

ENTUK

England & Wales · Charity number 1125524

Details

Other names	ENT UK TRADING AS BRITISH ACADEMIC CONFERENCE IN OTOLARYNGOLOGY (BACO) & BRITISH ASSOCIATION OF OTORHINOLARYNGOLOGY - HEAD & NECK SURGERY (BAO-HNS)
Status	Registered
Legal form	Charitable company
Company number	06452601
Registered	2008-08-14
Register	View on the Charity Commission register

Contact

Address	38-43 Lincoln's Inn Fields London WC2A 3PE
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Activities

Objects: THE ADVANCEMENT FOR THE PUBLIC BENEFIT OF EDUCATION, TRAINING AND RESEARCH IN THE FIELDS OF OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY;THE RELIEF OF PATIENTS SUFFERING FROM DISEASES IN THE EAR, NOSE AND THROAT AND RELATED AREAS.

Activities: Improve patient care & promote understanding of conditions of the ear, nose, throat, head & neck
Provide information to the public & media Encourage & support research & provide continuing education for specialists Encourage recruitment into the specialty Promote high standards in specialist trainingRepresent the specialty at the Royal Colleges of Surgeons and to government bodies.

Classification

- **How:** Provides Advocacy/advice/information, Sponsors Or Undertakes Research, Acts As An Umbrella Or Resource Body
- **What:** Education/training, The Advancement Of Health Or Saving Of Lives
- **Who:** Other Defined Groups, The General Public/mankind

Geography

- **Area of benefit:** UNDEFINED. INPRACTICE, NATIONAL
- Northern Ireland
- Scotland
- Throughout England And Wales

Finances

Period end	Income	Expenditure	Assets	Employees
2024-09-30	£938,967	£860,470	£3,778,375	7
2023-09-30	£1,734,852	£1,418,052	£3,384,712	8
2022-09-30	£729,426	£705,381	£2,993,234	8
2021-09-30	£1,001,221	£797,783	£3,398,327	7
2020-09-30	£591,892	£831,828	£2,765,843	9

Trustees

Name	Role	Appointed
ANDREW JON Kinshuck		2024-07-01
Elaine Hanley		2023-06-01
Helen Cocks		2022-04-08
Janet Marianne Legget-Jones		2023-06-01
NARA ORBAN		2024-04-15
PROFESSOR NIRMAL KUMAR		2011-05-04
Professor Nigel Peter Weatherill		2023-06-01
RAM P MOORTHY		2024-12-02
Sean Carrie		2023-06-01
TARANJIT SINGH TATLA		2024-04-15

ENTUK

England & Wales - Charity number 1125524

Accounts



ANNUAL REPORT

2023-2024

ENTUK

formally known as ENT UK trading as British Academic
Conference in Otolaryngology (BACO) and British Association
of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS)

COMPANY REGISTRATION NUMBER: 06452601
CHARITABLE COMPANY REGISTRATION NUMBER: 1125524



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PRESIDENT'S FOREWORD



I. PRESIDENT'S FOREWORD

It gives me great pleasure to write this foreword in my first year as President. It marks the first year of working towards our 5- year strategy, Inspiring Excellence and Shaping the Future, which allows us to see just how much we have achieved, but equally where our resources need to be focussed in the years to come.

The report illustrates just how many people are involved at all levels promoting and developing our speciality through ENTUK and our membership and special interest groups. I am delighted we have furthered our collaborations, developing partnerships with the British Laryngological Association (BLA) and the British Association of Endocrine and Thyroid Surgeons (BAETS) and Fifth Sense. I am very grateful to all who have contributed over the past year.

We have further cemented our relationship with the ENTUK Foundation, our philanthropic arm, and have seen the launch of ENTUK Enterprises as our business arm.

I would like to highlight two notable clinical research achievements for our speciality. Two major NIHR-funded randomised trials have provided for the first time clinical evidence that surgery is effective for some of our most common conditions, namely Tonsillectomy in adults (NATTINA) and Septoplasty (NAIROS). This is not only important for the clinicians that we represent but particularly for our patients.

Outside the speciality, we continue to have close links with the four surgical Royal Colleges and through the Federation of Speciality Associations (FSSA) the other SA's. Our links with GIRFT and NHSE have strengthened, and guidance continues to be developed in collaboration.

We look forward to the opportunities for growth and development in the coming year and to our annual meeting in Birmingham in June and our research and awards meeting in September, which promise to be a great opportunity for networking and learning.

Miss Helen Cocks

President of ENTUK



OUR STRATEGY

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2. OUR STRATEGY

As the professional membership body representing ear, nose and throat surgery and its related specialities in the United Kingdom, we were delighted to publish our first five-year strategy in 2023. This has been its first full year of delivery and we have made steady progress across a range of activities all contributing to our ambition to Inspire Excellence and Shape the Future.

Inspiring Excellence and Shaping the Future

To inspire Excellence we have:

- Developed important new guidelines
- Taken a lead in the field of sustainability within ENT practice
- Published Patient Information leaflets including our first Easy Read offers
- Hosted a series of high-quality learning opportunities, events and webinars

To Shape the Future we have:

- Awarded grants for education and research
- Developed new collaborative partnerships
- Launched a new fundraising initiative “The Philanthropy Circle” as part of the ENT UK Foundation

You will read about this and much more in the following pages – all of which is guided by our strategy and vision of a world where ENT and head and neck medical professionals can succeed and provide the best healthcare to patients

In 24/25 we are committed to reviewing our achievements, progress towards our strategic goals and the environment in which we operate. Our aim is to ensure current plans remain relevant, create new workplans where necessary, make certain we represent the ENT community, offer the best training and guidance and deliver maximum value to our members.



OUR GOVERNANCE

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3. OUR GOVERNANCE

The following sets out the management and governance of ENTUK during this financial year.

This financial year, ENTUK set up a trading arm to deliver all the business-related activities of ENTUK so that the Association can solely focus on its membership and charitable aims. **ENTUK Enterprises Ltd** was incorporated on 14 April 2024 as a private company limited by shares with ENTUK as the sole shareholder and came into operation on 1 October 2024.

ENTUK Enterprises Ltd will deliver the annual calendar of events including BACO, courses, admin services and any commercial activity such as consultancy. This enables ENTUK to make savings and protects the Association from the risks of any commercial ventures meaning it is using its resources more effectively. ENTUK Enterprises Ltd is overseen by a Board of Directors.

ENTUK office

- **Ms Katie Nurcombe** | CEO & Company Secretary
- **Mr Bikram Gurung** | Financial Controller
- **Mr Steve Wheeler** | Communications Manager
- **Mr Davide Gorgoglione** | Web & IT Officer
- **Ms Amber Wilson** | Conference & Events Manager
- **Ms Pam Moharir** | Events Officer
- **Ms Janet Stephen** | Education & Governance Officer

The Board of Trustees

- **Miss Helen Cocks** | President (appointed April 2024)
- **Mr Taran Tatla** | President-elect (appointed April 2024)
- **Professor B Nirmal Kumar** | Trustee and Chair of ENTUK Foundation (April 2022)
- **Miss Nara Orban** | Honorary Secretary (appointed April 2024)
- **Mr Andrew Kinshuck** | Honorary Treasurer (appointed July 2024)
- **Miss Victoria Ward** | Clinical Trustee (appointed May 2019)
- **Mr Sean Carrie** | Clinical Trustee (appointed June 2023)
- **Miss Janet Legget-Jones** | Lay Trustee (appointed June 2023)
- **Miss Elaine Hanly** | Lay Trustee (appointed June 2023)
- **Mr Nigel Weatherill** | Lay Trustee (appointed June 2023)

Demitted from the Board of Trustees

- **Mr Andrew C Swift** | President
- **Miss May Yaneza** | Honorary Secretary
- **Mr William Hellier** | Honorary Treasurer



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The Executive Committee

- **Miss Helen Cocks** | President
- **Mr Taran Tatla** | President-elect
- **Miss Nara Orban** | Honorary Secretary
- **Miss Paramita Baruah** | Honorary Secretary-elect
- **Mr Andrew Kinshuck** | Honorary Treasurer
- **Mr Todd Kanzara** | Honorary Treasurer-elect
- **Miss Wendy Smith** | Director of Education
- **Miss Ann-Louise McDermott** | Chair of Specialist Advisory Committee (SAC) in Otorhinolaryngology

Demitted from the Executive Committee

- **Mr Andrew C Swift** | President
- **Miss May Yaneza** | Honorary Secretary
- **Mr William Hellier** | Honorary Treasurer

The Finance Committee

- **Mr Nigel Weatherill** | Lay Member and Chair
- **Mr Andrew Kinshuck** | Honorary Treasurer
- **Miss Nara Orban** | Honorary Secretary
- **Mr Todd Kanzara** | Honorary Secretary-elect
- **Miss Elaine Hanly** | Lay Member
- **Miss Hannah Purves** | Lay Member
- **Mr John Pye** | Lay Member

Demitted from the Finance Committee

- **Mr Patrick Way KC** | Lay Member and Chair
- **Miss May Yaneza** | Honorary Secretary
- **Mr William Hellier** | Honorary Treasurer

The Education & Training Committee (ETC)

- **Miss Wendy Smith** | Director of Education & Chair
- **Ms Janet Stephen** | Education & Governance Officer
- **Mr Dheeraj Karamchandani** | Student & Trainee Rep (SFOUK)
- **Miss Marianne Elloy** | CPD Committee Chair
- **Mr James Tysome** | Director of e-learning
- **Miss Somiah Siddiq** | Chief Editor of e-learning
- **Miss Ann-Louise McDermott** | Chair of SAC in Otorhinolaryngology
- **Mr Sanjiv Kumar** | Global Health Committee
- **Mr Sunil Sharma** | Clinical Lead for Paediatric ENT Skills Course (PESC)
- **Miss Louise Melia** | Clinical Lead for Emergency Surgical Skills Course (ESSC)
- **Miss Jaya Nichani** | Webinar Co-Ordinator
- **Miss Eleanor Crossley** | AOT President
- **Mr Rahul Pankhania** | AOT Education Rep
- **Mr Joshua Michaels** | Joint AOT Education Rep
- **Miss Georgina Wellstead** | Joint AOT Education Rep



OUR GOVERNANCE

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Demitted from ETC

- **Mr Michael Saunders** | Joint Clinical Lead for Paediatric ENT Skills Course (PESC)
- **Mr Neil Bateman** | Joint Clinical Lead for Paediatric ENT Skills Course (PESC)
- **Mr Raj Lakhani** | Clinical Lead for Emergency Surgical Skills Course (ESSC)
- **Miss Mira de Krujif** | Webinar Co-Ordinator
- **Miss Tharsika Myuran** | AOT President
- **Mr Hussein Walijee** | AOT Rep
- **Mr Johann Bastianpillai** | AOT Education Rep

The ENTUK Foundation Committee

- **Professor B Nirmal Kumar** | Chair
- **Miss Katie Nurcombe** | Foundation Secretary
- **Miss Victoria Ward** | ENTUK Member
- **Miss Sadie Khwaja** | ENTUK Member (appointed August 2024)
- **Mr Mark Chacksfield KC** | Lay Member
- **Miss Janet Legget-Jones** | Lay Member
- **Professor Nigel Weatherill** | Lay Member

Demitted from the Foundation Committee

- **Mr Taran Tatla** | ENTUK Member

The ENTUK Council

- **Miss Helen Cocks** | President
- **Mr Taran Tatla** | President-elect
- **Miss Nara Orban** | Honorary Secretary
- **Miss Paramita Baruah** | Honorary Secretary-elect
- **Mr Andrew Kinshuck** | Honorary Treasurer
- **Mr Todd Kanzara** | Honorary Treasurer-elect
- **Miss Wendy Smith** | Director of Education
- **Miss Ann-Louise McDermott** | Chair of SAC in Otorhinolaryngology

Regional Council Members

- **East Anglia (RSPA East England)** | Mr Asad Qayyum
- **North East Thames (RSPA N E Thames)** | Mr Abir K Bhattacharyya
- **North West Thames (RSPA N W Thames)** | Mr Mohiemen Anwar
- **North Western (RSPA North West and Mersey)** | Ms Mamoona Khalid-Raja
- **Northern (RSPA Northern)** | Mr Ben Cosway
- **Northern Ireland** | Mr Colin Leonard
- **Oxford (RSPA South Central and Wessex)** | Ms Sonia Kumar
- **Scotland East** | Mr Jaiganesh Manickavasagam
- **Scotland West** | Miss Catriona Douglas
- **South Thames (RSPA South East Coast) & S.W. Thames (RSPA S W Thames)** | Mr Tony Jacob
- **South Western (RSPA South Western)** | Mr Julian Gaskin
- **Trent (RSPA East Midlands)** | Mr Yujay Ramakrishnan



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- **Wales** | Mr Andrew Hall
- **Wessex (RSPA South Central and Oxford)** | Mr Ashok Rokade
- **West Midlands (RSPA West Midlands)** | Mr Mriganka De
- **Yorkshire (RSPA Yorkshire and Humber)** | Mr Amit Prasai

Demitted from Council

- **Scotland East** | Mr David Baring

Our Representatives

The work of ENTUK is supported by ENTUK Member representatives on many external groups and organisations. These roles approved by the ENTUK Executive Committee and are appointed either by open advertisement and interview or through the recruitment processes of the group or organisation. We are very grateful for the time, expertise and commitment of these representatives.

The below list sets out the ENTUK Representatives on external groups and organisations during the financial year:

- ENT Surgical Specialty Lead (SSL) | Mr James O'Hara
- ENTUK ACCIA Lead | Prof B Nirmal Kumar
- ENTUK Representative on RCSEng Council | Mr Will Hellier
- ENTUK Representative on RCSEng Invited Review Oversight Group (IROG) | Mr Jason Fleming
- RCSEd Council Member | Prof B Nirmal Kumar
- RCSEd ENT Surgical Specialty Board (SSB) Chair | Mr Steven Powell
- RCSEd Surgical Specialty Association (SSA) representative to the Surgical Specialty Boards (SSBs) | Prof Iain Bruce
- Specialist advisory committee (SAC) Research role | Mr James O'Hara
- National ENT lead for GIRFT | Mr Frank Stafford
- ENT GIRFT Co-lead | Mr Matthew Trotter
- ENT GIRFT Paediatric (support) | Miss Sarah O'Donnell
- ENT GIRFT Head and Neck Cancer Workstream member | Prof Jarrod Homer
- BAD Skin Cancer Service Standards Working Party Group (NEW) | Miss Nadia Ashraf
- All Party Parliamentary Group (APPG) in Obstructive Sleep Apnoea (NEW) | Prof Ram Dhillon and Mr Michael Oko
- RCSEng Robotics Network | Miss Jenny Montgomery
- FIPO ENTUK Representative | Mr Ram Moorthy
- PHIN ENTUK Representative | Mr Ram Moorthy
- ENTUK representative to the Otolaryngology The Union Européenne des Médecins Spécialistes (UEMS) - ENTUK Executive Committee member | Miss Victoria Ward
- ENTUK representative to the Otolaryngology The Union Européenne des Médecins Spécialistes (UEMS) - second representative | Mr Neil Fergie
- UEMS Multidisciplinary Joint Committee (MJC) for Head and Neck | Mr Nicholas Roland
- Confederation of European ORL-HNS UK representative | Mr Raj Bhalla
- ENTUK IFOS Representative | Prof B Nirmal Kumar
- ENTUK IFOS Representative | Mr Sean Carrie



OUR GOVERNANCE

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- Training Interface Group (TIG) ENTUK Skin Cancer representative | Miss Nadia Ashraf
- Training Interface Group (TIG) ENTUK Cleft Lip & Palate Chair | Miss Louisa Ferguson
- Training Interface Group (TIG) ENTUK Cleft Lip & Palate representative | Miss Marianne Elloy
- Training Interface Group (TIG) ENTUK Head & Neck Surgical representative | Mr Ben Cosway
- JCIE - Intercollegiate Specialty Board Chair | Mr Craig Murray
- JCIE - Intercollegiate Specialty Board Membership - ENTUK Representative | Mr Will Hellier
- JCIE - Intercollegiate Specialty Board Membership - ENTUK Representative | Mr Prodip Das
- Intercollegiate Education Committee for doctors in the grades of SAS, LED and NCHD - ENTUK Representative | Miss Jeena Narayan
- RCSEd Future Leaders Programme | Miss Phui Yee Wong
- Royal College of Medicine Trustee | Hon Prof Paul O'Flynn
- NIHR CRN National Specialty Lead for ENT | Mr Jameel Muzaffar
- ENT NOTPD | Mrs Mira de Kruijf



OUR GOVERNANCE

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ENTUK Annual General Meeting (AGM)

The AGM 2024 took place on 15 April during the ENTUK Spring Meeting. We had a minute's silence to remember colleagues, including ENTUK Lay Trustee Andrew Foster, who had all sadly passed away during the past year.

Incoming President Miss Helen Cocks invited outgoing President Mr Andrew Swift to share the highlights of the year, including rising to the healthcare challenges to fully support the membership and contributing to developing healthcare strategies for the future. The success of BACO International 2023 was applauded, which had been recognised by two National Association Excellence Awards. Andrew highlighted ENTUK's involvement in the Royal College of Surgeons of England Census, collaboration with Getting It Right First Time (GIRFT), workforce numbers and the development of many important guidelines for the specialty.

Mr William Hellier, ENTUK Honorary Treasurer provided a clear summary of the Association finances. He proposed that the Consultant member fee be reduced from £560 to £495 for 2024/25, returning it to the level it was two years prior. This would be kept at this rate for two years. The membership fees for other grades, including Young Consultants, would be frozen for two years. This was approved by the members present.

Helen thanked Miss May Yaneza (Honorary Secretary), Mr Tim Mitchell (Clinical Trustee) and Mr Andrew Gamble (Lay Trustee) who had stepped down over the past year for their contribution and work on the ENTUK Board of Trustees.

Andrew finished the meeting by announcing that Professor David Howard, Professor Chris Raine, Mr Shyam Singam, Professor Philippa Tostevin and Professor Tim Woolford had been awarded Honorary membership.

4. OUR MEMBERSHIP

During the 2023/24 financial year, ENT UK welcomed 310 new paying members.

Membership income by year

Year	Revenue	YoY%	Headcount	YoY%
2014-15	325k		1,262	
2015-16	342k	5	1,340	6
2016-17	371k	8	1,387	4
2017-18	410k	11	1,485	7
2018-19	411k	0	1,617	9
2019-20	434k	5	1,880	16
2020 -21	448k	3	2,117	13
2021-22	448k	-	2,427	15
2022-23	481k.	8	2,370	-2
2023-24	~500k.	3	2337	-2

Paying members by grade	This year	Last year
Total	2,337	2,370
Consultant	541	558
Trainees	594	555
SFO	526	556
International	189	204
YCOHNS	153	171
Associate	153	149
Allied	119	120
Retired	62	57

Free members	This year	Last year
Total	458	331
Hinari	333	192
Life	67	81
Honorary	44	47
Parental leave	8	11
Lay	6	-

OUR MEMBERSHIP

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OUR MEMBERSHIP

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Membership Developments



We continue to promote a new tailor-made **Medical Indemnity Insurance Scheme** which was launched in 2022. ENT UK arranged for Howden Insurance Brokers Ltd. to provide this scheme, to ensure that members can access suitable, up-to-date indemnity cover and protection. The risks inherent to frontline surgery mean that access to suitable indemnity cover is vitally important to our members, as well as to the specialty in general.

The recently developed **ENT UK website** continues to evolve and we are pleased that members are using the new members' area to register for events, submit abstracts and apply for grants and fellowships. We will continue to upgrade the section for professionals to help members to better navigate our growing library of high-quality resources. This year we also re-launched the '**find a surgeon**' tool on the website

You can read more about the **impact** we are having for our members in the following chapters.



5. OUR PARTNERSHIPS

Partnerships play a crucial role in the delivery of our mission, and we are passionate about nurturing these relationships and collaborating with various organisations, associations, and charities that share our values and goals. This year has marked significant developments in the area.

During 23/24 we successfully established strategic collaborations with the charity Fifth Sense, focusing on the exchange of vital information, specialised training, and valuable resources. Together we aim to enhance the standard of care for individuals suffering from smell and taste disorders..

We also formed a promising partnership with the British Laryngology Association, to develop surgical education, training, and research in otolaryngology further together. Our ongoing collaboration with the Association of Otolaryngologists in Training (AOT) remains strong, allowing us to continually share knowledge and experiences.

We also engage with a range of associations, including the British Association of Paediatric Otolaryngologists (BAPO), the British Association of Endocrine and Thyroid Surgeons (BAETS), and the Confedrate of European Otorhinolaryngologists and Head and Neck Surgeons (CoE ORL-HNS), with the shared goal of developing high-quality clinical guidelines and informative resources for patients. These collaborative efforts ensure that ENTUK members have access to a diverse array of events, training opportunities, and resources that enhance their professional development and improve patient care.



The Association of Otolaryngologists in Training (AOT)

It is my great pleasure to be the new President of The Association of Otolaryngologists in Training (AOT) - our trainee-led organisation which has been running since its inception in 1989.

As Vice President last year, I saw first-hand the excellent progress made by the previous President, Mr Anthony Bashyam. Two of the changes made demonstrate AOT's ongoing commitment to advocacy for all trainees in keeping with our Equality, Diversity and Inclusion (EDI) strategy: for the first time, the committee applications were held online and judged anonymously; and a less than full-time (LTFT) representative was introduced to our Committee. We also held our National Conference in Leeds, which was attended by over 200 people and covered important training and curriculum changes.

In the upcoming year, we look forward to launching the AOT Podcast which will be a really useful resource for trainees, especially in preparing for the FRCS exams. We will be introducing our new AOT grants and prizes in collaboration with The Association of Surgeons in Training (ASiT) and ENTUK Global Health which will enable trainees to visit the work performed in low and middle-income countries. We were also grateful to be granted funding from the ENTUK Foundation for our DOHNS course, aimed to help junior trainees gain the knowledge and content previously covered by the DOHNS exam pathway; the first course will be delivered as the exam is phased out.

We hope to further develop our excellent working relationship with ENTUK. If you aren't already, please do join us as an AOT member - it's completely free and open to anyone, especially foundation and core trainees interested in ENT and ENT registrars: <https://aotent.org>

Ms Eleanor Crossley
AOT President



OUR IMPACT

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6. OUR IMPACT

Clinical Guidelines

During this financial year, ENTUK has worked with external organisations and our ENTUK sub-groups to develop new and update existing guidelines for the benefit of all those working within ENT departments. We have also provided guidance to Getting it Right First Time (GIRFT) and other organisations to ensure consistent guidance and recommendations.

In an important development for ENT, Newcastle University's NIHR-commissioned **NATTINA trial** concluded that adult tonsillectomy for recurrent tonsillitis is effective both clinically and in terms of cost. The multicentre trial, the largest of its kind, found that patients who underwent a tonsillectomy had 50% fewer occurrences of sore throat over two years, compared to patients who did not. The findings have significantly reduced the previous evidence gap and challenged the assertion that the procedure was of limited clinical value.

ENTUK and NHSE collaborated to publish a '**Decision Support Tool: Making a Decision about Recurrent Tonsillitis in Adults and Children**' that should aid both patients and clinicians. The document also includes the most recent information from the NATTINA trial. Easy accessibility for patients and widespread dissemination within primary care could make a significant difference to clinical management and referral patterns.

Mr Sean Carrie and Mr James O'Hara led the first randomised controlled trial to study the effectiveness of septoplasty in the UK. The **National Airways Obstruction Study (NAIROS)** compared septoplasty with medical therapy (isotonic saline spray plus mometasone spray) in 378 patients recruited from 17 hospitals. Using the SNOT-22 scores as the primary outcome measure, this publication clearly shows the superiority of septoplasty in comparison to medical therapy. This was true of patients with at least moderate nasal obstruction but showed greater improvement in those with more severe symptoms. The findings, published in October 2023, will be invaluable to discussions with health commissioners to improve the equity of access to septoplasty across the UK and will, at last, refute claims that septoplasty is an operation of limited clinical effectiveness.

ENTUK has committed to lead activity in relation to **Sustainability in ENT and Head and Neck Healthcare**. As a starting point, we want to address the areas which are most relevant and where we can have impact. These are suction, flexible nasal endoscopy and outpatient instruments. This work was led by Professor Mood Bhutta, Miss Phui Yee Wong and Mr Mark Williams. These guidelines will be published shortly to give our members confidence in making decisions that are best for their patients and the planet.

ENTUK collaborated with the Institute for Addressing Strangulation (IFAS), major royal colleges, and associated professional groups to develop comprehensive guidelines for the **Clinical Management of Non-fatal Strangulation**. These



OUR IMPACT

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guidelines aim to provide victims with optimal care promptly and mitigate potential harm.

The British Association for Paediatric Otorhinolaryngology (BAPO), in collaboration with several organisations including ENTUK, released new guidance to support surgical units undertaking **Adenotonsillectomies in Children as Day Cases**. This is to support them in achieving the target for day case surgery recommended by GIRFT.

With the support of ENTUK, BAPO also published guidelines for the **Management of Non-tuberculous Mycobacterial Cervical Lymphadenitis**. This is a useful piece of work about a condition whose management remains contentious.

New guidance, jointly written by **BRS, BSFPS** and **ENTUK**, was published on the clinical management of **Cocaine-induced ENT Pseudo-GPA**. Cocaine has always been known to adversely affect the nose, often resulting in perforations of the nasal septum. However, over the last couple of decades, patients with known cocaine abuse have presented with severe nasal deformities and associated tissue loss affecting the nose, face and palate.

The Royal College of Surgeons of England published the results of the 2023 Surgical Workforce Census in their report '**Advancing the Surgical Workforce: 2023 UK Surgical Workforce Census Report**'. This provided comprehensive information on the composition of the surgical workforce, its demographics and working practices. Due to the efforts of the SAC, we have our own evidence to highlight the concerns more specifically in ENT, and ENTUK published a statement on the Census.

ENTUK has also been involved in the review of a number of **national consent forms** for commonly performed procedures in ENT. These have been written by NHSE with GIRFT and some are now available online for routine use.

Button batteries continue to cause considerable morbidity and, sadly, mortality despite the gold standard pathway that requires all batteries to be removed within two hours of ingestion and certainty of presentation if the time of ingestion is unknown. To this end, ENTUK has been working with the national body led by Mr Ian Sugerman and Miss Nara Orban with support from the working group. At the present time, data is being collected to establish how a gold standard Button Battery pathway may be delivered and potential barriers to the same.

Thanks to Miss May Yaneza, past ENTUK Honorary Secretary, for her work on clinical guidelines during her tenure and her diligence and attention to detail.

Miss Nara Orban

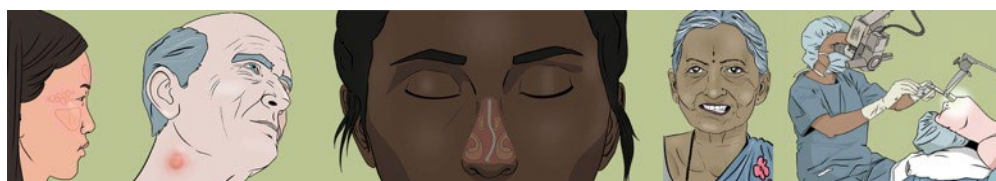
ENTUK Honorary Secretary



OUR IMPACT

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Patient Information leaflets



This year has been busy for the patient information leaflets team. Between 2023 and 2024, we have published 21 patient information e-leaflets on the ENTUK website, with 12 leaflets currently being reviewed by the team. These include six on voice, four paediatric, one on facial palsy and one on vertigo. Thank you to all the authors who have contributed their time and expertise over the year.

We have made progress in updating our processes to align with the Patient Information Forum (PIF) TICK assessment criteria, and we expect to confirm accreditation in December 2024. Being PIF TICK certified will give further credibility to our patient leaflets and demonstrate that we follow best practices in ensuring clinical accuracy and accessibility in our resources. As part of our continuing efforts to improve patient engagement, a feedback survey function has been added to the website. This has allowed us to capture a wider range of user feedback from both patients and healthcare professionals.

Additionally, the first in our series of [Easy-Read leaflets focusing on adenoidectomy](#) has been published in collaboration with the Down's Syndrome Association (DSA). We continue working with them to create Easy Read versions of other common ENT conditions and procedures, including tonsillectomy, otitis media, and grommet insertion. All of these will be freely accessible to anyone through the new Easy Read section on the website. We are currently in the process of expanding the team with a new Easy Read Lead role.

As part of ENTUK's partnership with Fifth Sense and Tinnitus UK, we now host links to their specialist patient information resources on the ENTUK website. We also continue to receive excellent feedback from the BAPO team on the current paediatric leaflets, and they have been working with us to develop new leaflets. The e-leaflets page now has a separate paediatrics section for ease of navigation. A communications strategy has been developed to promote ENTUK's approach to patient information and the new and updated e-leaflets which have recently been published. New leaflets are promoted on social media, and regular updates included in the Newsletter. The leaflets have also been promoted at external events which have been well-received and generated more user engagement.

We are excited to continue expanding the information leaflets in the coming year, including potentially developing information in new formats, such as a short, animated video series.

Patient Information Team



OUR IMPACT

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National Clinical Impact Awards

The new National Clinical Impact Award (NCIA) scheme was introduced two years ago and is now finishing its second cycle. The main change in the new scheme was the removal of citations and ranking by specialist societies such as ENTUK, though employer support was still required. There was an increased number of awards, 600 in England and 37 in Wales, and the awards were based on submissions which highlighted impacts from activities rather than the activities themselves.

Changes were introduced to the application process with only one application required and ranking determining the level of award. The new levels were National (N0 – Wales), N1, N2, N3 with increasing levels of payment for each. The domains were as follows:

- **Domain 1 and 2** - delivering and developing a high-quality service
- **Domain 2** - leadership
- **Domain 3** - education, training and people development
- **Domain 4** - innovation and research (up to 10 publications, up to 5 reviews and textbooks)
- **Domain 5** - additional national or international impact that has direct benefit to the NHS

Less than Full Time (LTFT) award holders receive the full value of the award if eligible (i.e. job plan has minimum 3 NHS clinically-relevant PAs) and there were no renewals for awards which are non-pensionable. The essentially competitive and regional nature of the scheme remained and the need to demonstrate 'over and above' performance with increased emphasis on national impact. The aim was to increase the opportunity to obtain higher awards more quickly, fostering diversity and turnover.

The message to encourage members to apply was delivered by ENTUK in a webinar in conjunction with the Royal College of Surgeons Edinburgh (RCSEd) and a presentation to Young Consultants (YCOHNS) at their Annual Meeting held in Birmingham on 10 November 2023 was well received.

The removal of selective ranking and citations by ENTUK and other specialist societies and colleges was conveyed to delegates and in information on NCIA through the ENTUK Newsletter. ENTUK aims to disseminate relevant information from the Advisory Committee on Clinical Impact Awards (ACCIA) to provide guidance and assistance to an unlimited number of applicants to improve the quality of applications. Unlike in previous years, ACCIA forbids ENTUK and other societies from critique and editing individual applications from members.

More information and advice is available from the [ACCIA](#).

Professor Nirmal Kumar
ENTUK NCIA Lead



OUR IMPACT

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Mentoring

ENTUK Mentoring Scheme

Hosted and led by WENTS UK

Since the scheme's launch in 2020, WENTS UK has matched and supported volunteer mentor-mentee pairings and there are now over 120 matched pairs. The scheme was paused to new members in 2024 while ENTUK reviewed its operation and governance.



We would like to take this opportunity to acknowledge and thank all our mentors, who are kindly volunteering within the scheme – it would not exist without your kindness, effort and engagement.

ENTUK CESR Buddy Scheme

Each year, fewer than ten ENT specialty doctors apply for specialist registration via the CESR route in the UK. This is an expensive process and the support for these doctors in preparation for their submission is variable around the UK, due to the variety of experience that may be available in each region. The aim of this voluntary 'buddy' scheme is to provide informal support and advice to a colleague in order to maximise their chance of success in what is a very expensive process.

There has been great interest from our consultant members in supporting this mentorship scheme. Mentors have been able to support colleagues through the CESR process as a result of their own experience of applying via this route. We are enormously grateful for this mentorship and the support of surgeons who will take an alternative pathway through their career development in ENT.

The ENTUK Foundation



OUR IMPACT

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The ENTUK Foundation is ENTUK's philanthropic arm which aims to improve ENT healthcare for all. The Foundation seeks to achieve this by:

- **Investing in the specialty**, in particular by providing research and education grants and support for humanitarian projects, nationally and internationally.
- **Engaging with stakeholders**, including patients, the public, clinicians, industry, and charity partners, and those involved in advancements in technology; and
- **Facilitating global innovation**, including through the funding of global health and international programmes.

Importantly, the Foundation Committee has been successfully raising funds from private individuals and industry partners since its inception in 2021, and the achievements of the Foundation would not have been possible without the generous support of these donors.

Since its inception, the Foundation has raised more than £200,000 and in the three years of the Foundation Education and Research Grants Programme, more than 60 research projects, 20 education projects and several international collaborations have been delivered.

This year also saw the launch of the Foundation's Philanthropic Circle and a donor celebratory lunch was held in September in appreciation of the donors who supported the Foundation and hopefully to also encourage more donations and contributions going forwards.

The project highlights this year include a young UK consultant participating in the specialised airway course in Pune India, spreading the learning and upholding standards of practice around the world. A visiting fellow (Prof VS Rokade fellowship) from Tanzania to the UK supported by the College of South, East and Central Africa (COSECA) and Netcare Foundation funded by the ENTUK Foundation was another highlight. Other ongoing international projects include the ear aid project in Nepal and other projects in Africa.





OUR IMPACT

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The 2024 round of **ENTUK Foundation Awards** received many applications for grant funding and 10 Education Grants totaling £12,865 and 7 Research Grants totaling £9,000 were awarded. Two additional international collaborations were also supported. These awards were presented to the recipients at the **Research Showcase** event held in York on 4 October. Details of all the Foundation Award recipients, their projects and award amounts can be found on the [ENTUK website](#).



The event also celebrated the achievements of past recipients of the Foundation Awards with several completing higher degrees and going on to receive further recognition and support from leading grant awarding bodies such as the National Institute of Health Research (NIHR) and Research for Patient Benefit (RfPB) grants.

Delegates also heard from the finalists of the **ENTUK Foundation Research and Training Prizes** in memory of Rowena Ryan, and we congratulate all the winners of these National Awards.

At the event, ENT UK President Miss Helen Cocks presented the **ENTUK and Foundation Lifetime Trainer Award 2024** to Prof Patrick Bradley for his distinguished contribution to the specialty over many decades. Congratulations also go to Mr Shahz Ahmed who received the **ENTUK and Foundation Best Trainee Nominated Trainer Award 2024**.

The Foundation Committee, assisted by its Advisory Group has improved the governance of the Foundation and we thank the Lay and ENTUK Members who have contributed to the success of the Foundation with their expertise and time. The Foundation is passionate about continuing its activity focused on research and education, social responsibility, professional development, patient and public involvement and engagement, and celebration.

Professor B Nirmal Kumar
ENTUK Foundation Committee Chair

Miss Katie Nurcombe
ENTUK Foundation Secretary



OUR IMPACT

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Equity, Diversity and Inclusion

Our Equity, Diversity and Inclusion goals are that:

- Our culture supports all our members to feel that they belong.
- Our people represent the specialty.
- We are inclusive, accessible and relevant to patients.
- We advocate for and support the needs of those who need it most.

Following the publication of its first Equity, Diversity and Inclusion Strategy and Action Plan in the previous year, a new Action Plan for 2023/24 was developed. Regular reports were provided to Trustees during the year and a brief update can be found below:

- Our corporate values of teamwork, ambition, respect, innovation and quality were promoted to members and staff and incorporated into our approach to recruitment.
- New and existing policies including our Equality and Diversity Policy are under review and will be hosted on the EDI page of the website.
- Ahead of each event, the ENTUK Events Officer contacts all faculty to remind them of the significance of our EDI principles in practice.
- Active Bystander training was delivered for the ENTUK Trustees.
- Demographic questions were integrated into the ENTUK website, and we are encouraging members to complete their profile information.
- Accessibility and reading age continue to be key considerations for the patient information e-leaflets, and we continue to work on redeveloping our processes to conform to 'PIF Tick' standards.
- ENTUK Membership Groups and Special Interest Group are embedding EDI in their Constitutions and Terms of Reference.
- ENTUK has signed the BMA pledge to End Sexism to tackle gender discrimination in healthcare.

A new Action Plan for 2024/25 will be produced in line with the ENTUK Business Plan.



EDUCATION

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7. EDUCATION

This report covers the educational activities of ENTUK in this financial year.

The ENTUK Education and Training Committee (ETC) meetings took place virtually this year. The ETC consists of representation from the leadership of established educational groups including the ENTUK Continuing Professional Development Committee, SFO, SAS, AOT, SAC and the ENTUK Community Group with the role of advising on training and CPD. Updates have been provided to the ENTUK Executive Committee, Board of Trustees and Council throughout the year.

This report represents a summary of educational activities to demonstrate how they have progressed in alignment with the mission statement of ENTUK, noting the strategic objectives and key deliverables in the previous 5-10-year strategy document.

1. Mission statement:

To promote an understanding of the range of conditions treated by the specialty

e-lefENT

Lead: Mr James Tysome and Ms Somiah Siddiq

The Director of e-learning, Mr James Tysome, and Editor-in-Chief of e-lefENT, Ms Somiah Siddiq, met with others in elefENT strategy meetings to explore the options for future funding of the online learning platform.

