|------------------|------------------------|
| Dr. N Rossiter | Chair |
| Mr J.P.Laybourne | (Appointed 26/4/22) |
| Mr S.Jackson | (Appointed 5/01/2023) |
| Mr P.McAllister | (Appointed 4/01/2023) |
| | (Retired 20/02/2023) |
| Mr A Taylor | (Retired 29/03/2023) |
| | |
| Dr. M Joseph | (Retired 2/12/2022) |
| Dr. M Nyirenda | (Appointed 9/12/2021) |
| | (Retired 2/12/2022) |
| Dr. A Prasad | (Appointed 10/03/2022) |
| | (Retired 2/12/2022) |
| Dr. G.Phillips | (Retired 2/12/2022) |
| Dr.. J.Duarte | (Retired 2/12/2022) |
| Dr. R.Frossard | (Retired 2/12/2022) |

Charity number 1116071

Registered office 264 Banbury Road
Oxford
OX2 7DY

Independent Examiner Mr James Rose
McGlone Wardzynski Ltd
Eagle House
14 Queen's Road
Coventry
CV1 3EG

Bankers Lloyds Bank plc
Commercial Banking
PO Box 1000
BX1 1LT

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PRIMARY TRAUMA CARE FOUNDATION CIO

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| Statement of financial activities | 8 |
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PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

The trustees present their annual report and financial statements for the year ended 30 November 2022.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016).

Objectives and activities

The main objective of the Primary Trauma Care Foundation (PTCF) charity is to educate health workers in low resource environments to apply the same system of assessment, care and communication for the injured patient as is used globally. This applies globally, but has special relevance in countries with low resources and in the context of humanitarian disasters and in conflict. This is achieved by delivering training courses in trauma management for doctors and other health professionals, and preparing new, local instructors who can continue the process independently. These training courses also encourage the prevention and early management of trauma, collecting and analysing data, and identifying methods of training that are most appropriate to the context. The charity's work has increased the knowledge and skills of doctors and other health workers internationally. This has benefited society as a whole by minimising the effect(s) of injuries relating to trauma.

This year has, like most charities who have survived the recent pandemic, seen activity increasing again. By the financial year-end we had 84 countries globally now taking part in Primary Trauma Care (PTC) training, some more actively than others, and including 2 new areas: Burundi and Ukraine.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and what values and standards should pertain. The Charity Commission's guidance document CC3 was carefully considered.

The trustees are very grateful to the hundreds of volunteers who have given their time and expertise to the work of the charity worldwide. It would not be possible to achieve such a global impact were it not for these dedicated professionals. The charity is very involved in training doctors and other medical staff internationally and is heavily reliant on voluntary help. Besides those trustees who help to manage and run the charity, it relies on other doctors and medical professionals to help design and run the specific courses.

Achievements and Performance

Activities largely re-started worldwide from March 2021, as the COVID-19 pandemic started to become more under control.

The charity's administration remained virtually in Oxford but has largely been run by the current Chair of Trustees – who took on not only that role but those of CEO, Finance, Admin and Fundraising: all voluntarily. This was discussed, agreed and ratified by the board. In April 2022 the board agreed to engage the services of an independent fundraiser, Liz Parker, on a consultancy basis. Most courses are organised without reference to the charity, though the training materials remain the Intellectual Property of the charity – gifted by the authors, are published under the aegis of the World Health Organisation in Geneva and, under the accreditation of the Royal College of Surgeons of Edinburgh (RCSEd). Medecins Sans Frontieres (MSF) having adopted the PTC curriculum into their own training of doctors worldwide have conducted the courses in several countries with the addition of special instructor training in Geneva.

A grant from the Intuitive Foundation was awarded during the year and a project to make the training material available digitally via the Appropedia platform is now on-going with a view to completion in 2023 (see Future Plans).

The strategic relationships developed further with The G4 Alliance for Surgical, Obstetric, Trauma and Anaesthesia Care, in which the PTCF's Chair also serves as a member of the Permanent Council and sat on the strategic and advocacy board, proved extremely useful, but onerous and largely one way. A decision was made by the board not to renew membership in 2023 unless PTCF's financial position improved.

The charity enjoys widespread respect and in the next year plans to expand into new countries; to strengthen its epidemiological research; to complete formal links with selected universities and societies, and, potentially consider new objectives to aid with global Trauma care – in particular to re-contribute to the Global association for Care of the Injured (GACI) at the World Health Organisation (WHO) when this group reconvenes in Geneva in January 2023 post Covid.

The trustees have reviewed the Charity Commission's guidance (CC3) to ensure the charity is compliant with the Duties of

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

Trustees and with the Fundraising Regulator's voluntary standards in accordance with the Charities Act 2016. During the year the trustees also reviewed the charity's data management policies and practices in order to ascertain that it is compliant with the standards for data management and privacy that came into force with the General Data Protection Regulations (GDPR) in 2018.

Financial Review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised.

At the year end, the balance on total funds was a deficit of £12,485 (2021 £1,944 deficit).

The trustees are well aware of the precarious nature of the funds available to the charity and the continued threat of possible insolvency within the next 12 months. Considerable discussion has and is taking place and fundraising activities from April – November 2022 considerably increased with the help of a fundraising consultant. The charity restructured in January 2023 with a smaller more appropriate board and a new "Global Clinical Advisory Committee" (GCAC) with representatives from every global region/continent.