The e-lefENT resources have been mapped to the following syllabuses (by Nina Mistry):

- Medical Licensing Examination (all medical students graduating from UK universities from the academic year 2024-2025 onwards will need to pass the MLA as part of their degree before they can join the GMC medical register)
- Fellowship of the Royal College of Surgeons (Otolaryngology)

Web developers have been tasked to include syllabus mapping with hyperlinks to improve platform navigation for learners.

The subsection editors have modules awaiting review and upload (3 in paediatric ENT; 2 in otology; 1 in laryngology; 2 in rhinology) as well as updating old content. This continuous evolution of the platform provides a highly valuable current resource for trainees and for CPD refreshers for everyone.

To support global access to e-lefENT, Hinari A and Hinari B countries have free access to e-lefENT. Hinari A countries first apply to become ENTUK member (free) and then have access to all resources including e-lefENT. For Hinari B countries, only e-lefENT access is free and they apply for an account directly from the e-lefENT account.



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Guidelines Live 2023

ENTUK supported the ENT session at this meeting attended by general practitioners, pharmacists and other allied healthcare professionals. This year the session held on 22 November 2023 was chaired by Mrs Alison Hunt and all talks received excellent feedback:

- Update on the management of tonsillitis - Mr James O'Hara
- Practical tips for managing rhinitis - Mr Annakan Navaratam
- Practical tips for managing common ear infections - Mrs Alison Hunt

2. Mission statement:

To support and provide continuing education for specialists

CPD

Lead Miss Marianne Elloy

The Continuing Professional Development (CPD) Committee led by Miss Marianne Elloy has provided kite mark accreditation on behalf of ENTUK as a marker of quality of educational provision.

CPD Applications

The Committee have processed 38 CPD applications in the last 12 months. The majority of meetings and courses are now face to face with occasional hybrid / virtual meetings.

Quality Assurance

Two quality assurance course inspections have been successfully undertaken and demonstrated the provision of high-quality educational events using hybrid learning styles and clear educational objectives. Review of course and meeting feedback demonstrated that learners' needs and expectations were met with no outlying events identified.

Updates

- **A Dignity & Respect statement** was added to ENTUK course accreditation form.
- **Appointment of new Trainee Representative** - The CPD Committee thanked Miss Sophie Wilkinson for her hard work as the Trainee representative and welcomed Mr Simon Morris to the Committee as the newly appointed Trainee representative after a competitive round of interviews
- **An updated feedback form** has been completed and a new CPD guidance document is being finalised for use from January 2025

Acknowledgements

The Committee would like to thank Ms Janet Stephen, ENTUK Education & Governance Officer for her ongoing hard work and commitment to support the Committee.



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Webinars

Leads Mrs Jaya Nichani and Ms Emily Lowe (trainee)

The webinar series is a free resource that is livestreamed through the Royal College of Surgeons of Edinburgh (RCSEd). The new series "Updates in ENT" started with Recurrent Respiratory Papillomatosis (10 September 2024). Two webinars are planned in the next financial year including Sinonasal Neoplasia (10 October 2024) and Sudden Sensorineural Hearing Loss: Management and Challenges (19 November 2024).

The webinars are also stored in the Education Library on the ENTUK website and represent a valuable resource for trainees.

Paediatric Emergency Surgical Skills Course (PESC)

Leads Mr Sunil Sharma, Mrs Jaya Nichani and Ms Emily Lowe (trainee)

This simulation course has been developed primarily to support ENT consultants who cover emergency work but who do not work in tertiary paediatric ENT centres. No course was delivered this year but one is planned for February 2025. These courses will not be exclusive for ENTUK members, but members will have a reduced course fee, and the course will initially be advertised to ENTUK members.

Adult Emergency Surgical Skills Course (ESSC)

Course Lead Ms Louise Melia with Mr Vikas Acharya (trainee)

A Course Lead was appointed and whilst no course was delivered in this financial year, significant work took place to understand the arrangement for this course. Work is underway to evolve the delivery of this course to ensure it is cost-effective.

Podcast development

Lead Mr James Tysome

Mr James Tysome devised the concept of 'A coffee room chat in ENT', with support from the RCSEd. Although these were no further podcasts this year, a further new series of podcasts to be held by ENTUK in collaboration with the RCSEd is planned. These podcasts involve a significant amount of work and it is anticipated that Mr Tysome will be supported by a trainee lead.

Education Library

The Education Library is a valuable repository on the new website for useful educational resources and continues to be expanded with the upload of webinars initially uploaded to the RCS Ed website.

ENTUK Foundation Awards

Successful recipients of the ENTUK Foundation Education Grants were announced at the ENTUK Research Showcase meeting on 4 October 2024. Details of the winners can be found on the [ENT UK website](#).



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3. Mission statement:

To encourage recruitment into the specialty

Association of Otolaryngologists in Training (AOT)

A key educational relationship that has been actively nurtured throughout the year is that between ENTUK and the AOT group. The President of AOT and the education representatives have been active contributors to the Education and Training Committee and as such provide a key bridge of essential communication between the organisations. The AOT are in the process of developing an FRCS podcast supported by a grant awarded by the ENTUK Foundation.

Medical Training Initiative (MTI)

The MTI scheme is run by HEE on behalf of the Department of Health (the government sponsor) operating under the Home Office Tier 5 Government Authorised Exchange visa scheme. In alignment with the strategic objective to run an effective recruitment scheme for MTI, ENTUK aims to sponsor clinical training and improve the quality of healthcare in developing countries. Two MTI doctors will complete their posts in 2024 and 3 in 2025. One MTI doctor was accepted for training in the UK during the period covered by this document and was interviewed via videoconference by an ENTUK executive representative and host trust representatives. The process of appointing a new MTI doctor has become increasingly complex so a guide has been produced to help people navigate the new process.

4. Mission statement:

To promote high standards in the training of specialists

Recruitment

National selection in 2024 remained online and 90 candidates were invited for interview on 11 and 12 March 2024 with 61 NTN and two LATS successfully appointed to ST3 training. Quality assurance of the process was conducted. Following consultation with the AOT and SAC, the National Selection Committee has made some changes to the scoring system for ST3 applications in 2025 (subject to approval by MDRS/HEE). This is to encourage applicants to maximise their logbook numbers (which have remained lower) and recognise quality rather than quantity in audits/quality improvement projects, publications and presentations.

Specialty Advisory Committee (SAC)

A key relationship between educational committees and ENTUK is maintained by the President of ENTUK and the Director of Education sitting on the SAC, while SAC Chair Miss Ann-Louise McDermott is also a member of the ENTUK Executive Committee and the ENTUK Education and Training Committee. Her full report can be viewed in section 8 of the Annual Report.



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ENT Trauma course

This course has been developed to be tailored to ENT to replace the general ATLS but meet the GMC requirement of managing trauma patients. The first of the new ENT UK National Trauma Courses will be held in the next financial year, in Birmingham in November 2024 by course leads, Mr Paul Nankivell and Mr Josh Whittaker. It is run through ENTUK Enterprises Ltd.

Bootcamps

22 delegates registered for Leeds (24-25 October 2023) and 42 delegates registered for London (1-2 November 2023). The standardised feedback forms and certificates are issued and collated by ENT UK office. Going forward, the bootcamps will be run through ENTUK Enterprises Ltd.

5. Mission statement:

To represent the specialty at the Royal College of Surgeons

Fellowships

ENTUK provides support to the RCS Eng fellowship scheme by reviewing applications from teams who wish to provide a fellowship. In the last year, review and support of fellowship applications has been undertaken for The Royal National ENT Hospital Advanced rhinology and another for the UCLH Fellowship in Laryngology.

MRCS (ENT) Examination

Despite the ENTUK past-President and Director of Education, SAC chair, AOT president and co-chairs of the MRCS (ENT) presenting the benefit of MRCS (ENT) examination to ENT Trainees and the specialty, the ICBSE and the four Royal Colleges of the UK and in Ireland announced that the MRCS (ENT) examination is to be discontinued, subject to GMC approval. This was to ensure the summative assessment of candidates completing Core Surgical Training is consistent across all surgical specialties. The last sitting will be February 2026.

Final Notes

ENTUK has been responsive to concerns regarding Physician Associates (PAs) and the ENTUK President has discussed this with other members of FSSA. ENTUK has formed a PA Scope of Practice Working Group to support ENT doctors in training and define the appropriate roles of PAs in the safe provision of healthcare within the specialty. The work of the SFO Group (led by Mr Dheeraj Karamchandani) and the Community ENT Group is fundamental to the success of the education activity and reports on their activity can be found in section 9 of the Annual Report. ENTUK Education and Governance Officer, Ms Janet Stephen has provided outstanding support for all educational activities over the last year, and we would like to thank her for her contribution.

Miss Wendy Smith

ENTUK Director of Education



SPECIALIST ADVISORY COMMITTEE (SAC)

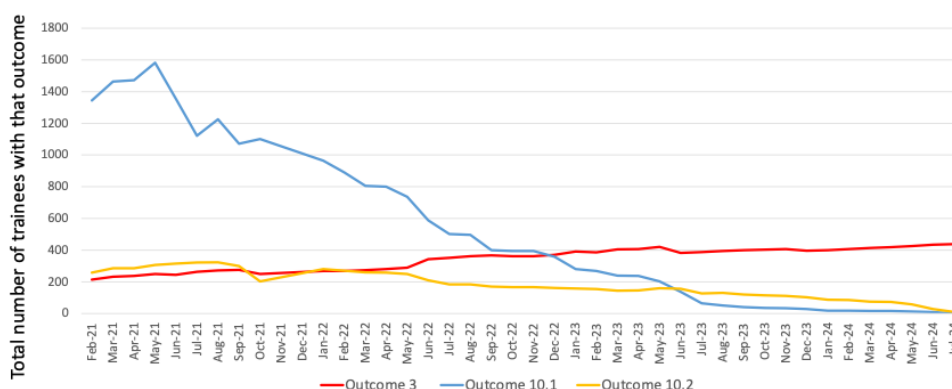
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8. SPECIALIST ADVISORY COMMITTEE (SAC) IN OTORHINOLARYNGOLOGY

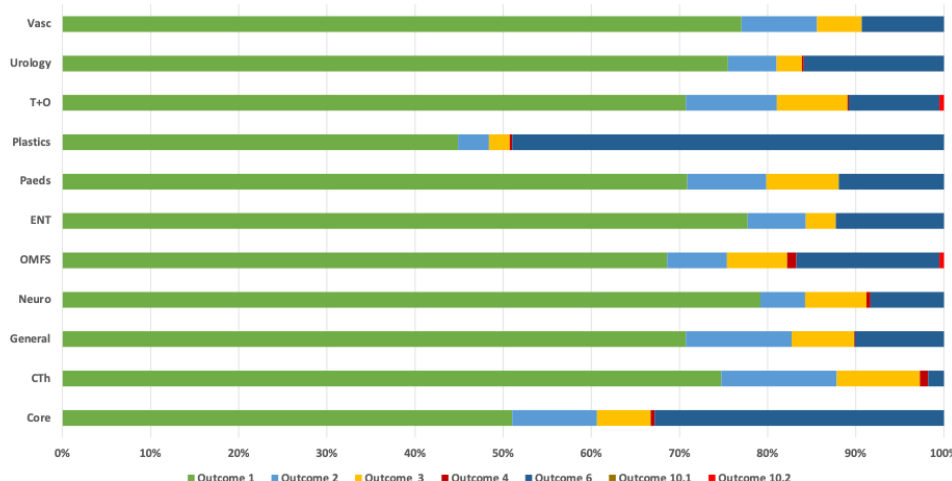
COVID

The effects of the pandemic on training show no real signs of recovery. Training in ENT continues with some procedures continuing to remain difficult to access in some regions. No Covid outcomes are remaining and there is an increase in outcome 3s as expected. Below is the latest logbook data released by JCST.

Outcome 3 and Outcomes 10 in surgery by month



ARCP Outcomes recorded on ISCP by specialty as of end July 24



Curriculum

The first wave of proposed changes to the curriculum began in June 2024 and the proposals will hopefully be distributed to all stakeholders later this year. These proposals include the loss of sub-speciality interest in Phase 3 of training. All trainees would have an ST8 finish, and the accelerated route will remain for those who develop all their competencies sooner. Proposals for new index procedures



SPECIALIST ADVISORY COMMITTEE (SAC)

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such as SPA ligation and paediatric tracheostomy are also included. The final timeline for this new curriculum is not yet known but hopes are that it will be ready by summer 2025.

Bootcamp and ENT Trauma course

These are continuing to be very successful and running at full capacity. ENTUK are working in partnership with SAC to provide both courses. The ENT Trauma course continues to evolve and encompass all the trauma and emergency aspects of Otolaryngology, and it will remain as mandatory on the curriculum (or ATLS).

National Selection

National selection Interviews remain on a virtual platform, and feedback from trainees has been very positive. Portfolio marking is now undertaken face-to-face with two examiners per portfolio.

The 2024/25 National Selection portfolio criteria has been changed to award marks for quality rather than quantity. Furthermore, there are additional marks awarded for more operative experience. All details can be found [online](#).

Core Training

The MRCS examination is considered an exit examination for Core Surgical training. The MRCE(ENT) was perceived more as an “entry” examination into Otolaryngology. Furthermore, there was quite a substantial pass rate discrepancy between the two examinations. The ICBSE have now confirmed the end of the MRCS(ENT) with October 2024 being the last diet for new applicants. MRCS Parts A&B will be required for future National Selection and will be accepted for 2024/25 applications.

Workforce

Unfortunately, despite having an excellent meeting with the leads for NHSE and the four Royal Colleges in January 2024, there has been no further follow-up on workforce. Within our speciality, our trainee colleagues Ms Watts and Mr Lee continue to work on ensuring all our workforce data remains up to date and accurate.

Finally, this is my last report as SAC Chair as I am due to demit in December 2024. Currently, the interviews for the new SAC Chair are awaited.

I have thoroughly enjoyed my three years in office, and I am extremely grateful to all the SAC members who have worked so hard alongside me. It's been a pleasure to get to know them all. Also, I would like to say a big thank you to everyone at ENTUK for all their support on many training matters during my tenure.

Miss Ann-Louise McDermott

Chair of SAC in Otorhinolaryngology



ENTUK MEMBERSHIP GROUPS

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9. ENTUK MEMBERSHIP GROUPS

British Rhinology Society (BRS)



The British Rhinological Society

Our BRS and BRS Juniors membership continues to grow 'year in and year out' with record numbers at our annual 2024 meeting in Cardiff. Well done to Mr Ben Stew, our BRS Welsh representative Council Member, who organised the programme in collaboration with the Royal Society of Medicine travelling Professors. A special thank you to our platinum and gold sponsors; Medtronic and Stryker as well as Storz. Thank you to the BRS and BRSJ Councils as well as ENTUK in making this event such a success. The Dragon's Den and poster presentations remain incredibly popular amongst our members, led by Mr Neil Tan. The Annual Meeting was in financial surplus but we had to cap face-to-face spaces as venue capacity was limited to 160 places. Virtual attendance was offered as a result of train strikes and to accommodate Hinari countries.

BRS continues to lead on teaching, research and inspiration across all domains of rhinology, with a future focus on standardising 'rhinology patient pathways' with respect to diagnostics, AI technology and sustainability at their core. We will continue to collaborate with NHS England and ENTUK to ensure rhinology is fully represented at a national level, orchestrated by Mr Yujay Ramakrishnan, our BRS Secretary, to whom we are very grateful. We have recently collaborated with BSFPS and ENTUK in creating guidelines and recommendations on 'cocaine induced nasal vasculitis' which are now on the ENTUK website. We are in the process of putting together guidelines on a minimum recommended requirements for provision of smell and taste clinics in collaboration with Fifth Sense.

Our Olympus sponsored 'Advanced Rhinology Training' fellowship continues to be a huge success, led by Ms Louise Melia. Our BRS mentorship programme for newly appointed rhinology consultants has been successfully launched led by Ms Archana Jaiswal.

I would like to say a big thank you to Mr Sam Leong our impressive Treasurer and Mr Henry Sharp and Mr Ben Stew for their diligent and committed tenureship on Council and wish them all the best for the future as they demit from Council. I would like to congratulate and welcome our new President-elect, Ashok Rokade.

I would also like to welcome Mr San Sunkaraneni, our new Treasurer, Mr Pranter Brahmabhatt our new Welsh Council member representative and Mr Annakan Navaratnam and Mr Oke Okonkwo as our new England representative Council members. I would also like to say a big thank you to Dr Vikas Acharya who is stepping down as President of the BRSJ and welcome to Mr Ed Balai as the new President and Dr Guled Jama as the new Vice President.

BRS 2025 will be held in Edinburgh at the Royal College of Surgeons on 22 and 23 May 2025 which looks impressive and organised by Mr Iain Hathorn. We look forward to seeing you all there.

Prof. Peter Andrews
BRS President



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British Society of Facial Plastic Surgery (BSFPS)



It is just about six months, since I handed over my presidency to Prof. Anshul Sama, the current president of the British Society of Facial Plastic Surgery (BSFPS). I am delighted to see that our organisation has grown from strength to strength and continues to thrive, particularly in the education and training of future facial plastic surgeons. I would like to extend my congratulations to Anshul, who I am confident will lead BSFPS to even greater success. As planned, all council positions and regional representative roles have now been filled. We have also updated the BSFPS website, adding a new section dedicated to the organisation's history and its past presidents. Our summer webinar series for 2024 was a resounding success, with an excellent line-up of well-received lectures. Additionally, we advertised two STORZ-funded BSFPS Travelling Fellowships for 2024. Following interviews, we selected two outstanding candidates, and we are optimistic that this fellowship will continue to be highly sought after in 2025 as well. The BSFPS dissection course in Nottingham, held from May 28th to 30th, 2024, was another grand success, with a waiting list of candidates eager to attend. Also, our podcast and coffee room chats, conducted by senior colleagues in collaboration with the Royal College of Surgeons of Edinburgh (RCSEd), have been uploaded to the RCSEd website and are now available for members to view. Looking ahead, the next BSFPS Annual Conference will be held on October 9-10 in Edinburgh, under the stewardship of Mr. Rohit Goel.

As we embrace the new year, I wish all BSFPS members and their families health, happiness, and prosperity. My heartfelt personal wishes to each of you.

Mr. Natarajan Balaji

Immediate Past-President, BSFPS



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British Society of Otolology (BSO)



The British Society of Otolology has been very productive in the last 12 months and would first like to thank ENTUK for their support on many levels.

BSO Council meetings were held in November 2023 at the Royal Society of Medicine, London, and in March 2024 in Glasgow. On 14 March, Mr Owen Judd ran the annual Balance Course, which was followed by the first in-person BSO Juniors meeting.

The BSO Juniors Day was held in the fantastic Clinical Simulation Lab, at Kirkland's Hospital and was organised by Mr Arun Iyer, ably supported by Lucy Dalton. Trainees were treated to a number of different virtual, synthetic and animal models to learn and practice ear surgery. There was a huge amount of industry sponsored equipment to use which was greatly appreciated by all.

The Balance Course was oversubscribed as usual and received fantastic feedback from all delegates. The Annual Meeting was held at the Royal College of Physicians and Surgeons of Glasgow also organised by Mr Arun Iyer. The programme was packed as was the beautiful and creaky lecture theatre in the College. There were sessions on the past, present and future of otology, free papers and finally a round table on the use of simulation in training otologists.

The baton of President of the Society was passed on from Professor Simon Lloyd who completed two years in the position to Mr Peter Monksfield. Two new members joined the BSO Council: Joe Manjaly and Charlie Huins.

We have continued to support research with small grants awarded as well as a larger £10,000 grant for a project to produce a novel bone conduction hearing device thereby achieving the goal set out in the document Budgetary Guiding Principles to spend the BSO surplus funds given to us by ENTUK.

We have worked on a national tympanoplasty electronic database available for all BSO members to use, which is complete and in a beta testing phase before being rolled out. We are very grateful for the financial help of ENTUK in producing this.

We have agreed to take over the organisation and awarding of the excellent Mr Matthew Yung and Professor Chris Raine Travelling Scholarship with no financial contribution from the BSO to this. We plan to award one/two of these per year to young consultant otologists to visit centres of otological excellence around the world for the next five years or as long as the funds will allow.



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We ran an online event on 14 September which was a joint collaboration with the American Otological Society (AOS) on the subject of wellness for otologists. The event included the current and past Presidents of the AOS, along with council members and the President of BSO. There were attendees from the UK and USA in addition to several other countries.

BSO/AOS Webinar – Wellness – Sept 2024



The event was recorded and will soon be available to watch again both on the AOS YouTube channel and on the ENTUK website.

Finally, guidance on the practice of microsuction has been written and will be published to guide all practitioners who undertake this treatment.

Mr Peter Monksfield
BSO President



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Community ENT Group

COMMUNITY ENT GROUP

The Community ENT Group has continued to meet virtually, and its membership is growing, consisting of a diverse group of clinical professionals including GPs, GPwER ENT, ENT Consultants, a Consultant Physiotherapist, and a Physician Associate. We also welcomed Dr Carla Harris to the Group as a GP Trainee Representative.

The Community ENT Group's website page has been updated and includes links to relevant elefENT modules, patient leaflets and videos.

The Group continues to develop the elefENT resource to reflect the learning needs identified by the GPwER ENT curriculum. An e-learning module on Ototoxicity was submitted to elefENT, with 'indications for tonsillectomy', 'radiology in ENT', and 'hearing and hearing aids' currently in development.

In November 2023, ENT UK hosted a session at Guidelines Live attended by GPs, Pharmacists and other AHPs. It included an update on the management of tonsillitis, practical tips for managing rhinitis. Another session was also hosted on common ear conditions.

The Group is also currently engaged in improving the visibility and availability of primary care resources that have been developed to enable GPs to share these with patients in primary care. These include a leaflet on persistent throat symptoms and a video on vestibular migraine.

Dr Eason Sivayoham and Ms Wendy Smith
Co-Chairs of Community ENT Group



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Head and Neck Society

H&N

Head and Neck

We were delighted as a Society to see the publication of the 6th Edition of **Head and Neck Cancer: United Kingdom National Multidisciplinary Guidelines** in the JLO this year. This is a truly multidisciplinary set of guidelines which MDTs across the UK should find useful and ENTUK should be very proud of taking ownership of this important publication. All members of the Head and Neck Society have been extremely supportive of the publication, with many putting considerable time and effort into it for which we are very grateful.

Due to the Guidelines publication, we did not run the usual evidence-based meetings which are usually done on an annual basis. Instead, we plan to host two meetings in 2025, the first one in York on 14 March 2025 (sinonasal cancer) and then one in Newcastle on 21 November 2025. Planning and organising these meetings take much effort and we are confident that they will be successful meetings.

The Constitution of the society needed updating and ENTUK CEO Miss Katie Nurcombe has been helpful in driving this forward. We hope to have a new Constitution on the website by the end of the year. We also held voting for two new council members, and we are delighted to have Mrs Hannah Fox and Mr James O'Hara joining the Society. We thank Mr Ricard Simo for his hard work over the years who has been an outstanding contributor to the Society. As Professor Jarrod Homer continues to work as GIRFT ENT National Lead for Head & Neck Cancer, he will continue to attend meetings to provide invaluable feedback on the progress and outcomes of the GIRFT Review.

Mr Shane Lester stepped down as Secretary due to clinical pressures in his department and Mr Jai Manick has taken over this important role. Shane has been an excellent organiser and very helpfully will be staying on Council until his term ends. We are hoping to have more Council positions during the next year, and I was very pleased to see so many high-quality candidates applying for the previous positions. The Society needs to improve its presence and clarify its identity, and much work has been done on this in 2024 and will continue to be done.

Finally, the Treasurer reports that previous meetings have been profitable, and we have funds now to sponsor one or two 'visiting fellows' from underprivileged countries to visit head and neck units in the UK. The plan is for this to take place in 2025.

Mr Sanjai Sood

Head and Neck Society President



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ENT Staff and Associate Specialists (SAS)



It was a great privilege to hold the post of SAS Chair between April 2023 and June 2024. Since starting the role, I have organised several webinars focused on SAS career progression. I have represented the SAS group in the ENTUK Council meetings and Educational Committee meetings. There have been contributions from the SAS Group to the ENT UK Foundation Research and Educational Grants.

The biggest achievement was organising the SAS Conference in Birmingham with the support of the ENTUK team. Conference attendance was good with active engagement of the group at various levels including the oral presentations. The Conference had eminent speakers in all aspects of ENT including topics on the Specialist Grade and the Portfolio Pathway 2024. The Conference was successful with positive feedback from the attendees.

Many of the SAS doctors are doing excellent work. Dr Amit Kochhar, Associate Specialist from Morecambe is the Deputy Chair, BMA representative body. He passionately represents SAS doctors with all external and internal stake holders. He has been involved in negotiating SAS pay conflict and believes in Equality and Diversity Inclusion.

Mr Urmil Chalishazar is the SAS advocate for his trust in South Wales. This is a senior leadership role in the board management. He is one of the members of ENTUK CPD Committee responsible for quality assurance of the ENT training courses in the UK. He is also an examiner for undergraduate students in Cardiff Medical School.

Mr Shyam Singam was nominated and went on to win the 'Learning, Research and Development Award' at South Devon Healthcare Trust in October 2023. For his contributions to ENTUK, he was granted ENTUK Honorary Membership at the ENTUK April Spring Meeting in Edinburgh.

Mr Kannan Ramachandran and Mr Shyam Singam are Committee members of the SAS Group. They actively contributed to organising the SAS Conference. Dr Umesh Nagalotimath won the prize for the oral presentation at the SAS Conference for his presentation on the Thermal effects of electric cautery - visual demonstration.

Mr Swaminathan Ramanathan
SAS Chair



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Student and Foundation Doctors in Otolaryngology (SFO UK)



The SFO group has continued to support the training and development of medical students and foundation doctors in alignment with the ENT UK strategy. Since its inception, membership has grown significantly—from 40 members in 2016 to 526 at the time of writing. We hope to sustain this momentum and translate it into a vibrant future for the specialty by inspiring the next generation of ENT surgeons.

Over the past year, we have been working on an update to the SFO E-Book, a key resource informed by undergraduate leads, which is now recognised as a core text in many medical schools. We aim to complete this revision by the end of 2025 to ensure its continued relevance and utility for medical students.

In addition, we have been making preparations for the SFO Day at BACO 2026 and the SFO Annual Conference 2025, which will feature a diverse range of talks and high-fidelity skill stations. The ENT UK Undergraduate Essay Prize, a long-standing tradition dating back to 1981, continues to attract a large number of high-quality submissions, reflecting the sustained enthusiasm for ENT among medical students.

This year, we have also planned a new webinar series featuring expert-led discussions aimed at medical students and junior doctors. The first session is scheduled for February 2025, and we anticipate it will become a valuable addition to our educational offerings, complementing our existing in-person events and conferences.

A new cohort of SFO representatives was appointed in September 2024, following a highly competitive selection process. Our regional representatives have continued to organise a variety of outreach events across the UK to promote ENT as a career choice and highlight the educational and professional support available through ENT UK.

Looking ahead, SFO UK remains committed to expanding educational opportunities, strengthening mentorship pathways, and further enhancing engagement with aspiring ENT professionals.

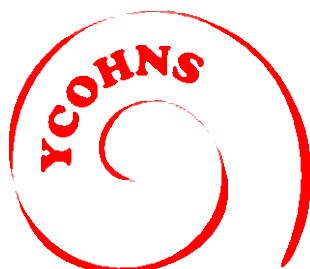
Mr Dheeraj Karamchandani
Chair, SFO UK



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Young Consultants in Otolaryngology and Head and Neck Surgery (YCOHNS)



Since the last update, we have had some changes to the Young Consultants in Otolaryngology and Head and Neck Surgery Committee. Ms Nina Mistry and Ms Sevie Tzortzis have been recently appointed as Co-Chairs sharing the role of YCOHNS President. Whilst they settle into their new roles, Mr James Barraclough will remain as Past President. Mr Dheeraj Karamchandani continues as Treasurer. Links with the Association of Otorhinolaryngologists in Training are continuing with Miss Tharsika Myuran as our AOT liaison representative. We still have vacant roles on the Committee, including Secretary and Social media representative, so if you'd like to be involved, please get in touch.

In November 2023, we held the highly successful YCOHNS relaunch event. The event attracted young consultants and senior trainees from all over the country. The meeting generated plenty of discussion on important issues surrounding life as a new consultant, with valuable insight into taking on roles in medical leadership and management. The conference allowed members to network and socialise and reminded us of the importance of face-to-face meetings following on from the pandemic. It was also great to see that there is still a huge appetite from our members for more YCOHNS events.

This brings us on to the exciting news of our upcoming event in June 2025. The event will include an evening of networking and socialising. There will be talks from exceptional speakers on topics ranging from job planning, education, leadership and management, to getting started in private practice, innovation and mental health and well-being. It promises to be an interesting and informative event and essential for ENT consultants within five years of appointment, senior trainees and post-CCT Fellows. We look forward to seeing you there!

Ms Nina Mistry, Ms Sevie Tzortzis
YCOHNS Co-Chairs



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The British Otorhinolaryngology and Allied Sciences Research Society (BOARS)



BOARS aims to provide a forum for the best current research in ENT, Hearing and Balance in the UK. Two meetings are held each year that combine oral presentations with research education for academic trainees.

BOARS took part in the annual ENTUK Research Showcase Meeting, which was held in conjunction with the Foundation Research and Education Awards. This meeting was very well attended and hosted the hustings for the new president. The Angel James Prize was awarded to Miss Sumrit Bola for her work on circulating DNA in the follow-up of head and neck cancer patients. The poster prize was awarded to Miss Madeline Gadd, with the junior prize going to Miss Marina Forbes.

The Spring Meeting was held online. This was to attempt to increase engagement from across the ENT research community. Around 10 trainees presented their work, and the Philip Stell Prize was awarded to Mr Amar Rajgor for his work looking at the role of radiomics in the prognostication of laryngeal cancer. The afternoon of this meeting was dedicated to a research prioritisation exercise. Participants were divided into four groups: rhinology, otology, paediatrics, and head and neck. Each group was chaired by a senior academic in the field and the findings were presented to, and discussed, as a group at the conclusion of the meeting.

Mr David Hamilton

BOARS Secretary and President-elect



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British Society for the History of ENT (BSHENT)



The Annual Meeting of the British Society for the History of ENT was held in the Toynbee Mackenzie ENT Room at the Royal Society of Medicine on Thursday 30 November 2023. The room was filled with history enthusiasts ranging from foundation trainees to retired professors. Over 30 papers were submitted, from which 12 were chosen for presentation. An additional presentation entitled 'Can we illustrate the history of otology with caricatures and cartoons: A methodological question? Was given by Professor Albert Mudry from Lausanne, Switzerland.

The *Journal of Laryngology and Otology* (JLO) prize for the best junior presentation was won by Dr Vikash Dodhia for his paper entitled 'Dogs, an icepick, and an electric razor: The history of voice prosthesis and symbiotic relationship between resection and restoration'. Ms Ying Ki Lee was a close runner-up with his paper 'Between Myth and Medicine: Goitre in Ancient Chinese History'.

The afternoon concluded with an AGM. The three chairs of the meeting—Mr Richard Irving, Miss Emma Stapleton, and Mr Neil Weir—were re-elected to the BSHENT committee, along with Mr Edward Fisher, who chaired the judging panel, and Ms Katherine Conroy.

The next annual meeting will be on Thursday 5 December 2024.

Mr Neil Weir

BSHENT President



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Global Health Committee



It has been a busy time over the past 12 months for the Global Health Committee. We have been working on a number of new and ongoing Global Health initiatives.

The Global Health Committee are stakeholders at the World Hearing Forum established by the WHO. This is a global network of stakeholders that promote ear and hearing care worldwide. Mr Oyeleye Oyelakin has taken up the role of representing the committee and is doing an excellent job!

We continue to run our grant scheme. Grants are awarded to health professionals and non-governmental organisations involved in ENT-related initiatives. The projects must demonstrate sustainability in areas of greatest need.

The Guidelines Project (in collaboration with Global OHNS) continues to develop. This is a project aimed at providing free, evidence-based guidelines catering for the large variation in resources available in various global healthcare settings. It is on the ENTUK resources webpage.

Ms Catherine de Cates and Mr Aurelien Gueroult from the Committee have taken on the challenging subject of equipment donation and sustainability in low-resource settings. They have written an excellent article on the subject with Mr Gan-Erdene Narantsolmon from Mongolia, which has recently been published in Current Opinion in Otolaryngology and Head & Neck Surgery. More recently, we have met with and intend to work with Mr Tim Beacon from Medical Aid International, an excellent organisation that provides hardware support to surgical services around the world.

The Committee is sometimes asked to support and develop ENT services. A request came from the Zambia ENT, Audiology and Speech Therapy Society to support their services. Mr Matthew Clark and a team of otologists went to Zambia earlier this year. It is a country of just under 20 million people with only five ENT specialists. Matt and his team managed to run a temporal bone course and a practical ENT course for 80 students, doctors, nurses and audiologists. They were accompanied by two UK medical students who were able to conduct research into telemedicine and otoscopy. This type of initiative represents an ongoing collaboration which will see concrete advances in delivering ENT care in a low-income country. In the past month, we have been asked to facilitate introducing skull base surgery into Mongolia and I will report back on this next year.



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Miss Emma Stapleton from the Committee had a successful trip to Uganda supported by a Global Health Committee grant, setting up a small hearing health clinic in the education sector in rural Jinja. Working in the education sector can be an advantage in terms of picking up deafness and then being able to follow up with patients reliably.

In terms of working with other specialties, we are part of an initiative organised by Professor Chris Lavy at the Royal College of Surgeons of England to work with and learn from other global health specialty groups.

Our annual virtual conference in November was considered a success. We were fortunate enough to have fantastic speakers from around the world speaking on a variety of interesting and challenging topics. We also had a free papers section with a prize for the best paper.

Mr Nick Eynon-Lewis

Chair ENT UK Global Health Committee



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Private Practice Committee



We have mainly engaged in the private practice area via our engagement with **FIPO** (Federation of Independent Practitioner Organisations), that a number of Specialty Association private practice representatives attend. Issues raised at FIPO, which have remained similar have included:

- Fees from PMI
- Increasing onerous requirements for practicing privileges
- Recruitment and retention in the private sector
- Liaising with other stakeholders

The **BMA Private Practice Committee** have also become more active in recent years and are also actively looking at these issues. One area of concern has been the impact of referral management by private insurers utilising subjective criteria, which is not in the public domain, to direct referrals to specific groups of consultants. They have also mooted a proposal for setting up an independent company, BMA Health, to support consultants and provide a variety of services and support. We will update members as more details become public.

Engagement with FIPO and BMA is likely the main routes to address the concern many members have with fees especially as the private medical insurers have no interest in discussing with individual specialty associations.

We have also engaged with **PHIN** (Private Healthcare Information Network) and some issue of relevance include:

- The CMA ruling regarding independent practitioners publishing their fees is being pushed including that action will be enforced on colleagues that have not complied. Please ensure that you have checked and made your fees available.
- PHIN are planning to imminently publish consultant outcome data that is recorded on PHIN. This will be a “presumed” publication and therefore unless consultants raise a data query on their profile the data will be made public. We would urge colleagues to check the data held for accuracy and raise any queries.

We continue to receive concerns from colleagues about fees paid by private medical insurers (PMI) remaining stagnant for many years and not taking account of rising costs.

BUPA have recently changed their algorithm for calculating fees with a supposed uplift. This will look at a number of factors including time (including pre and post-operative time), complexity, specialist training. ENTUK was invited to an update on the new model but there was no opportunity to provide any feedback or concerns about the model. There was no opportunity to also assess the accuracy of the data used to generate the new fees.



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We will continue to raise important issues at ENTUK Council. Please contact via ENTUK if you would like any issues to be raised. We are unable to directly help with individual queries but can signpost to the relevant organisations that can help.

Mr Ram Moorthy

Private Practice Committee Chair

Women in ENT Surgery (WENTS UK)



This year WENTS UK has been focussing on women in leadership, with a series of webinars and the launch of our first Leadership Course.

Three webinars have been held over the past year, facilitated by ENTUK. Attendance was excellent (not restricted to women) from ENTUK members and non-members alike, and we had engagement from participants not just from other specialties but other professions. We hosted:

- Ms Mandy Hickson, one of the first female fighter pilots in the RAF, talking about gender bias in selection processes, keeping a balance of identity whilst also fitting in with a team, and making difficult decisions under pressure
- Mr Tomas Chamorro-Premuzic, author and professor of business psychology, discussing the mismatch between the qualities of a good leader, and the qualities that get a leader selected – and how addressing this would see more women in leadership positions
- Miss Helen Cocks (ENTUK President) and Ms Clare McNaught (RCS Ed Vice-President) on their paths to leadership, highlighting the importance of good mentorship and putting yourself forward

The Leadership Course was run at RCS England in May, led by our WENTS Secretary Ms Marie Lyons, an experienced trainer in leadership. The course was organised and facilitated by WENTS Co-President Miss Anna Slovick, funded by the Andrew Foster Leadership Grant from the ENTUK Foundation which she was awarded on behalf of WENTS. Delegates of all genders and career stages participated in open and supportive discourse on various aspects of leadership, and feedback was excellent. We are planning to run the course again in 2025.

Aside from leadership themes, the WENTS and Friends podcast has had over a thousand downloads across thirty-four countries, reaching number thirty-six in the UK medical podcast chart. Discussions on training, menopause, and pregnancy proved particularly popular with listeners. Thanks to funding from the ENTUK Foundation and sponsorship from Storz, six more podcast episodes have been outlined and will proceed to production.

On International Women's Day (IWD), we opened applications for the Shyamala Educational Grant, generously funded by the ENTUK Foundation. Awards of £500 each were made to Dr Alex Ashman and Miss Isabelle Williams for their projects centring the IWD 2024 message 'Inspire Inclusion'. Applications will open again in March 2025.

The coming year, we will see three more WENTS webinars, this time with the theme of research. Dates are yet to be confirmed, but our first guest will be renowned speaker, surgeon, and researcher in diversity and inclusion, Dr Arghavan Salles. She will be discussing her well-publicised JAMA paper on the



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relationship between surgeon sex and postoperative outcomes – and why a deep dive into the data can make us all better surgeons.

For information on upcoming podcasts, courses, grants and webinars, look out for announcements in the ENTUK Newsletter or sign up to become a member of WENTS UK (all genders welcome!). You can also follow us on X (Twitter), Threads, LinkedIn, and Instagram – see our page on the ENTUK website for more details.

The WENTS UK Committee would like to express our appreciation for the continued support of our members, the ENTUK Foundation, the wider ENTUK community, all our collaborators and sponsors, and everyone who has attended or participated in our activities of the past year. We are very much looking forward to the year ahead!

WENTS UK Executive Committee



FINANCIAL REVIEW



II. FINANCIAL REVIEW

Overview of ENTUK finances: period 2023-2024

Introduction

This report covers the financial year from October 1, 2023, to September 30, 2024.

The turnover for the year, excluding gains on investments, was £938,967, down from £1.73 million last year. Total expenditure for the year was £857,750, down from £1.4 million last year. Expenditure for last year was high because of cost associated with organising BACO2023.

Main activities

1. Membership activities

Membership income remains key source of income for the Association.

Membership revenue increased to £499,574 from £484,000. Total paying membership headcount on 30 September 2024 was 2,337.

Total expenditure for running the membership support and the office was £593,320. Expenditure included Office staff cost, IT, rent, professional fees etc. of this, staff cost for the year was £41,810.

2. Events and Courses

Events generated £201,425, down from £897,030 last year, again due to BACO's absence.

The direct cost of organizing the events throughout the year, excluding staff costs, was £111,050. All events were well attended by members.

3. Product and Marketing Income

Product income of £11,421 includes income from Course accreditation, MTI placements, e-lefent income. Marketing services income remained unchanged at £15,000.

4. Donation income and grants payments

The ENTUK Foundation secured £52,449 in donations, matching last year's total. This funding supports research and collaborations in ENT.

BSO and Global Health received total of £10,000 in donations from private donors.

The ST3 Bootcamp joined ENTUK on October 1, 2023, bringing with them £42,468 in cash. This fund has been designated for expenditure related to ST3 Bootcamps. This is an accounting adjustment and not a donation.



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During the financial year, ENTUK and its sub-groups spent £95,640 to fund fellowships and strategic projects through designated funds. Grants awarded from ENTUK's strategic reserve during the year include:

- £40,000 to BAHNO for their feasibility study on head and neck cancer, to be disbursed in two annual instalments.
- £10,000 to RCS England to fund the Surgical Specialty Lead (SSL) post.
- £3,710 to RCS Edinburgh for the Future Leaders program. Moreover, subspecialty groups and committees provided the following grants from their designated funds during the year: - The ENTUK Foundation distributed £26,830 in research and education grants, international fellowships, and three international collaboration grants.
- BSO awarded £11,000 in major and minor research grants.
- The Global Health Committee awarded two fellowships totalling £4,000.

5. Administrative Services

We provided administrative services to The TWJ Foundation for £4,500.

6. Cash and Investment portfolio

Total cash at bank on 30 September 2024 (including cash held in investment portfolio controlled by Brewin Dolphin) was £1.29m up from £1.09m last year. Total value of the investment portfolio on 30 September 2024 was £2.64m (£2.48m in stocks and rest in cash including cash held in investment account). The value of the Investment on 30 September 2023 was £2.40m (£2.37 in stock and rest in cash held in investment account).

Dividend income for the year was £55,503, and interest income was £45,210. Interest income was from the cash held in CCLA Charity deposit fund which pays higher interest rate. As the interest rate in the UK falls, we anticipate that future interest income will fall in line with interest rate.

Furthermore, £54,000 was withdrawn from the investment portfolio during the year as a part of the strategic reserve review to help fund critical initiatives for the broader benefit of our members and patients. Over the past year, we have withdrawn £150,000 from the portfolio to spend on a variety of strategic projects such as Head and Neck cancer feasibility study, and RCS leadership projects.

Summary

The total surplus for the year as per the audited account for 2023-24 was £393,663 which includes gain of £315,166 from investment portfolio revaluation.

Please note that the Investment gain is a statutory accounting adjustment rather than actual surplus for the year. So, total statutory surplus (before Gain on investment) was £78,497. This surplus is made up £42,468 ST3 Bootcamp cash, £9,497 on unspent cash raised by subgroups holding funds under designated activities and £29,282 from actual operating activities during the year.

This figure of 29,282 figure is in line with the aim of ENTUK which seeks to operate at least at breakeven level on its day-to-day operating activities for long term sustainability.



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Balance Sheet

As of September 30, the total value of ENTUK's balance sheet was £3.78 million compared to £3.38 million last year.

Financial Outlook

Each year brings new challenges for ENTUK. The Trustees remain committed to keeping ENTUK on a sustainable path while supporting ENT patients and clinicians across the UK, in line with our charitable mission.

Considering the impact of rising inflation and the challenging financial environment for our members, we have reduced consultant membership fees by 12% and frozen fees for other membership grades until 2027. We continually listen to our members and appreciate their continued support for ENTUK, ensuring it remains a vital organization representing the ENT subspecialty.

ENTUK has successfully launched a wholly owned trading subsidiary, ENTUK Enterprises LTD, designed to streamline the organization of our events, including BACO, while also exploring various commercial opportunities that were previously unattainable for fundraising through the charity. To ensure efficiency and collaboration, a formal resource-sharing agreement is in place, guaranteeing that all profits generated will be donated directly to ENTUK.

ENTUK Enterprises LTD was formally registered with Companies House in April 2024 and began full operations from October 1, 2024. It operates under a dedicated Board of Directors, with the Finance Committee and Trustees of ENTUK providing essential oversight over its operations.

Reserves policy

What are Reserves

Reserves refer to the portion of a charity's unrestricted funds that are available for spending on any of the charity's purposes. To calculate the reserves held by a charity, one must start with the total amount of unrestricted funds. However, some or all of these unrestricted funds may not be readily available for spending. This limitation is typically due to concerns that using these funds might negatively impact the charity's ability to achieve its objectives. Funds that should be excluded from reserves include: tangible fixed assets used to carry out the charity's activities, such as land and buildings.

- Programme-related investments held solely to further the charity's aims.
- Designated funds set aside for essential future expenditures, like funding a project that cannot be covered by future income.
- Commitments that have not been recognized as liabilities in the accounts.

Purpose

The Reserves Policy for ENT UK aims to ensure the stability of the association's mission, programs, employment, and ongoing operations. It also serves to provide internal funding for organizational priorities.



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This Reserves Policy will be implemented alongside other governance and financial policies of ENT UK and is intended to support the goals and strategies outlined in these related policies as well as in ENT UK's strategic and operational plans.

There will be two types of reserves:

- Operating Reserve
- Opportunity Reserve

Operating Reserve

The Operating Reserve is designated for funding the day-to-day operational costs and for covering any in-year actual or projected deficits. This reserve serves as an internal funding source for situations such as covering deficits from budgeted strategic loss-making activities, unexpected increases in expenses, one-time unbudgeted expenses, unanticipated funding losses, or uninsured losses, including redundancy costs and significant financial commitments.

The Operating Reserve is not meant to replace a permanent loss of funds or to eliminate an ongoing budget gap.

The fund is defined as a designated reserve set aside by a decision of the Board of Trustees based on a recommendation from the Finance Committee. The minimum amount designated as the Operating Reserve will be established to ensure the continuity of operations and programs for a defined period, typically measured in annual costs.

The Operating Reserve plays a dynamic role and will be reviewed and adjusted in response to both internal and external changes. The target current minimum for the Operating Reserve Fund will be calculated based on 9 months of operating costs.

The calculation of average annual operating costs includes all recurring, predictable expenses such as staff salaries and benefits, occupancy, office expenses, travel, program costs, and ongoing professional services. Non-cash expenses, such as depreciation and benefit-in-kind, are excluded from this calculation, as are expenses related to restricted funds, capital expenditures, and partner payments.

The target minimum amount for the Operating Reserve Fund will be calculated each year after the approval of the annual budget, reported to the Finance Committee and Board of Trustees, and included in regular financial reports.

Opportunity Reserve

The Opportunity Reserve provides funding for activities that help achieve the charity's objectives but are not deemed essential. This reserve is intended to support special opportunities or needs that further the goals of ENT UK, which may or may not lead to increased income in the short- or long-term.



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The Opportunity Reserve can also fund organizational capacity-building initiatives, such as research and development, membership growth, staff training, or investments in infrastructure that enhance long-term capacity.

This reserve is expected to be allocated based on a 5-year projection of need and should be frequently used, monitored, and replenished from the unrestricted reserve.

Large legacies will be allocated to this reserve so that their use can be designated for specific projects, minimizing their absorption into general overhead costs.

The target amount for the Opportunity Reserve will be determined annually by the Board, based on recommendations from the Finance Committee and considering factors such as:

- The allocation of unrestricted funds to the Operating Reserve
- ENT UK's strategy and progress against key performance indicators
- Specific requests for opportunity funding from the General Manager, Executive Committee, or Foundation

Accounting of Reserves

Designated or ring-fenced funds are not included in the calculation of reserves.

Reserves will be reported to the Finance Committee on a quarterly basis.

Funding of Reserves

The Operating Reserve will be established using surplus unrestricted operating funds, ensuring a solid financial foundation for our initiatives.

The Board of Trustees is empowered to identify specific revenue sources that can be dedicated to the Operating Reserve. This could include one-time generous gifts, bequests, special grants, or unique fundraising efforts. By proactively setting funds aside, we can enhance our capacity to respond to pressing needs.

The Opportunity Reserve will be supported by occasional special designations from the Board of Trustees, as well as through significant legacies that are not earmarked for the ENT UK Foundation. This strategic funding approach allows us to seize opportunities as they arise.

Use of Reserves

1. Identification of appropriate use of Opportunity Reserve

Utilization of the Opportunity Reserve must be reserved for projects that are in complete alignment with the ENT UK Strategy. Each project should present a compelling rationale for investment, ideally supported by a comprehensive Business Case that outlines clear and measurable outcomes.

2. Authority to utilise Opportunity Reserve Funds

Any withdrawal of funds from the Opportunity Reserve must receive discussion and approval from our Trustees. It is preferred that requests for the use of these



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funds are brought forward in advance of the financial year during the budget-setting phase. Nevertheless, we remain flexible; requests can also be considered throughout the year if unallocated funds are accessible, ensuring we remain agile in our response.

3. Reporting and monitoring

All decisions regarding spending must be formally recorded in the minutes of the Board of Trustees. Additionally, any withdrawals from the reserve, along with funding commitments, will be transparently reported in our quarterly financial statements, maintaining accountability and trust.

Review of Policy

This policy will be reviewed at least once a year by the Finance Committee, or more frequently if necessary due to internal or external events or changes. The Finance Committee will recommend any changes to the policy to the Board of Trustees.

Statement on Reserves

The total value of ENTUK's balance sheet on 1st October 2024 was £3.8m up from £3.4m on 1st October 2023.

In the 2023-24 financial year, the Trustees of ENTUK under the recommendation of the Finance Committee have agreed to revise the Reserves Policy. This policy revision was made to:

- identify the amount of reserve funding that was needed to underwrite the operational costs of the organisation, and
- to identify any opportunity to reserve funds, that could be mobilised to help achieve the ENT UK's charitable objectives.

This process identified that it would be financially prudent to set reserve that is equivalent to 9 months of operating expenditure. In doing so, ENTUK have unlocked potential funds that can be used to fund major projects that can benefit the membership. For the time being, the annual drawing of £50k from the investment portfolio will continue until further notice. The Trustees of ENTUK have voted to create an Opportunity Reserve fund that should be used to support strategic projects.

This policy will be reviewed at least annually to ensure the level of reserves being maintained is at the optimum level.



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Statement of Trustees' responsibilities

The Trustees (who are also directors of ENTUK for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 (FRS 102);
- 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 8 May 2025 and signed on behalf of the board of trustees by:



Miss Helen Cocks
President of ENTUK



Mr Andrew Kinshuck
ENTUK Honorary Treasurer



**INDEPENDENT
AUDITORS REPORT
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12. INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

ENTUK

formally known as ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS)

(A company limited by guarantee)

Annual Report and Financial Statements for the Year Ended 30 September 2024

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Reference and Administrative Details

Trustees

- H Cocks
- A Swift, (resigned 15/04/2024)
- B N Kumar
- S Carrie
- E Hanly
- V Ward
- J Legget-Jones
- Prof N Weatherill
- T Tatla, (appointed 15/04/2024)
- W Hellier,, Honorary Treasurer (resigned 01/07/2024)
- A Kinshuck,, Honorary Treasurer (appointed 01/07/2024)
- M Yaneza, (resigned 15/04/2024)
- N Orban, (appointed 15/04/2024)

Secretary

- Katie Nurcombe, CEO

Senior Management

- K Nurcombe, CEO



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Registered Office

38-43 Lincoln's Inn Fields
London
WC2A 3PE

The charitable company is incorporated in England & Wales.

Charity number

1125524

Company Registration Number

6452601

Solicitors

SA Law
60 London Road
St Albans
Hertfordshire
AL1 1NG

Bankers

National Westminster Bank Plc
Bloomsbury Parr's
PO Box 158
214 High Holborn
London
WC1V 7BX

Auditor

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



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Independent Auditor's Report to the Members of ENTUK

Opinion

We have audited the financial statements of ENTUK (the 'charitable company') for the year ended 30 September 2024, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2024 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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



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Other information

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

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

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

- the information given in the trustees report (incorporating the Directors' Report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the

small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.



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Responsibilities of trustees

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

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

Auditor responsibilities for the audit of the financial statements

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows;

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations for the company, including the Companies Act 2006, tax legislation and data protection, anti-bribery, employment, environmental and health and safety legislation.



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We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur by:

- Making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- Considered the internal controls in place to mitigate the risks of fraud and non-compliance with laws and regulations

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.



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- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the charitable company to express an opinion on the accounts. We are responsible for the direction, supervision and performance of the charitable company audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding the planned scope and timing of the audit and significant audit findings, including any deficiencies in internal control we identify during our audit.

Use of our report

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

S Morrell

Sandra Morrell FCCA (Senior Statutory Auditor)

For and on behalf of Edmund Carr LLP, Statutory Auditor

146 New London Road, Chelmsford, Essex, CM2 0AW

Date: 22 May 2025



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Statement of Financial Activities for the Year Ended 30 September 2024

(Including Income and Expenditure Account and Other Comprehensive Income)

	Note	Total 2024 (£)	Total 2023 (£)
Income from:			
Charitable activities	3	838,254	1,654,392
Investment income	4	100,713	80,460
Total income		938,967	1,734,852
Expenditure on:			
Raising funds	5	13,645	12,523
Charitable activities	6	846,825	1,405,529
Total expenditure		860,470	1,418,052
Net income before investment gains		78,497	316,800
Gains/losses on investment assets		315,166	74,678
Net income		393,663	391,478
Net movement in funds		393,663	391,478
Reconciliation of funds			
Total funds brought forward		3,384,712	2,993,234
Total funds carried forward	19	3,778,375	3,384,712

All of the charitable company's activities derive from continuing operations during the above two periods.

Balance Sheet as at 30 September 2024

	Note	2024 (£)	2023 (£)
Fixed assets			
Intangible assets	11	40,072	-
Tangible assets	12	41,825	40,979
Investments	13	2,482,890	2,368,086
		2,564,787	2,409,065
Current assets			
Debtors	14	134,429	69,552
Cash at bank and in hand	15	1,288,646	1,087,601
		1,423,075	1,157,153
Creditors: Amounts falling due within one year	16	(209,487)	(181,506)
Net current assets		1,213,588	975,647
Net assets		3,778,375	3,384,712
Funds of the charitable company:			
Unrestricted income funds			
Unrestricted funds		3,778,375	3,384,712
Total funds	19	3,778,375	3,384,712

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 62 to 79 were approved by the trustees, and authorised for issue on 08/05/2025 and signed on their behalf by:



A Kinshuck,
Honorary Treasurer & Trustee

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Statement of Cash Flows

for the Year Ended 30 September 2024

	Note	2024 (£)	2023 (£)
Cash flows from operating activities			
Net movement in funds		393,663	391,478
Adjustments to cash flows from non-cash items			
Depreciation	12	13,428	12,638
Investment income	4	(100,713)	(80,460)
Unrealised gains/losses on investment assets	13	(272,581)	(56,750)
		33,797	266,906
Working capital adjustments			
(Increase)/decrease in debtors	14	(64,877)	364,149
Increase/(decrease) in creditors	16	23,606	(57,833)
Increase/(decrease) in deferred income		4,375	(190,947)
Net cash flows from operating activities		(3,099)	382,275
Cash flows from investing activities			
Interest receivable and similar income	4	45,210	26,402
Purchase of intangible fixed assets	11	(40,072)	-
Purchase of tangible fixed assets	12	(14,274)	(1,372)
Purchase of investments	13	(325,292)	(258,226)
Sale of investments		483,069	292,098
Income from dividends	4	55,503	54,058
Net cash flows from investing activities		204,144	112,960
Net increase in cash and cash equivalents		201,045	495,235
Cash and cash equivalents at 1 October		1,087,601	592,366
Cash and cash equivalents at 30 September		1,288,646	1,087,601

All of the cash flows are derived from continuing operations during the above two periods.



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Notes to the Financial Statements

for the Year Ended 30 September 2024

1. Charitable company status

The charitable company is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each member is liable to contribute an amount not exceeding £1 towards the assets of the charitable company in the event of liquidation.

2. Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

ENTUK meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charitable company.

Exemption from preparing group accounts

Consolidated group accounts have not been prepared on the basis that the subsidiary is considered to be immaterial.

Income and endowments

Donations and legacies

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any



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attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Deferred income

Deferred income relates to conference attendance fees and exhibitor fees received for conferences due to take place after the year end.

Investment income

Investment income is accounted for on a receivable basis once the dividend or interest has been declared.

Charitable activities

Subscriptions

Subscriptions are accounted for on a receivable basis, with the exception of life subscriptions that are recognised as income in full in the period in which they are received.

Other income

All other types of income are accounted for on an accruals basis.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charitable company 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 charitable company 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 the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Intangible assets

Intangible assets are stated in the Balance Sheet at cost less accumulated amortisation and impairment. They are amortised on a straight line basis over their estimated useful lives.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office refurbishment	Over 5 years, straight-line
Computers	Over 4 years, straight-line
Office equipment	Over 5 years, straight-line

Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.



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Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Trade debtors

Trade debtors are amounts due from members and delegates for subscription and conference fees.

Trade debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, deposits and cash balances held by investment managers.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised at the transaction price.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Association.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension. SAUL is a "last man standing" scheme so that in the event of the insolvency of any of the participating employers in SAUL, the amount of any pension funding shortfall (which cannot otherwise be recovered) in respect of that employer will be spread across the remaining participant employers and reflected in the next actuarial valuation. A formal valuation of SAUL is carried out every three years by professionally qualified and independent actuaries using the Projected Unit method. Informal reviews of SAUL's position are carried out between formal valuations.





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3. Income from charitable activities

	Unrestricted Funds (£)	Restricted Funds (£)	Total 2024 (£)
Subscription income from members	499,574	-	499,574
Meeting and conference income	201,425	-	201,425
ENT UK product income	11,421	-	11,421
Marketing services Income	15,000	-	15,000
Other income	110,834	-	110,834
	838,254	-	838,254

	Unrestricted Funds (£)	Restricted Funds (£)	Total 2023 (£)
Subscription income from members	484,309	-	484,309
Meeting and conference income	897,030	-	897,030
ENT UK product income	12,539	-	12,539
Marketing services Income	8,300	-	8,300
Other income	252,214	-	252,214
	1,654,392	-	1,654,392

4. Investment income

	Unrestricted funds (£)	Restricted Funds (£)	Total 2024 (£)	Total 2023 (£)
Income from listed investments	55,503	-	55,503	54,058
Interest receivable on bank deposits	45,210	-	45,210	26,402
	100,713	-	100,713	80,460

5. Expenditure on raising funds

Investment management costs

	Note	Unrestricted funds (£)	Restricted funds (£)	Total funds (£)
Other investment management costs;				
Investment management costs		13,645	-	13,645
Total for 2024		13,645	-	13,645
Total for 2023		12,523	-	12,523



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6. Expenditure on charitable activities

	Activity undertaken directly (£)	Activity support costs (£)	2024 (£)
Clinoto Journal and other support costs	14,003	574,944	588,947
Conference costs	111,050	18,376	129,426
ENT UK product costs	1,080	-	1,080
Grants, bursaries and prizes awarded to individuals	7,050	-	7,050
Director of Education costs	11,324	-	11,324
Subscription to other relevant bodies	13,358	-	13,358
Donations	95,640	-	95,640
	253,505	593,320	846,825

	Activity undertaken directly (£)	Activity support costs (£)	2023 (£)
Clinoto Journal and other support costs	14,001	507,183	521,184
Conference costs	597,046	200,194	797,240
ENT UK product costs	7,613	-	7,613
Grants, bursaries and prizes awarded to individuals	13,272	-	13,272
Director of Education costs	7,595	-	7,595
Subscription to other relevant bodies	13,423	-	13,423
Donations	45,202	-	45,202
	698,152	707,377	1,405,529



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7. Analysis of support costs

Support costs allocated to charitable activities

	Governance Costs (£)	Administration Costs (£)	Total 2024 (£)
Staff costs	-	410,810	410,810
Travel and meetings expenses	-	20,179	20,179
Website and other computer costs	-	24,250	24,250
Advertising and marketing	-	13,163	13,163
Rent	-	26,926	26,926
Other office costs	-	22,090	22,090
Legal and professional fees	-	41,665	41,665
Audit fees	7,000	-	7,000
Accountancy fees	4,000	-	4,000
Depreciation	-	13,428	13,428
Bank and credit charges	-	4,467	4,467
Sundry expenses	-	5,342	5,342
	11,000	582,320	593,320

	Governance costs (£)	Administration costs (£)	Total 2023 (£)
Staff costs	-	489,639	489,639
Travel and meetings expenses	-	22,798	22,798
Website and other computer costs	-	24,203	24,203
Advertising and marketing	-	5,665	5,665
Rent	-	29,894	29,894
Other office costs	-	24,973	24,973
Legal and professional fees	-	62,650	62,650
Audit fees	8,491	-	8,491
Accountancy fees	4,865	-	4,865
Depreciation	-	12,636	12,636
Bank and credit charges	-	12,443	12,443
Sundry expenses	-	9,120	9,120
	13,356	694,021	707,377

8. Net incoming/outgoing resources

Net incoming resources for the year include:

	2024 (£)	2023 (£)
Operating leases - other assets	33,420	30,511
Depreciation of fixed assets	13,428	12,636



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9. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charitable company during the year.

During the year, 6 Trustees (2023: 4) were reimbursed for reasonable travel and meetings expenses amounting to £2,075 (2023: £3,795).

10. Staff costs

The aggregate payroll costs were as follows:

	2024 (£)	2023 (£)
Staff costs during the year were:		
Wages and salaries	310,708	395,307
Social security costs	32,325	29,975
Pension costs	67,777	64,357
	410,810	489,639

The increased staff costs in the prior year is due to the release of prepaid costs relating to the BACO 23 conference that took place in February 2023.

The monthly average number of persons (including senior management team) employed by the charitable company during the year expressed by head count was as follows:

	2024 (No)	2023 (No)
Administration	7	8

7 (2023 - 8) of the above employees participated in the defined benefit pension scheme. Contributions to the employee pension scheme for the year totalled £67,777 (2023 - £64,357).

The number of employees whose emoluments fell within the following bands was:

	2024 (No)	2023 (No)
£70,001 - £80,000	1	1

The total employee benefits of the key management personnel of the charitable company were £103,770 (2023 - £97,993).



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11. Intangible fixed assets

	Other intangible Asset (£)	Total (£)
Cost		
Additions	40,072	40,072
At 30 September 2024	40,072	40,072
Amortisation		
At 30 September 2024	-	-
Net book value		
At 30 September 2024	40,072	40,072

12. Tangible fixed assets

	Computers and office equipment (£)	Total (£)
Cost		
At 1 October 2023	205,933	205,933
Additions	14,274	14,274
At 30 September 2024	220,207	220,207
Depreciation		
At 1 October 2023	164,954	164,954
Charge for the year	13,428	13,428
At 30 September 2024	178,382	178,382
Net book value		
At 30 September 2024	41,825	41,825
At 30 September 2023	40,979	40,979

13. Fixed asset investments

Shares in group undertakings and participating interests

	Subsidiary undertakings (£)	Total (£)
Cost		
Additions	1	1
At 30 September 2024	1	1
Net book value		
At 30 September 2024	1	1

Subsidiaries

The financial period end of ENTUK Enterprises Limited is 30 April. The profit for the financial period of ENTUK Enterprises Limited was £Nil (2023 - £Nil) and the aggregate amount of capital and reserves at the end of the period was £Nil (2023 - £Nil).

ENTUK Enterprises Limited was incorporated on 14 April 2024 with registered company number 15645555.

As the subsidiary is currently immaterial, the charity is not yet required to prepare consolidated financial statements. The subsidiary is disclosed in these accounts at cost.

Details of undertakings

Details of the investments in which the charitable company holds 20% or more of the nominal value of any class of share capital are as follows:

Undertaking	Country of incorporation	Holding	Proportion of voting rights and shares held		Principal activity
			2024	2023	
Subsidiary undertakings					
ENTUK Enterprises Limited	England & Wales	Ordinary	100%	0%	Administration of the BACO International conference

Listed investments

Cost or Valuation	Listed Investments (£)
At 1 October 2023	2,368,086
Revaluation	272,581
Additions	325,292
Disposals	(483,070)
At 30 September 2024	2,482,889
Net book value	
At 30 September 2024	2,482,889
At 30 September 2023	2,368,086

At the balance sheet date, the historical cost of the investments was £1,946,785 (2023: £2,104,876).

14. Debtors

	2024 (£)	2023 (£)
Trade debtors	39,450	46,737
Due from group undertakings	27,832	-
Intercompany loans	55,714	-
Prepayments	9,939	21,622
Other debtors	1,494	1,193
	134,429	69,552

The intercompany loan is an interest-free loan to the subsidiary ENTUK Enterprises Limited. There is no set repayment date, instead being repayable on demand.

INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

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**INDEPENDENT
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15. Cash and cash equivalents

	2024 (£)	2023 (£)
Cash at bank	1,288,646	1,087,601

16. Creditors: amounts falling due within one year

	2024 (£)	2023 (£)
Trade creditors	44,257	33,250
Other taxation and social security	12,675	9,552
Other creditors	-	42,468
Pension scheme creditor	6,836	6,973
Accruals	102,923	50,842
Deferred income	42,796	38,421
	209,487	181,506

	2024 (£)
Deferred income at 1 October 2023	38,421
Resources deferred in the period	42,796
Amounts released from previous periods	(38,421)
Deferred income at 30 September 2024	42,796

Deferred income relates to delegate and sponsorship income received for future events.

17. Obligations under leases and hire purchase contracts

Operating lease commitments

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

	2024 (£)	2023 (£)
Within one year	33,420	33,420
Between one and five years	16,710	50,130
	50,130	83,550



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

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18. Pension and other schemes

Defined benefit pension schemes

Superannuation Arrangements of the University of London (SAUL)

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted out of the Second State Pension for all eligible employees with the assets held in separate Trustee administered funds.

The charitable company has adopted FRS 102 for accounting pension costs. It is not possible to identify the Charity's share of the underlying assets and liabilities of SAUL. Therefore, contributions are accounted for as if SAUL were a defined contribution scheme and pension costs are based on the amounts actually paid (i.e. cash amounts) in accordance with FRS 102. SAUL is subject to triennial valuations by professionally qualified and independent actuaries.

The last available valuation was carried out as at 31 March 2023 using the projected unit credit method in which the actuarial liability makes allowance for projected earnings.

The main assumptions used to assess the technical provisions were:

- Pre-retirement discount rate 6.15% (31/03/2020: 3.15%)
- Post-retirement discount rate 4.20% (31/03/2020: 1.05%)
- Price inflation - RPI 3.37% (31/03/2020: 2.70%)
- Price inflation - CPI 2.37% (2020: 1.70%)
- Pension increases in payment 2.37% (31/03/2020: 1.70%)

As a whole, the market value of the scheme's assets was £3.096 million (31/03/2020: £3.612 million) representing 105% (31/03/2020: 94%) of the liability for benefits after allowing for expected future increases in salaries. The Trustee and the employers agreed to reduce employer contributions to 19% of salaries from 21% as of 1 September 2024. Member contributions will remain unchanged at 6% of salaries.

The total cost relating to defined benefit schemes for the year recognised in profit or loss as an expense was £67,777 (2023 - £64,357).



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

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19. Funds

	Balance at 1 October 2023 (£)	Incoming Resources (£)	Resources Expended (£)	Gains, losses and transfers (£)	Balance at 30 September 2024 (£)
Unrestricted funds					
General fund	2,936,879	737,068	(695,307)	370,479	3,349,119
Designated funds					
ENT UK Foundation	75,614	52,450	(29,204)	-	98,860
ST3 Bootcamps fund	-	52,118	(12,561)	-	39,557
BOARS Fund	18,281	-	(1,500)	(679)	16,102
BSO Fund	33,210	8,000	(41,569)	16,449	16,090
Global Health Committee	6,099	-	-	944	7,043
Women in ENT Surgery	2,784	1,665	(1,185)	(1,741)	1,523
WENTS mentoring scheme	1,547	-	-	-	1,547
ESC fund	-	-	-	15,471	15,471
ENT UK drawing account	69,123	54,166	-	(92,935)	30,354
History of ENT	1,924	-	(42)	1,068	2,950
BACO	54,684	-	(54,684)	-	-
Head and Neck society	8,284	-	-	-	8,284
BRS	172,500	31,500	(22,218)	4,487	186,269
SFO	725	-	-	-	725
BSFPS	3,058	2,000	(2,200)	1,623	4,481
	447,833	201,899	(165,163)	(55,313)	429,256
Total funds	3,384,712	938,967	(860,470)	315,166	3,778,375

The specific purposes for which the funds are to be applied are as follows:

- BRS funds are designated funds transferred to ENTUK when they joined ENTUK in October 2022 and are to be used by ENTUK for Rhinology activities.
- The ENTUK Foundation fund comprises various funds donated to charity and designated by the Trustees to be used for various fellowship awards solely by the ENTUK Foundation committee.
- The ST3 Bootcamp fund comprises of fund transferred from ST3 Bootcamp after their activities were fully transferred to ENTUK in October 2023.
- The BOARS fund started when the Otorhinolaryngological Research Society transferred £15,000 to ENTUK on transferring its activities to charity and further £9,189 in 2021.



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

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- The ENT UK drawing account consists of strategic withdrawal of funds from its investment portfolio as approved by the Trustees of ENTUK to be used on activities that benefit the members of ENTUK.
- BSO funds are designated funds to be used for the sole benefit of Otology section of ENTUK.
- ESC fund is set aside by the Trustees from the drawings from Investment portfolio to cover deficit for running future Emergency skill Course.
- The BACO fund has now been transferred to ENTUK Enterprises Ltd as an interest-free loan to help cover the cost of future BACO.
- Designated funds for other subgroups were generated either by raising funds or portion of the surplus from running their conferences (where applicable) and are to be used for the sole benefit of that subgroup.

Comparative information in respect of the preceding period is as follows:

	Balance at 1 October 2022 (£)	Incoming resources (£)	Resources expended (£)	Gains, losses and transfers (£)	Balance at 30 September 2023 (£)
Unrestricted funds					
General fund	2,835,787	1,489,706	(1,356,441)	(32,173)	2,936,879
Designated funds					
ENT UK Foundation	69,088	56,357	(34,600)	(15,231)	75,614
BOARS Fund	19,781	-	-	(1,500)	18,281
BSO Fund	30,027	-	(3,255)	6,438	33,210
Global Health Committee	10,547	3,400	(7,974)	126	6,099
Women in ENT Surgery	4,264	2,250	(6,030)	3,847	4,331
ENT UK drawing account	23,740	-	-	45,383	69,123
History of ENT	-	2,582	(658)	-	1,924
BACO	-	-	-	54,684	54,684
Head and Neck society	-	-	-	8,284	8,284
BRS	-	178,557	(8,869)	2,812	172,500
SFO	-	-	(225)	950	725
BSFPS	-	2,000	-	1,058	3,058
	157,447	245,146	(61,611)	106,851	447,833
Total funds	2,993,234	1,734,852	(1,418,052)	74,678	3,384,712



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

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20. Analysis of net assets between funds

	Unrestricted funds (£)	Restricted funds (£)	Total funds at 30 September 2023 (£)
Tangible fixed assets	81,897	-	81,897
Fixed asset investments	2,482,890	-	2,482,890
Current assets	1,423,075	-	1,423,075
Current liabilities	(209,487)	-	(209,487)
Total net assets	3,778,375	-	3,778,375

Prior year:

	Unrestricted funds (£)	Restricted funds (£)	Total funds 2022 (£)
Tangible fixed assets	40,979	-	40,979
Fixed asset investments	2,368,086	-	2,368,086
Current assets	1,170,028	-	1,170,028
Current liabilities	(181,506)	-	(181,506)
Total net assets	3,397,587	-	3,397,587

21. Related party transactions

There were no related party transactions in the year.

22. Prior year Statement of Financial Activities

	Note	Unrestricted (£)	Restricted (£)	Total 2022 (£)
Income and Endowments from:				
Charitable activities	3	1,654,392	-	1,654,392
Investment income	4	80,460	-	80,460
Total income		1,734,852	-	1,734,852
Expenditure on:				
Raising funds	5	12,523	-	12,523
Charitable activities	6	1,405,529	-	1,405,529
Total expenditure		1,418,052	-	1,418,052
Gains/losses on investment assets		74,678	-	74,678
Net income		391,478	-	391,478
Net movement in funds		391,478	-	391,478
Reconciliation of funds				
Total funds brought forward		2,993,234	-	2,993,234
Total funds carried forward	19	3,384,712	-	3,384,712



OUR ADMINISTRATION

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13. OUR ADMINISTRATION

Principal Office

The Royal College of Surgeons

38-43 Lincoln's Inn Fields, London, WC2A 3PE

The charity is incorporated in England and Wales

Company Registration Number

6452601

Charity Registration Number

1125524

VAT No

215668302

Solicitors

SA Law

60 London Road, St Albans, Hertfordshire, AL1 1NG

Bankers

National Westminster Bank Plc

Bloomsbury Parr's, PO Box 158, 214 High Holborn, London, WC1V 7BX

Auditor

Edmund Carr LLP

Chartered Accountants & Statutory Auditor

146 New London Road, Chelmsford, Essex, CM2 0AW

Investment fund managers

Brewin Dolphin Limited

12 Smithfield Street, London, EC1A 9BD



GLOSSARY

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14. GLOSSARY

AAO-HNS	American Academy of Otolaryngology-Head and Neck Surgery
AOMRC	Academy of Medical Royal Colleges
AOT	Association of Otolaryngologists in Training
ASGBI	Association of Surgeons of Great Britain and Ireland
ASiT	Association of Surgeons in Training
BACO	British Academic Conference of Otolaryngology
BAETS	British Association of Thyroid and Endocrine Surgeons
BAOMS	British Association of Oral and Maxillofacial Surgeons
BAPO	British Association of Paediatric Otorhinolaryngologists
BAPRAS	British Association of Plastic Reconstructive and Aesthetic Surgeons
BAPS	British Association of Paediatric Surgeons
BLA	British Laryngological Association
BOARS	The British Otorhinolaryngology and Allied Sciences Research Society
BRS	British Society of Rhinology
BSACI	British Society for Allergy and Clinical Immunology
BSHENT	British Society for the History of ENT
BSFPS	The British Society of Facial Plastic Surgery
BSO	The British Society of Otolaryngology
BTA	British Thyroid Association
BVA	British Voice Association
e-lefENT	E-learning platform
EAFPS	The European Academy of Facial Plastic Surgery
ENT	Common abbreviation for ear, nose and throat
ERS	European Rhinological Society
ESPO	The European Society of Paediatric Otorhinolaryngology
FPS UK	Former name of The British Society of Facial Plastic Surgery (BSFPS)
FSSA	Federation of Surgical Specialty Associations
GMC	General Medical Council
HNSoc	Head and Neck Society
IOS	Irish Otorhinolaryngology/Head & Neck Surgery Society
IPC	Independent Practice Committee
MTI	Medical Training Initiative
NICE	National Institute for Health and Care Excellence
RCGP	Royal College of General Practitioners
RCN	Royal College of Nursing
RCPSG	Royal College of Physicians and Surgeons of Glasgow
RCSEd	Royal College of Surgeons of Edinburgh
RCSEng	Royal College of Surgeons of England
RCSI	Royal College of Surgeons of Ireland
RSM	Royal Society of Medicine
SAC	Special Advisory Committee
SAS	Staff and Associate Specialists (i.e. the ENT Staff and Associate Specialist Doctors' Group of the Education and Training Committee)
SFO UK	Student and Foundation Doctors in Otolaryngology
TWJ Foundation	Thomas Wickham Jones Foundation
WENTS UK	Women in ENT Surgery
YCOHNS	Young Consultants in Otolaryngology Head and Neck Surgery

ENTUK

England & Wales - Charity number 1125524

Accounts



ANNUAL REPORT

2022-2023

ENTUK

formally known as ENT UK trading as British Academic
Conference in Otolaryngology (BACO) and British Association
of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS)

COMPANY REGISTRATION NUMBER: 06452601
CHARITABLE COMPANY REGISTRATION NUMBER: 1125524



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PRESIDENT'S FOREWORD



I. PRESIDENT'S FOREWORD

After yet another year of health care challenges our NHS struggles on and has never fully recovered following the pandemic of 2020. Whilst the latter posed a significant component, the pandemic cannot take all blame and there has been a fundamental change within the NHS. However, our Association has risen to the challenges and continues to fully support the membership and contribute to developing healthcare strategies for the future.