The trustees are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 accounts;
- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities. The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was a company limited by guarantee incorporated on 9 November 2005 until restructuring as a CIO in September 2021. The governing document continues to be the Memorandum and Articles of Association as amended on 12 September 2013.

The trustees who served during the year and up to the date of approval of the financial statements were:

Dr. R Frossard (retired Dec 22)
Dr. N Rossiter (Chair)
Dr. J Duarte (retired Dec 22)
Dr. G Phillips (retired Dec 22)
Mr A Taylor (retired Mar 23)
Dr. M Joseph (appointed Jun 21, retired Dec 22)
Dr. M Nyirenda (appointed Dec 21 retired Dec 22)
Dr. A Prasad (appointed March 22, retired Dec 22)
Mr P Laybourne (appointed Apr 22)
Mr S. Jackson (appointed Jan 23)
Mr P. McAllister (appointed Jan 22, retired Feb 23)

The trustees are recruited by a nomination committee who make a detailed review of potential candidates and conduct interviews. Recommendations are made to the board. The trustees are elected by the members at the Annual General Meeting. They hold office for three years and may renew twice for two further three-year terms if they wish and it is agreed by the board.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

The Trustees ensure the good governance of the charity, adhere to a strict code of ethics and regularly assess conflicts of interest. For management purposes they work with the Chair, or Chief Executive if/when appointed, and are advised by regional representatives and experienced PTC practitioners worldwide.

An insurance policy provides indemnity cover for the trustees and principal officers.

The charity has no physical address but uses the following addresses:

Registered Office: 264 Banbury Road, Oxford, OX2 7DY

Mailing Address: PO Box 880, Oxford, OX1 9PG.

Supplier Payment Policy

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU). The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts;
- pay in accordance with the company's contractual and other legal obligations.

Future Plans

In January 2023 the structure of the charity was changed after a full board meeting and agreement. The board of trustees was re-organised and reduced to reflect the running of a charity. Originally it had 5 members, now, at the date of this report 3:

- Mr N Rossiter (Chair & Medical Director)
- Mr P Laybourne
- Mr S Jackson (appointed Dec 2022)
- Mr P McAllister (appointed Dec 2022, resigned Jan 2023)
- Mr A. Taylor (retired [on health grounds] Mar 2023)

The previous trustees transitioned to become members of the "Global Clinical Advisory Committee" (GCAC) – chaired by the Medical Director, who represents the GCAC on the board of trustees. The GCAC is divided into regions with representatives:

- Mr N Rossiter (Medical Director)
- Dr M Joseph (N America)
- Dr M Aguila (Central America)
- Dr J C Duarte (S America)
- Dr E Tissingh (UK, appointed Jan 23)
- Dr J Frossard (Europe / Senior Faculty)
- Dr A Alwawi (Middle East, appointed Mar 23)
- Dr M Nyirenda (Africa)
- Dr A Prasad (Asia)
- Dr G Phillips (Australasia and Pacific)

The terms of office for both the board of Trustees and the GCAC remain as previously – elected for a 3 year term, which may be extended by election twice for a maximum period of office of 9 years. At the end of this, the member must retire but may stand for re-election after a 1 year gap. It was agreed that all members would not start their terms afresh from Jan 23 but would continue on their previous terms of office to allow transition and over-lap with new members.

In Dec 22 the charity's fundraiser, Liz Parker, resigned. She had helped significantly in the organisation of the charity and in attempting to raise the charity profile and funds. However, she had also cost the charity significantly more than she had raised. A parting by mutual agreement occurred. This led to the departure of Mr P McAllister from the board. The rest of the board supported these decisions.

The charity has not raised significant funds since Mrs Parker's departure and the board recognises the precarious state of its finances. The board presently considers that the charity has sufficient funds to remain solvent for the next 12 months. Discussions re raising funds to cover "Core Costs" are occurring with ANZCA (Australia New Zealand College of Anaesthetists) and will occur with the WHO (see below). Fundraising remains an issue to be better resolved.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES' REPORT (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

PTCF entered into a relationship with the Intuitive Foundation in Aug 22 who are helping and funding a small team to digitise the PTC material onto an open access platform, Appropedia, to make it more globally accessible and usable. A grant has been awarded – 50% of which has been received, the other 50% to be paid upon successful delivery and reporting of the first part of the project – which is nearing completion (Apr 23). PTCF has been asked to contribute this material to the new United Nations Global Surgical training Hub (“SurgHub”) once completed – which we are happy to be part of.

The board is not going to pursue further discussions with RCSEd re a possible partnership presently. If RCSEd do re-approach the charity with a good proposal(s) further discussion may occur.

In Jan 23 the charity was made aware that the World Health Organisation (WHO) is stepping into the arena of providing global training, including Trauma. PTCF was asked to contribute to this and 13 senior faculty from around the globe joined 5 others to form a working group to design the new WHO Trauma training package(s). This may have significant ramifications for the PTC course and the PTCF organisation in the medium to long term. The WHO training is still much in the planning and unlikely to be implemented in the next 12-18 months, and presently, will not be as advanced nor adaptable as PTC. Significant discussions between PTCF & WHO are on-going.