The jewel in our crown was our highly successful BACO international in February 2023. The success of this event was recognised in the national Association Excellence Awards when we won Silver for 'Best Development of an Existing Association Event' and Bronze for 'Best Longstanding Association Event'. A very special personal thanks to all who contributed to making the event so successful, the ENTUK team and the membership for all of your amazing support. We still have online access to all BACO presentations, freely available to all delegates, and I would urge you to view this incredible educational benefit whilst still available.

We now have BACO 2026 in sight under the strong leadership of Miss Helen Cocks, who will take over as President at the Spring Meeting on 15 April 2024. The Conference is planned to take place in a completely new conference centre in Newcastle in July 2026. We already have an excellent team in place, that includes Miss Kate Blackmore as Project Lead, Mr James O'Hara as Academic Chair, and Mr Ravi Thevasagayam as Industry Lead.

Our Spring Meeting will be held in Edinburgh on Monday 15 April 2024 and will offer an exciting programme for all. This should be a wonderful event and I would urge you to include it in your diaries as a highlight for 2024.

We have been involved in key topics over the year that have included the RCS Census, collaborative work with GIRFT, workforce numbers, NHSE with their e-referral strategy and Outpatient Recovery and Transformation Project, and most importantly, the significant increase in Physician Associates that is planned as a future strategy for the NHS. The latter is an extremely contentious area that many of us feel uncomfortable about. This one area where our place on the Federation of Surgical Specialty Associations (FSSA) and the close interaction with each of the four Surgical Colleges is absolutely crucial. However, we will meet the challenges as they arise, but in the meantime, we will be in a state of sharp awareness and keep you all informed of any significant developments.

Andrew C. Swift

Mr Andrew C Swift
President of ENTUK



OUR STRATEGY

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2. OUR STRATEGY

ENTUK is the professional membership body representing ear, nose and throat surgery, as well as its related specialities, in the United Kingdom. ENTUK supports members at every stage of their careers, from student level through to retirement - a total of some 2,500 medical practitioners.

As well as supporting surgeons and associated medical professionals, ENTUK promotes the understanding of ENT in the media and provides the specialty with a voice. ENTUK is a source of valuable medical information for patients as well as practitioners, and supports research, provides continuing education for specialists, and champions high standards in training. In all our activities we seek to improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck.

Inspiring Excellence and Shaping the Future

This year ENTUK published its exciting new five-year strategy, 'Inspiring Excellence and Shaping the Future'. This bold and ambitious vision of the Association's future is built around strategic goals that will enable ENTUK to navigate future challenges and opportunities, both in the UK and globally, and deliver for its members. Its far-reaching and forward-thinking nature will enable the pursuit of long-term ambitions, ensuring continuity of vision in the years ahead.

Our Vision

ENTUK's vision is for a world where ENT and head and neck medical professionals can succeed and provide the best healthcare to patients.

Our Mission

We will achieve our vision by inspiring excellence and shaping the future of ENT and Head and Neck healthcare. This will be supported by three enabling strategic goals of influence, inclusion and growth.

Our Values

The strategy will guide the direction of our development and utilise our pivotal values of teamwork, ambition, respect, innovation and quality to ensure the success and future sustainability of the Association.

Collaboration

We are committed to building meaningful relationships with other organisations. Collaboration is key to achieving our vision and we are delighted that the new strategy has been endorsed by The Royal College of Surgeons of Edinburgh, The Royal College of Surgeons of England and The Royal College of Physicians & Surgeons of Glasgow.



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OUR GOVERNANCE

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3. OUR GOVERNANCE

Following ratification at the ENTUK AGM in February 2023 our official name formally changed from 'ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head & Neck Surgery (BAO-HNS)' to ENTUK.

The following sets out the management and governance of ENTUK during this financial year.

ENTUK office

- **Ms Katie Nurcombe** | CEO & Company Secretary
- **Mr Bikram Gurung** | Financial Controller
- **Mr Steve Wheeler** | Communications Manager
- **Mr Davide Gorgoglione** | Web & IT Officer
- **Ms Amber Wilson** | Conference & Events Manager
- **Ms Pam Moharir** | Events Officer
- **Ms Janet Stephen** | Education & Governance Officer
- **Mr John Nixon** | Communications Lead (left ENTUK in July 2023)

The Board of Trustees

- **Mr Andrew C Swift** | President (appointed April 2022), President-elect (March 2019 - March 2022)
- **Miss Helen Cocks** | President-elect (appointed April 2022)
- **Professor B Nirmal Kumar** | Past President (demitted April 2022), Continued as Trustee and Chair of ENTUK Foundation (April 2022)
- **Miss May Yaneza** | Honorary Secretary (appointed April 2022)
- **Mr William Hellier** | Honorary Treasurer (appointed July 2022)
- **Miss Victoria Ward** | Clinical Trustee (appointed May 2019)
- **Mr Sean Carrie** | Clinical Trustee (appointed June 2023)
- **Miss Janet Legget-Jones** | Lay Trustee (appointed June 2023)
- **Miss Elaine Hanly** | Lay Trustee (appointed June 2023)
- **Professor Nigel Weatherill** | Lay Trustee (appointed June 2023)

Demitted from the Board of Trustees:

- **Mr Tim Mitchell** | Clinical Trustee (demitted February 2023)
- **Mr Andrew Gamble** | Lay Trustee (demitted May 2023)
- **Mr Andrew Foster** | Lay Trustee, sadly passed away in March 2023. During his tenure as Trustee Andrew also held the position of ENTUK Finance Committee Chair and ENTUK Foundation Committee Lay Member.



OUR GOVERNANCE

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The Executive Committee

- **Mr Andrew C Swift** | President
- **Miss Helen Cocks** | President-elect
- **Miss May Yaneza** | Honorary Secretary
- **Miss Nara Orban** | Assistant Honorary Secretary
- **Mr William Hellier** | Honorary Treasurer
- **Mr Andrew Kinshuck** | Assistant Honorary Treasurer
- **Miss Wendy Smith** | Director of Education (appointed in February 2023)
- **Miss Ann-Louise McDermott** | Chair of Specialist Advisory Committee (SAC) in Otorhinolaryngology

Demitted from Executive Committee:

- **Professor Philippa Tostevin** | Director of Education (demitted in February 2023)

The Finance Committee

- **Mr Patrick Way KC** | Chair (appointed July 2023)
- **Miss May Yaneza** | Honorary Secretary
- **Mr William Hellier** | Honorary Treasurer
- **Mr Andrew Kinshuck** | Assistant Honorary Treasurer
- **Miss Elaine Hanly** | Lay Member (appointed June 2023)
- **Professor Nigel Weatherill** | Lay Member (appointed June 2023)

The Education & Training Committee (ETC)

- **Miss Wendy Smith** | Director of Education & Chair
- **Ms Janet Stephen** | Education & Governance Officer
- **Mr Dheeraj Karamchandani** | Student & Trainee Rep (SFOUK)
- **Miss Marianne Elloy** | CPD Committee Chair
- **Mr James Tysome** | Director of e-learning
- **Miss Somiah Siddiq** | Chief Editor of e-learning
- **Miss Mira de Kruijff** | Webinar Co-Ordinator
- **Mr Swaminathan Ramanathan** | Chair of SAS Committee
- **Miss Ann-Louise McDermott** | Chair of SAC in Otorhinolaryngology
- **Mr Anthony Bashyam** | AOT President
- **Mr Sanjiv Kumar** | Global Health Committee
- **Mr Michael Saunders** | Joint Clinical Lead for PESC Course
- **Mr Neil Bateman** | Joint Clinical Lead for Paediatric ENT Skills Course (PESC)
- **Mr Raj Lakhani** | Clinical Lead for Emergency Surgical Skills Course (ESSC)

Demitted from ETC

- **Professor Philippa Tostevin** demitted in February 2023 and Miss Wendy Smith took over as ETC Chair.
- **Mr Shyam Sunder Singam** demitted in March 2023 and Mr Swaminathan Ramanathan took over as Chair of SAS Committee.
- **Miss Tharsika Myuran** – past AOT President – demitted June 2023
- **Miss Mira de Kruijff** – Webinar Co-Ordinator demitted June 2023



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OUR GOVERNANCE

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The ENTUK Foundation Committee

- **Professor B Nirmal Kumar** | Chair
- **Miss Katie Nurcombe** | Foundation Secretary (March 2023)
- **Miss Victoria Ward** | ENTUK Member
- **Mr Taran Tatla** | ENTUK Member
- **Mr Mark Chacksfield KC** | Lay Member
- **Miss Janet Legget-Jones** | Lay Member (June 2023)

The ENTUK Council

- **Mr Andrew C Swift** | President
- **Miss Helen Cocks** | President-elect
- **Miss May Yaneza** | Honorary Secretary
- **Miss Nara Orban** | Assistant Honorary Secretary
- **Mr William Hellier** | Honorary Treasurer
- **Mr Andrew Kinshuck** | Assistant Honorary Treasurer
- **Professor Philippa Tostevin** | Director of Education (until February 2023)
- **Miss Wendy Smith** | Director of Education (from February 2023)
- **Miss Ann-Louise McDermott** | Chair of SAC in Otorhinolaryngology

Regional Council Members

- **Mr Asad Qayyum** (appointed December 2022) | East Anglia (RSPA East England)
- **Mr Abir K Bhattacharyya** | North East Thames (RSPA N E Thames)
- **Mr Mohiemen Anwar** | North West Thames (RSPA N W Thames)
- **Ms Mamoonah Khalid-Raja** (appointed March 2022) | North Western (RSPA North West and Mersey)
- **Mr Ben Cosway** (appointed December 2022) | Northern (RSPA Northern)
- **Mr Colin Leonard** (appointed September 2022) | Northern Ireland
- **Ms Sonia Kumar** (appointed September 2022) | Oxford (RSPA South Central and Wessex)
- **Mr David Baring** | Scotland East
- **Miss Catriona Douglas** | Scotland West
- **Mr Tony Jacob** | South Thames (RSPA South East Coast) & S.W. Thames (RSPA S W Thames)
- **Mr Julian Gaskin** | South Western (RSPA South Western)
- **Mr Yujay Ramakrishnan** | Trent (RSPA East Midlands)
- **Mr Andrew Hall** (appointed September 2022) | Wales
- **Mr Ashok Rokade** (appointed March 23) | Wessex (RSPA South Central and Oxford)
- **Mr Mriganka De**, Deputy Miss Ameera Abdelrahim | West Midlands (RSPA West Midlands)
- **Miss Beverley Yu** | Yorkshire (RSPA Yorkshire and Humber)

Demitted from Council

- **Mr Nazir Bhat** (East Anglia)
- **Professor Simon Lloyd** (North Western)
- **Mr Frank Stafford** (Northern)
- **Mr Robin Adair** (Northern Ireland)
- **Mr Ram Moorthy** (Oxford)
- **Mr Sam Fishpool** (Wales)
- **Mr William Hellier** (Wessex)



OUR GOVERNANCE

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ENTUK Annual General Meeting (AGM)

The AGM for 2022-2023 was well attended and took place on 16 February during the second day of BACO 23. We had a minute's silence to remember colleagues, including Prof David M Baguley, who had all sadly passed away during the year.

I was pleased to share highlights of the year, especially ENTUK's amalgamation with BRS and new partnership with AOT. The Association's new website, Equity, Diversity and Inclusion Strategy and Action Plan, and new patient information leaflets with QR codes had all been launched. A bespoke Medical Indemnity insurance scheme with Howden Insurance Brokers Ltd had been negotiated. The success of the ENTUK Foundation was applauded, as was the Association's silver award for the Newsletter.

Mr William Hellier, ENTUK Honorary Treasurer provided a clear summary of the Association finances. He proposed a 5.5% increase in membership fees that was approved by the members present without comment.

Special Resolutions were approved by members to update the Articles to simplify the legal name of the Association to 'ENTUK' and to correct the process for Trustee appointment, allowing for the appointment of no less than two Lay Trustees and bringing the Articles up to modern standards.

Miss Kay Seymour (Past Honorary Treasurer) and Miss Catherine Spinou who had both stepped down over the past year were thanked for their excellent contribution and support on the ENTUK Board of Trustees. Prof Philippa Tostevin was thanked for her excellent work as Director of Education, and Miss Wendy Smith was welcomed as her replacement.

ENTUK CEO Miss Katie Nurcombe then launched the Association's five-year strategy, 'Inspiring Excellence and Shaping the Future', and ENTUK President-elect Miss Helen Cocks announced that the next BACO would take place in 2026 in Newcastle.

Prof Janet Wilson was congratulated on being awarded the prestigious College Medal by the Royal College of Surgeons of Edinburgh. Finally, attendees congratulated Prof Nirmal Kumar on his award of Honorary Membership and Mr Tim Mitchell on his election as President of the Royal College of Surgeons of England, celebrating the fact that an ENT surgeon had attained this high office for the very first time in the long history of the College.

Mr Andrew C. Swift
ENTUK President



OUR MEMBERSHIP

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4. OUR MEMBERSHIP

At the start of the 2022/23 financial year, there were just over 2,400 paying members. ENTUK welcomed 369 new paying members but lost 458 paying members. The majority of the members lost were Student and Foundation members who were still in the early stages of their ENT career or Consultant members opting to retire from practice. This meant there were 2,370 paying members at the end of September 2023. This is a 2% dip in the headcount after the last few years of double-digit growth in headcount.

Despite a small dip in the membership headcount in the year, the membership income for the year was still strong and up by 8% this financial year compared to last year. The increase in revenue was due to various factors including the rise in the membership subscription at the start of the financial year, current members moving up the membership grades and higher-value members leaving the association late in the year for various reasons.

Membership income by year

Year	Revenue	YoY%	Head count	YoY%
2014-15	325k		1,262	
2015-16	342k	5	1,340	6
2016-17	371k	8	1,387	4
2017-18	410k	11	1,485	7
2018-19	411k	-	1,617	9
2019-20	434k	5	1,880	16
2020-21	448k	3	2,117	13
2021-22	448k	-	2,427	15
2022-23	481k	8	2370	-2

Paying members by grade	This year	Last year
Total	2370 (-57)	2,427
Consultant	558 (-33)	591
Trainees	555 (+15)	540
SFO	556 (-56)	612
International	204 (+2)	202
YCOHNS	171(+26)	145
Associate	149 (-14)	163
Allied	120 (-)	120
Retired	57 (+3)	54

Free members	This year	Last year
Total	331 (+31)	300
Hinari	192 (+43)	149
Life	81 (-)	81
Honorary	47 (-)	47
Parental leave	11 (-12)	23



OUR MEMBERSHIP

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Membership Developments



We continue to promote a new tailor-made **Medical Indemnity Insurance Scheme** which was launched in 2022. ENTUK arranged for Howden Insurance Brokers Ltd to provide this scheme, to ensure that members can access suitable, up-to-date indemnity cover and protection. The risks inherent to frontline surgery mean that access to suitable indemnity cover is vitally important to our members, as well as to the specialty in general.

The **ENTUK website** continues to evolve and we are pleased that members are using the new members' area to register for events, submit abstracts and apply for grants and fellowships. We will continue to upgrade the section for professionals to help members to better navigate our growing library of high-quality resources.

You can read more about the **impact** we are having for our members in the following chapters.



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BACO International 2023



The indisputable highlight of the year was BACO International 2023 which was held in February in Birmingham. This eagerly anticipated event was the first in-person BACO since 2018 after Covid restrictions meant that BACO 2020 was first postponed and then hosted virtually. The Birmingham ICC as a venue proved highly successful but had originally been confirmed for BACO 2020. The ambitious programme featured **nine simultaneous streams** and over **180 sessions across three days**. 1,417 delegates attended the event, and we were delighted to receive such positive feedback (delegates rated the event an excellent 4.7 out of 5).

ENTUK President Mr Andrew Swift officially commenced proceedings with a brief opening ceremony welcoming speakers and delegates to the conference. He thanked the **BACO Executive Committee** consisting of Academic Chair Prof Claire Hopkins; BACO Project Lead Prof Chris Raine; Industry Partnership Lead Mr Declan Costello; President-elect and now BACO 26 Chair Miss Helen Cocks and ENTUK Conferences and Events Manager Miss Amber Wilson for their hard work organising the hugely impressive conference. He also thanked the specialty leads and everyone involved in supporting the Academic Chair with the programme.

Prof Mahmood Bhutta gave the first plenary lecture '**Surgery and health supplies: Harming our planet and harming workers' rights**'. Mahmood's lecture was an inspiring and impassioned look at surgery's carbon footprint and how we can minimise it. Mahmood considered everything from the elevated

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presence of microplastics in surgical theatres to the damaging dynamics created within healthcare systems by linear annual procurement cycles of medical equipment.



On the second day, former Conservative MP and Under-Secretary of State for Public Health Anna Soubry's gave the second plenary lecture and explored the question **'Where now for medicine in the UK?'** She drew on her ministerial experience, discussing some of the issues and crises currently affecting the NHS and concluding that widespread reform of social care is required to solve these, but that such reform is a victim of the drive toward short-term thinking in central government.

A centrepiece of the second day was our dedicated **GP and Allied Professionals Day**. Focused on topics identified by GPs as particularly challenging to manage in the community, the special GP Day constituted an entire day-long series of events and sessions designed to improve primary care in ENT. Meanwhile, surgical simulation stations were set up for our dedicated **SFO Clinical Skills Day**, as students tried their hand at all manner of ENT procedures. The SFO Day was designed to inspire and cultivate the next generation of ENT surgeons.

Our third and final plenary lecture was led by Dr Rachel Clarke, palliative care doctor and author of bestselling non-fiction on life in the NHS. This thought-provoking and passionate lecture **'Death, Lies and Videotape: Doctors in the Media'** considered the situation of doctors and healthcare professionals in the media and the position of trust we generally occupy in the public consciousness. She remarked that given the crucial social value of our work, we have both the right and the responsibility to advocate for our profession at every turn.

An important cornerstone of the third day was our first-ever **Audiology Day**, a brand-new initiative designed to cultivate ties and deepen the understanding between ENT clinicians, audiologists and audiological scientists. The all-day programme of audiology-based sessions and events was deemed a great success, and we can no doubt expect it to become a regular feature of future BACOs.



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The programme featured **21 international keynote speakers, instructional sessions, advanced updates, panel discussions, symposiums, debates and eponymous lectures.** Highlights included the:

- **Laryngology** keynote lecture, 'Dysphagia, patient selection and diagnosis: Who needs surgery and what surgery do they need?', Dr Jacqueline Allen.
- **Paediatric** keynote lecture, 'Call the midwife... and the otolaryngologist', Dr Hannah Burns.
- **Facial Plastics** panel discussion, 'Challenges in Revision Rhinoplasty', which considered a series of challenging cases in revision rhinoplasty.
- **Otology** advanced update session: 'Innovations in Otology', which explored a variety of innovations and technological advances currently making a difference.
- **Head and Neck** keynote lecture, 'TORS: Outcomes, function and the future', Dr Andrew Foreman.
- **Rhinology** keynote Lecture, 'Anatomical landmarks in sinus and skull base surgery', Prof Daniel Simmen.
- **TWJ** Lecture, 'Robotics in Otology', Prof. Dr. med. Alexander Huber
- **Lionel College Memorial** lecture, 'Advances in our understanding of salivary gland cancer', Professor Vincent Vander Poorten.
- **Rodney Williams Garnet Passe** lecture, 'Surgical training around the world', Professor William Coman.
- **WENTS** debate, 'tokenism or meritocracy?', which presented a variety of compelling and challenging arguments on both sides.

You can read more about the involvement and experience of the ENTUK Membership Groups and Special Interest Groups in their individual reports.

Delegates were able to explore the fantastic **BACO International posters** in the Exhibition Hall. There was a huge selection of great contributions that were rotated each day. Oral presentations also took place daily, selected from the highest-scoring abstract submissions. This really showcased the breadth and depth of talent across our specialty and provided delegates with plenty of food for thought between sessions.





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The **Networking Evening** was a thoroughly enjoyable evening of food, drink and dance. More than 250 attendees came along to celebrate, catch up with old friends and make new ones. The music came courtesy of the excellent Arrhythmics, who got the whole room up on the dancefloor, and it's fair to say that a great time was had by all!



BACO delegates have free access to **BACO recordings** and there are 175 sessions to view online. The recordings were uploaded on a weekly basis, starting with the plenary and keynote lectures, giving delegates access to the great talks they may have missed on the day.

It was important that the event was funded sufficiently to break even, and as such, an optimistic sponsorship target was set, knowing that this would be a challenge due to the lasting impacts of Covid. We are immensely grateful to all our **sponsors and exhibitors**, the delegates enjoyed the lively and engaging Exhibition Hall where companies of all sizes and from all backgrounds were represented.



BACO 2023 – Exhibitors Hall



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Following a review of the final budget we were all relieved that the event made a small surplus, especially having set the **delegate fees** as low as possible to help support our trainees. ENTUK Trustees have been fully supportive of keeping this year's BACO surplus within a designated fund for BACO 2026.

Finally, we are delighted to announce that ENTUK has won the silver award for 'Best Development of an Existing Association Event' and the bronze award for 'Best Longstanding Association Event' in the **Association Excellence Awards 2023** for BACO International 2023!



The results were announced on Friday 3 November at the Awards Ceremony which took place at the De Vere Grand Connaught Rooms in London and was attended by representatives from the BACO 2023 Executive Committee, ENTUK team, Trustees, Executives and invited guests. This is just amazing news and many congratulations to the ENTUK team, friends and colleagues who made this happen. Particularly to Mr Andrew Swift for his hard work over several years coordinating such a successful event.



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Clinical Guidelines

During this financial year, ENTUK has worked with external organisations and our ENTUK sub-groups to develop new and update existing guidelines for the benefit of all those working within ENT departments. We have also provided guidance to GIRFT and other organisations to ensure consistent guidance and recommendations.



Clinical Guidelines



Clinical Otolaryngology Journal



Grants & Fellowships



E-learning



ENT Training



Patients Information Leaflets

ENTUK worked with NHS England on their Decision Support Tool project. The final version of **'Making a decision about recurrent tonsillitis in adults and children'** now includes data from NATTINA. The resource is designed to help explain treatment, care and support options and assist with shared decision making. The layout and corporate design of the document is set by NHS England. **Local Anaesthetic Rhinological Surgery (LARS)** guidance was developed by the British Rhinological Society (BRS) due to the increasing interest in performing procedures under local anaesthetic. The comprehensive guidance includes current applications, guidance regarding submitting a business case, anaesthetic considerations, equipment and setting as well as outcome measures, safety and clinical governance.

BRS also produced guidance on **alternative nasal medication to flixonase nasules** as the current manufacturer will cease production in the UK from December 2023. Another pharmaceutical company will produce flixonase nasules and members may wish to liaise with their local hospital pharmacy regarding the availability of flixonase nasules and alternatives as supplies may vary nationally.

The British Society of Otolaryngology (BSO) has created guidance for **the management of adult hearing loss in primary care** and **recommendations for community management of hearing loss/ aural blockage**. Both documents will help our Primary Care colleagues manage these conditions and the appropriate referral timeline when specialist input is required.

The **Outpatients** numbers guidance is currently being updated in light of the results from the survey conducted by ENTUK.



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ENTUK was asked to consider including **choking** as a potential indication for tonsillectomy in future tonsillectomy commissioning guidance. This was a Coroner's request after the death of a toddler with a history of recurrent choking episodes, sleep-disordered breathing and documented large tonsils. Detailed guidance regarding identifying children who may be potentially at risk, referral and assessment guidance as well as implications regarding impact on referrals numbers are currently in development.

Global ENT Guidelines have been prepared as a joint project between ENTUK (Global Health Committee) and Global Otolaryngology and Head and Neck Surgery (OHNS). The aim of these guidelines is to provide a free resource, readily accessible, for anyone providing ENT care in resource-limited settings, with a focus on succinct, practical guidance for village health workers or limited resources. The group includes authors from high and low resource settings and come from all over the world. It is a resource that is continually developed with chapters added when completed.

We have committed to lead activity in relation to **sustainability in ENT and Head and Neck healthcare**. As a starting point, we want to address the areas which are most relevant and where we can have impact. These are suction, flexible nasal endoscopy and outpatient instruments. We plan to develop and publish guidelines on these areas to give our members confidence in taking decisions that are best for their patients and the planet.

Miss May Yaneza

ENTUK Honorary Secretary



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ENTUK Patient Information

This year ENTUK published the first titles in a suite of brand-new patient information e-leaflets. We started with 21 paper leaflets to review and the project has grown from strength to strength. We currently have a total of 38 published e-leaflets online (6 ear, 14 nose, 8 throat, 10 head and neck). These have been developed by our patient information team alongside ENTUK members acting as authors, reviewers, and contributors.

The **new e-leaflets** can be found in the '[Conditions and procedures](#)' section of the ENTUK website and include titles on septoplasty, flexible nasal endoscopy, thyroid surgery, adenoid surgery and tonsillectomy, to name just a few.

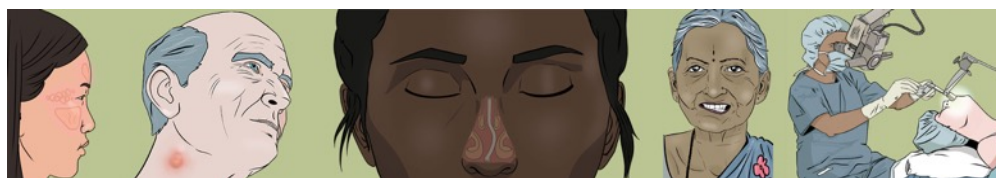
We have designed the e-leaflets to help patients seeking information about ENT and head and neck conditions or procedures. They are **simple to access, free to use and available to all**, reflecting our mission to inform the public about our specialty, promote understanding of the conditions we treat, and support our members by helping improve patient care.

Authored and reviewed by experienced ENT surgeons, the e-leaflets reflect the tremendous expertise available within the ENTUK membership. They are a fantastic **resource for both patients and clinicians** and can be used as a helpful aid to help answer patient questions and talk them through the decisions they may face.

New leaflets, produced by the **ENTUK Community Group**, are hosted on the patient information section of the website. These include 'how to use ear drops or sprays' and 'how to use nasal drops'. This will be a great resource for GPs with an extended role in ENT and allied professionals who care for ENT patients in the community. These leaflets are also used in hospital outpatient clinics.

The **complication rates** quoted are based on a review of the literature on the subject and can have a large range as a result. Individual surgeons are encouraged to provide patients with their own complication rate based on an audit of their outcomes.

Funding has been allocated by the Board of Trustees for **professional illustrations** which also meets our commitment to equality, diversity, and inclusion. The example below shows illustrations from the e-leaflets designed to reflect the diversity of the British population.



To make them as user-friendly as possible for patients and healthcare practitioners alike, all leaflets have a **unique QR code** to make it easy for patients to download the content during consultations. This also is in line with our sustainability agenda. The e-leaflets can also be downloaded as a PDF or printed



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out and supplied to patients who do not have access to a smartphone or computer to help them process complex information at home.

The e-leaflets are hosted on **Healthinote**, an online library of leaflets and similar material for use by GPs and primary care professionals, further promoting accessibility to high quality information.

Health literacy is a crucial consideration in the preparation of patient information. We aim to reduce the reading age of our patient information pages to the UK average of 8-10 years old and are collaborating with the Patient Information Forum (PIF) to achieve this. Tools such as the Flesch-Kincaid readability calculator are now used at key stages of the editorial process, enabling us to determine the reading age of the e-leaflets. ENTUK has signed up to the PIF Charter and is using their resources to improve and formalise the documentation processes around the development of the patient information e-leaflets.

A key ambition for the e-leaflets is to **translate** them into the most spoken languages in the UK and the patient information team is currently investigating leads into potential translators, translation services and associated costs.

In the next phase of the project, the patient information team would like to explore **British Sign Language (BSL) videos** for the deaf community. The team is also exploring the possibility of illustrating simple procedures and producing '**easy-read**' versions of the e-leaflets, featuring less text and more images to ensure additional accessibility. We have met with the Down's Syndrome Association to agree in principle a mutually beneficial working relationship which would allow us to produce easy-read versions of our current leaflets for people with learning difficulties including people with Down's Syndrome.

The Patient Information Project is ongoing, with 22 leaflets currently being reviewed by ENTUK members who are experts in the field (11 ear, six nose, two throat, three head and neck) and new titles still in development. These will be published on the website as we complete them. We aim to **review the e-leaflets every three years** with a patient information lead in every subsection.

Please get in touch if you would like to be part of the clinical team!

Miss May Yaneza
ENTUK Honorary Secretary

Miss Nashreen Oozeer
ENTUK Patient Information Clinical Lead



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National Clinical Impact Awards

At the beginning of 2023, important changes were announced with regards to the new National Clinical Impact Awards (NCIA) scheme, compared with the National Clinical Excellence Awards scheme which completed in 2021. These included an increase in the number of awards and a restructuring of the scheme. Applicants previously had to apply at the lowest level and work from bronze > silver > gold > platinum.

Non-stratification of the new awards meant that high-scoring applicants could achieve the highest-level award at their first application. New awards are valid for five years, a new application must be made when an award expires and there is no renewal process. New awards are non-pensionable. Citations are no longer needed but employer support is required before submission. The impact of roles above-and-beyond applicants' job plans remained a key focus, with Equality, Diversity and Inclusion impacts also taken into account.

New NCIA National Nominating Organisation regulations meant that applicants could still seek general guidance from ENTUK, but that the individual guidance we were previously able to offer was no longer possible. Professor Nirmal Kumar and Miss Emma Stapleton ran a webinar on the NCIA process in March which explored the 2023 NCIA competition in England and Wales, how the award scheme worked, who could apply and how to maximise chances of success. ENTUK was also pleased to share application guidance with members. We expect to hear who has been successful in 2024 and we wish everyone the best of luck with their applications.



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Mentoring

ENTUK Mentoring Scheme

Hosted and led by WENTS UK

Since launching its mentoring scheme in February 2020, just prior to the pandemic, WENTS UK has matched and supported volunteer mentor-mentee pairings. The scheme has been more formally promoted and supported by ENTUK to widen access and no longer be restricted to WENTS UK members. We currently have over 120 matched pairs. Some of these have completed an 18-month course and some pairings have refreshed.

The first Mentoring Fellows started their accreditation in Mentor Supervision in 2023, and should complete this by 2024. Recruitment for the next round of Mentor Fellows, to start in 2025, will take place in 2024:

- Orasoptic – ENTUK Mentoring Fellowship for candidates with H&N/Rhinology Practice
- Medel – ENTUK Mentoring Fellowship for candidates with Otology/Paediatric Practice

Since the two virtual courses in 2022, we have run an in-person Mentor Training course in June 2023, heavily supported financially and logistically by MED-EL, to whom we are very grateful. The course was delivered to be as inclusive and accessible as possible to any attendees regardless of personal and health circumstances. The course was as well received as the previous virtual ones. We are now working to look at how to maintain accessibility to this course for current and future volunteer mentors. The current fellows, Ms Rujuta Roplekar Bance and Miss Emma Stapleton, received a £1,500 grant from the ENT Foundation towards funding the Mentor Training course.



We continue our support and networking of our volunteer mentors with Virtual Mentor Cafes. These safe spaces allow support, reflection and practice improvement for our mentors. The last café identified a need for additional support regarding signposting, and a resource for this will be uploaded to the ENTUK WENTS Mentoring Webpage:

- <https://www.entuk.org/about/groups/wents/mentoring.aspx>



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We continue our drive to support diversity and inclusion while increasing our pool of mentors. We continue to welcome those mentees seeking a mentor. Members can register their interest as a prospective mentor or mentee at

- <https://www.surveymonkey.co.uk/r/HGXXJDV>.

We would like to take this opportunity to acknowledge and thank all our mentors, who are kindly volunteering within the scheme – it would not exist without your kindness, effort and engagement.

ENTUK CESR Buddy Scheme

Each year, fewer than ten ENT specialty doctors apply for specialist registration via the CESR route in the UK. This is an expensive process and the support for these doctors in preparation for their submission is variable around the UK, due to the variety of experience that may be available in each region. The aim of this voluntary 'buddy' scheme is to provide informal support and advice to a colleague in order to maximise their chance of success in what is a very expensive process.

There has been great interest from our consultant members in supporting this mentorship scheme. Mentors have been able to support colleagues through the CESR process as a result of their own experience of applying via this route. We are enormously grateful for this mentorship and the support of surgeons who will take an alternative pathway through their career development in ENT.



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The ENTUK Foundation

Since the launch of the ENTUK Foundation as the philanthropic and fundraising arm of ENTUK in September 2021, it has gone from strength to strength in pursuit of its vision to improve ENT healthcare for all. The Foundation seeks to achieve this by:

- **Investing in the specialty**, in particular by providing research and education grants and support for humanitarian projects, nationally and internationally.
- **Engaging with stakeholders**, including patients, the public, clinicians, industry, and charity partners, and those involved in advancements in technology; and
- **Facilitating global innovation**, including through the funding of global health and international programmes.

In undertaking its vision, the ENTUK Foundation will seek financial sustainability and longevity through fundraising and other income-generating activities as to not draw on ENTUK operating resources.

The Foundation has been very successful again in raising sufficient funds to support another round of ENTUK Foundation Awards this year. The ENTUK Foundation agreed to fund 24 Research Grants (totalling £23,300) and five Education Grants (totalling £7,000). We were grateful to receive further offers of donations from legacy, personal donors and industries which will enable the Foundation to fund further awards and activities to achieve its vision. A full list of our donors can be found on the ENTUK website.



The recipients of the ENTUK Foundation Research and Education Grants were announced at the ENTUK Research Showcase event in September at the Royal Society of Medicine in London. Delegates also heard from the Rowena Ryan Award finalists, and we congratulate all the winners of these National Awards.

This year we were pleased to present a special ENTUK Foundation Award at a Networking Evening event held in London in September. The Andrew Foster Leadership Grant is a special leadership-focused award in honour of founding Foundation Committee Member Mr Andrew Foster, who sadly passed away in March.



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Congratulations to Miss Anna Slovic who received this prestigious award for the development of The Women in ENT Surgery Foundation in Leadership Course. At this event, ENTUK President-elect Miss Helen Cocks congratulated Mr Vasant Oswal who had been awarded the Life-time Trainer Award 2023. Congratulations also go to Mr Jeremy Lavy who was awarded the Best Trainee Nominated Trainer Award.

The Foundation Committee and its Advisory Group have also worked hard to establish a sustainable model of enhancing international collaborations and seek to do this by engaging with colleagues from all over the world. BACO 2023 was a great opportunity to support doctors from Hinari A and B low-resource countries from around the world to visit Birmingham and enjoy the rich academic and cultural experience and in-person networking opportunities. 10 fellows from Kenya, Nigeria, Pakistan, Sri Lanka, Uganda, Ukraine and Vietnam were sponsored by the Foundation.



'The academic program was excellent in providing me with an insight into all aspects of my profession, from otology, rhinology, and skull base surgery to head and neck surgery and facial plastic surgery. I had eye-opening lectures and updates that took me to another level of ENT knowledge. I am inspired by innovative techniques that have not been used at my department, and I am eagerly looking forward to applying my ideas to my medical practice to give the best care to my patients in my home country.' Miss Nhu Ho - BACO 23 Fellow – Vietnam

The Foundation will continue its activity focused on research and education, social responsibility, professional development, patient and public involvement and engagement, and celebration.

Professor B Nirmal Kumar

ENTUK Foundation Committee Chair



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OUR IMPACT

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Equity, Diversity and Inclusion

Our Equity, Diversity and Inclusion goals are that:

- Our culture supports all our members to feel that they belong.
- Our people represent the specialty.
- We are inclusive, accessible and relevant to patients.
- We advocate for and support the needs of those who need it most.

In this financial year, ENTUK delivered its first Equity, Diversity and Inclusion Strategy and Action Plan. Regular reports were provided to Trustees during the year and a brief update can be found below:

- Corporate values of teamwork, ambition, respect, innovation and quality were developed and launched to members after consultation.
- New and existing policies including our Equality and Diversity Policy are under review and will be hosted on the new EDI page of the website.
- Online diversity training has been provided for the ENTUK team and Active Bystander training is planned for the ENTUK Trustees.
- Demographic questions were integrated into the ENTUK website in January, and we are encouraging members to complete their profile information.
- Accessibility and reading age continue to be key considerations for the patient information e-leaflets, and we continue to work on redeveloping our processes to conform to 'PIF Tick' standards.
- All ENTUK Membership Groups and Special Interest Group were requested to embed EDI in their Constitutions and Terms of Reference if this was not already specified.
- ENTUK and WENTS UK participated in International Women's Day and encouraged female members to apply to ENTUK vacancies.
- ENTUK has signed the BMA pledge to End Sexism to tackle gender discrimination in healthcare.

A new Action Plan for 2023/24 will be produced in line with the ENTUK Business Plan.



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6. EDUCATION

This report covers a period of two Directors of Education (DoE) for ENTUK. Professor Philippa Tostevin handed over the role to Miss Wendy Smith at the end of February, so this is a combined authorship report.

The ENTUK Education and Training Committee (ETC) meetings took place virtually this year. The ETC consists of representation from the leadership of established educational groups including the ENTUK Continuing Professional Development Committee, SFO, SAS, AOT, SAC and the ENTUK Community Group. Updates have been provided to the ENTUK Executive Committee, Board of Trustees and Council throughout the year.

This report represents a summary of educational activities to demonstrate how they have progressed in alignment with the mission statement of ENTUK, noting the strategic objectives and key deliverables in the previous 5–10-year strategy document.

1. Mission statement:

To promote an understanding of the range of conditions treated by the specialty

e-lefENT

Lead: Mr James Tysome and Ms Somiah Siddiq

The Director of e-learning, Mr James Tysome, and Editor-in-Chief of e-lefENT, Ms Somiah Siddiq, have continued to collaborate with the digital transformation team from Medtronic who support the virtual learning platform.

The initial phase of focus for e-lefENT has been the review, edit and update of existing learning zone modules (produced mostly in 2012/13) in conjunction with the production of new modules to reflect current gaps within the FRCS syllabus and essential core knowledge for clinical practice. This year, the content has been updated with 26 new modules, including some for the general practitioners with an interest in ENT. This continuous evolution of the platform provides a highly valuable current resource for trainees and for CPD refreshers for everyone.

Under the new strategy objective of 'Shape the Future', a Review Group has been set up to reflect on the current e-learning platform, its usage, and what innovative technologies can be introduced to enhance the learning experience for ENTUK members. A survey providing feedback was completed in July 2023 and the results of this will be used to evolve the platform.





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2. Mission statement:

To support and provide continuing education for specialists

CPD

Lead Miss Marianne Elloy

The Continuing Professional Development (CPD) Committee led by Miss Marianne Elloy has provided kite mark accreditation on behalf of ENTUK as a marker of quality of educational provision. Over this period, 21 applications for CPD approval were received (including one for an ear care course that could not be accredited). Three were received for advertising only. ENTUK is currently not providing accreditation for microsuction courses. Quality assurance visits to courses or virtual reviews of course content, including feedback from all courses, were conducted and action taken if required. An additional clause to applications to consider the diversity of the makeup of any faculty has been added this year.

Webinars

Lead: Vacant

We would like to thank Mrs Mira de Kruifj for her work with producing the webinar series, which is a free resource that is livestreamed through the Royal College of Surgeons of Edinburgh (RCSEd). This popular second series attracted an international audience of trainees, specialty doctors and consultants. The webinars are also stored in the Education Library on the ENTUK website and represent a valuable resource for trainees. A new Webinar Lead will be advertised.

Paediatric Emergency Surgical Skills Course (PESC)

Course Leads Mr Michael Saunders and Mr Neil Bateman

This simulation course has been developed primarily to support ENT consultants who cover emergency work but who do not work in tertiary paediatric ENT centres. No course was delivered this year.

Adult Emergency Surgical Skills Course (ESSC)

Course Lead Mr Raj Lakhani

No course was delivered this year. It is hoped that the course will be delivered again in the next academic year and discussions with a new venue are ongoing.

Podcast development

Lead Mr James Tysome

Mr James Tysome devised the concept of 'A coffee room chat in ENT', gained the support of RCSEd and then organised and edited a new series of podcasts held by ENTUK in collaboration with them. The second series included the following topics:

- **Nasal reconstruction - tips and tricks.** BSFPS: Miss Sadie Khwaja and Prof Tim Woolford. (14 April)
- **Evaluation and surgical management of superior semicircular canal dehiscence.** BSO: Miss Paramita Baruah and Prof Simon Lloyd. (21 April)





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- **How I manage sinus disease.** BRS: Prof Claire Hopkins and Mr Yujay Ramakrishnan. (28 April)
- **Pharyngeal pouches.** HNSOC: Mr Frank Stafford and Mr Ricard Simo (5 May)
- **Nasal Valve Obstruction -- Surgical management.** BSFPS: Mr Natarajan Balaji and Mr Saleh Okhovat. (12 May)
- **Use of lasers and angled endoscopes in managing difficult to access middle ear cholesteatoma; the nitty gritty!** BSO: Mr Arun Iyer and Prof Owen Judd. (19 May)
- **Local anaesthetic rhinological surgery:** indications and techniques. BRS: Mr Sean Carrie and Mr Jonathan Joseph. (26 May)
- **Transoral oropharyngeal surgery.** HNSOC: Miss Emma King and Mr Jemy Jose (2 June)

Education Library

The Education Library is a valuable repository on the new website for useful educational resources such as the top performing BACO lectures and also induction lectures for doctors new to ENT.

ENTUK Foundation Awards

Successful recipients of the ENTUK Foundation Education Grants were announced at the ENTUK Research Showcase meeting in September:

- **Doreen Nakku** - 'Feasibility of primary school ear and hearing screening program'
- **Ishika Kamat** - 'Developing tele-training for remote sharing of co-produced ENT-Head and Neck Imaging educational materials, with impact, to multi-disciplinary healthcare professionals (HCP) in low-resource countries'
- **Jonathan Lee** - 'An expert consensus process to establish a minimum acceptable dataset for remote otological assessment in the UK'
- **Rujuta Roplekar Bance** - 'Education and Training support for the ENTUK National Mentoring Scheme hosted by WENTS UK'
- **Joshua Michaels** - 'An AOT FRCS Podcast'

3. Mission statement:

To encourage recruitment into the specialty

Association of Otolaryngologists in Training (AOT)

A key educational relationship that has been actively nurtured throughout the year is that between ENTUK and the AOT group. The president of AOT and the education representatives have been active contributors to the Education and Training Committee and as such, provide a key bridge of essential communication between the organisations. A formal partnership agreement has been agreed with ENTUK and AOT.

Medical Training Initiative (MTI)

The MTI scheme is run by Health Education England (HEE) on behalf of the Department of Health (the government sponsor) operating under the Home Office Tier 5 Government Authorised Exchange visa scheme. In alignment with





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the strategic objective to run an effective recruitment scheme for MTI, ENTUK aims to sponsor clinical training and improve the quality of healthcare in developing countries. Three MTI doctors were accepted for training in the UK during the period covered by this document, interviewing by videoconference by an ENTUK executive representative and host trust representatives. The process of appointing a new MTI doctor has become increasingly complex so a guide has been produced that is available on the website to help people navigate the new process. Doctors were appointed to Carlisle, Southampton and Shrewsbury.

4. Mission statement:

To promote high standards in the training of specialists

Recruitment

National selection in 2022 took the form of a virtual portfolio review. There is a considerable cost benefit to this approach that evolved due to the pandemic restrictions, so it seems likely that this virtual approach will continue. The highest-scoring candidates were interviewed over a virtual platform on 23 and 24 March 2023. The ENTUK Director of Education supported the quality assurance of the process working with the national selection team in Yorkshire and Humber.

Specialty Advisory Committee (SAC)

A key relationship between educational committees and ENTUK is maintained by the ENTUK President-elect and the Director of Education sitting on the SAC, while SAC Chair Miss Ann-Louise McDermott is also a member of the ENTUK Executive Committee and the ENTUK Education and Training Committee. An innovation this year has been the development of a new ENT Trauma Course to support trainees who are following the new Otolaryngology curriculum.

BACO GP Day

A successful day for GPs with an extended role in ENT and allied health professionals was held on the second day of BACO 23 in February. The day covered areas that were identified by the ENT Community Group and the attendees of the previous BACO GP Day as topics of interest to the group. The feedback for the day was very positive and will hopefully be a feature of future BACO conferences.





EDUCATION

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5. Mission statement:

To represent the specialty at the Royal College of Surgeons

Fellowships

ENTUK provides support to the RCS England fellowship scheme by reviewing applications from teams who wish to provide a fellowship. In the last year, review and support of fellowship applications has been undertaken for the Liverpool Rhinology Fellowship, the Senior Clinical Fellowship in Laryngology at the Deenanath Mangeshkar Hospital in Pune India, Bangladesh and the Imperial Laryngology Fellowship.

Final Note

The work of the SFO Group (led by Mr Dheeraj Karamchandani) and the Community ENT Group is fundamental to the success of the educational activity. Full reports on their activity can be found in section nine of the Annual Report.

ENTUK Education and Governance Officer, Ms Janet Stephen has provided outstanding support for all educational activities over the last year, and we would like to thank her for her contribution.

Miss Wendy Smith

ENTUK Director of Education

Professor Philippa Tostevin

Past ENTUK Director of Education
(December 2018 to February 2023)



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SPECIALIST ADVISORY COMMITTEE (SAC)

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7. SPECIALIST ADVISORY COMMITTEE (SAC) IN OTORHINOLARYNGOLOGY

Lead by Miss Ann-Louise McDermott

I am pleased to have been the SAC Chair since January 2022.

Training update

As of September 2023, there is no evidence of improvement in trainee logbooks post covid and now there is further compromise to training experience by continued Industrial Action, which appears to be an issue for the foreseeable future. Covid outcomes are no longer valid from 30 September 2023.

This again emphasises the importance of simulation training for all trainees and being innovative at identifying opportunities to maximise training.

Curriculum

The 2021 curriculum has now embedded well into Otolaryngology training. Future curriculum updates and changes will be made in a more dynamic fashion from summer 2024, with yearly updates as required. This is in contrast with previous curriculum changes which happened every 3 years.

Simulation

As mentioned above, more emphasis on simulation is needed.

The ENT themed trauma course continues to be held across the UK for senior trainees in line with their CCT requirements. This course fulfils the GMC mandated ATLS aspect of the curriculum.

Two Bootcamps took place in this financial year and continue to be well attended and have had excellent feedback:

- Bootcamp South: 12/13 October 2022
- Bootcamp North: 1/2 Nov 2022

National Selection

The 2023 Portfolio assessments took place in January 2023. There were 147 applicants and 87 were invited to interview in March 2023. 60 posts were offered in total (nine LAT posts in Scotland).

The self-assessment criteria changed this year and plans are in place for further changes to the portfolio in the future.



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Despite relentless lobbying of the MDRS to reconsider or find a hybrid alternative for National selection, it will once again be held on a virtual platform in Spring 2024. Dates will be released shortly.

Core Training

In November 2022, the mandatory MSRA examination was used as a shortlist tool for more than 2,500 applicants. The 1,200 with the highest marks submitted a portfolio and attended for interview. The long-awaited new core curriculum is still awaited by all. Run through training is not offered for Otolaryngology.

Workforce

The redistribution of training posts has started in England in parallel to the expansion plan for trainees. Training numbers are changing in each region later this year.

Finally, I would like to thank all the members of the SAC for all their hard work this past year.

Miss Ann-Louise McDermott

Chair of SAC in Otorhinolaryngology



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8. ENTUK MEMBERSHIP GROUPS

British Rhinology Society (BRS)



The British Rhinological Society

It has been another excellent year, particularly following our successful May BRS/BRS Juniors meeting in Winchester, which was met with bright sunshine and a full attendance. Thanks again to Mr Ashok Rokade, BRS/BRS juniors team and ENTUK for putting this inspiring meeting together. At close of play, Mr Raj Bhalla handed over the 'Presidential reins' and was congratulated on his impressive tenureship, in particular, overseeing BRS during the post-COVID era.

Moving forwards, rhinology continues to face challenges within the NHS and I'm keen to work closely with NHSE in keeping us on the map. Our standardised rhinology surgical pathways which include endoscopic sinus surgery and nasal airway surgery can now be found on the ENTUK website. These pathways have been signed off by the BRS, BSFPS and ENTUK and have been 'set out' in a robust and evidence based format, ensuring our subspecialty gets the 'air time' it deserves within the corridors of NHSE.

On a separate note, the BRS will continue to lead and update on 'guidance and recommendation' statements which includes our recent statement on alternative steroid spray/drop use following the news that GSK will cease to produce flixonase nasules. On a positive note, alternative drug manufacturers will be producing flixonase nasules in due course.

In addition, congratulations to Mrs Archana Jaiswal on putting together our BRS/BRS juniors mentoring scheme which went live this year and has proven to be incredibly successful. Equally, our Olympus BRS-ART fellowship scheme continues this year.

I would also like to congratulate Mr Saleh Okhovat on his successful election to the BRS Council, representing Scotland/Northern Ireland as well as being our Sustainability Lead.

I very much look forward to catching up soon and if not this year, see you next May at our Cardiff BRS/BRS Juniors meeting which will also have a special RSM twist!

Prof. Peter Andrews
BRS President



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British Society of Facial Plastic Surgery (BSFPS)



It is just over a year since I took over as the President of BSFPS in July 2022. I would like to provide an update on what we have achieved as a team, over the last 12 months. Firstly, I would like to congratulate Prof Anshul Sama from Nottingham, who has been appointed as BSFPS President-elect. I have no doubt that he will take the society forward to new heights.

As planned, we have filled up all the **council positions, regional representatives** and updated the BSFPS **website**, along with a new section on the **history and past presidents** of BSFPS.

To address training needs, we held a successful series of six webinar lectures during this summer, by national speakers of repute covering a variety of facial plastic surgery topics with excellent trainee attendance. The two **STORZ funded BSFPS Travelling Fellowships**, which we managed to procure, have been advertised and we have had an excellent response. Interviews are scheduled for 3 October.

In the third week of May 2023, we successfully conducted the first post-Covid 'face-to-face' **BSFPS dissection course** in Nottingham which was superbly organised by Prof. Anshul Sama.

Two '**coffee room chat**' **podcast episodes** led by our senior colleagues in collaboration with the RCSEd are available for members to listen to. Our scientific Program in **BACO 2023** was a grand success, covering a variety of Facial Plastic Surgery (FPS) topics with national and international speakers, and excellent participation of trainees.

Our **next BSFPS Annual Conference** has been expertly organised by Ms Sadie Khwaja and Mr Rajeev Advani. The meeting will be held in Manchester on 12 and 13 October 2023. There will be a 'Juniors Day' on the first day which will be geared to trainees taking the exam. The main Programme on the second day will include lectures by faculty covering all aspects of FPS.

BSFPS, as part of the Intercollegiate Cosmetic Surgery Certification Committee is actively involved with sister organisations and the GMC, regarding the cosmetic surgery certification process. We would like to encourage established consultants to apply for the certification. To conclude, I am looking forward to the next 12 months of my tenure and hope to do more for the society. My personal wishes and kind regards to all members and their families.

Mr. Natarajan Balaji
BSFPS President



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British Society of Otolology (BSO)



Now in its twentieth year, the highlight of BSO's year was the annual conference and celebratory dinner at the RCS England in May. The conference was very well received. It focused on levelling the playing field with outstanding keynote presentations from Ms Suzannah Hext, paralympic world champion swimmer, and Professor Claire Hopkins. Thank you to everyone who contributed to the meeting. The dinner was enjoyable with original BSO Council Members mixing with current otologists. Next year's conference will be held at the Royal College of Surgeons in Glasgow on 15 March under the capable supervision of Mr Arun Iyer.

The balance course continues to gain a great deal of interest both nationally and internationally. Thanks to Mr Gerard Kelly for his careful stewardship over the last few years and to Mr Owen Judd who has taken over the reins.

The Council remains the heart of our organisation. Thanks go to five Council members who demitted this year. We welcomed Mr Jonny Harcourt and Mr Nick Saunders to council. Mr Alex Yao and Mr Cillian Forde have taken over as the BSO Junior and AOT representatives respectively. We look forward to working with them over the coming years. Congratulations to Mr Peter Monksfield who has been elected as BSO President from March next year.

Financially, we continue to maintain a positive balance sheet which has allowed us to continue to support important activities. The small grants programme is in its third year and has produced several successful projects. A national tympanoplasty registry is currently under construction. Thanks to Ms Clair Saxby for obtaining a grant from the ENTUK Foundation to support this.

The BSO Juniors group continues to thrive. Initiatives this year include a mentoring scheme for otologists in training, a series of evening lectures from otology experts, a monthly paper review via social media and a careers evening. They are also working on clinical guidance for local anaesthetic ear surgery.

We have published guidance on the management of wax obstruction and continue to work with other stakeholders to lobby for change in how these services are delivered. We also contributed to other national guidelines over the year.

Feedback from BACO was excellent. Thank you to all who contributed, especially Ms Kay Seymour who led the programme development. We also supported other international conferences this year including the Chole 2023 meeting in Shanghai. We reached agreement with the European Academy of Otolology and Neurotology that the UK representative on their board should be the ex-president of the BSO.



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This will strengthen links with our European colleagues and ensure we work more closely together.

We have made some changes to our constitution this year. We added a permanent representative for the BSO Juniors to Council and highlighted our commitment to equality and diversity.

That just leaves me to say thank you to Council and Ms Kay Seymour, who continue to work incredibly hard to maintain the BSO as the thriving organisation that it is.

Professor Simon Lloyd
President of BSO



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Community ENT Group

COMMUNITY ENT GROUP

The Community ENT Group has continued to meet virtually, and its membership is growing. The Group consists of a diverse group of clinical professionals including GPs, General Practitioners with Extended Roles (GPwER) in ENT and Physician Associates. The Group continues to develop e-lefENT resources to reflect learning needs identified by the GPwER ENT curriculum. An e-learning module for ototoxicity was developed and submitted for addition to elefENT. Furthermore, topics for radiology in ENT and indications for tonsillectomy are in development.

The GP Day at BACO 2023 was a great success. The content of these ten 30-minute sessions was based on the needs identified by the Community Group and feedback from the previous BACO GP Day. The topics were diverse including dizziness, sensorineural hearing loss/auditory processing disorder, allergic rhinitis, headaches, recognising oral cancer as well as discussion on the role of Physician Associates in ENT. The day was well attended and positively received by the delegates, and it was great to see the result of an increase in the Community ENT Group membership.

The Group is also currently engaged in improving the visibility and availability of primary care resources that have been developed, to enable GPs to share these with patients in primary care. Leaflets include anosmia information for GPs to give to patients, 'How to look after your voice', Home Epley manoeuvre, and 'How to use ear drops and sprays: a step-by-step guide'.

Dr Eason Sivayoham and Ms Wendy Smith
Community ENT Group Co-Chairs



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Head and Neck Society

H&N

Head and Neck

It has The Head and Neck Society have been busy during 2022 -23 with the main agenda item being the completion and submission for publication of the 6th Edition, Head and Neck Cancer: United Kingdom National Multidisciplinary Guidelines. This has been a huge project and the guidelines have been authored by over 170 UK based authors covering 21 specialities (Anaesthetics, Clinical Nurse Specialists, Dermatology, Dietetics, Endocrinology, ENT, Genetics, Oral Maxillofacial surgery, Oncology, Oral surgery, Palliative care, Pathology, Physiotherapy, Pharmacology, Plastic surgery. Psychology, Public Health, Radiology, Restorative dentistry. Speech and Language therapy and Vascular Surgery). They are endorsed by 12 national bodies:

- Association of Palliative Medicine (APM)
- British Association of Endocrine and Thyroid Surgeons (BAETS)
- British Association of Head and Neck Oncologists (BAHNO)
- British Association of Head and Neck Oncology Nurses (BAHNON)
- British Association of Oral and Maxillofacial Surgeons (BAOMS)
- British Association of Plastic Reconstructive and Aesthetic Surgeons (BAPRAS)
- British Dietetic Association
- ENTUK
- Restorative Dentistry (RDUK)
- Royal College of Pathologists (RCPATH)
- Royal College of Pathologists (RCPATH)
- Royal College of Radiologists (faculty of Clinical Oncology)
- Royal College of Speech and Language Therapists

Therefore, this is a truly multidisciplinary set of guidelines which multidisciplinary teams (MDTs) across the UK should find useful. I have had the privilege of seeing the 'final draft' and have no doubt that it will be a very well received and widely used set of guidelines. Congratulations should be given to Professor Homer and Mr Winter as co-editors for completing this challenging task.

There were no specific ENTUK Head & Neck Society academic meetings held in the 2022-2023 period largely due to the work required to complete the guidelines and of course BACO 2023. BACO was a great success from the Head and Neck Society's view with most head and neck topics covered comprehensively by internationally recognised experts in the field and we also included many consultants in the programme who were relatively recently appointed to keep the presentations as contemporary as possible. We plan to go back to running the well-established 'evidence based' annual meetings in the future.

Professor Homer has commenced his post as GIRFT ENT National Lead for Head & Neck Cancer and will be reviewing MDTs throughout the UK helping and advising on how local services for Head and Neck Cancer may be optimised. He



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plans to update the Head and Neck Society regularly at Council meetings which should be very useful. He will produce a national report for NHS England in 2024.

Mr Ricard Simo has now demitted from Council. He has been a very active member of the Head and Neck Society for the last 6 years (and probably more!) and his links with the BLA and European Societies have been very useful. I wish him the very best and thank him for all his hard work. We had two vacancies on Council and elections took place earlier this year and we are delighted to welcome our new Council members, Mr Jai Manickavasagam and Ms Sommia Siddiq.

Mr Sanjai Sood

Head and Neck Society President



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ENT Staff and Associate Specialists (SAS)



We are pleased to report that there has been steady progress made thanks to the active involvement of SAS colleagues across UK. A 'meet and greet' webinar was organised in the summer.

We have had regular committee meetings via zoom, to plan the next SAS conference which is scheduled for June 2024. We are actively engaging with various speakers to organise an excellent programme to cater to the specific developmental needs of the SAS doctors.

More recently a survey was conducted to assess the needs of the SAS doctors. Results will be disseminated once it is available.

Further webinars have been planned and the topics and the dates will be announced in due course.

Finally, I am enjoying the role as SAS chair, and it is encouraging to see the enthusiasm from SAS colleagues across the country.

Mr Swaminathan Ramanathan
SAS Chair



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Student and Foundation Doctors in Otolaryngology (SFO UK)



The SFO group has continued to support the training of members from medical school in alignment with the ENTUK strategy. The membership has continued to grow from 40 members in 2016 to nearly 500 members (at the time of writing). We hope that this enthusiasm can be maintained and translated into a vibrant future for the specialty by encouraging the next generation of ENT surgeons.

All medical schools now have representatives on the SFO group as well as all foundation schools. *The Official Handbook for Medical Students and Junior Doctors* e-book, produced by the SFO group, is freely available to all medical students in the UK and for many represents a core text for the curriculum. Work is ongoing to improve its functionality and alignment with the forthcoming GMC medical licensing exam. This update is planned for publication in 2024.

A highly successful SFO Day was held at the second day of BACO International 2023 with some exceptional speakers and practical skills stations. The skills stations were very popular with delegates and received excellent feedback. With the continued support of ENTUK, prizes were awarded to delegates including the Undergraduate essay prize (a tradition that dates as far back as 1981).

SFO reps have also continued to organise several events round the country over the last year to raise awareness of SFO ENTUK.

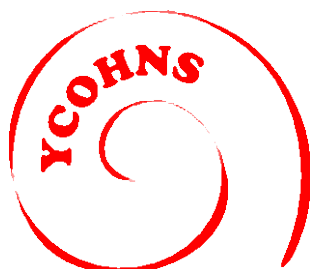
Mr Dheeraj Karamchandani
SFO Chair



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Young Consultants in Otolaryngology and Head and Neck Surgery (YCOHNS)



YCOHNS are gearing up for the re-launch event in Birmingham on 9 and 10 November. There will be a networking event on the first evening, which will include around 50 people for discussions about what is going on up and down the country in regards to experiences of consultants in their first five years. During the next day, the conference itself will include talks and seminars with exceptional speakers regarding job planning, education, leadership, management, private practice, and innovation. We will also hold an AGM during the meeting and discuss further plans for YCOHNS going forward with a large focus on improving the website presence and functionality.

Mr James Barraclough
YCOHNS Chair



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9. ENTUK SPECIAL INTEREST GROUPS

The British Otorhinolaryngology and Allied Sciences Research Society (BOARS)



BOARS aims to provide a forum for the best current research in ENT, Hearing and Balance in the UK. Two meetings are held each year that combine oral presentations in the style of the ORS with research education for academic trainees.

BOARS took part in the British Academic Conference in Otolaryngology (BACO) in 2023, running a popular educational session called 'The Questions You Had About Research But Were Too Afraid To Ask' on the funding and conduct of research. Mr James O'Hara spoke on how to set up and fund a trial, Mr Ian Hampton gave a fascinating and entertaining talk on his career and research and Mr Matt Lechner delivered the Hunterian Lecture outlining the pearls and pitfalls of his research career.

As a result of the BACO meeting, the spring meeting had a more educational emphasis and was delivered from the University of East Anglia. Academic trainees spoke about their progress in their research activity and there was a reflection on the PUFFIN trial (Professor Andrew Wilson, UEA), a talk on medical statistics by Dr Allan Clark, and a presentation on hearing loss and dementia from Professor Michael Hornberger. It was an opportunity for national trainees to network and learn from each other's experience and was hugely popular with excellent feedback.

We held an Autumn meeting jointly with ENTUK on 15 September; we received a huge number of abstracts and the meeting was very well attended. The poster prize was awarded to Miss Madeline Gadd and the junior prize to Miss Marina Forbes, with the prestigious Philip Stell prize awarded to Miss Sumrit Bola.

Mr David Hamilton
BOARS Secretary



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British Society for the History of ENT (BSHENT)



The Annual Meeting of the British Society for the History of ENT was held in the Toynbee-Mackenzie ENT room at the Royal Society of Medicine on Thursday 1 December 2022. The first face-to-face meeting since 2019 was enjoyed by a full house of delegates ranging from medical students to long-retired colleagues who have enjoyed this annual event throughout their careers.

Many high-quality papers were submitted, indicating a healthy interest in the History of ENT among the younger generation! Eleven were chosen for presentation. A twelfth paper was presented by Professor Mark Wickham-Jones, a Professor of Political Science and Family Trustee of the TWJ Foundation, on the History of the TWJ Foundation as it approaches its 50th Anniversary. The TWJ Foundation offers generous grants and scholarships to Otologists in the UK.

The *Journal of Laryngology and Otology* (JLO) prize was won by Miss Emily Moore, with Dr Hamza Qureshi as runner-up, awarded by Mr Edward Fisher, JLO Editor and BSHENT Council member, and Mr Neil Weir, BSHENT President.



Award of the JLO prize to Miss Emily Moore (winner) and Dr Hamza Qureshi (runner-up) by Mr Edward Fisher (JLO Editor) and Mr Neil Weir OBE (BSHENT President)

At the end of the meeting, Mr Neil Weir thanked his co-chairs Mr Richard Irving and Miss Emma Stapleton, and the judges Mr Edward Fisher and Professor Albert Mudry, International BSHENT Council member. He also thanked Miss Pam Mohairir ENTUK Events Officer, for her excellent organisation of the meeting.



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Mr Neil Weir continues in his role as BSHENT President, with Mr Richard Irving, Mr Edward Fisher and Miss Emma Stapleton as Committee Members; Professor Albert Mudry as International Committee Member, and Mr Stefan Linton as Webmaster. Ms Katherine Conroy had completed her term as Trainee Committee Member, and in view of her recent FRCS success she was nominated and voted to join the BSHENT Council as a full member, with Dr Ruby Sekhon stepping into the Trainee Representative role.

The next annual meeting will be held on Thursday 30 November 2023, in the Toynbee-Mackenzie ENT room at the Royal Society of Medicine, Wimpole Street, London.

Mr Neil Weir

BSHENT President

Miss Emma Stapleton

BSHENT Ordinary Committee Member
and Honorary Secretary



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Global Health Committee



The Global Health Committee continues to develop its activities and strengthen its membership. Four new members joined in the past 12 months. Dr Leye Oyelakin trained in Nigeria and offers a valuable perspective. Dr Catherine de Cates and Dr Farizeh Ahmed are trainee ENT surgeons who both have an impressive involvement in global health. I am sure that they will inspire trainees to develop an interest in this area. We also welcomed Dr Aurelien Gueroult, who is a vascular trainee. Vascular surgery does not have a Global Health Committee and his intention is to start a group following his experience (he is a member of ENTUK!).

We had a successful annual Virtual Global Health Meeting in November 2022 with sessions on Research in Global Health, Global Health Politics and Sustainability and Head and Neck in Low Resource Environments. The speakers were truly inspirational, and it was wonderful to have such an array of experienced clinicians supporting the meeting. We also had a free papers session and awarded a prize for the best paper.

We had an excellent session on global health at the BACO 2023 conference. This included a talk by Dr Roman Fishchuk, an ENT Surgeon in Ukraine, discussing ENT services in a time of war and pandemic.

We have again reflected on ways of obtaining funding and this is still a work in progress. We have decided to reach out to institutions other than medical suppliers and look for sponsorship for our grants in particular which is an important part of the Committee's work. We awarded three grants of £2,000 last year. One was to develop a tracheostomy education initiative and another was to set up a sustainable hearing health clinic, both in Uganda. The third grant went to Global OHNS, a research collaborative dedicated to promoting access to high quality, affordable otolaryngology care for all.

We are also collaborating with the Global OHNS on the ongoing project on ENT guidelines. This is an internet-based project, providing guidance on ENT conditions to cover a variety of resource settings. Guidance has been written jointly by ENT Surgeons in high, low and middle-income countries.

A new and exciting initiative centres on sustainability and recycling. This aims to provide equipment to areas of low resource, in order to support and develop ENT services.



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We are continuing to develop the global health website in collaboration with ENTUK. We have active social media initiatives run by Ms Baveena Heer and Mr Cheka Spencer and we have a large number of followers.

The Committee continues to be a stakeholder at the World Hearing Forum, a global network of stakeholders established by the WHO, promoting ear and hearing care worldwide. We also took part in a new initiative at The Royal College of Surgeons England, looking at ways in which global health organisations representing the various surgical specialties can collaborate and learn from each other.

We would like to thank ENTUK and the office staff for their help and collaboration during the past 12 months.

Mr Nick Eynon-Lewis

Chair ENTUK Global Health Committee



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Private Practice Committee



This has been a quiet year for the Private Practice Committee due to various issues especially the ongoing industrial actions by doctors and consultants.

We continue to receive concerns from colleagues about fees paid by Private Medical Insurers (PMI) remaining stagnant for many years and not taking account of rising costs. This has a knock-on impact with colleagues both giving up private practice and new colleagues opting not to start. PMIs are unwilling to negotiate with either the BMA or the Surgical Specialty Associations. However, with rising rates for NHS work, there have been some recent changes and some PMIs have increased rates and hopefully others will follow.

We continue to engage with **FIPO** (Federation of Independent Practitioner Organisations), attended by a number of Specialty Association private practice representatives. Issues raised at FIPO have included:

- Fees from PMIs
- Increasing onerous requirements for practicing privileges
- Recruitment and retention in the private sector
- Liaising with other stakeholders

We have also engaged with **PHIN** (Private Healthcare Information Network) and discussed issues of relevance. This includes the CMA ruling regarding independent practitioners publishing their fees being pushed, and that action will be enforced on colleagues that have not complied. Please ensure that you have checked and made your fees available.

PHIN are planning to publish consultant outcome data that is recorded on PHIN. This will be a "presumed" publication and therefore unless consultants raise a data query on their profile the data will be made public. We are engaging via FIPO and directly to ensure that this is undertaken appropriately but would urge colleagues to check the data held for accuracy and raise any queries.

We will continue to raise important issue at ENTUK Council. Please contact ENTUK if you would like any issues to be raised. We are unable to directly help with individual queries but can signpost to the relevant organisations that can help.

Mr Ram Moorthy

Private Practice Committee Chair



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Women in ENT Surgery (WENTS UK)



February 2023 saw the handover to a new WENTS Committee at the AGM at BACO 2023, after hosting an engaging debate on tokenism versus meritocracy. This was followed by a well-attended networking event at the Ikon Gallery, adjacent to the International Convention Centre.

The WENTS and Friends podcast has had over a thousand downloads across thirty-four countries reaching number thirty-six in the UK medical podcast chart; discussions around training, menopause and pregnancy proved particularly popular with listeners. A further six podcast episodes have been outlined and will proceed to production once funding is secured.

The mentorship programme saw another round of matching, an excellently received training day in June in Sheffield, and has further training courses as well as six further mentorship cafes scheduled; more details can be found in the Mentoring report.

In March, WENTS researchers saw their first publication, by Dr Rohma Abrar and Miss Emma Stapleton, examining participant expectations of mentoring, with more projects presented, submitted for publication or in the pipeline. This will be built upon in the coming months to years, including up to a further three £500 Shyamala grants to be awarded in 2024, and a WENTS research group.

Miss Anna Slovic was awarded the Andrew Foster Leadership grant from the ENTUK Foundation in September, on behalf of WENTS, to establish a WENTS leadership course which will be run in 2024. This will be preceded by a series of three webinars on the theme of leadership, with the first taking place on 30 October featuring acclaimed speaker, and fighter pilot, Mandy Hickson.

The Committee is strengthening links with other surgical specialties; three members attended the Women in Surgery event at RCS England in September 2023, and several are due to attend the Stryker Women in Surgery event. We are also engaging with thousands of healthcare professionals across multiple social media platforms, via our social media representative Dr Alex Ashman.

Other areas of current focus include:

- Guidance for Less Than Full Time trainees; this has been drafted and will be uploaded to the ENTUK website pending approval.
- Ways to advocate for our members in light of the WPSMS findings.
- Updating our constitution in line with ENTUK guidance.



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The WENTS UK Committee feel that recently publicised, high-profile issues in the past year - including as the WPSMS report, the NHS staffing crisis, and correlations of surgical outcomes with both surgeon and patient genders – demonstrate the importance and relevance of our endeavours.

We would like to thank the outgoing Committee for their hard work and achievements and express our appreciation for the continued support of our members, the ENTUK Foundation, the wider ENTUK community, all our collaborators and sponsors, and everyone who has attended or participated in our activities of the past year.

WENTS UK Executive Committee



FINANCIAL REVIEW

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10. FINANCIAL REVIEW

Overview of ENTUK finances: period 2022-2023

Introduction

This financial report covers the year from the 1st of October 2022 to the 30th of September 2023. This financial year has been an eventful year with the first physical BACO Conference being held for the first time since the pandemic.

Revenue

As a membership body, ENTUK's main source of income is membership subscriptions. Total paid-up membership revenue for 2022-23 was £484k compared to £447k last year. The increase in revenue can be attributed to the 5.5% rise in subscription fees for the year and members joining to take advantage of members-only discounted delegate fees before BACO 2023 which was held in February 2023.

The total number of paid-up members on 30 September 2023 was 2,370 compared to 2,459 last year. Thus, there was a net loss of 89 members during this financial year including a net loss of 28 paying Consultant members. The Consultant members contribute 72% of our membership revenue and the ENTUK Trustee Board is taking action to ensure members see value for their membership.

BACO 2023 took place in February 2023 at the ICC, Birmingham which was a very successful conference, with excellent attendance (despite being held in February for the first time) supported by a strong scientific programme. The BACO Executive Committee worked extremely hard to ensure the registration for delegates was seamless and secured sponsors at a time when many companies were closely examining their sponsorship spend. ENTUK is very grateful to all its industry partners who attended BACO 2023 as sponsors and exhibitors for their continued support. Total revenue income from delegates and industry partners for BACO 2023 was £769k.

The British Rhinological Society formally joined ENTUK and brought with them £177k with an agreement to ringfence the cash for their future activities. This is a one-off activity and the £177k is technically a transfer of funds from one association to another. This transfer is included in the annual account to ensure transparency on the sources of income.

The ENTUK Foundation continues to be active under the leadership of Professor Nirmal Kumar and was able to secure £56k in donations, raised from individual and institutional donors, to fund research and international collaborations within the ENT specialty. This is ringfenced separately within the accounts as designated funds. ENTUK is extremely grateful to all our individual and institutional donors, for their generosity and support. A full list of donors can be found on the ENTUK website at <https://www.entuk.org/donors>.





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Investment portfolio

The ENTUK Finance Committee oversees all matters about the financial planning and performance of ENTUK, including investment management, and advises and reports to the Board of Trustees on the performance of the investment portfolio and the appointed fund managers. Brewin Dolphin has been our fund manager since 2010. Funds are invested in a wide range of products, with a restriction against investing in tobacco companies, companies with animal-tested products and funds with exposure to the Russian market.

The global economic turmoil affected all stock markets around the world. This has therefore affected the market value of ENTUK's investment portfolio. The book value of the investments at the end of September 2023 remained flat at £2.1m. The market value on the 1st of October 2023 was £2.39m (compared to its valuation of £2.38m at a similar date in 2022). This valuation is inclusive of £46k withdrawn from the portfolio by ENTUK to fund strategic projects, as detailed in the reserves policy.

The portfolio revaluation on 30 September 2023 led to a gain of £75k compared to £429k deficit in 2022. Stock market values do fluctuate in the short term, but ENTUK has a long-term outlook for its investment portfolio.

The rise of inflationary pressures, and interest rates, have increased the income derived from the portfolio to a degree. The dividend income for the year was £54k (£55k in 2022). The forecast dividend income for 2023-24 is £59k. Due to the higher interest rate in the market, ENTUK earned £27k in interest income during the year from its cash reserve.