The trustees' report was approved by the Board of Trustees.



.....
Dr. N Rossiter
Chair of Trustees

Date:02 June 2023.....

PRIMARY TRAUMA CARE FOUNDATION CIO

STATEMENT OF TRUSTEES' RESPONSIBILITIES

FOR THE YEAR ENDED 30 NOVEMBER 2022

The trustees are responsible for preparing the Trustees Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that year.

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

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable 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 charity will continue in operation.

The trustees are responsible for keeping sufficient accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

PRIMARY TRAUMA CARE FOUNDATION CIO

TRUSTEES DECLARATION ON THE UNAUDITED FINANCIAL STATEMENTS FOR THE YEAR ENDED 30 NOVEMBER 2022

In relation to the financial statements which comprise the statement of financial activities, the balance sheet and the related notes:

- The trustees approve these financial statements and confirm that they are responsible for them, including selecting the appropriate accounting policies, applying them consistently and making, on a reasonable and prudent basis, the judgments underlying them. They have been prepared on the going concern basis on the grounds that the charity will continue in operation.
- The trustees confirm that they have made available all the charity's accounting records and provided all the information necessary for the compilation of the financial statements.
- The trustees confirm that to the best of their knowledge and belief, the accounting records reflect all transactions of the charity for the year ended 30 November 2022.

On behalf of the board



.....
Dr. N Rossiter

Chair of Trustees

Date:02 June 2023.....

PRIMARY TRAUMA CARE FOUNDATION CIO

INDEPENDENT EXAMINER'S REPORT OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF PRIMARY TRAUMA CARE FOUNDATION FOR THE YEAR ENDED 30 NOVEMBER 2022

I report to the trustees on my examination of the financial statements of Primary Trauma Care Foundation CIO (the charity) for the year ended 30 November 2022.

Responsibilities and basis of report

As the trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015

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 charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.



James Rose FMAAT

Eagle House
14 Queen's Road
Coventry
CV1 3EG

Date: 8th June 2023
Date:

PRIMARY TRAUMA CARE FOUNDATION CIO

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 30 NOVEMBER 2022

| | Notes | Restricted Funds 2022 £ | Unrestricted Funds 2022 £ | Total Funds 2022 £ | Total Unrestricted Funds 2021 £ |
|--|-------|----------------------------------|------------------------------------|-----------------------------|---|
| Income from: | | | | | |
| Donations and legacies | 3 | 11,645 | 23,807 | 35,452 | 7,758 |
| Charitable activities | | 0 | 2,090 | 2,090 | 0 |
| Total income | | 11,645 | 25,897 | 37,542 | 7,758 |
| Expenditure on: | | | | | |
| Raising funds | 4 | 0 | 25,071 | 25,071 | 7,490 |
| Charitable activities | 5 | 21,240 | 1,772 | 23,012 | 4,409 |
| Total expenditure | | 21,240 | 26,843 | 48,083 | 11,899 |
| Net income / (expenditure) | | (9,595) | (946) | (10,541) | (4,141) |
| Transfers between funds | | 9,595 | (9,595) | 0 | 0 |
| Net movement in funds | | 0 | (10,541) | (10,541) | (4,141) |
| Reconciliation of funds: | | | | | |
| Fund balances at 1 December 2021 | | 0 | (1,944) | (1,944) | 2,197 |
| Fund balances at 30 November 2022 | | 0 | (12,485) | (12,485) | (1,944) |

The statement of financial activities includes all gains and losses recognised during the year.

All income and expenditure derive from continuing activities.

PRIMARY TRAUMA CARE FOUNDATION CIO

BALANCE SHEET

AS AT 30 NOVEMBER 2022

| | Notes | 2022 | | 2021 | |
|---|-------|-----------------|-----------------|----------|----------------|
| | | £ | £ | £ | £ |
| Current assets | | | | | |
| Cash at bank and in hand | | 29,650 | | 4,661 | |
| Accrued income | | <u>250</u> | | <u>-</u> | |
| Total current assets | | | 29,900 | | 4,661 |
| Liabilities | | | | | |
| Creditors: amounts falling due within one year | 10 | (14,762) | | (6,605) | |
| Accruals and deferred income | 10 | <u>(24,623)</u> | | <u>-</u> | |
| | | | <u>(39,385)</u> | | <u>(6,605)</u> |
| Net current (liabilities)/assets | | | <u>(9,485)</u> | | <u>(1,944)</u> |
| Creditors: Amounts falling due after more than one year | 11 | | <u>(3,000)</u> | | <u>-</u> |
| Total net (liabilities)/assets | | | <u>(12,485)</u> | | <u>(1,944)</u> |
| The funds of the charity | | | | | |
| Unrestricted funds | | | (12,485) | | (1,944) |
| Restricted funds | | | - | | - |
| | | | <u>(12,485)</u> | | <u>(1,944)</u> |

The financial statements were approved by the Trustees on02 June 2023.....



.....
 Dr. N Rossiter
 Chair of Trustees

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2022

1 Accounting policies

Charity information

Primary Trauma Care Foundation is a charitable incorporated organisation. The registered office is 264 Banbury Road, Oxford, OX2 7DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation if the amount can be measured reliably and it is probable the income will be received.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of raising funds comprise the costs of raising, recording and managing donations to further the purposes of the charity and their associated support costs.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

1 Accounting policies

(Continued)

Expenditure on charitable activities includes the costs of running the training courses undertaken to further the purposes of the charity and their associated support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include bank office costs, finance, and governance costs which support the charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities as a proportion of time spent this financial year, as advised by the Chief Executive Officer.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Fixtures, fittings & equipment 25% reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in the statement of financial activities.

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

1.8 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

1.9 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

1 Accounting policies

(Continued)

1.10 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

Derecognition of financial liabilities

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

1.11 Taxation

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

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

| 3 Donations and legacies | Restricted | Unrestricted | Total | Total |
|--------------------------|------------|--------------|--------|--------------|
| | Funds | Funds | | Unrestricted |
| | 2022 | 2022 | 2022 | 2021 |
| | £ | £ | £ | £ |
| Donations and gifts | 11,645 | 23,807 | 35,452 | 7,758 |

| 4 Raising Funds | Restricted | Unrestricted | Total | Total |
|----------------------------------|------------|--------------|--------|--------------|
| | Funds | Funds | | Unrestricted |
| | 2022 | 2022 | 2022 | 2021 |
| | £ | £ | £ | £ |
| <u>Fundraising and publicity</u> | | | | |
| Processing charges | - | 84 | 84 | - |
| Other Fundraising costs | - | 22,493 | 22,493 | 7,163 |
| Support costs | - | 2,494 | 2,494 | 327 |
| Total | - | 25,071 | 25,071 | 7,490 |

5 Charitable activities

| | | | | |
|---------------------------|--------|-------|--------|-------|
| Travel | 8,343 | 960 | 9,303 | 57 |
| Training course costs | 6,097 | - | 6,097 | - |
| Subscriptions | - | 382 | 382 | - |
| Digitisation of resources | 1,650 | - | 1,650 | - |
| Share of support costs | 3,453 | 288 | 3,741 | 3,760 |
| Share of governance costs | 1,697 | 142 | 1,839 | 3,204 |
| Total | 21,240 | 1,772 | 23,012 | 7,021 |

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

| 6 | Support costs | Support costs | Governance costs | 2022 | Support costs | Governance costs | 2021 | Basis of allocation |
|---|----------------------------------|---------------|------------------|--------------|---------------|------------------|--------------|-----------------------------|
| | | £ | £ | £ | £ | £ | £ | |
| | Administration and secretarial | 267 | 30 | 297 | 378 | 42 | 420 | Time incurred |
| | Printing, postage and stationery | 40 | - | 40 | 306 | - | 306 | Support |
| | Website development | 5,928 | 659 | 6,587 | 781 | 87 | 868 | Allocation of website space |
| | Bank charges | - | 102 | 102 | - | 133 | 133 | Governance |
| | Insurances | - | 457 | 457 | - | 425 | 425 | Governance |
| | Legal and professional | - | - | - | - | 88 | 88 | Governance |
| | Accountancy costs | - | 591 | 591 | - | 2,496 | 2,496 | Governance |
| | | <u>6,235</u> | <u>1,839</u> | <u>8,074</u> | <u>1,465</u> | <u>3,271</u> | <u>4,736</u> | |
| | Analysed between | | | | | | | |
| | Fundraising | 2,494 | - | 2,494 | 327 | - | 327 | |
| | Charitable activities | 3,741 | 1,839 | 5,580 | 1,138 | 3,271 | 4,409 | |
| | | <u>6,235</u> | <u>1,839</u> | <u>8,074</u> | <u>1,465</u> | <u>3,271</u> | <u>4,736</u> | |

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

During the year a total of £5560 (2021: £919) was received from two (2021: two) trustees as donations.

8 Employees

The average monthly number of employees during the year was:

| | 2022 Number | 2021 Number |
|-------|----------------|----------------|
| Total | - | - |

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

| | Fixtures, fittings & equipment £ |
|------------------------------------|-------------------------------------|
| Cost | |
| At 1 December 2021 | 726 |
| At 30 November 2022 | 726 |
| Depreciation and impairment | |
| At 1 December 2021 | 726 |
| At 30 November 2022 | 726 |
| Carrying amount | |
| At 30 November 2022 | - |
| At 30 November 2021 | - |

10 Creditors: amounts falling due within one year

| | 2022 £ | 2021 £ |
|-----------------|---------------|--------------|
| Other creditors | 7,000 | 3,022 |
| Trade creditors | 7,762 | - |
| Accruals | 2,070 | 3,583 |
| Deferred Income | 22,553 | - |
| | <u>39,385</u> | <u>6,605</u> |

Other creditors relates to a loan from a related party (see note 13)

Deferred income relates to a restricted donation received, against which there will be expenditure made next financial year.