Expenditure

The operating expenditure for the year was £1.48m and it includes all costs including the direct cost of organising events and all costs related to the running of the office on a day-to-day basis including rent, and payroll. The expenditure for this year is higher than last year because of BACO 2023 expenditure.

ENTUK and its sub-groups spent £62k during the financial year to fund fellowships and strategic projects from the designated funds. The ENTUK Foundation awarded £35k as funding for educational, research and international fellowship grants. The British Rhinological Society awarded £9k in travelling fellowships and the Dragon Den Award, The British Society of Otolaryngology awarded £3k in smaller research grants to 3 individuals, the Global Health Committee awarded £8k to award three fellowships and published the Global Health Journal while Women in ENT Surgery spent £6k for mentor training and to run a social event at BACO 2023.

Summary and Financial Outlook

The total reported turnover for the year was £1.73m and the expenditure was £1.42m. Thus, the ENTUK Board of Trustees is pleased to report a small operational surplus of £316k, which is made up of £75k surplus from operating activities before BACO 2023, £194k surplus from designated activities including



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fund transfer from BRS and £47k surplus from BACO2023 for the financial year 2022-23 before the revaluation gain on the investment portfolio.

Thus, the final reported accounting surplus for the financial year is £391k. The Board of Trustees of ENTUK have agreed to designate the £55k (£47k surplus from BACO2023 and an additional £8k receipt as funding for international fellowship from ENTUK Foundation) towards future BACO-related contingencies.

The total value of ENTUK's charity funds (balance sheet) on the 30th of September 2023 was £3.38m compared to £3.00m in 2022.

Every year brings challenges for ENTUK, and the Executive Council and the Trustees are working hard to ensure ENTUK can remain on a sustainable path, whilst supporting ENT patients and clinicians in the UK and fulfilling its charitable aims. In a time of increased inflation, all members are looking at expenditure carefully, but their support of ENTUK remains as vital as ever to further ENT across our nation.

Reserves policy

What are Reserves

Reserves are that part of a charity's unrestricted funds that are freely available to spend on any of the charity's purposes. The starting point for calculating the reserves held is therefore the amount of unrestricted funds held by a charity. However, some or all of the unrestricted funds of a charity may not be readily available for spending. This is because spending those funds may adversely impact on the charity's ability to deliver its aims. The items that should be excluded from reserves are:

- tangible fixed assets used to carry out the charity's activities, such as land and buildings
- programme-related investments those held solely to further the charity's purposes
- designated funds set aside to meet essential future spending, such as funding a project that could not be met from future income
- commitments that have not been provided for as a liability in the accounts

Purpose

The purpose of the Reserves Policy for ENTUK is to ensure the stability of the mission, programmes, employment, and ongoing operations of the association and to provide a source of internal funds for organisational priorities.

The Reserves Policy will be implemented in line with the other governance and financial policies of ENTUK and is intended to support the goals and strategies contained in these related policies and in ENTUK's strategic and operational plans.

There will be two Reserves:

- Operating Reserve
- Opportunity Reserve



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Operating Reserve

The operating reserve is to fund the day-to-day operational costs and any in-year actual or forecast deficit. The Operating Reserve is intended to provide an internal source of funds for situations such as covering the deficit from strategic loss-making activities as agreed in the budget setting process, a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured losses, including redundancies and material financial commitments.

The operating reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap.

The Operating Reserve fund is defined as a designated fund set aside by action of the Board of Trustees following a recommendation by the Finance Committee. The minimum amount to be designated as Operating Reserve will be established in an amount sufficient to maintain ongoing operations and programs measured for a set period of time, measured in annual cost.

The Operating Reserve serves a dynamic role and will be reviewed and adjusted in response to both internal and external environmental changes. The target current minimum Operating Reserve Fund will be calculated based on 12 month's operating costs.

The calculation of average annual operating costs includes all recurring, predictable expenses such as staff salaries and benefits, occupancy, office, travel, program, and ongoing professional services.

Depreciation, benefit-in-kind, and other non-cash expenses are not included in the calculation. The calculation of average annual expenses also excludes ring-fenced fund activities, capital expenses and partner payments.

The amount of the Operating Reserve Fund target minimum will be calculated each year after approval of the annual budget, reported to the Finance Committee/Board of Trustees, and included in the regular financial reports.

Opportunity Reserve

The opportunity to fund activities that help achieve the charity's objectives but are not essential costs: The Opportunity Reserve is intended to provide funds to meet special targets of opportunity or need that further the objectives of ENTUK and which may or may not have a specific expectation of incremental or long-term increased income.

The Opportunity Reserve is also intended as a source of internal funds for organisational capacity building such as research and development, membership development, staff development, or investment in infrastructure that will build long-term capacity.

This reserve is intended to be set aside based on a 5-year time horizon of need and it is expected that it will be used, monitored and replenished frequently from the unrestricted reserve.





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Significant (large) legacies will be assigned to this reserve, so that their use can be ring-fenced for specific projects and ensure that they are not, so far as is possible, eaten up by general overheads.

The target amount of the Opportunity Reserve will be determined annually by the Board, based on a recommendation from the Finance Committee taking into account the following:

- Level of allocation of unrestricted funds to Operating Reserve
- ENTUK Strategy and progress against the Key Performance Indicators
- Specific requests for Opportunity Funding for example from the General Manager, Executive Committee or Foundation

Accounting of Reserves

Designated/ring-fenced funds are excluded from the calculation of Reserves.

Reserves will be reported to Finance Committee on a quarterly basis.

Funding of Reserves

The Operating Reserve will be funded with surplus unrestricted operating funds.

The Board of Trustees may from time to time direct that a specific source of revenue be set aside for Operating Reserves. Examples could include one-time gifts or bequests, special grants, or special appeals.

The Opportunity Reserve will be funded with occasional special designations made by the Board of Trustees and significant legacies that have not been directed to the ENTUK Foundation.

Use of Reserves

1. Identification of appropriate use of Opportunity Reserve

- Use of the Opportunity Reserve must only be for projects which demonstrate that they align with the ENTUK Strategy
- Projects must include a clear rationale for investments – ideally demonstrated by a Business Case demonstrating clear expected outputs.

2. Authority to use Opportunity Reserve Funds

- Trustee discussion and approval will be required for any use of the Opportunity Reserve
- Requests for use of the Opportunity Reserve should ideally be considered in advance of the financial year in line with budget-setting processes; however, requests may be considered during the financial year if unallocated funds are available.

3. Reporting and monitoring

- Approval of spending decisions must be confirmed in the Board of Trustee minutes.





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- Reserve withdrawal and funding commitments will be reported in the quarterly financial reports.

Review of Policy

This Policy will be reviewed every year, at minimum, by the Finance Committee, or sooner if warranted by internal or external events or changes. Changes to the Policy will be recommended by the Finance Committee to the Board of Trustees.

Statement on Reserves

The total value of ENTUK's balance sheet on 1st October 2023 was £3.4m up from £3.0m on 1st October 2022.

In 2021-2022, the Trustees of ENTUK revised the Reserves Policy. This policy revision was made to:

- identify the amount of reserve funding that was needed to underwrite the operational costs of the organisation, and
- to identify any opportunity to reserve funds, that could be mobilised to help achieve the ENTUK's charitable objectives.

This process identified potential available funds, over and above those needed as an operational reserve. The Trustees voted to draw £50k per year from the investment portfolio, over five years beginning 2021-22, to create an Opportunity Reserve fund that should be used to support strategic projects.

The trustees of ENTUK have reviewed this policy during this financial year and have agreed to leave it unchanged. This policy will be reviewed periodically to ensure the level of reserves being maintained is at the optimum level.

Public Benefit

The Trustees confirm that they have complied with the requirements of section 17 of the Charities Act 2011 to have due regard to the Charity Commission's guidance on Public Benefit.

Major risk and management of those risks

The trustees have reviewed the major risks for the Association and have ensured adequate procedures have been established to manage those risks.



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Statement of Trustees' responsibilities

The Trustees (who are also directors of ENTUK for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 (FRS 102);
- 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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

This report has been prepared in accordance with the provisions applicable to companies entitled to the small companies exemption.

The trustees' annual report was approved on 4 March 2024 and signed on behalf of the board of trustees by:

Mr Andrew Swift
President of ENTUK

Andrew C. Swift

Mr William Hellier
ENTUK Honorary Treasurer

William Hellier



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



II. INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS

ENTUK

formally known as ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS)

(A company limited by guarantee)

Annual Report and Financial Statements for the Year Ended 30 September 2023

Reference and Administrative Details

Trustees

- H Cocks
- A Gamble, (resigned 12/05/2023)
- W Hellier, Honorary Treasurer
- T Mitchell, (resigned 19/02/2023)
- B N Kumar
- A Swift
- V Ward
- M Yaneza
- S Carrie, (appointed 01/06/2023)
- E Hanly, (appointed 01/06/2023)
- J Legget-Jones, (appointed 01/06/2023)
- Prof N Weatherill, (appointed 01/06/2023)

Secretary

- Katie Nurcombe, CEO

Senior Management

- K Nurcombe, CEO





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Registered Office

38-43 Lincoln's Inn Fields
London
WC2A 3PE

The charitable company is incorporated in England & Wales.

Charity number

1125524

Company Registration Number

6452601

Solicitors

SA Law
60 London Road
St Albans
Hertfordshire
AL1 1NG

Bankers

NatWest Plc
Bloomsbury Parr's
PO Box 158
214 High Holborn
London
WC1V 7BX

Auditor

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



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INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



Independent Auditor's Report to the Members of ENTUK

Opinion

We have audited the financial statements of ENTUK (the 'charitable company') for the year ended 30 September 2023, which comprise the Statement of Financial Activities, Statement of Cash Flows, and Notes to the Financial Statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 30 September 2023 and of its incoming resources and application of resources, including its income and expenditure, for the year that ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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



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Other information

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

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

We have nothing to report in this regard.

Opinion on other matter prescribed by the Companies Act 2006

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

- the information given in the trustees report (incorporating the Directors' Report) for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Directors' Report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors' Report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small



companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.



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Other matters

The prior year financial statements were not required to be audited due to the total income being under the audit threshold. The accounts were instead subject to an independent examination.

Responsibilities of trustees

As explained more fully in the Statement of Trustees's Responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor responsibilities for the audit of the financial statements

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows;

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.



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- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations for the company, including the Companies Act 2006, tax legislation and data protection, anti-bribery, employment, environmental and health and safety legislation.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur by:

- Making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- Considered the internal controls in place to mitigate the risks of fraud and non-compliance with laws and regulations

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

As part of an audit in accordance with ISAs (UK), we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.
- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the charitable company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the trustees.
- Conclude on the appropriateness of the trustees use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the charitable company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the charitable company to cease to continue as a going concern.



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- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.
- Obtain sufficient appropriate audit evidence regarding the financial information of the entities or business activities within the charitable company to express an opinion on the accounts. We are responsible for the direction, supervision and performance of the charitable company audit. We remain solely responsible for our audit opinion.

We communicate with those charged with governance regarding the planned scope and timing of the audit and significant audit findings, including any deficiencies in internal control we identify during our audit.

Use of our report

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

Sandra Morrell FCCA (Senior Statutory Auditor)

For and on behalf of Edmund Carr LLP, Statutory Auditor

146 New London Road, Chelmsford, Essex, CM2 0AW

Date:.....



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Statement of Financial Activities for the Year Ended 30 September 2023

(Including Income and Expenditure Account and Other Comprehensive Income)

	Note	Total 2023 £	Total 2022 £
Income from:			
Charitable activities	3	1,654,392	673,205
Investment income	4	80,460	56,221
Total income		1,734,852	729,426
Expenditure on:			
Raising funds	5	12,523	14,762
Charitable activities	6	1,405,529	690,619
Total expenditure		1,418,052	705,381
Net income before investment gains		316,800	24,045
Gains/losses on investment assets		74,678	(429,138)
Net income/(expenditure)		391,478	(405,093)
Net movement in funds		391,478	(405,093)
Reconciliation of funds			
Total funds brought forward		2,993,234	3,398,327
Total funds carried forward	18	3,384,712	2,993,234

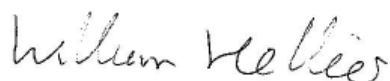
All of the charitable company's activities derive from continuing operations during the above two periods.

Balance Sheet as at 30 September 2023

	Note	2023 £	2022 £
Fixed assets			
Tangible assets		40,979	52,245
Investments		2,368,086	2,345,208
		2,409,065	2,397,453
Current assets			
Debtors		69,552	433,701
Cash at bank and in hand		1,087,601	592,366
		1,157,153	1,026,067
Creditors: Amounts falling due within one year		(181,506)	(430,286)
Net current assets		975,647	595,781
Net assets		3,384,712	2,993,234
Funds of the charitable company:			
Unrestricted income funds			
Unrestricted funds		3,384,712	2,993,234
Total funds		3,384,712	2,993,234

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements were approved by the trustees, and authorised for issue on 4 March 2024 and signed on their behalf by:



Mr William Hellier
ENTUK Honorary Treasurer
Trustee

INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS





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Statement of Cash Flows

for the Year Ended 30 September 2023

	Note	2023 £	2022 £
Cash flows from operating activities			
Net movement in funds		391,478	(405,093)
Adjustments to cash flows from non-cash items			
Depreciation	11	12,638	7,086
Investment income	4	(80,460)	(56,221)
Loss on disposal of investments		-	10,014
Unrealised gains/losses on investment assets	12	(56,750)	419,124
		266,906	(25,090)
Working capital adjustments			
Decrease in stocks		-	7,049
Decrease/(increase) in debtors	13	364,149	(143,718)
Decrease in creditors	15	(57,833)	(57,836)
(Decrease)/increase in deferred income		(190,947)	207,064
Net cash flows from operating activities		382,275	(12,531)
Cash flows from investing activities			
Interest receivable and similar income	4	26,402	1,207
Purchase of tangible fixed assets	11	(1,372)	(44,991)
Purchase of investments	12	(258,226)	(220,884)
Sale of investments		292,098	287,490
Income from dividends	4	54,058	55,014
Net cash flows from investing activities		112,960	77,836
Net increase in cash and cash equivalents		495,235	65,305
Cash and cash equivalents at 1 October		592,366	527,061
Cash and cash equivalents at 30 September		1,087,601	592,366

All of the cash flows are derived from continuing operations during the above two periods.



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Notes to the Financial Statements

for the Year Ended 30 September 2023

1. Charitable company status

The charitable company is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each member is liable to contribute an amount not exceeding £1 towards the assets of the charitable company in the event of liquidation.

2. Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

ENTUK meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charitable company.

Income and endowments

Donations and legacies

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Deferred income

Deferred income relates to conference attendance fees and exhibitor fees received for conferences due to take place after the year end.



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Investment income

Investment income is accounted for on a receivable basis once the dividend or interest has been declared.

Charitable activities

Subscriptions

Subscriptions are accounted for on a receivable basis, with the exception of life subscriptions that are recognised as income in full in the period in which they are received.

Other income

All other types of income are accounted for on an accruals basis.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.





INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charitable company 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 charitable company 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 the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office refurbishment	Over 5 years, straight-line
Computers	Over 4 years, straight-line
Office equipment	Over 5 years, straight-line

Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Trade debtors

Trade debtors are amounts due from members and delegates for subscription and conference fees.

Trade debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of the receivables.





INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, deposits and cash balances held by investment managers.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised at the transaction price.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Association.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension. SAUL is a "last man standing" scheme so that in the event of the insolvency of any of the participating employers in SAUL, the amount of any pension funding shortfall (which cannot otherwise be recovered) in respect of that employer will be spread across the remaining participant employers and reflected in the next actuarial valuation. A formal valuation of SAUL is carried out every three years by professionally qualified and independent actuaries using the Projected Unit method. Informal reviews of SAUL's position are carried out between formal valuations.



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3. Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2023 £
Subscription income from members	484,309	-	484,309
Meeting and conference income	897,030	-	897,030
ENTUK product income	12,539	-	12,539
Marketing services Income	8,300	-	8,300
Other income	252,214	-	252,214
	1,654,392	-	1,654,392

	Unrestricted funds £	Restricted funds £	Total 2022 £
Subscription income from members	447,718	-	447,718
Meeting and conference income	109,605	-	109,605
ENTUK product income	22,280	-	22,280
Marketing services Income	15,000	-	15,000
Other income	66,602	-	66,602
Consultancy income	12,000	-	12,000
	673,205	-	673,205

4. Investment income

	Unrestricted funds £	Restricted funds £	Total 2023 £	Total 2022 £
Income from listed investments	54,058	-	54,058	55,014
Interest receivable on bank deposits	26,402	-	26,402	1,207
	80,460	-	80,460	56,221

5. Expenditure on raising funds

Investment management costs

Note	Unrestricted funds £	Restricted funds £	Total funds £
Other investment management costs;			
Investment management costs	12,523	-	12,523
Total for 2023	12,523	-	12,523
Total for 2022	14,762	-	14,762



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



6. Expenditure on charitable activities

	Activity undertaken directly £	Activity support costs £	2023 £
Clinoto Journal and other support costs	14,001	507,183	521,184
Conference costs	597,046	200,194	797,240
ENTUK product costs	7,613	-	7,613
Grants, bursaries and prizes awarded to individuals	13,272	-	13,272
Director of Education costs	7,595	-	7,595
Subscription to other relevant bodies	13,423	-	13,423
Donations	45,202	-	45,202
	698,152	707,377	1,405,529

	Activity undertaken directly £	Activity support costs £	2022 £
Clinoto Journal and other support costs	17,183	518,783	535,966
Conference costs	56,655	24,065	80,720
ENTUK product costs	9,648	-	9,648
Grants, bursaries and prizes awarded to individuals	12,900	-	12,900
Director of Education costs	7,015	-	7,015
Subscription to other relevant bodies	5,904	-	5,904
Donations	38,466	-	38,466
	147,771	542,848	690,619

7. Analysis of support costs

Support costs allocated to charitable activities

	Governance costs £	Administration costs £	Total 2023 £
Staff costs	-	489,639	489,639
Travel and meetings expenses	-	22,798	22,798
Website and other computer costs	-	24,203	24,203
Advertising and marketing	-	5,665	5,665
Rent	-	29,894	29,894
Other office costs	-	24,973	24,973
Legal and professional fees	-	62,650	62,650
Audit fees	8,491	-	8,491
Accountancy fees	4,865	-	4,865
Depreciation	-	12,636	12,636
Bank and credit charges	-	12,443	12,443
Sundry expenses	-	9,120	9,120
	13,356	694,021	707,377



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



	Governance costs £	Administration costs £	Total 2022 £
Staff costs	-	330,518	330,518
Travel and meetings expenses	-	8,422	8,422
Website and other computer costs	-	46,607	46,607
Advertising and marketing	-	6,018	6,018
Rent	-	21,834	21,834
Other office costs	-	32,749	32,749
Legal and professional fees	-	75,058	75,058
Independent examination fees	4,000	-	4,000
Accountancy fees	4,633	-	4,633
Depreciation	-	7,086	7,086
Bank and credit charges	-	6,474	6,474
Sundry expenses	-	(551)	(551)
	8,633	534,215	542,848

8. Net incoming/outgoing resources

Net incoming resources for the year include:

	2023 £	2022 £
Operating leases - other assets	30,511	30,511
Loss on disposal of investments	-	10,014
Depreciation of fixed assets	12,636	7,086

9. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charitable company during the year.

During the year, 4 Trustees (2022: 4) were reimbursed for reasonable travel and meetings expenses amounting to £3,795 (2022: £1,701).

10. Staff costs

The aggregate payroll costs were as follows:

	2023 £	2022 £
Staff costs during the year were:		
Wages and salaries	395,307	247,628
Social security costs	29,975	30,562
Pension costs	64,357	52,328
	489,639	330,518

The increase in wages and salaries is due to prepaid staff costs brought forward from the prior year that relate to the BACO 23 conference that took place in 2023.



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



The monthly average number of persons (including senior management team) employed by the charitable company during the year expressed by head count was as follows:

	2023 No	2022 No
Administration	8	8

The number of employees whose emoluments fell within the following bands was:

	2023 No	2022 No
£70,001 - £80,000	1	-

The total employee benefits of the key management personnel of the charitable company were £97,993 (2022 - £94,737).

11. Tangible fixed assets

	Computers and office equipment £	Total £
Cost		
At 1 October 2022	204,561	204,561
Additions	1,372	1,372
At 30 September 2023	205,933	205,933
Depreciation		
At 1 October 2022	152,316	152,316
Charge for the year	12,638	12,638
At 30 September 2023	164,954	164,954
Net book value		
At 30 September 2023	40,979	40,979
At 30 September 2022	52,245	52,245

12. Fixed asset investments

Listed investments

	Listed investments £
Cost or Valuation	
At 1 October 2022	2,345,208
Revaluation	56,750
Additions	258,226
Disposals	(292,098)
At 30 September 2023	2,368,086
Net book value	
At 30 September 2023	2,368,086
At 30 September 2022	2,345,208

At the balance sheet date, the historical cost of the investments was £2,104,876 (2022: £2,110,170).



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



13. Debtors

	2023 £	2022 £
Trade debtors	46,737	56,205
Prepayments	21,622	322,380
Other debtors	1,193	55,116
	69,552	433,701

14. Cash and cash equivalents

	2023 £	2022 £
Cash at bank	1,087,601	592,366

15. Creditors: amounts falling due within one year

	2023 £	2022 £
Trade creditors	33,250	22,472
Other taxation and social security	9,552	24,611
Other creditors	42,468	39,509
Pension scheme creditor	6,973	6,569
Accruals	50,842	107,757
Deferred income	38,421	229,368
	181,506	430,286

	2023 £
Deferred income at 1 October 2022	229,368
Resources deferred in the period	38,421
Amounts released from previous periods	(229,368)
Deferred income at 30 September 2023	38,421

16. Obligations under leases and hire purchase contracts

Operating lease commitments

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

	2023 £	2022 £
Within one year	33,420	30,511
Between one and five years	50,130	76,278
	83,550	106,789



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



17. Pension and other schemes

Defined benefit pension schemes

Superannuation Arrangements of the University of London (SAUL)

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension for all eligible employees with the assets held in separate Trustee administered funds.

The charitable company has adopted FRS 102 for accounting for pension costs. It is not possible to identify the Charity's share of the underlying assets and liabilities of SAUL. Therefore contributions are accounted for as if SAUL were a defined contribution scheme and pension costs are based on the amounts actually paid (i.e. cash amounts) in accordance with FRS 102. SAUL is subject to triennial valuations by professionally qualified and independent actuaries.

The last available valuation was carried out as at 31 March 2020 using the projected unit credit method in which the actuarial liability makes allowance for projected earnings.

The main assumptions used to assess the technical provisions were:

- Pre-retirement discount rate 3.15% (31/03/2017: 4.06%)
- Post-retirement discount rate 1.05% (31/03/2017: 1.96%)
- General salary increases 3.49% (31/03/2017: 3.49%)
- Price inflation - RPI 2.70% (31/03/2017: 3.39%)
- Price inflation - CPI 1.70% (2017: 2.49%)
- Pension increases in payment 1.70% (31/03/2017: 2.49%)

As a whole, the market value of the scheme's assets was £3.612 million (31/03/2017: £3.204 million) representing 94% (31/03/2017: 102%) of the liability for benefits after allowing for expected future increases in salaries. The Trustee and the employers agreed to increase employer contributions to 21% of salaries from 19% as of 1 January 2023. Member contributions are set at 6% of salaries.

The total cost relating to defined benefit schemes for the year recognised in profit or loss as an expense was £64,357 (2022 - £52,328).





INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



18. Funds

	Balance at 1 October 2022 £	Incoming resources £	Resources expended £	Gains, losses and transfers £	Balance at 30 September 2023 £
Unrestricted funds					
General fund	2,835,787	1,489,706	(1,356,441)	(32,173)	2,936,879
Designated funds					
ENTUK Foundation	69,088	56,357	(34,600)	(15,231)	75,614
BOARS Fund	19,781	-	-	(1,500)	18,281
BSO Fund	30,027	-	(3,255)	6,438	33,210
Global Health Committee	10,547	3,400	(7,974)	126	6,099
Women in ENT Surgery	4,264	2,250	(6,030)	3,847	4,331
ENTUK drawing account	23,740	-	-	45,383	69,123
BACO	-	-	-	54,684	54,684
History of ENT	-	2,582	(658)	-	1,924
Head and Neck society	-	-	-	8,284	8,284
BRS	-	178,557	(8,869)	2,812	172,500
SFO	-	-	(225)	950	725
British Society of Facial Plastics Surgery	-	2,000	-	1,058	3,058
	157,447	245,146	(61,611)	106,851	447,833
Total funds	2,993,234	1,734,852	(1,418,052)	74,678	3,384,712

The specific purposes for which the funds are to be applied are as follows:

The ENTUK Foundation fund comprises various funds donated to the charity and designated by the Trustees to be used for various fellowship awards.

The BOARS fund started when the Otorhinolaryngological Research Society transferred £15,000 to ENTUK on transferring its activities to the charity.

The ENTUK drawing account consists of transfers in for the proceeds of the sale of investments to be used for future fellowship awards.

BSO funds are designated funds to be used for the sole benefit of Otology section of ENTUK.

BRS funds are designated funds to be used by BRS for Rhinology activities. Comparative information in respect of the preceding period is as follows:



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



	Balance at 1 October 2021 £	Incoming resources £	Resources expended £	Gains, losses and transfers £	Balance at 30 September 2022 £
Unrestricted funds					
General fund	3,310,729	656,337	(643,671)	(487,608)	2,835,787
Designated funds					
ENTUK Foundation	35,314	60,300	(26,526)	-	69,088
BOARS Fund	11,016	9,189	(424)	-	19,781
BSO Fund	31,846	-	(5,000)	3,181	30,027
Global Health Committee	8,258	-	(3,000)	5,289	10,547
Women in ENT Surgery	1,164	3,600	(500)	-	4,264
ENTUK drawing account	-	-	(26,260)	50,000	23,740
	87,598	73,089	(61,710)	58,470	157,447
Total funds	3,398,327	729,426	(705,381)	(429,138)	2,993,234

19. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds at 30 September 2023 £
Tangible fixed assets	40,979	-	40,979
Fixed asset investments	2,368,086	-	2,368,086
Current assets	1,157,153	-	1,157,153
Current liabilities	(181,506)	-	(181,506)
Total net assets	3,384,712	-	3,384,712

Prior year:

	Unrestricted funds £	Restricted funds £	Total funds 2022 £
Tangible fixed assets	52,245	-	52,245
Fixed asset investments	2,345,208	-	2,345,208
Current assets	1,026,067	-	1,026,067
Current liabilities	(430,286)	-	(430,286)
Total net assets	2,993,234	-	2,993,234

20. Related party transactions

There were no related party transactions in the year.



INDEPENDENT AUDITORS REPORT AND FINANCIAL STATEMENTS



21. Agency arrangements

The charitable company holds funds on behalf of the Student Bootcamp, a third party. In the accounting period ending 30 September 2023 the academy trust received £19,700 (2022: £36,950) and disbursed £15,617 (2022: £11,000) from the fund. An amount of £42,468 (2022: £38,385) is included in other creditors relating to undistributed funds that is repayable to the Student Bootcamp.

22. Prior year Statement of Financial Activities

	Note	Unrestricted £	Restricted £	Total 2022 £
Income and Endowments from:				
Charitable activities	3	673,205	-	673,205
Investment income	4	56,221	-	56,221
Total income		729,426	-	729,426
Expenditure on:				
Raising funds	5	14,762	-	14,762
Charitable activities	6	690,619	-	690,619
Total expenditure		705,381	-	705,381
Gains/losses on investment assets		(429,138)	-	(429,138)
Net expenditure		(405,093)	-	(405,093)
Net movement in funds		(405,093)	-	(405,093)
Reconciliation of funds				
Total funds brought forward		3,398,327	-	3,398,327
Total funds carried forward	18	2,993,234	-	2,993,234



OUR ADMINISTRATION

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12. OUR ADMINISTRATION

Principal Office

The Royal College of Surgeons

38-43 Lincoln's Inn Fields, London, WC2A 3PE

The charity is incorporated in England and Wales

Company Registration Number

6452601

Charity Registration Number

1125524

VAT No

215668302

Solicitors

SA Law

60 London Road, St Albans, Hertfordshire, AL1 1NG

Bankers

National Westminster Bank Plc

Bloomsbury Parr's, PO Box 158, 214 High Holborn, London, WC1V 7BX

Auditor

Edmund Carr LLP

Chartered Accountants & Statutory Auditor

146 New London Road, Chelmsford, Essex, CM2 0AW

Investment fund managers

Brewin Dolphin Limited

12 Smithfield Street, London, EC1A 9BD



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GLOSSARY

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13. GLOSSARY

AAO-HNS	American Academy of Otolaryngology-Head and Neck Surgery
AOMRC	Academy of Medical Royal Colleges
AOT	Association of Otolaryngologists in Training
ASGBI	Association of Surgeons of Great Britain and Ireland
ASiT	Association of Surgeons in Training
BACO	British Academic Conference of Otolaryngology
BAETS	British Association of Thyroid and Endocrine Surgeons
BAOMS	British Association of Oral and Maxillofacial Surgeons
BAPO	British Association of Paediatric Otorhinolaryngologists
BAPRAS	British Association of Plastic Reconstructive and Aesthetic Surgeons
BAPS	British Association of Paediatric Surgeons
BLA	British Laryngological Association
BOARS	The British Otorhinolaryngology and Allied Sciences Research Society
BRS	British Society of Rhinology
BSACI	British Society for Allergy and Clinical Immunology
BSHENT	British Society for the History of ENT
BSFPS	The British Society of Facial Plastic Surgery
BSO	The British Society of Otolaryngology
BTA	British Thyroid Association
BVA	British Voice Association
e-lefENT	E-learning platform
EAFPS	The European Academy of Facial Plastic Surgery
ENT	Common abbreviation for ear, nose and throat
ERS	European Rhinological Society
ESPO	The European Society of Paediatric Otorhinolaryngology
FPS UK	Former name of The British Society of Facial Plastic Surgery (BSFPS)
FSSA	Federation of Surgical Specialty Associations
GMC	General Medical Council
HNSoc	Head and Neck Society
IOS	Irish Otorhinolaryngology/Head & Neck Surgery Society
IPC	Independent Practice Committee
MTI	Medical Training Initiative
NICE	National Institute for Health and Care Excellence
RCGP	Royal College of General Practitioners
RCN	Royal College of Nursing
RCPSG	Royal College of Physicians and Surgeons of Glasgow
RCSEd	Royal College of Surgeons of Edinburgh
RCSEng	Royal College of Surgeons of England
RCSI	Royal College of Surgeons of Ireland
RSM	Royal Society of Medicine
SAC	Special Advisory Committee
SAS	Staff and Associate Specialists (i.e. the ENT Staff and Associate Specialist Doctors' Group of the Education and Training Committee)
SFO UK	Student and Foundation Doctors in Otolaryngology
TWJ Foundation	Thomas Wickham Jones Foundation
WENTS UK	Women in ENT Surgery
YCOHNS	Young Consultants in Otolaryngology Head and Neck Surgery



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ENTUK

England & Wales - Charity number 1125524

Accounts



ANNUAL REPORT 2021-2022

ENT UK TRADING AS BRITISH ACADEMIC CONFERENCE IN OTOLARYNGOLOGY (BACO) AND BRITISH ASSOCIATION OF OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY (BAO-HNS)

COMPANY REGISTRATION NUMBER: 06452601

CHARITABLE COMPANY REGISTRATION NUMBER: 1125524



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PRESIDENT'S FOREWORD

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I. PRESIDENT'S FOREWORD

We are living in interesting times, marked by major world events and uncertainty that impacts on all of us. We are also in direct contact with an NHS that has many issues of concern. However, as a Specialty Association, we continue to enjoy a position of strength and influence for the good of health care. Our strength largely comes with unity and our support for each other; there has never been a time in recent years when this has been more important. 2022 has been a year where our collaboration and companionship has made great progress. We have been very pleased to welcome the British Rhinological Society (BRS) into ENT UK as a specialist membership group and the Association of Otolaryngologists in Training (AOT) as a partner organisation.

From the wider NHS situation, we continue to interact closely with all four of the Royal Surgical Colleges, as well as advising NHSE and GIRFT regarding the waiting list backlog. We have also remained very proactive in producing revised guidance documents that will directly help members with clinic management as well as Covid-safe endoscopy.

As a membership Association we have held our very first strategy day, under the inspiration and leadership of our CEO, Ms Katie Nurcombe. We ventured into a territory that was completely new and unknown to most of the Trustees. This challenged our conventional thinking and was designed to generate ambitious ideas to enhance and benefit the organisation and especially the members.

This Annual Report will be published at the ENT UK AGM at BACO 2023. I would like to give many thanks to our BACO team, Professor Claire Hopkins as Academic Chair, Professor Chris Raine as Project Lead, Mr Declan Costello as Industry and Sponsor lead, and Ms Helen Cocks as President-elect and Chair of the BACO Executive Committee, as well as to Ms Amber Wilson for her excellent administrative support.



Mr Andrew C Swift
President of ENT UK





CEO'S FOREWORD

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2. CEO'S FOREWORD

Since joining ENT UK in January 2022, I have been impressed with the impact of the association and have enjoyed meeting members at the many events and meetings we run throughout the year. I am grateful for the warm welcome and I am proud to serve the association as its CEO.

There is so much work going on behind the scenes for the benefit of members and this report only provides a brief summary of the wealth of activity underway. I'd like to thank the excellent and hard-working team, Trustees and Executives, and all those mentioned in this report who give up their time to support ENT UK.

I want to make sure this work is recognised, from the educational activity we lead on, to the up-to-date information we provide to both professionals and patients. We are here to support our membership groups and special interest groups to achieve their goals, but also bring everyone together under a strong ENT UK banner for the benefit of the wider specialty.

I am personally passionate about driving forward ENT UK's work on Equity, Diversity and Inclusion and am delighted that we will have a new Strategy and Action Plan in place going forward. This is an important step forward for ENT UK and I look forward to taking this further with the support and involvement of members.

A lot of work has gone into strengthening the governance and finances of ENT UK and one of my key priorities is to ensure we meet our responsibilities as a professional membership body, reputable charity and responsible employer.

ENT is a small specialty but by working together we can have a powerful voice for the benefit of all. I have already seen the association go from strength to strength and I am excited for the future. ENT UK would not exist without our members, so I'd like to finish by thanking all of our members for their support, participation in, and contribution to the association.

K. Nurcombe

Katie Nurcombe
ENT UK CEO





VISION, MISSION AND OBJECTIVES

3

3. VISION, MISSION AND OBJECTIVES

Charter

ENT UK is the professional membership body representing ear, nose and throat surgery, as well as its related specialities, in the United Kingdom. ENT UK supports members at every stage of their careers, from student level through to retirement – a total of some 2,500 medical practitioners.

As well as supporting surgeons and associated medical professionals, ENT UK promotes the understanding of ENT in the media and provides the specialty with a voice. ENT UK is a source of valuable medical information for patients as well as practitioners, and supports research, provides continuing education for specialists, and champions high standards in training. In all our activities we seek to improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck.

Mission

The mission of the association consists of the following aims:

- To improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck through supporting research and guideline development.
- To promote the understanding of the range of conditions treated by the specialty through better public education.
- To provide information on the specialty to the general public and media through improved web-based information.
- To support and provide continuing education for specialists through courses, conferences and e-learning.
- To encourage recruitment into the specialty through greater exposure in medical school and foundation year training.
- To promote high standards in the training of specialists through support for trainees seeking subspecialist training and academic career pathways.
- To represent the specialty at the Royal Surgical Colleges and to government bodies through increased representation.

Strategic objectives

The strategy aims to be:

1. Patient-centred by focusing on
 - patient outcomes
 - patient information
 - closer liaison with related ENT charities
 - advocacy for patients.





VISION, MISSION AND OBJECTIVES

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2. Supportive to members from medical school to retirement through provision of or support for:
 - continuing medical education and training
 - maintaining professional standards
 - advancing knowledge of ear, nose and throat disorders through research and education
 - specialty-specific professional capabilities
 - addressing the non-medical elements of the NHS
 - adequate representation in the Royal Surgical Colleges.

In July 2022, ENT UK Trustees started work to develop a vision for ENT UK which will be supported by strategic objectives and a new set of values for the Association. Members will be asked for their comments and feedback on this work as it develops.





OUR GOVERNANCE

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4. OUR GOVERNANCE

The following sets out the management and governance of ENT UK during this financial year.