PRIMARY TRAUMA CARE FOUNDATION CIO

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2022

| | | | |
|-----------|---|--------------|-------------|
| 11 | Creditors: amounts falling due in more than one year | 2022 | 2021 |
| | | £ | £ |
| | Other creditors | <u>3,000</u> | - |

The amount owed relates to a related party loan (see note 13)

12 Outline summary of restricted fund movements 2022

| Fund name | Fund balances brought forward | Income | Expenditure | Transfers to unrestricted funds | Fund balances carried forward |
|----------------------------------|--------------------------------------|---------------|--------------------|--|--------------------------------------|
| Burundi project | 0 | 5,000 | 6,674 | 1,674 | 0 |
| Uganda project | 0 | 4,995 | 7,766 | 2,771 | 0 |
| Digitisation project | 0 | 1,650 | 1,650 | 0 | 0 |
| Share of support costs | 0 | 0 | 3,453 | 3,453 | 0 |
| Share of governance costs | 0 | 0 | 1,697 | 1,697 | 0 |
| Total | <u>0</u> | <u>11,645</u> | <u>21,240</u> | <u>9,595</u> | <u>0</u> |

13 Related party transactions

Transactions with related parties

During the previous year, a company in which a trustee has a material interest, loaned the charity £3,000. A further £7,000 was loaned during this financial year from the same company. The total is included in other creditors £10,000 (2021: £3,000).

The loan is interest free and the terms state that repayments will only be made as and when the charity has sufficient funds to re-pay, in addition to being able to cover 12 months of on-going support and governance costs. Also, in the event that the charity is wound up or declared insolvent, or if the lender dies, or if in 7 years' time the charity is still unable to repay the loan, it will become a donation.

PRIMARY TRAUMA CARE FOUNDATION

England & Wales - Charity number 1116071

Accounts

Charity Registration No. 1116071

Company Registration No. 05617836 (England and Wales)

PRIMARY TRAUMA CARE FOUNDATION
ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 30 NOVEMBER 2021

PRIMARY TRAUMA CARE FOUNDATION

LEGAL AND ADMINISTRATIVE INFORMATION

| | | |
|--------------------------|--|--|
| Trustees | Dr. R Frossard Dr. N Rossiter Dr. J Duarte Dr. G Phillips Mr A Taylor Dr M Joseph Dr M Nyirenda Dr A Prasad | (Appointed 25 June 2021) (Appointed 9 December 2021) (Appointed 10 March 2022) |
| Charity number | 1116071 | |
| Company number | 05617836 | |
| Registered office | 264 Banbury Road Oxford OX2 7DY | |
| Accountants | Shaw Gibbs Limited 264 Banbury Road Oxford OX2 7DY | |
| Bankers | Lloyds Bank plc Commercial Banking PO Box 1000 BX1 1LT | |

PRIMARY TRAUMA CARE FOUNDATION

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| Statement of financial activities | 7 |
| Balance sheet | 8 |
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PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)

FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees present their annual report and financial statements for the year ended 30 November 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's Memorandum and Articles of Association, the 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016)

Objectives and activities

The main objective of the charity is to educate health workers in low resource environments to apply the same system of assessment, care and communication for the injured patient as is used globally. This applies globally, but has special relevance in low and middle-income countries (LMICs) and in the context of humanitarian disasters and conflict.

This is achieved by delivering training courses in trauma management for doctors and other health professionals, and preparing new, local instructors who can continue the process independently.

These training courses also encourage the prevention and early management of trauma, collecting and analysing data, and identifying methods of training that are most appropriate to the context.

The charity's work has increased the knowledge and skills of doctors and other health workers internationally which has benefited society as a whole by minimising the effect(s) of injuries relating to trauma.

This year has been very unusual as like most charities activity has been severely hampered by the global COVID-19 pandemic. For much of the year activity was limited. However by financial year end we had 82 enquiries from 39 countries who are beginning work again. To date 83 countries have been or are actively involved with PTC training.

The trustees have paid due regard to guidance issued by the Charity Commission in deciding what activities the charity should undertake and what values and standards should pertain. The Charity Commission's guidance document CC3 was carefully considered.

The trustees are very grateful to the hundreds of volunteers who given their time and expertise to the work of the charity worldwide. It would not be possible to achieve such a global impact were it not for these dedicated professionals.

The charity is very involved in training doctors and other medical staff internationally and is heavily reliant on voluntary help. Besides those trustees who help to manage and run the charity, it relies on other doctors and medical professionals to help design and run the specific courses.

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

Achievements and performance

The main activities continued worldwide up to March 2021 but were curtailed due to the COVID-19 pandemic and many of the healthcare professionals either being re-deployed or needing to change priorities to help with the management of the pandemic. Even with this with an estimated 30 - 60 courses have been run locally and independently on all five continents.

The charity's administration in Oxford continued to support many of these by providing relevant information and, where needed, some coordination. This is now done on a voluntary basis due to the charity's financial position – discussed agreed and ratified by the board and staff. Most courses are organised without reference to the charity, though the training materials remain the Intellectual Property of the charity, are published under the aegis of the World Health Organisation in Geneva and under the accreditation of the Royal College of Surgeons of Edinburgh (RCSEd). Médecins Sans Frontières (MSF), having adopted the PTC curriculum into their own training of doctors worldwide, have conducted the courses in several countries with the addition of special instructor training in Geneva. The MSF & PTC collaboration on research into the educational outcomes of their training – remains on hold due to the pandemic.

Work continued during the year on improving and translating the training materials into French and Spanish and making them available on the website. Strategic relationships have developed with several other organisations, not least by membership of the Global Alliance for Surgical, Obstetric, Trauma and Anaesthesia Care (G4 Alliance), in which the PTCF's Chief Executive previously served as a Director before his retirement in July 2021 - a position now taken by the Chair of the Trustees, who also sits on the strategic board, chairs the advocacy board, and, chairs a documentary committee. The charity enjoys widespread respect and in the next year plans to expand into new countries; to strengthen its epidemiological research; to complete formal links with selected universities and societies, and, potentially consider new objectives to aid with global Trauma care.

The trustees have reviewed the Charity Commission's guidance (CC3) to ensure the charity is compliant with the Duties of Trustees and with the Fundraising Regulator's voluntary standards in accordance with the Charities Act 2016. During the year the trustees also reviewed the charity's data management policies and practices in order to ascertain that it is compliant with the standards for data management and privacy that came into force with the General Data Protection Regulations (GDPR) in 2018.

Financial review

It is the policy of the charity that unrestricted funds which have not been designated for a specific use should be maintained at a level equivalent to between three and six month's expenditure. The trustees considers that reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. At the year end, the balance on unrestricted funds was a deficit £1,944 (2020: £2,197 positive). This amount has decreased since the year end.

The trustees are well aware of the precarious nature of the funds available to the charity and the threat of possible insolvency within the next 12 months. Considerable discussion has and is taking place on fundraising activities, possible restructuring of the charity to become a Foundation Charitable Incorporated Organisation - which occurred in September 2021 - and possible objective change. Discussions are on-going with The Royal College of Surgeons of Edinburgh regarding a possible formal partnership. In September 2021 an investment of £5,995 was made with a grant writing organisation, NPG, with the guarantee of return of investment if funds are not raised. Nil has been raised to date.

New discussions from Nov 21 – Feb 22 with The Intuitive Foundation has resulted in a \$60,000 grant being awarded to transform PTC onto a digital platform. As at 10 Mar 22 this has just been awarded but no monies or paperwork yet completed. The grant will come: 50% up front, 30% at an agreed milestone and 20% on completion of a final report.

Discussions with an independent fundraiser have also taken place to raise sustainable funding by other regular means. Discussion has also taken place on potential winding up if these plans do not come to fruition.

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees, who are also the directors of Primary Trauma Care Foundation for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare accounts for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and 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 accounts; and
- prepare the accounts on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees have assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

Structure, governance and management

The charity was a company limited by guarantee incorporated on 9 November 2005, until restructuring as a CIO in September 2021. The governing document continues to be the Memorandum and Articles of Association as amended on 12 September 2013.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

| | |
|-----------------|-----------------------------|
| Dr. J De Courcy | (Retired 9 December 2021) |
| Dr. R Frossard | |
| Dr. N Rossiter | |
| Dr. J Duarte | |
| Dr. G Phillips | |
| Mr A Taylor | |
| Dr. R Jooma | (Retired 9 December 2021) |
| Dr M Joseph | (Appointed 25 June 2021) |
| Dr M Nyirenda | (Appointed 9 December 2021) |
| Dr A Prasad | (Appointed 10 March 2022) |

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees are recruited by a nomination committee who make a detailed review of potential candidates and conducted interviews. Recommendations are made to the board. The trustees are elected by the members at the Annual General Meeting. They hold office for three years, and may renew twice for two further three year terms if they wish and is agreed by the board.

None of the trustees have any beneficial interest in the company. All of the trustees are members of the company and guarantee to contribute up to £10 in the event of a winding up.

The Trustees in the form of the board of directors ensure the good governance of the charity, adhere to a strict code of ethics and regularly assesses conflicts of interest. For management purposes they work with the Chair, or Chief Executive if/when appointed, and are advised by regional representatives and experienced PTC practitioners worldwide.

The charity has previously employed the services of Oxford Leaders Limited, a company controlled by Charles Clayton. Mr Clayton performed the role of Chief Executive Officer for the charity, which was subject to an agreement negotiated with and reviewed by the trustees.

An insurance policy provides indemnity cover for the trustees and principal officers.

The charity has no physical address but uses the following addresses:

Registered Office: 264 Banbury Road, Oxford, OX2 7DY

Mailing Address: PO Box 880, Oxford, OX1 9PG

Supplier payment policy

The company's current policy concerning the payment of trade creditors is to follow the CBI's Prompt Payers Code (copies are available from the CBI, Centre Point, 103 New Oxford Street, London WC1A 1DU).

The company's current policy concerning the payment of trade creditors is to:

- settle the terms of payment with suppliers when agreeing the terms of each transaction;
- ensure that suppliers are made aware of the terms of payment by inclusion of the relevant terms in contracts; and
- pay in accordance with the company's contractual and other legal obligations.

There were no trade creditors at the year end.

Future plans

The board met on 23 July 2020 to assess the future prospects of the PTC Foundation. In light of the severe difficulties in raising funds in recent years, including the impact of the COVID-19 pandemic, and despite having an excellent reputation and a globally established curriculum for training medical personnel in trauma care worldwide, an entirely new plan is now essential. The trustees agreed unanimously to seek a suitable partner organisation that could assist, underwrite or subsume the charity. The process for this started immediately, as above, with the aim of completion before the end of June 2022. Further pursuit of funds from grants will be sought using the services of NPG. Discussions with an independent fundraiser will also occur to attempt to secure sustainable fundraising for core activities – with the aim of having an administrator, fund raiser and Chief Executive in post with sustained funding to ensure their employment. Pursuit of funds from research grants, particularly for the development of a digital platform for the modern innovative delivery of training assessment and research remotely will also occur. In the event that no suitable partners are found by that time, the trustees will consider other re-structuring options including suspension of the charity's activities but maintain its registration for a suitable period to allow the trustees to explore other options.