ENT UK office

Ms Katie Nurcombe | CEO & Company Secretary
Ms Janet Stephen | Education & Governance Officer
Mr Bikram Gurung | Financial Controller
Mr Davide Gorgoglione | Web & IT Officer
Mr John Nixon | Communications Lead
Ms Amber Wilson | Conference & Events Organiser
Ms Pam Moharir | Events Officer

Ms Julianne Ilebode-Akisanya, General Manager & Company Secretary (demitted December 2021)

The Board of Trustees

Mr Andrew C Swift | President
 President-elect (March 2019 – March 2022)
 President (appointed April 2022)
Miss Helen Cocks | President-elect
 President-elect (appointed April 2022)
Professor B Nirmal Kumar | Past President
 President (demitted April 2022)
 Continued as Trustee and Chair of ENT UK Foundation (April 2022)
Miss May Yaneza | Honorary Secretary
 Honorary Secretary (appointed April 2022)
Mr William Hellier | Honorary Treasurer
 Honorary Treasurer (appointed July 2022)
Miss Victoria Ward | Clinical Trustee
Mr Tim Mitchell | Clinical Trustee
Mr Andrew Gamble | Lay Trustee
Mr Andrew Foster | Lay Trustee

Demitted from the Board of Trustees:

Mr Taran Tatla, Honorary Secretary (demitted April 2022)
Miss Kay Seymour, Honorary Treasurer (demitted June 2022)
Miss Catherine Spinou, BACO Treasurer (demitted August 2022)





STRUCTURE, GOVERNANCE AND MANAGEMENT

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The Executive Committee

Mr Andrew C Swift | President
Miss Helen Cocks | President-elect
Miss May Yaneza | Honorary Secretary
Miss Nara Orban | Assistant Honorary Secretary (appointed April 2022)
Mr William Hellier | Honorary Treasurer
Mr Andrew Kinshuck | Assistant Honorary Treasurer (appointed July 2022)
Professor Philippa Tostevin | Director of Education
Miss Ann-Louise McDermott | Chair of Specialist Advisory Committee (SAC) in Otorhinolaryngology (appointed January 2022)

Demitted from Executive Committee:

Mr Craig Murray – Chair of SAC in Otorhinolaryngology (demitted December 2021)

The Finance Committee

Mr Andrew Foster | Chair (April 2022)
Miss May Yaneza | Honorary Secretary
Mr William Hellier | Honorary Treasurer
Mr Andrew Kinshuck | Assistant Honorary Treasurer
Mr Patrick Way KC | Lay Member

The Education & Training Committee (ETC)

Professor Philippa Tostevin | Director of Education & Chair
Ms Janet Stephen | Education & Governance Officer
Mr Dheeraj Karamchandani | Student & Trainee Rep (SFOUK)
Miss Marianne Elloy | CPD Committee Chair
Mr James Tysome | Director of e-learning
Miss Somiah Siddiq | Chief Editor of e-learning
Miss Mira de Krujif | Webinar Co-Ordinator
Mr Shyam Sunder Singam | Chair of SAS Committee
Miss Ann-Louise McDermott - Chair of SAC in Otorhinolaryngology
Miss Tharsika Myuran | AOT President
Mr Hussein Walijee | AOT Rep
Mr Johann Bastianpillai | AOT Education Rep
Mr Sanjiv Kumar | Global Health Committee
Mr Michael Saunders | Joint Clinical Lead for Paediatric ENT Skills Course (PESC)
Mr Neil Bateman | Joint Clinical Lead for Paediatric ENT Skills Course (PESC)
Mr Raj Lakhani | Clinical Lead for Emergency Surgical Skills Course (ESSC)





STRUCTURE, GOVERNANCE AND MANAGEMENT

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The ENT UK Foundation Committee

Professor B Nirmal Kumar | Chair
Miss Victoria Ward | ENT UK Member
Mr Taran Tatla | ENT UK Member
Mr Mark Chacksfield KC | Lay Member
Mr Andrew Foster | Lay Member
Ms Julianne Ilebode-Akisanya | Foundation Secretary

The ENT UK Council

Mr Andrew C Swift | President
Miss Helen Cocks | President-elect
Miss May Yaneza | Honorary Secretary
Miss Nara Orban | Assistant Honorary Secretary
Mr William Hellier | Honorary Treasurer
Mr Andrew Kinshuck | Assistant Honorary Treasurer
Professor Philippa Tostevin | Director of Education
Miss Ann-Louise McDermott | Chair of SAC in Otorhinolaryngology

Colin Leonard | Northern Ireland
David Baring | Scotland – East
Andrew Hall | Wales
Catriona Douglas | Scotland - West
William Hellier | Wessex (RSPA South Central Wessex)
Tony Jacob | S. Thames (RSPA South East Coast) & S.W. Thames (RSPA S W Thames)
Sonia Kumar | Oxford (RSPA South Central Oxford)
Mriganka De | West Midlands (RSPA West Midlands) (Council Regional Representative)
Ameera Abdelrahim | West Midlands (RSPA West Midlands) (Deputy Council Regional Representative)
Yujay Ramakrishnan | Trent (RSPA East Midlands)
Beverley Yu | Yorkshire (RSPA Yorkshire and Humber)
Julian Gaskin | South Western (RSPA South Western)
Mohiemen Anwar | N. W. Thames (RSPA N W Thames)
Simon Lloyd | North Western (RSPA North West and Mersey)
Abir K Bhattacharyya | N. E. Thames (RSPA N E Thames)

* **vacant** | Northern (RSPA Northern)

* **vacant** | East Anglia



5. OUR MEMBERSHIP



During the 2021/22 financial year, ENT UK welcomed 588 new members. This was a net gain of 310 paying members bringing our total membership at the end of the financial year to 2,427.



We continue to experience a year-on-year increase in membership, with this year's growth of 15% continuing the upward trend. Our fastest growing cohort this year was the Students and Foundation doctors' grade (SFO) which has grown by 33% in the past year. This is closely followed by the Trainee Groups which has grown by 22%.

Whilst we are experiencing an increase in membership numbers, we are not experiencing a comparable growth in membership revenue. This is due to an increase in lower financial value memberships and a small decrease in Consultant members. Total membership revenue during the 2021/22 financial year was £448k. This shows the membership revenue has largely stayed stable compared to the previous year.



OUR MEMBERSHIP

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OUR MEMBERSHIP

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Membership income by year

Year	Revenue	YoY%	Head count	YoY%
2014-15	325k		1,262	
2015-16	342k	5	1,340	6
2016-17	371k	8	1,387	4
2017-18	410k	11	1,485	7
2018-19	411k	-	1,617	9
2019-20	434k	5	1,880	16
2020 -21	448k	3	2,117	13
2021-22	448k	-	2,427	15

Paying members by grade	This year	Last year
Total	2,427	2,117
Consultant	591 (+24)	567
Trainees	540 (+98)	442
SFO	612 (+153)	459
International	202 (-13)	215
YCOHNS	145 (+10)	135
Associate	163 (+24)	139
Allied	120 (+10)	110
Retired	54 (+4)	50

Free members	This year	Last year
Total	300	253
Hinari	149	109
Life	81	81
Honorary	47	47
Parental leave	23	16





OUR MEMBERSHIP

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Membership Developments

In this financial year, important membership-focused projects were completed and launched to members following a lot of hard work from the ENT UK team, Trustees and Executives.

A new tailor-made Medical Indemnity Insurance Scheme was launched in January 2022. ENT UK arranged for Howden Insurance Brokers Ltd. to provide this scheme, to ensure that members can access suitable, up-to-date indemnity cover and protection. The risks inherent to frontline surgery mean that access to suitable indemnity cover is vitally important to our members, as well as to the specialty in general.

The brand-new ENT UK website was launched in March 2022. The new site is a major overhaul of the old version, featuring improved design, usability, and functionality. The members' area is now fully integrated with our CRM, which means that members can manage their profile, monitor events and abstracts, download invoices and upload documents. It has an upgraded public and patients' section which is now much more prominent and will help fulfil our remit to provide patients with high-quality information. It also features an improved search function allowing members to better navigate our growing library of high-quality resources. Finally, it has a future-proof design, meaning the website will continue to develop in line with the needs of our members.

We have also undertaken a significant review of our governance, in particular how we work with our groups and partners, to ensure that we meet our responsibilities as a professional membership body, reputable charity and responsible employer.

You can read more about the impact we are having on our members in the following chapters.





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6. OUR IMPACT

Clinical Guidelines

During the beginning and height of the COVID-19 pandemic, a number of clinical guidelines were rapidly produced for the benefit of all those working within ENT departments, to ensure that we could see patients as safely as possible during this time. The last 12 months have been relatively quiet in comparison. Relevant COVID-19 guidelines were updated to reflect the changes in recommendations.

ENT UK worked together with the Difficult Airway Society (DAS) and the British Association of Endocrine and Thyroid Surgeons (BAETS) to produce a systematic review and multidisciplinary consensus guideline on management of haematoma after thyroid surgery. The guideline is available to download from the ENT UK website.

Another important guideline, this time aimed at our Emergency Department colleagues or those who are not part of the ENT team, was published on 'Adult acute severe sore throat management guidelines for emergency department doctors'. This guideline was created in response to a request from NHS England and Improvement's National Patient Safety Team following a reported fatality from acute epiglottitis. The guideline is aimed at doctors who do not work, or have had no experience, in ENT, and takes account of situations where ENT may not be on the hospital site. The guideline has been designed to be succinct but includes all relevant information to manage a patient with suspected supraglottitis. This document is available to non-members. If you have not already done so, please share with your non-ENT colleagues.

The British Rhinological Society also produced an excellent guideline on Local Anaesthetic Rhinological Surgery (LARS), which will help interested parties navigate a path to the successful set-up of their own LARS service. The guideline is very comprehensive and includes guidance on which procedures would be appropriate, equipment and setting, clinical governance, outcome measures, safety, anaesthetic considerations, and advice on information that may be required for a business case. This fantastic document had input from the BRS Juniors team (Mr Richard Green, Mr Stephen Hayes, Miss Abi Walker, Mr Rajeesh Advani, Mr Afiq Slim, Mr Sridhayan Mahalingam, Dr Tanya Ta), anaesthetics (Dr Jonathan Bannard-Smith) and the BRS Executive and Council (Mr Raj Bhalla, Professor Claire Hopkins and Mr Sean Carrie).

Other guidelines in progress relate to common ENT problems (wax and tonsils).

ENT UK was asked recently to respond to a case where a toddler had a fatal choking event and a history of enlarged tonsils. In our response, we found





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that there is little evidence in the literature on the relationship between the size of tonsils and choking. However, some of us have been involved in significant or life-threatening choking events, where tonsil size may have been deemed a factor.

Along with BAPO, BLA and the British Association of Paediatric Surgeons (BAPS), we have been working on a survey to distribute to our various members – a national survey is expected to capture the collective experience of those who may have been involved in similar cases.

Wax is a common problem that can cause significant quality-of-life issues for the public. Unfortunately, across the UK, there is wide variability in the provision of wax removal services within the NHS, and numerous independent practitioners are offering their services to remove wax. Work is occurring (lead by BSO) to create information for patients about who should be carrying out this medical intervention and guidance about what they should expect. BSO have also liaised with the Care Quality Commission about regulation of wax removal procedures, and there will be further recommendations from Mr Frank Stafford, GIRFT lead for ENT surgery.

Miss May Yaneza
ENT UK Honorary Secretary

ENT UK Patient Information

The new patient information e-leaflets were launched this year, published on the ENT UK website (see <https://www.entuk.org/patients/conditions>). Miss Nashreen Oozeer, Head and Neck ENT Consultant at Sunderland Royal Hospital and ENT UK Patient Information Clinical Lead, has led the momentous overhaul of patient information since February 2021. The non-clinical team consists of John Nixon, ENT UK Communications Lead and Davide Gorgoglione, ENT UK Web and IT Officer, as well as an external illustrator.

The illustrator was employed after funds were secured from the Trustees to include professional illustrations as a crucial element of the patient information e-leaflets. This has allowed a wide range of diverse illustrations to be commissioned without any copyright issues. The illustrations and pictures are designed to reflect the diversity of the British population.

The three most commonly downloaded and sold leaflets ('Mastoid surgery', 'Hole in the eardrum', 'Adult tonsillectomy') were funded to go through the Plain English Campaign process and have received Crystal Mark approval.

Health literacy is a crucial consideration in the preparation of patient information. We aim to reduce the reading age of our patient information pages as much as possible and are working with the Patient Information Forum to achieve this. Tools such as the Flesh-Kincaid readability calculator are now utilised at key stages of the editorial process, enabling us to determine the reading age of the e-leaflets. ENT UK has joined the Patient





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Information Forum and signed up to the PIF Charter, and is using their resources to improve and formalise the documentation processes around the development of the patient information e-leaflets. The current template was written by Miss May Yaneza, former Patient Information Clinical Lead.

A key ambition for the e-leaflets is to translate them into the most commonly spoken languages in the UK – Polish, Punjabi, Urdu and others. ENT Wales have kindly offered to translate the e-leaflets into Welsh.

The patient information team is exploring the possibility of working with partners to produce short video clips illustrating simple procedures, such as a patient applying a nasal spray or nasal drops correctly or doing the balance retraining exercises. We are also exploring the possibility of producing 'easy-read' versions of the e-leaflets, featuring less text and more images to ensure additional accessibility.

The decision was made to go 'paperlight', as many hospitals move towards a paperless or paperlight ethos. All patient information is now available online and freely accessible to patients and clinicians (both on desktop computers and on their smartphones). Patients and clinicians can print the information in an A4 format.

The patient information webpages are under continuing review and revision. The number of e-leaflets has increased from 32 to 54 and they are written by ENT surgeons across the UK who have contributed to revising previous versions on the website and writing new ones. Please get in touch if you would like to be part of the clinical team!

Miss Nashreen Oozeer
ENT UK Patient Information
Clinical Lead

Miss May Yaneza
ENT UK Honorary Secretary

National Clinical Impact Awards

In early 2022, ENT UK was delighted to see that a number of ENT consultants had been successful in the final round of National Clinical Excellence Awards 2021. This comprised of both new awards and renewal of existing awards. Such awards are very hard to achieve and recognise sustained excellence in every aspect of a consultant's work. They are a highly prestigious way of recognising the most outstanding clinicians in the country and we are very proud of their successes.

During April 2022 the application process opened under the new name of the National Clinical Impact Awards scheme. ENT UK hosted a webinar for its members giving advice and tips on the application process and exploring the changes to the Awards. ENT UK is a National Nominating Organisation meaning that our expert diverse panel was able to endorse, rank and provide citations for nine applications from ENT UK consultants.





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Mentoring

ENT UK Mentoring Scheme

hosted and led by WENTS UK

Since launching its mentoring scheme in February 2020, just prior to the pandemic, WENTS UK has matched and supported over 80 mentor-mentee pairings. Some of these continue, while others have completed an 18-month course and pairings have refreshed. We currently have around 200 participants signed up.

During the period 2021-2022, the scheme has been more formally promoted and supported by ENT UK to widen access and no longer be restricted to WENTS UK members.

There have been two virtual mentor training courses. We continue our support and networking of our volunteer mentors with Virtual Mentor Cafes, the next of which is scheduled to take place in October 2022. Our Virtual Mentor Cafes can include external mentoring experts, such as Dr Nancy Redfern from the Association of Anaesthetists' Mentoring Scheme. We are planning our first face-to-face training event around best possible Covid mitigation, so that as many as possible who wish to attend can feel safe to do so, as we continue our drive to support diversity and inclusion while increasing our pool of mentors. We continue to welcome those mentees seeking a mentor. Members can register their interest as a prospective mentor or mentee at surveymonkey.co.uk/r/HGXXJDV.

We would like to take this opportunity to acknowledge and thank all our mentors, who are kindly volunteering within the scheme – it would not exist without your kindness, effort and engagement.

ENT UK CESR Buddy Scheme

Each year, fewer than ten ENT specialty doctors apply for specialist registration via the CESR route in the UK. This is an expensive process and the support for these doctors in preparation for their submission is variable around the UK, due to the variety of experience that may be available in each region. The aim of this voluntary 'buddy' scheme is to provide informal support and advice to a colleague in order to maximise their chance of success in what is a very expensive process.

There has been great interest from our consultant members in supporting this mentorship scheme. Mentors have been able to support colleagues through the CESR process as a result of their own experience of applying via this route. We are enormously grateful for this mentorship and the support of surgeons who will take an alternative pathway through their career development in ENT.





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The ENT UK Foundation

Since the launch of the ENT UK Foundation as the philanthropic and fundraising arm of ENT UK in September 2021, great strides have been taken in pursuit of its vision to improve ENT healthcare for all.

The Foundation seeks to achieve this by:

- **investing in the specialty**, in particular by providing research grants, educational fellowships and support for humanitarian projects, nationally and internationally.
- **engaging with stakeholders**, including patients, the public, clinicians, industry, and charity partners, and those involved in advancements in technology; and
- **facilitating global innovation**, including through the funding of global health and international programmes.

In undertaking its vision, the ENT UK Foundation will seek financial sustainability and longevity through fundraising and other income-generating activities. The Foundation has been very successful in raising sufficient funds to support another round of Foundation Awards this year. The ENT UK Foundation agreed to fund 18 Research Grants (totalling £19,206) and four Educational Fellowships (totalling £6,000) under an enhanced framework of financial governance. We were grateful to receive further offers of donations from legacy, personal donors, and industries which will enable the Foundation to fund further awards and activities to achieve its vision. A full list of our donors can be found on the ENT UK website.

Successful award recipients from the ENT UK Foundation Awards in 2021 shared progress on their projects at the ENT UK Foundation Showcase event in July 2022, held in an impressive venue in London, at which stakeholders, industry partners and clinicians in the specialty were represented.



The ENT UK Foundation, as an approved National Institute of Health Research (NIHR) non-commercial partner, opened another round of





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applications for the joint Clinical Research Network Awards this financial year. The results of these awards will be announced at an ENT UK event due to be held on 4 November 2022 in York, alongside the announcement of the ENT UK Foundation Awards 2022 and the Rowena Ryan Awards (which are now National Awards). The outputs from the Foundation Awards will pump-prime funding with NIHR adoption to produce high-quality clinical research aiming to improve patient outcomes.

The Foundation Committee and its advisory group have also worked hard to establish a sustainable model of enhancing international collaborations and seek to do this by engaging with colleagues from all over the world. The ENT UK Foundation has agreed to fund several Travelling Fellowships for BACO International 2023, supporting doctors from Hinari A and B low-resource countries to attend the event and to visit centres of excellence in the UK. This will enable clinicians to take skills back for the benefit of patients everywhere. There will also be partnership development of skills in-house in developing countries, enabling more clinicians to benefit and thereby drive high-quality clinical care for patients, especially where there is a scarcity of skills.

Though the Foundation is in its infancy, we are now establishing a sound base and there is an exciting time ahead for our specialty enhancing the reputation of UK otolaryngology.

Professor B Nirmal Kumar

ENT UK Foundation Committee Chair

Equity, Diversity and Inclusion

ENT UK has agreed four Equity, Diversity and Inclusion goals. These goals were developed through discussion and engagement with Trustees, representatives from WENTS UK and a forum of members interested in EDI activity. They were also shared with the ENT UK membership for comment.

Our goals are that:

- our culture supports all our members to feel that they belong
- our people represent the specialty
- we are inclusive, accessible and relevant to patients
- we advocate for and support the needs of those who need it most.

In this financial year, ENT UK launched a new Equity, Diversity and Inclusion Strategy and Action Plan and shared this with members for comment. A final Strategy and Action Plan will be sent to members and progress will be reported to Trustees. A new action plan will be reviewed and updated each year (in line with the ENT UK Business Plan) and an update will be provided in the Annual Report.





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New values were also shared with members:

Teamwork

We are a supportive community of professionals dedicated to help improve ENT healthcare through collaboration. We serve our members, build meaningful relationships with other organisations, share what we know and support each other.

Ambition

We are passionately driven to advance knowledge, education, and research in ENT for the benefit of patients. We are focused on strong leadership and strategic investment to revolutionise ENT healthcare both nationally and internationally.

Respect

We act with integrity, welcome difference, listen to our members and patients, and show care for others. Respect is at the heart of everything we do, including our approach to equity, diversity, and inclusion, and we aim to live up to our reputation as a 'friendly speciality'.

Innovation

We are forward-thinking and committed to learning and adapting to solve current and future challenges to help support clinicians throughout their career. We face challenges with creativity and ingenuity and seek out opportunities from advances in technology.

Quality

We strive for the highest quality, focus our efforts on where we can have the most impact and celebrate our successes. We look for new and better ways of working, and invest in research, education and training to drive improvements in surgical practice and patient care.





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The Association Excellence Awards 2021

ENT UK wins 'Best Membership Support During Covid-19' and is shortlisted for 'Best Lobbying Campaign or Advancement of a Cause During Covid-19'

Following the excellent work undertaken by ENT UK during the pandemic, we entered the Association Excellence Awards in the categories 'Best Membership Support During Covid-19 (800-5,000 members)' and 'Best Lobbying Campaign or Advancement of a Cause During Covid-19 (Over 500 members)'.

These categories best reflected the association's considerable achievements during this period, including establishing the Covid-19 national registry, successfully lobbying Public Health England, disseminating guidance and striving to update, canvas and inform our members on an often-daily basis.

Following strong applications written by ENT UK Communications Lead Mr John Nixon, ENT UK was subsequently shortlisted as a finalist in both categories. The winners were revealed at a ceremony at the Oval in London in October 2022 and ENT UK was delighted to receive the award for 'Best Membership Support During Covid-19'.

We have subsequently applied again in 2022 and have been shortlisted in the categories 'Best Association Digital Transformation' and 'Best Association Newsletter, Blog or Online Publication (Circulation up to 6,500)'. The winners will be announced in October 2022.





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7. EDUCATION

This report has been produced with the help of the ENT UK Education and Governance Officer, Ms Janet Stephen, who has provided exemplary support for all educational activities over the last year. All educational meetings have taken place on a virtual platform this year with minutes taken from recordings. The ENT UK Education and Training Committee, with representation from the leadership of established educational groups CPD, SFO, SAS, AOT, PESCC, ESCC, SAC and the Community Group have met and updated the Executive Committee, Board of Trustees and Council throughout the year.

This report represents a summary of educational activities to demonstrate how they have progressed in alignment with the mission statement of ENT UK, noting the strategic objectives and key deliverables in the 5–10-year strategy document of September 2018. For all educational courses the ENT UK events policy has been followed and the feedback has been produced and analysed in timely fashion with many thanks to the events team.

1. Mission statement:

To promote an understanding of the range of conditions treated by the specialty

e-lefENT

The Director of e-learning, Mr James Tysome, and Editor-in-Chief of e-lefENT, Ms Somiah Siddiq, have continued to collaborate with the digital transformation team from Medtronic who support the virtual learning platform. New section editors have been appointed over the last year and content has been updated with new modules provided, including some for the general practitioners with interest in ENT. This continuous evolution of the platform provides a highly valuable current resource for trainees and for CPD refreshers for everyone. There are ongoing discussions with Medtronic, who support the platform, about the future.

Section editor recruitment

Changes were made to section editor recruitment to comply with Equity, Diversity and Inclusion policy instituted by e-lefENT, with posts being advertised through ENT UK's fortnightly newsletter and online through social media, encouraging applications from under-represented members. Interviews were conducted in conjunction with ENT UK education committee representation. Two new paediatric section editors were appointed in July 2021 and a rhinology and anterior skull base editor in April 2022. Future section editor advertisements are planned for otology and laryngology.





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Increasing wider access agenda

Delegates from Hinari A countries have free membership to ENT UK with e-lefENT access as part of this membership benefit. Ms Siddiq submitted a proposal in July 2020 for members residing in Hinari B countries to have free access to e-lefENT alone if they were unable to afford full membership with ENT UK. This has been agreed by ENT UK Trustees and reflected in the standalone e-lefENT site. Membership fees for the standalone e-lefENT site were also streamlined to a single fee of £50 per year following ratification by ENT UK Trustees.

Production

The initial phase of focus for e-lefENT has been the review/edit and update of existing learning zone modules (most produced in 2012/13) in conjunction with production of new modules to reflect current gaps within the FRCS syllabus and/or essential core knowledge for clinical practice. In total, 26 new learning zone modules have been produced and uploaded (11 new modules advertised through ENT UK fortnightly newsletter in Feb 2022 with a further 15 new module titles to be advertised shortly). Further social media support with an e-lefENT Twitter feed is under discussion. Funding for illustration support for modules has been negotiated and secured with ENT UK to address the increasing issue of addressing copyright images and limited internal image resources available for authors contributing to the learning zone content. The potential of mixed reality technology is currently being explored.

Medtronic support and standalone e-lefENT platform

Ms Siddiq has led meetings with the web developers to address and make changes to support user analytics reports, improve access and ease of use of platform, streamlining payments/administrative duplicate tasks and updating home page to better reflect the new ENT UK website. To address conformity of branding, development of appropriate terms and reference for cancellation of fees, defining roles and responsibilities for the administrative support for e-lefENT and diversity data of current learners accessing e-lefENT. It has been acknowledged that e-lefENT is in a core benefit for ENT UK members and going forward does require greater administrative support in order to stay current. The Medtronic contract for the e-lefENT platform support and maintenance is due for renewal in December 2022. Meetings are ongoing for a further extension and possible incorporation of immersive technology through wider collaboration from industry.





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2. Mission statement:

To support and provide continuing education for specialists

CPD

Lead Miss Marianne Elloy

The CPD committee led by Miss Marianne Elloy has provided kite mark accreditation on behalf of ENT UK as a marker of quality of educational provision. Over this period, 44 applications for CPD approval were received. Two were received for advertising only. The regular programme of quality assurance visits to courses was not achieved due to the pandemic but oversight has been rigorously maintained with feedback from all courses reviewed and action taken if required. An additional clause to applications to consider the diversity of the makeup of any faculty has been added this year.

Webinars

Lead Mrs Mira de Kruijf

The webinar series is a free resource that is livestreamed through the RCSEd. This popular second series attracted an international audience of trainees, Specialty doctors and consultants. Mrs Mira de Kruijf has worked in collaboration with Miss Sarah Healy from RCSEd to deliver paired sessions focussing on a multidisciplinary approach to various conditions. Each session featured an ENT surgeon and a colleague from an affiliated medical specialty presenting their perspectives or approach to a given pathology. An hour was allocated for each session – 20 minutes for each speaker followed by 10 minutes of questions for each. The administration of this activity falls within the remit of the RCSEd. All new sessions were mapped to the new curriculum for otolaryngology to ensure relevance remains current. The webinars are also stored in the Education Library on the ENT UK website and represent a valuable resource for trainees. The feedback from these dual speaker sessions has been excellent, but as the organisation represents a huge administrative burden, it is likely that we will return to single speaker webinars for the next academic year.

- Microtia and atresia with Mrs Jaya Nichani/Ms Elizabeth Whittle (Mr James Ramsden chair)
- Flap and graft reconstructive options Mr Neville Shine/Mr Fiachra Martin (Miss Susannah Penney chair)
- Monitoring and management of CPA lesions Mr Simon Freeman/Mrs Charlotte Hammerbeck-Ward (Chair Mr Simon Carr)
- Management of thy3a nodule Mr Jonathan Bernstein/Dr Olivia Francies (Mr Iain Nixon chair)
- ENT related syndromes Miss Michelle Wyatt/Dr Meyer Parsonson (Mr Sunil Sharma chair)





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Paediatric Emergency Surgical Skills Course (PESC)

Course Leads Mr Michael Saunders and Mr Neil Bateman

This simulation course has been developed primarily to support ENT consultants who cover emergency work but who do not work in tertiary paediatric ENT centres. Two courses have been held this year, one in Sheffield in June and one in London in August, with great feedback.



"

Adult Emergency Surgical Skills Course (ESSC)

Course Lead Mr Raj Lakhani

We were unable to run an adult course in the timeframe of this document due to safety concerns during the pandemic and issues with the planned venue that necessitated cancelling plans. It is hoped that the course will be delivered again in the next academic year and discussions with a new venue are ongoing. A strategic approach to try to deliver this course as a membership benefit has been adopted in the past. The use of cadaveric material is the main challenge in relation to the cost of this course although the geographical area and their facilities also contributes to the range of costings.

Induction package for junior doctors

Collaboration

Mr James Tysome led a collaboration of consultants and trainees to develop ENT UK's junior doctors Induction programme. This includes a series of lectures, instructional videos, moulages and an assessment that can be downloaded from ENT UK's website and has been widely utilised. These educational resources have been very well received and can be used for the benefit of all ENT departments in the UK as an adjunct to existing local offerings. A new development this year to allow the new doctor to have a certificate of completion of the associated assessment so that they





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can provide some evidence of engagement with this resource. It is suggested that there is ongoing advertising of this resource at times of junior doctor change over.

Podcast development

Lead Mr James Tysome

Mr James Tysome devised the concept of 'A coffee room chat in ENT', gained the support of the Royal College of Surgeons of Edinburgh and then organised and edited a new series of podcasts held by ENT UK in collaboration with the Royal College of Surgeons of Edinburgh. In this first series of eight podcasts released in Spring 2022, sub-specialty groups (HNSOC, BSO, BSFPS and BRS) were involved to nominate speakers. Each podcast lasted 20-25 minutes and all are still freely available on all standard podcast channels. The podcasts gained a large audience across the UK as well as internationally. A second series is being planned for release in 2023.

- Endoscopic ear surgery, with Mrs Wendy Smith and Mr Gerard Kelly
- Managing frontal sinus disease, with Mrs Archana Jaiswal and Miss Caroline Smith
- Day case parotidectomy, with Mr Shane Lester and Mr Jai Manick
- Patient selection in rhinoplasty, with Mr Peter Andrews and Mr Raj Bhalla
- Options in conductive hearing loss, with Mr Neil Donnelly and Professor Myrthe Hol
- Recurrent pleomorphic salivary adenoma, with Mr Sanjai Sood and Mr Stuart Winter
- Managing spontaneous CSF leaks, with Mr Shahz Ahmed and Mr Omar Pathmanaban
- Management of septal perforations, with Mr Raj Bhalla and Miss Nara Orban

Education Library

The Education Library is a valuable repository on the new website for useful educational resources such as the top performing BACO lectures and also induction lectures for doctors new to ENT.

Educational Fellowship Awards

The second year of ENT UK Foundation Educational Fellowships were offered and following a competitive process, successful applicants will be announced at the ENT UK meeting in November 2022.

3. Mission statement:

To encourage recruitment into the specialty

Association of Otolaryngologists in Training (AOT)

A key educational relationship that has been actively nurtured throughout the year is that between ENT UK and the AOT group. The president of AOT





EDUCATION

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and the Education representatives have been active contributors to the Education and Training committee and as such provide a key bridge of essential communication between the organisations. A formal partnership agreement has been agreed with ENT UK and AOT.

Medical Training Initiative (MTI)

The MTI scheme is run by HEE on behalf of the Department of Health (the government sponsor) operating under the Home Office Tier 5 Government Authorised Exchange visa scheme. In alignment with the strategic objective to run an effective recruitment scheme for MTI, ENT UK aims to sponsor clinical training and improve the quality of healthcare in developing countries. Three MTI doctors were accepted for training in the UK during the period covered by this document, interviewing by videoconference by an ENT UK executive representative and host trust representatives. The process of appointing a new MTI doctor has become increasingly complex so a guide has been produced that is available on the website to help people navigate the new process. We were able to place trainees from Sri Lanka to Northwick Park and Lanarkshire with the help of the NAPDENT team ensuring that this was achieved without negatively impacting any UK trainees, and a trainee from Jamaica has been appointed to Hereford.

4. Mission statement:

To promote high standards in the training of specialists

Recruitment

National selection in 2022 took the form of a virtual portfolio review. There is a considerable cost benefit to this approach that evolved due to the pandemic restrictions, so it seems likely that this virtual approach will continue. The highest-scoring candidates were interviewed over a virtual platform on 10 and 11 March 2022. The DoE of ENT UK supported the quality assurance of the process working with the national selection team in Yorkshire and Humber. Innovations this year included analysis of a research paper in an effort to sample the breadth of the ability of the candidates.

Specialty Advisory Committee (SAC)

A key relationship between educational committees and ENT UK is maintained by the President of ENT UK and the DoE sitting on the SAC, while SAC Chair Miss Ann-Louise McDermott is also a member of the ENT UK Executive Committee and the ENT UK Education and Training Committee.





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5. Mission statement:

To represent the specialty at the Royal College of Surgeons

Fellowships

ENT UK provides support to the RCS fellowship scheme by reviewing applications from teams who wish to provide a fellowship. In the last year review and support of fellowship applications has been undertaken for Guy's Laryngology fellowship, Alder Hey Paediatric Otolaryngology fellowship and the Lister Thyroid fellowship.

Final Note

The work of the SFO Group (led by Mr Dheeraj Karamchandani) and the Community ENT Group is fundamental to the success of the education activity and reports on their activity can be found in chapter 10 of this Annual Report. I'd also like to give my personal thanks to Mr Shyam Sunder Singam who has led the SAS group with great enthusiasm and good humour, and we wish his successor well.

Professor Philippa Tostevin
ENT UK Director of Education





SPECIALIST ADVISORY COMMITTEE (SAC)

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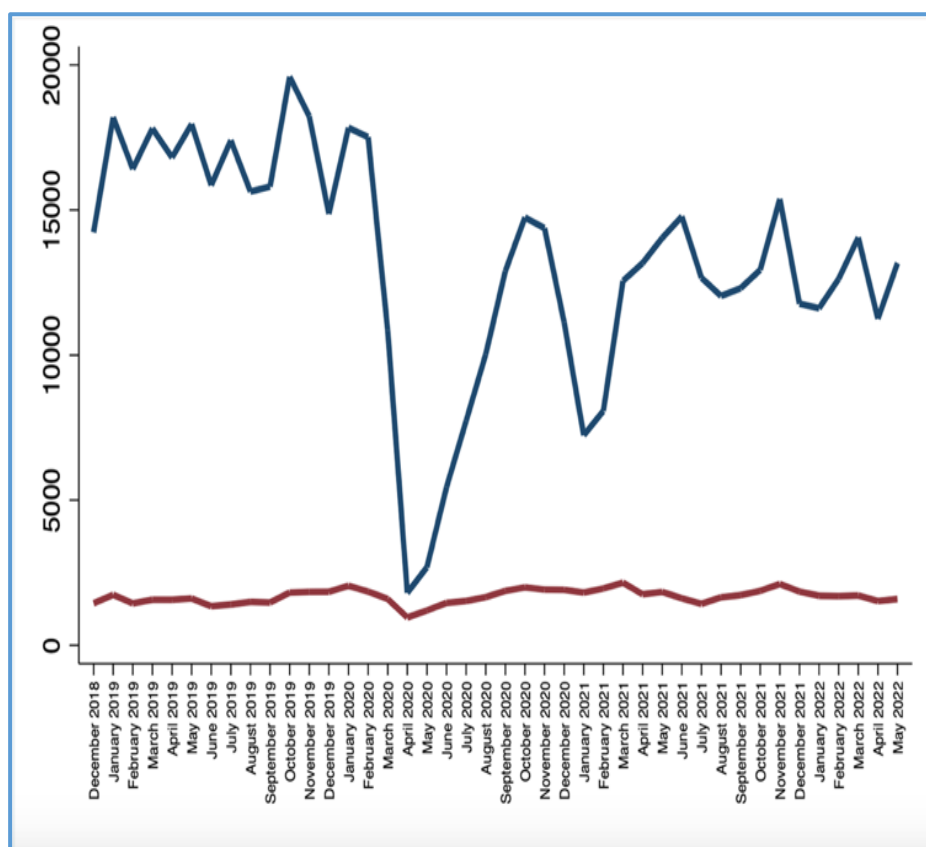
8. SPECIALIST ADVISORY COMMITTEE (SAC) IN OTORHINOLARYNGOLOGY

Governance

I was delighted to be appointed as the new SAC Chair as of January 2022. SAC membership is currently at full capacity. One new member was appointed in the past 12 months and a further three applications are being assessed for upcoming vacancies in 2023.

COVID-19

COVID-19 is still an issue and recent media news reports indicate a resurgence heading into the winter months, with further disruption expected. There is still disruption to many ENT services and training across the UK. As previously noted, the non-Head-and-Neck procedures have been, and still are, disproportionately affected. Below is the latest logbook data released by JCST in May 2022.

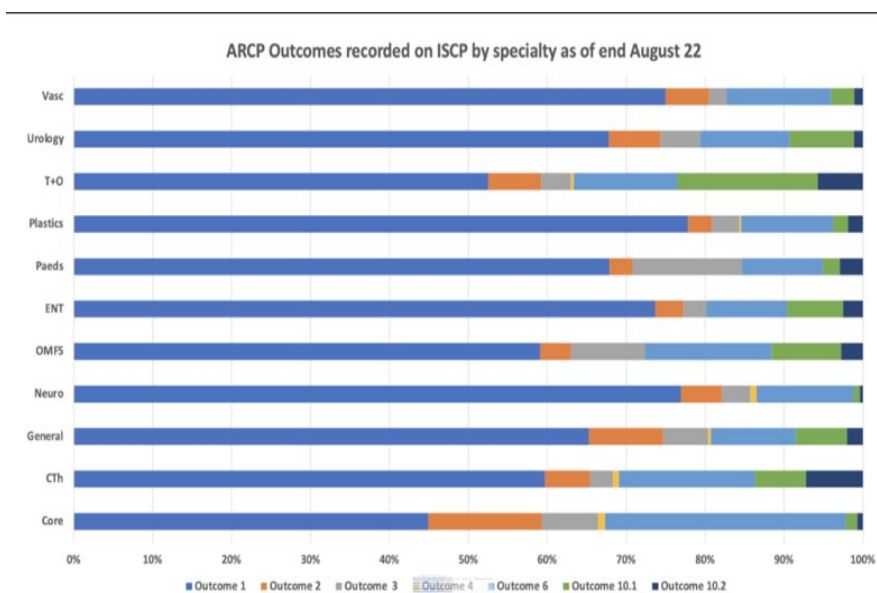




**SPECIALIST
ADVISORY
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JCST-collated data on COVID-19 derogations from 2022 once again demonstrate that despite the impact on trainee logbooks seen in the above graph, ENT as a speciality, used COVID-19 derogation much less than many other surgical specialities (see graph below).