PRIMARY TRAUMA CARE FOUNDATION

TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

The trustees' report was approved by the Board of Trustees.



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Dr. N Rossiter

Trustee

04 Apr 2022

Date:

PRIMARY TRAUMA CARE FOUNDATION

CHARTERED CERTIFIED ACCOUNTANTS' REPORT TO THE TRUSTEES ON THE PREPARATION OF THE UNAUDITED STATUTORY FINANCIAL STATEMENTS OF PRIMARY TRAUMA CARE FOUNDATION FOR THE YEAR ENDED 30 NOVEMBER 2021

In order to assist you to fulfil your duties under the Companies Act 2006, we have prepared for your approval the financial statements of Primary Trauma Care Foundation for the year ended 30 November 2021, which comprise the statement of financial activities and the related notes from the charity's accounting records and from information and explanations you have given us.

As a practising member firm of the Association of Chartered Certified Accountants, we are subject to its ethical and other professional requirements which are detailed at <https://www.accaglobal.com/gb/en/member/standards/rules-and-standards/rulebook.html>.

This report is made to the charity's trustees, as a body, in accordance with the terms of our engagement letter dated 3 June 2019. Our work has been undertaken solely to prepare for your approval the financial statements of Primary Trauma Care Foundation and state those matters that we have agreed to state to the charity's trustees, as a body, in this report in accordance with the requirements of the Association of Chartered Certified Accountants as detailed at https://www.accaglobal.com/content/dam/ACCA_Global/Technical/fact/technical-factsheet-163.pdf. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than Primary Trauma Care Foundation and the charity's trustees as a body, for our work or for this report.

It is your duty to ensure that Primary Trauma Care Foundation has kept adequate accounting records and to prepare statutory financial statements that give a true and fair view of the assets, liabilities, financial position and deficit of Primary Trauma Care Foundation. You consider that Primary Trauma Care Foundation is exempt from the statutory audit requirement for the year, and is not required to obtain an independent examiner's report.}

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

Shaw Gibbs Limited

Chartered Certified Accountants

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264 Banbury Road
Oxford
OX2 7DY

PRIMARY TRAUMA CARE FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT

FOR THE YEAR ENDED 30 NOVEMBER 2021

| | | Unrestricted funds | Unrestricted funds |
|--|-------|--------------------|--------------------|
| | Notes | 2021 | 2020 |
| | | £ | £ |
| Income from: | | | |
| Donations and legacies | 3 | 7,758 | 4,959 |
| | | <hr/> | <hr/> |
| Expenditure on: | | | |
| Raising funds | 4 | 7,490 | 7,056 |
| | | <hr/> | <hr/> |
| Charitable activities | 5 | 4,409 | 7,021 |
| | | <hr/> | <hr/> |
| Total resources expended | | 11,899 | 14,077 |
| | | <hr/> | <hr/> |
| Net expenditure for the year/ Net movement in funds | | (4,141) | (9,118) |
| | | | |
| Fund balances at 1 December 2020 | | 2,197 | 11,315 |
| | | <hr/> | <hr/> |
| Fund balances at 30 November 2021 | | (1,944) | 2,197 |
| | | <hr/> | <hr/> |

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

PRIMARY TRAUMA CARE FOUNDATION

BALANCE SHEET

AS AT 30 NOVEMBER 2021

| | Notes | 2021 £ | £ | 2020 £ | £ |
|---|-------|-----------|---------|-----------|-------|
| Current assets | | | | | |
| Cash at bank and in hand | | 4,661 | | 5,780 | |
| Creditors: amounts falling due within one year | | | | | |
| | 10 | (6,605) | | (3,583) | |
| Net current (liabilities)/assets | | | (1,944) | | 2,197 |
| Income funds | | | | | |
| Unrestricted funds | | | (1,944) | | 2,197 |
| | | | (1,944) | | 2,197 |

The company is entitled to the exemption from the audit requirement contained in section 477 of the Companies Act 2006, for the year ended 30 November 2021.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

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.

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

04 Apr 2022

The financial statements were approved by the Trustees on



.....
Dr. N Rossiter
Trustee

Company Registration No. 05617836

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 30 NOVEMBER 2021

1 Accounting policies

Charity information

Primary Trauma Care Foundation is a private company limited by guarantee incorporated in England and Wales. The registered office is 264 Banbury Road, Oxford, OX2 7DY.

1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the 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 (FRS 102)" (as amended for accounting periods commencing from 1 January 2016). The charity is a Public Benefit Entity as defined by FRS 102.

The charity has taken advantage of the provisions in the SORP for charities applying FRS 102 Update Bulletin 1 not to prepare a Statement of Cash Flows.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention, modified to include the revaluation of freehold properties and to include investment properties and certain financial instruments at fair value. The principal accounting policies adopted are set out below.

1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

1.5 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Costs of raising funds comprise the costs of raising, recording and managing donations to further the purposes of the charity and their associated support costs.

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

1 Accounting policies

(Continued)

Expenditure on charitable activities includes the costs of running the training courses undertaken to further the purposes of the charity and their associated support costs.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include bank office costs, finance, and governance costs which support the charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities as a proportion of time spent as advised by the Chief Executive Officer.

1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

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

1.7 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

3 Donations and legacies

| | Unrestricted funds | Unrestricted funds |
|---------------------|-------------------------------|-----------------------|
| | 2021 | 2020 |
| | £ | £ |
| Donations and gifts | 7,758 | 4,959 |
| | <u> </u> | <u> </u> |

4 Raising funds

| | Unrestricted funds | Unrestricted funds |
|----------------------------------|-------------------------------|-----------------------|
| | 2021 | 2020 |
| | £ | £ |
| <u>Fundraising and publicity</u> | | |
| Other fundraising costs | 7,163 | 6,613 |
| Support costs | 327 | 443 |
| | <u> </u> | <u> </u> |
| Fundraising and publicity | 7,490 | 7,056 |
| | <u> </u> | <u> </u> |
| | <u>7,490</u> | <u>7,056</u> |

5 Charitable activities

| | Primary Trauma Research 2021 | Primary Trauma Research 2020 |
|--|---|---|
| | £ | £ |
| Charitable expenditure - travel | - | 57 |
| Share of support costs (see note 6) | 1,138 | 3,760 |
| Share of governance costs (see note 6) | 3,271 | 3,204 |
| | <u> </u> | <u> </u> |
| | <u>4,409</u> | <u>7,021</u> |

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 30 NOVEMBER 2021

| 6 Support costs | Support costs | Governance costs | 2021 | Support costs | Governance costs | 2020 | Basis of allocation |
|----------------------------------|---------------|------------------|--------------|---------------|------------------|--------------|-----------------------------|
| | £ | £ | £ | £ | £ | £ | |
| Administration and secretarial | 378 | 42 | 420 | 2,844 | 316 | 3,160 | Time incurred |
| Printing, postage and stationery | 306 | - | 306 | 509 | - | 509 | Management estimate |
| Website development | 781 | 87 | 868 | 850 | 94 | 944 | Allocation of website space |
| Bank charges | - | 133 | 133 | - | 143 | 143 | Governance |
| Insurances | - | 425 | 425 | - | 343 | 343 | Governance |
| Legal and professional | - | 88 | 88 | - | 208 | 208 | Governance |
| Accountancy costs | - | 2,496 | 2,496 | - | 2,100 | 2,100 | Governance |
| | <u>1,465</u> | <u>3,271</u> | <u>4,736</u> | <u>4,203</u> | <u>3,204</u> | <u>7,407</u> | |
| Analysed between | | | | | | | |
| Fundraising | 327 | - | 327 | 443 | - | 443 | |
| Charitable activities | 1,138 | 3,271 | 4,409 | 3,760 | 3,204 | 6,964 | |
| | <u>1,465</u> | <u>3,271</u> | <u>4,736</u> | <u>4,203</u> | <u>3,204</u> | <u>7,407</u> | |

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

7 Trustees

None of the trustees (or any persons connected with them) received any remuneration during the year.

During the year a total of £919 (2020: £1,044) was received from two (2020: two) trustees as donations.

8 Employees

The average monthly number of employees during the year was:

| | 2021 Number | 2020 Number |
|-------|----------------|----------------|
| Total | - | - |

There were no employees whose annual remuneration was more than £60,000.

9 Tangible fixed assets

| | Fixtures, fittings & equipment £ |
|------------------------------------|-------------------------------------|
| Cost | |
| At 1 December 2020 | 726 |
| At 30 November 2021 | 726 |
| Depreciation and impairment | |
| At 1 December 2020 | 726 |
| At 30 November 2021 | 726 |
| Carrying amount | |
| At 30 November 2021 | - |
| At 30 November 2020 | - |

10 Creditors: amounts falling due within one year

| | 2021 £ | 2020 £ |
|------------------------------|-----------|-----------|
| Other creditors | 3,022 | - |
| Accruals and deferred income | 3,583 | 3,583 |
| | 6,605 | 3,583 |

11 Related party transactions

PRIMARY TRAUMA CARE FOUNDATION

NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 30 NOVEMBER 2021

11 Related party transactions

(Continued)

Transactions with related parties

During the year a company in which a trustee has a material interest, loaned the charity £3,000. This is included in other creditors (2020: £Nil). The loan is interest free and repayments will only become due if the charity succeeds in raising income in excess of £6,000.

Also included in other creditors is £22 (2020: £Nil) owed to a trustee. This amount is unsecured and interest free with no fixed repayment terms.



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Audit history log

| Date | Action |
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| Mon, 4th Apr 2022 21:12:55 BST | The envelope has been signed by all parties. (212.237.221.69) |
| Mon, 4th Apr 2022 21:12:55 BST | Nigel Rossiter signed the envelope. (212.237.221.69) |
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| Mon, 4th Apr 2022 21:10:17 BST | Nigel Rossiter opened the document email. (212.237.221.69) |
| Mon, 4th Apr 2022 8:19:19 BST | Document emailed to chair@primarytraumacare.org (18.132.205.140) |
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| Mon, 4th Apr 2022 8:18:00 BST | Nigel Rossiter has been assigned to this envelope (89.197.20.206) |
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