There is some good news: both outcomes 10.1 and 10.2 will continue for the foreseeable future.

Curriculum

The new curriculum has bedded in well and more than 97% of trainees have transitioned over from the old curriculum.

The MCRs have rolled out this year and the ARCP season is almost finished for 2022. Early feedback from the JCST curriculum team indicate that MCRs on the whole were carried out at appropriate points in trainees' placements, with 76% mid-term and end of placement MCRs completed on time. Also, MCRs, if used well, appear to be a good tool for both trainees and trainers alike. There have been some recent improvements to the process such as reducing the window of time for clinical supervisor reports from two weeks to 48 hours.

The debate about 'checklists' continues, and there is slight progress being made on this front as we await another update from JCST about our specialty 'aide memoire.'

The new curriculum cites the ATLS course or equivalent as the only 'mandatory' course for ST3-8. Work is underway for a specialty-specific themed trauma course that fulfils the GMC idea of 'equivalent'.





SPECIALIST ADVISORY COMMITTEE (SAC)

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National selection

Run-through trainees already appointed to run-through training continue their training as guaranteed at the onset of the pilot subject to successful completion of the stated objectives. This year's entry was to ST3 only. There were 169 applicants, 80 were interviewed and 46 were appointed to ST posts. (2 LATs in Scotland.) Again, the assessment was fully online.

There were some changes to the format of national selection with the reintroduction of actors for the communication stations as well as a new style management station. 40% of trainees reported a preference to continue national selection in its virtual format. This virtual format offers MDRS a very significant financial saving. Despite continued lobbying for a face-to-face or hybrid-style assessment, national selection will remain in its virtual format for 2023.

Details of the latest requirements for 2023 national selection will be released shortly. Every effort is being made to reduce the delays seen in 2022. Bootcamps continue with two venues this year and once again thanks to ENT UK for support.

Core Training

With ST3 being the only entry point to Phase 2, and we are still awaiting the release of new core curriculum details designed to produce a 'Registrar-ready' trainee by the end of CT2.

Workforce

National selection 2022 had the benefit of a Health Education England (HEE) decision to fund ten additional NTN's in England. These additional ten training numbers are here to stay for the time being.

Ongoing ENT workforce analysis continues, supported by ENT UK. We are hopeful the results should be available towards the end of 2022. HEE have recently announced a Distribution of Medical Specialty Training Programme to consider re-distribution of the future ENT training posts across the UK. There have been no details yet as to how this will be assessed.

Training Interface Groups

The last of the pre-CCT TIG interviews have been completed in all three TIGs. These will now run as post CCT training and be quality assured by JCST. It is important to have ENT UK representation in addition to that of the SAC in each.





SPECIALIST ADVISORY COMMITTEE (SAC)

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Joint Committee on Intercollegiate Examination (JCIE) - Otolaryngology

April 2022: Overall, 83% candidates passed the JCIE examination.

July 2022 section 1 written examination: 60% of candidates passed and now section 2 clinical examinations are planned for November 2022 in Birmingham with the reintroduction of clinical cases. There is currently no waiting list for the section 2 examination.

Finally, I would like to thank all the members of the SAC for all their hard work this past year, and also to ENT UK which has been a great source of support and guidance especially with workforce research.

Miss Ann-Louise McDermott

Chair of SAC in Otorhinolaryngology





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9. ENT UK MEETINGS

ENT UK Spring Annual Meeting 2022

Morning session

The ENT UK Spring Meeting was held at the Royal College of Surgeons of England, London, and being only the second face-to-face hybrid meeting since the COVID-19 pandemic, there was still an air of excitement, though delegates were naturally cautious. The ENT UK team worked hard to ensure that the hybrid element worked well.



The meeting got off to a great start with a presentation on sustainable healthcare by Professor Mahmood Bhutta. This is an important area where the specialty can contribute greatly delivering positive social impact. This was followed by presentations under the banner of British Otolaryngology Allied Sciences Research Society (BOARS) showing novel research being undertaken in all sub-specialties. Ms Katie Nurcombe, ENT UK CEO, updated all delegates on member developments in ENT UK, including exciting news about the new website and the Association Excellence Award for member support during the pandemic at their event held in autumn 2021.

This was followed by an exciting panel discussion on celebrating diversity in ENT. The panellists, Ms Isma Iqbal, Ms Ginny Bowbrick and Ms Katherine Conroy were ably chaired by Ms Nina Mistry, co-chair of Women in ENT Surgery (WENTS UK). Mr Andrew Swift then gave delegates a sneak preview





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of BACO 2023 – with Professor Claire Hopkins as Academic Chair, it promises to be an academic feast in Birmingham.



The handover of the presidency concluded the morning session, marking the end of my exciting and extended three-year term, and the beginning of Mr Andrew Swift's, in whose capable hands ENT UK should continue to flourish.

Professor B Nirmal Kumar
Past-president of ENT UK

Afternoon session

After an excellent lunch in the airy ambience of the new Royal College of Surgeons of England building, the afternoon session was hosted by myself in my very new role as President, while trying my best to keep my nerves imperceptible and controlled. We started off with a formal RCSEng gowned procession for the prestigious College Family Fund lecture, led by Professor Tony Narula. Our invited lecturer, Professor Darlene Lubbe, from Groot Schuur Hospital, Cape Town, SA, gave a wonderful delivery of her innovative experience with transorbital endoscopic surgery in the management of orbital lesions and disorders of the anterior skull base. This was followed by our second excellent presentation of the afternoon entitled 'Transoral microsurgery of advanced tumours of the larynx', delivered by our other very eminent guest speaker, Professor Manuel Bernal-Sprekelsen from Barcelona. We then had the fun event of announcing the winners for the free papers and posters, hosted by Professors Carl Philpot and David Hamilton. The winners of these awards are noted in the BOARS report in Chapter 10.



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After a short break, we proceeded with the AGM as the final component of what had been a really stimulating event, with an amazing range of topics and discussions that had been enjoyed by all. However, the event continued with a very popular networking event with refreshments.

ENT UK Annual General Meeting (AGM)

The AGM for 2021-2022 followed the Spring Meeting and was well attended by many members. We commenced with a minute's silence for those colleagues that had sadly passed away during the year, including Mr John Evans, a past BACO Master (from 1999).



Professor Kumar led on the initial section of the AGM and gave an excellent report that mentioned particularly the collaborative activities during the Covid pandemic and his extended three years as President. His report noted the launch of the ENT UK Foundation and its charitable activity, the various educational activities undertaken by ENT UK, and the Rowena Ryan awards. It was noted that there were 606 new members and a total membership of 2,370.

Mr William Hellier, Assistant Honorary Treasurer provided a clear summary of the Association finances. He proposed a 5.5% increase in membership fees that was approved by the members present without comment.

A special resolution was approved by the membership for the tenure of non-medical Trustees. The term of office was changed from two terms of three years to a more flexible situation, without this restriction, whereby the Trustees could extend tenures in exceptional circumstances.





ENT UK MEETINGS

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Mr Taran Tatla and Professor Gerry O'Donoghue were both thanked for their excellent commitment and support as Trustees, as well as Honorary Secretary and BACO Master respectively. Ms Helen Cocks was welcomed as President-elect and thanks were extended to Mr Andrew Gamble and Mr Andrew Foster as our supportive Lay Trustees. Professor Kumar will remain on the Trustee Board as Chair of the new ENT UK Foundation Committee.

Finally, Professor Helge Rask-Andersen from Uppsala University, Sweden, was presented with Honorary membership of ENT UK and a special message that had been sent by Professor Rask-Andersen was read out to the members.

Mr Andrew C. Swift
President of ENT UK





ENT UK MEMBERSHIP GROUPS

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10. ENT UK MEMBERSHIP GROUPS

British Society of Facial Plastic Surgery (BSFPS)



Autumn 2022 is upon us and the BSFPS membership grows from strength to strength particularly among our junior section.

I am very pleased to announce Mr Natarajan Balaji will be our new President-elect. We offer our congratulations and look forward to his future leadership. Mr Balaji is a senior consultant otolaryngologist and facial plastic surgeon at the University Hospital of Monklands, Glasgow, and an Honorary Associate Professor at University of Glasgow. He will provide immense wisdom and experience in taking the Society forward.

We hosted our first post-Covid 'face-to-face' BSFPS Conference in Glasgow on 21 and 22 October 2021, which was superbly organised by Mr Balaji and supported by ENT UK. The first day focused on our junior training and was a great success. We will be hosting our next BSFPS conference in London in October 2022.

BSFPS continues to advise on functional septorhinoplasty guidelines, recommendations and consent processes and informing the NHS England ENT elective Covid recovery programme. I'm proud to have signed off the new NHSE nasal airway surgery pathway, which embraces transformational ways of working, in collaboration with ENT UK, BRS and BSO.

It's a great pleasure to see the junior section expand and grow during my tenure, and thank you again to our junior section leaders Mr Ryan Cheong, Mr Kristian Hutson and Miss Anna Slovick, who have enabled this to happen. I would like to thank the expertise of our Treasurer, Miss Pei Pei Cheang, in holding the fort during these incredibly challenging Covid times and has now handed over the reins to Professor Anshul Sama. Equally, I would like to thank the continued expertise of Miss Sadie Khwaja in spearheading our website design in collaboration with ENT UK.

Mr Peter Andrews
President of BSFPS





**ENT UK
MEMBERSHIP
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British Society of Otolaryngology (BSO)

BSO

BRITISH SOCIETY
OF OTOLARYNGOLOGY

This year has been one of change for the BSO Council. Changes to our constitution will have long-term advantages but have meant that seven members demitted this year. The council are very grateful for all their hard work. They were replaced by a first-class group of predominantly young otolaryngologists at the 2022 AGM. I took over from Mr Peter Rea as President in February 2022 and I'd like to thank him for his diligence and guidance in his two years in office.

BSO successfully introduced small research grants led very effectively by Professor Manohar Bance and now Miss Paramita Baruah. The initial reports of the first round of projects demonstrated what can be achieved with even a relatively small amount of funding and highlighted the importance of this type of support for research.

A further key role of the BSO is to encourage the next generation of otolaryngologists and it has been a real pleasure to see the BSO Juniors continue to go from strength to strength. One initiative that has proven to be particularly helpful is the development of a database of all the otology-related fellowships available worldwide.

The BSO Annual Meeting was held in May at St John's College, Cambridge, and focused on learning from colleagues in specialties related to otology, including neurology, rheumatology, anaesthetics, cardiology and maxillofacial surgery. The insights gained from them were extremely useful with outstanding feedback received. Thanks again to Professor Bance and the ENT UK team. Next year's meeting will take place on 4 May in London, and we plan to celebrate the twentieth year of the BSO.

The BSO balance course has now been running for many years and, as with previous years, the 2022 course was a great success and all the better for a return to a face-to-face format. We are very grateful to Mr Gerard Kelly for his excellent stewardship over the last few years.

Other projects completed over the last year or currently underway include:

- a review of the variation in intellectual property policies across different NHS Trusts
- the development of evidence-based consent forms
- closer working with other academic otological organisations
- input into a number of national documents including NICE guidance
- support for the continuation of the MRCS (ENT) examination
- educational material for GPs and ENT surgeons





ENT UK MEMBERSHIP GROUPS

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- the re-development of the otology section of the ENT UK website. Ms Smith is standing down from her role as Education Lead this year and we are very grateful for all she has done in her time in this role.

BSO continues to be on a good footing financially and I am very grateful to Miss Kay Seymour, our previous Treasurer and to Mr Peter Monksfield, our current Treasurer. I would also like to thank Miss Kay Seymour for taking over the role of Secretary from me.

That just leaves me to say thank you to our membership for all the support you have given us over the last year.

Professor Simon Lloyd
President of BSO





**ENT UK
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Community ENT Group



The Community Group has met virtually during the pandemic and has a growing membership from around the UK. This group supports the specific educational needs of GPs, GPs with an extended role in ENT, and allied healthcare workers who care for ENT patients. The Group has been very active throughout the year, developing patient information leaflets for GPs on the topics of vestibular rehabilitation and administration of ear and nose drops. The group requested a Co-Chair with representation from the community as well as secondary care. Dr Eason Sivayoham, who is a GP with an extended role in ENT and also an ENT UK Council member has been appointed as Co-Chair. The Group has developed the programme for the GP Day for BACO 2023 and used the feedback from the last BACO GP day to improve on the style of delivery of the content in a format that will be valued most by the audience. Speakers from around the UK and Ireland have been agreed. Formal agreement of the governance of the Community Group has been established and published. The curriculum guidance document for physician associates in ENT was developed by a subset of this group with additional membership from around the UK and this has now been agreed and published on the website.

GP Guidelines Live event

ENT UK representatives Mr David Selvadurai and Ms Wendy Smith both presented brilliantly at the 'Guidelines Live' event for GPs at the Excel Centre on 1 December 2021, which allowed advertising of ENT UK events to a large number of GPs from around the UK.

Professor Philippa Tostevin

Community ENT Group Co-Chair





**ENT UK
MEMBERSHIP
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Head and Neck Society

H&N

Head and Neck

It has been a very productive and busy year for the Head and Neck Society (HNSoc). The highlight of the year was the hugely successful evidence-based meeting held in November 2021 at the Sage Centre in Newcastle on the 'Head and Neck Squamous Cell Carcinoma of Unknown Primary (HNSCCUP)'. Led by Professor Vin Paleri, the meeting was a hybrid meeting consisting of 54 attendees in person and 173 who attended virtually. The meeting was made possible by funding from exhibitors, as well as a £5k grant from the Oracle Cancer Trust, which led to an overall net profit for the meeting.

The meeting involved a significant amount of work from the organising faculty and had a truly MDT contribution from many regions of the UK at the meeting. It received outstanding feedback and was the first of its kind at ENT UK; breakout sessions and a Delphi exercise has led to robust guidelines being formulated for management of HNSCCUP. The HNSoc also invited all UK Head and Neck MDTs to contribute further on proposed guidelines with a near 100% response helping to further solidify the guidelines.

The guidelines and the methodology for generating the HNSCCUP consensus guidelines are due to be published. The multi-phase strategy highlighted by the meeting may be a model for future developments of national clinical practice guidelines of controversial or uncommon conditions.

The Society has been working hard during 2021-22 on revising the guidelines document for Head and Neck Cancer, which should be published in 2023. Professor Homer and Mr Winter have taken the lead as editors of the guidelines and there have been many contributors from various specialities, as usual, which has led to excellent MDT guidelines. All chapters have been peer-reviewed by the HNSoc. The format appears very clear and should be a very useful reference for all clinicians involved in the management of Head and Neck Cancer, as well as for trainees revising for examinations.

There has also been work on the development of TORS guidelines, with particular reference to credentials required for surgeons practicing TORS to ensure that surgeons have been adequately trained to perform this surgery. This work is ongoing and may involve discussion with BAHNO.

We are all looking forward to BACO International 2023 and the HNSoc has actively contributed to the development of the programme, which has been a challenging task. The programme looks excellent, with many aspects of both benign and malignant head and neck disease covered in a





ENT UK MEMBERSHIP GROUPS

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contemporary manner. We have invited some excellent international speakers to the meeting.

There have been meetings with the NCIP (National Consultant Information Programme) in which a tool for collecting surgical data is being developed. As always, this will need input from clinicians as the initial data review appeared to be inadequate and inaccurate and work is ongoing to improve this.

Professor Vin Paleri is demitting from council – his contribution over the years has consistently been nothing short of tremendous, and thanks are unreservedly given for his time and effort over the years.

Mr Sanjai Sood

Head and Neck Society President





**ENT UK
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ENT Staff and Associate Specialists (SAS)



At last, we finally had our face-to-face, 6th ENT UK SAS Conference on 23-24 June 2022 in the Brecon Beacons in Wales, which was well worth the wait. The conference was expertly put together by Mr Sam Fishpool and his team, along with the ENT UK office team. It was an impressive speaker line up, covering a wide range of topics, from latest in robotic surgery to ancient and fascinating perceptions of ear wax. The conference was very well received and well attended. A Welsh gastronomic experience, on the banks of the river Usk, complimented it perfectly. A huge thank you to all involved.



COVID-19 seems to be settling and most SAS doctors are trotting back to some form of normalcy, while still trying to get to grips with the new 2021 SAS contracts. There have been encouraging signs regarding the take-up of the new specialist grade post, with a good number of appointments.

The ENT UK CESR buddy scheme to support CESR applicants across the UK continues to be a useful resource to the SAS membership.

BACO International 2023, face-to-face this time, is around the corner, with an amazing programme where we have a nicely lined-up SAS hour.

As all good things come to an end, so must my tenure as SAS Chair, and I have stepped down (after an extended stint) to give way to 'young blood'. It has truly been a privilege – a sincere thank you from me to all.

Mr Shyam Singam
Former SAS Chair





**ENT UK
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Student and Foundation Doctors in Otolaryngology (SFO UK)



In alignment with the 2018 strategy to support the training of members from medical school, the membership of the SFO group continues to grow and we hope that this enthusiasm can be maintained and translated into a vibrant future for the specialty. There is a steady growth in membership to 415 at the time of writing. All medical schools have representatives on the SFO group. The Official Handbook for Medical Students and Junior Doctors e-book, produced by the SFO group, is freely available to all medical students in the UK and for many represents a core text. Work is ongoing to improve its functionality and alignment with the forthcoming GMC medical licensing exam. Over a six-month period there were 612 views of the SFO e-book. A highly successful SFO conference was held on 9 October 2021 at the University Hospitals in Warwickshire, with some exceptional speakers and practical skills stations. Over the last year, the SFO team has been developing its plans for BACO International 2023, which will also involve the ever-popular ENT skill stations with capacity for 80 attendees.

Professor Philippa Tostevin
ENT UK Director of Education

Mr Dheeraj Karamchandani
SFO Chair





**ENT UK
MEMBERSHIP
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Young Consultants in Otolaryngology and Head and Neck Surgery (YCOHNS)



By accepting ENT consultants five years beyond appointment, trainees six months from their CCT and ENT UK members on post-CCT fellowships, YCOHNS membership is now at its highest level yet. This is mainly possible due to the generous rates offered to YCOHNS members, providing them with full membership advantages of ENT UK.

YCOHNS was always built on regular face-to-face meetings and the pandemic has continued to have an impact on this, despite our best attempts. We have therefore decided on a different approach.

In September 2022 we formed a wider leadership, including an events rep and website rep, and have now formed links with the Association of Otorhinolaryngologists in Training, featuring an AOT rep within our leadership group. We are planning a session at BACO International 2023 in February and a YCOHNS conference in autumn 2023. There are exciting times ahead while we get back to our previous networking prowess in face-to-face environments and look forward to bringing these to the ENT UK membership. We also plan to vastly develop the website for YCOHNS as we see this as an excellent channel for our members to utilise.

Mr James Barraclough
YCOHNS Chair





ENT UK SPECIAL INTEREST GROUPS

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II. ENT UK SPECIAL INTEREST GROUPS

The British Otorhinolaryngology and Allied Sciences Research Society (BOARS)



BOARS was formed in 2017 by a merger of the Otorhinolaryngological Research Society (ORS) with the British Society of Academic Otorhinolaryngology (BSAO). BOARS aims to provide a forum for the best current research in ENT, hearing and balance in the UK. Two meetings are held each year that combine oral presentations in the style of the ORS with research education for academic trainees.

BOARS held a fully online Autumn BOARS Meeting on 15 October 2021. At this meeting the Angell James prize was won by Mr Tobias James for his work 'Post-operative C-reactive protein trend does not predict healing following laryngectomy'. The junior prize was won by Mr Leo Gundle and Mr Joseph Henry for their work 'Stenting vs. stent-less repair in bilateral choanal atresia: A systematic review'.

The Spring Meeting was held at the Royal College of Surgeons of England on Friday 8 April 2021, as a joint meeting with ENT UK. Mr Mark Wilkie won the Philip Stell Prize for his work 'The Liverpool lymph node metastasis lymph node score for cutaneous squamous cell carcinoma of the head and neck: developing a predictive scoring system through a large-scale case-control study'. Mr Andreas Espehana won the junior prize with his work 'Establishing research priorities for smell and taste disorders: The James Lind Alliance Priority Setting Partnership'. Miss Ellen Skelly, a fourth-year medical student, won the poster prize with her work 'Capsaicin for the treatment of non-allergic rhinitis: a systematic review'.

In November 2021 we launched the BOARS pump priming grant: £1500 was awarded to Dr Elizabeth Garden for her work 'A cohort study investigating the role of a screening smell and taste test in patients following head injury'. BOARS are preparing a session for the BACO meeting in February 2023 entitled 'The questions you had about Research but were too afraid to ask'. We are holding the BOARS Autumn Meeting on 4 November 2022.

Mr David Hamilton
BOARS Secretary





ENT UK SPECIAL INTEREST GROUPS



British Society for the History of ENT (BSHENT)



The Annual Meeting of the British Society for the History of ENT was held virtually on Thursday 2 December 2021. In all, 31 papers were submitted, from which 12 were chosen for presentation. An additional paper entitled 'A Personal History of Innovation in ENT' was given by Mr Navnit Shah FRCS. The Journal of Laryngology and Otology (JLO) prize was won equally by Mr James McGregor and Mr Chang Lee.

The Co-chairs, Mr Neil Weir and Mr Richard Irving, thanked the judges, Mr Edward Fisher, Professor Albert Mudry and Miss Emma Stapleton. They also thanked Ms Jessica Leigh for her excellent organisation of the meeting, which was recorded and made available on the BSHENT website.

There has been no change in the BSHENT committee. The committee consists of Mr Neil Weir as President, Mr Richard Irving, Mr Edward Fisher and Miss Emma Stapleton as Committee Members, Professor Albert Mudry as International Committee Member, Mr Stefan Linton as Webmaster and Ms Katherine Conroy as Trainee Committee Member.

Mr Neil Weir

BSHENT President

Miss Emma Stapleton

BSHENT Ordinary Committee Member and Honorary Secretary





ENT UK SPECIAL INTEREST GROUPS



Global Health Committee



Mr Vijay Pothula handed over the reins as Chair of the Committee in March, having done an excellent job over the past two years. The year has been a positive one for the Global Health Committee. Although two of our most experienced and knowledgeable Committee members, Mr Robin Youngs and Professor Mahmood Bhutta, left us after making significant contributions, a young ENT trainee, Ms Sara Timms, has joined us. She already has experience in global health and I am sure that she will make a valuable contribution.

We have sought to restructure the Committee and allocate specific roles. We now have a Chair, Vice-chair, Secretary, Treasurer, Social Media and IT lead, Trainee Rep, Student Rep, Research Lead and WHO Lead. We now hold our Committee meetings virtually, which has allowed us to meet more frequently.

We have been able to define our financial arrangements with ENT UK and can use our funds to offer grants of up to £2,000 for research and initiatives in global health. The first grant was awarded to an organisation called Let the Children Hear. This grant was used to enable the training of two paediatric audiologists in Uganda which has already started to impact on services there. The grant scheme will continue under the oversight of a Subcommittee.

Our annual Global Health Conference was held on 1 October 2021. This was held as a webinar again which has proved to be an appropriate format. We had speakers from many countries including Rwanda, Brazil, Sri Lanka, South Africa and Australia. We also awarded a prize to the best research paper on global health. The feedback for the event was positive. We are currently planning the next conference, to be held on 18 November 2022.

Following the conference in October, Mr Vijay Pothula edited our annual Global Health journal, which was packed with interesting articles and which managed to attract excellent sponsorship, providing funds for the grant scheme.

We continue to provide information about global health on the ENT UK website and on social media.

We continue to be a stakeholder at the World Hearing Forum, a global network of stakeholders promoting ear and hearing care worldwide. This group was established by the WHO.





ENT UK SPECIAL INTEREST GROUPS



New initiatives this year have included a series of lectures provided as webinars, following a request for teaching by Mongolian ENT surgeons. This was a successful venture led by Miss Emma Stapleton.

Another exciting new initiative is a collaboration with the Global OHNS, a research collaborative dedicated to promoting equitable access to high-quality, affordable otolaryngology care for all. The project will provide ENT internet guidelines on a number of subjects, catering for varying levels of available resources. This is quite a large project and we look forward to seeing some of the results in the next six months or so.

We have done another global health survey of ENT UK members and will be collating the results for this in due course.

We have appreciated the support throughout this period of ENT UK, and in particular that of the Past President, Professor Nirmal Kumar.

Mr Nick Eynon-Lewis
Global Health Committee Chair





ENT UK SPECIAL INTEREST GROUPS



Private Practice Committee



I would like to start the annual report of the Private Practice Committee (PPC) by thanking my predecessor Mr Tony Jacobs for all his hard work over the years as Chair of PPC, supporting and advocating for colleagues undertaking private practice.

A new committee is now in place since early 2022, and I would like to thank my colleagues who have joined, Mr Prad Murthy, Mr Mark Simmons and Mr Sankalp Sunkaraneni.

The current private practice environment is very uncertain. There has been patient growth, but fees paid by private insurers have not increased for many years, in some cases they have decreased, but costs incurred by consultants continue to rise. We are planning to run a survey over the next few months to clarify the scale of the issue, allowing us to lobby the private health insurers and private hospital groups directly, as well as via organisations such as FIPO (Federation of Independent Practice Organisations).

We are also concerned regarding reports of consultants having practice privileges unilaterally revoked by insurers and hospital groups. The process is not transparent, and we hope that the survey will enable us to understand the scale of the problem.

We are actively engaging with FIPO regarding the CMA (Competition and Markets Authority) order regarding publication of fees. PHIN (Private Health Information Network) is also developing proposals to publish outcome data, which is causing some concern, and we are engaging both directly within PHIN working groups and via FIPO.

We are always keen to hear colleagues' views and concerns and can be contacted via ENT UK or directly at rammoorthy@mac.com.

Mr Ram Moorthy
Private Practice Committee Chair





ENT UK SPECIAL INTEREST GROUPS



Women in ENT Surgery (WENTS UK)



This year brought some changes to the WENTS Committee, as we welcomed Professor Claire Hopkins as Patron, and Miss Nina Mistry and Miss Emma Stapleton as Co-chairs. Prof Hopkins was the founder of WENTS in 2015 and has been a constant source of wisdom and support to the group.

Three further podcasts have been recorded, produced, and delivered in collaboration with the talented Ms Heather Pownall, supported by a grant from Karl Storz UK. You can stream them on Spotify and all major streaming platforms. Episode 3, 'The M Word: Breaking the Taboo' is our most popular podcast yet, addressing women's health, with input from some fantastic speakers. Episodes 4 and 5 focus on surgical training, with valuable insights from surgical trainers in Episode 4, and from surgical trainees in Episode 5. In March 2022 we hosted a virtual International Women's Day event which attracted over 200 delegates, and included talks on leadership and equality in the corporate world from Ms Michele Oliver, Vice President of Mars and Vice Chair of Stonewall; neurodiversity in the medical profession from Dr Mary Doherty, consultant anaesthetist and founder of Autistic Doctors International; and the ethnic and gender pay gap from Mr Surash Surash. There was also a live discussion on the theme of sexual harassment in surgery, chaired by our very own Miss Victoria Sinclair.

Our Co-chair, Miss Nina Mistry, chaired an Equality, Diversity and Inclusion discussion panel at the ENT UK Spring meeting in April 2022. Our committee has supported many speaker requests from a variety of medical and surgical societies, including the delivery of an ENT-themed webinar for Cardiff Women in Surgery Society, and an 'Everything you Wanted to Know about ACCIA Awards' webinar for ENT UK.

One of the jewels in our crown is our social media extraordinaire, Dr Alex Ashman. Alex's enthusiastic and informative social media work has attracted attention from far and wide, with our Twitter follower count increasing by over 50% in the past 12 months, as well as a steady increase in activity and followers on Instagram and LinkedIn.

The ENT UK Mentoring Programme led by WENTS continues to flourish, with a steady increase in participants to over 200. The team has enjoyed a number of drop-in 'Mentor Cafes', one of which included the fantastic Nancy Redfern, mentoring lead at the Association of Anaesthetists. Watch out for more Mentor Cafes and another mentor training event, coming soon. We have also achieved our first publication, led by Dr Rohma Abrar, on the theme of participant expectations in a national otolaryngology mentorship programme.





ENT UK SPECIAL INTEREST GROUPS



We're currently looking forward to BACO International 2023 in Birmingham, where we have an exciting debate planned on the theme of tokenism and meritocracy, as well as a social event on the Wednesday evening. We look forward to seeing you there.

The WENTS UK Committee would like to thank the wider ENT UK community, all our collaborators and sponsors, and all who have attended or participated in our activities of the past year. Thank you.

WENTS UK Executive Committee





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12. FINANCIAL REVIEW

Overview of ENT UK finances in the period 2021-2022

Introduction

This financial report covers the year from the 1st of October 2021 to the 30th of September 2022. It therefore includes the latter end of the COVID-19 pandemic, as well as the invasion of Ukraine by Russia, the subsequent economic turmoil and the rise of inflation. The return of high inflation to the UK, has affected many and has and will affect the expenditure of ENT UK.

There has been a return to face-to-face meetings, but many still containing a hybrid element of virtual attendance. The BACO Executive Committee has been working hard preparing for the rescheduled face to face BACO in February 2023. The British Rhinological Society (BRS) joined ENT UK in 2022 bringing with them a number of new members.

Revenue

Membership revenue income remained flat at the 2021 level, with a total cumulative membership income of £448k. There was a net increase over the year of 310 members. The total number of paying members on the 30th of September 2022 was 2,427, up from 2,117 members on the 30th of September 2021. This includes 120 BRS members who joined ENT UK in 21/22.

The ENT UK Foundation has received £62k in donations over the year, raised from individual and institutional donors, to fund research and international collaborations within the ENT specialty. This is ringfenced separately within the accounts as designated funds. ENT UK is extremely grateful to all our individual and institutional donors, for their generosity and support. A full list of donors can be found on the ENT UK website at <https://www.entuk.org/donors>.

Investment portfolio

The Finance Committee oversees all matters pertaining to the financial planning and performance of ENT UK, including investment management, and advises and reports to the Board of Trustees on the performance of the investment portfolio and the appointed fund managers. Brewin Dolphin have been our fund managers since 2010. Funds are invested in a wide range of products, with a restriction against investing in tobacco companies.

The global economic turmoil affected all stock markets around the world. This has therefore affected the market value of ENT UK's investment





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portfolio. The book value of the investments at the end of September 2022 remained flat at £2.1m. The market value on the 1st of October 2022 was £2.4m (compared to its valuation of £2.9m at a similar date in 2021). This valuation is inclusive of £50k withdrawn from the portfolio by ENT UK to fund strategic projects, as detailed in the reserves policy.

The loss of value of ENT UK's investment portfolio this year, is very similar to the gain in the value of the portfolio in the preceding 2020-21 year. Stock market values do fluctuate in the short term, but ENT UK has a long-term outlook for its investment portfolio. The loss in the portfolio, does mean that the overall ENT UK accounts will show a significant deficit; however, ENT UK still owns the investments and over a longer term, like most stock markets, it is likely that their value will slowly increase.

The rise of inflationary pressures, and of interest rates, have increased the income derived from the portfolio to a degree. The dividend income for the year was £55k (£50k in 2021). The forecast dividend income for 2022-23 is £58k.

Expenditure

The operating expenditure for the year was £638k and it includes all costs including the direct cost of organising events and all costs related to the running of the office on a day-to-day basis including payroll. It excludes the activities directly related to the ringfenced activities of the designated funds.

ENT UK and its sub-groups spent £67k during the financial year to fund fellowships and strategic projects from the designated funds. ENT UK spent £26k (details of which is discussed in the reserve policy below), the ENT UK Foundation awarded £26k in educational and research grants, the British Society of Otolaryngology awarded total of £5k in smaller research grants to 5 individuals, and the Global Health Committee and the BOARS awarded £3k each in fellowship and award payments during the year.

Summary and Financial Outlook

The total turnover for the year was £729k and the expenditure was £705k. Thus, the Trustees of ENT UK are pleased to report a small operational surplus of £24k for the financial year 2021-22 before the revaluation of the investment portfolio.

However, due to the global turmoil, the valuation of the ENT UK investment portfolio on 1 October 2022 fell by £429k. This reduction was recognised on the income and expenditure statement at the year-end. Thus, the final accounting deficit for the financial year is £405k.

The total value of ENT UK's charity funds (balance sheet) at the 30th of September 2022 were £3.0m (£3.4m in 2021).





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It is hoped that BACO in February 2023 will be an educational and financial success. Money spent by ENT UK on preparing for BACO, including venue costs and payroll costs, as well as any income already received from delegates and sponsors, will be included in the 2022-23 financial statement.

In summary, the tail end of the COVID-19 pandemic has continued to impact ENT UK's function, and the economy has been further hampered by the Russian invasion of Ukraine, and the rise in inflation. There has been a fall in the revaluation of ENT UK's investment portfolio, related to the falls in the stock markets around the world. Nevertheless, ENT UK remains in a robust financial position due to the strong operational performance of its staff and Executive Committee, and the long-term stewardship of its Trustees. The Trustees are satisfied that we continue to manage our operational and financial risks successfully and have sufficient resources to remain in operational existence for the foreseeable future.

Reserves policy

What are Reserves

Reserves are that part of a charity's **unrestricted funds** that are freely available to spend on any of the charity's purposes. The starting point for calculating the reserves held is therefore the amount of unrestricted funds held by a charity. However, some or all of the unrestricted funds of a charity may not be readily available for spending. This is because spending those funds may adversely impact on the charity's ability to deliver its aims. The items that should be excluded from reserves are:

- tangible fixed assets used to carry out the charity's activities, such as land and buildings
- programme-related investments those held solely to further the charity's purposes
- designated funds set aside to meet essential future spending, such as funding a project that could not be met from future income
- commitments that have not been provided for as a liability in the accounts

Purpose

The purpose of the Reserves Policy for ENT UK is to ensure the stability of the mission, programmes, employment, and ongoing operations of the association and to provide a source of internal funds for organisational priorities.

The Reserves Policy will be implemented in line with the other governance and financial policies of ENT UK and is intended to support the goals and strategies contained in these related policies and in ENT UK's strategic and operational plans.

There will be two Reserves:

- Operating Reserve
- Opportunity Reserve





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Operating Reserve

The operating reserve is to fund the day-to-day operational costs and any in-year actual or forecast deficit. The Operating Reserve is intended to provide an internal source of funds for situations such as covering the deficit from strategic loss-making activities as agreed in the budget setting process, a sudden increase in expenses, one-time unbudgeted expenses, unanticipated loss in funding, or uninsured losses, including redundancies and material financial commitments.

The operating reserves are not intended to replace a permanent loss of funds or eliminate an ongoing budget gap.

The Operating Reserve fund is defined as a designated fund set aside by action of the Board of Trustees following a recommendation by the Finance Committee. The minimum amount to be designated as Operating Reserve will be established in an amount sufficient to maintain ongoing operations and programs measured for a set period of time, measured in annual cost.

The Operating Reserve serves a dynamic role and will be reviewed and adjusted in response to both internal and external environmental changes. The target current minimum Operating Reserve Fund will be calculated based on 12 month's operating costs.

The calculation of average annual operating costs includes all recurring, predictable expenses such as staff salaries and benefits, occupancy, office, travel, program, and ongoing professional services.

Depreciation, benefit in-kind, and other non-cash expenses are not included in the calculation. The calculation of average annual expenses also excludes ring-fenced fund activities, capital expenses and partner payments.

The amount of the Operating Reserve Fund target minimum will be calculated each year after approval of the annual budget, reported to the Finance Committee/Board of Trustees, and included in the regular financial reports.

Opportunity Reserve

The opportunity to fund activities that help achieve the charity's objectives, but are not essential costs: The Opportunity Reserve is intended to provide funds to meet special targets of opportunity or need that further the objectives of ENT UK and which may or may not have a specific expectation of incremental or long-term increased income.

The Opportunity Reserve is also intended as a source of internal funds for organisational capacity building such as research and development, membership development, staff development, or investment in infrastructure that will build long-term capacity.





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This reserve is intended to be set aside based on a 5-year time horizon of need and it is expected that it will be used, monitored and replenished frequently from the unrestricted reserve.

Significant (large) legacies will be assigned to this reserve, so that their use can be ring-fenced for specific projects and ensure that they are not, so far as is possible, eaten up by general overheads.

The target amount of the Opportunity Reserve will be determined annually by the Board, based on a recommendation from the Finance Committee taking into account the following:

- Level of allocation of unrestricted funds to Operating Reserve
- ENT UK Strategy and progress against the Key Performance Indicators
- Specific requests for Opportunity Funding for example from the General Manager, Executive Committee or Foundation

Accounting of Reserves

Designated/ring-fenced funds are excluded from the calculation of Reserves.

Reserves will be reported to Finance Committee on a quarterly basis.

Funding of Reserves

The Operating Reserve will be funded with surplus unrestricted operating funds.

The Board of Trustees may from time to time direct that a specific source of revenue be set aside for Operating Reserves. Examples could include one-time gifts or bequests, special grants, or special appeals.

The Opportunity Reserve will be funded with occasional special designations made by the Board of Trustees and significant legacies that have not been directed to the ENT UK Foundation.

Use of Reserves

1. Identification of appropriate use of Opportunity Reserve

- Use of the Opportunity Reserve must only be for projects which demonstrate that they align with the ENT UK Strategy
- Projects must include a clear rationale for investments – ideally demonstrated by a Business Case demonstrating clear expected outputs





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2. Authority to use Opportunity Reserve Funds

- Trustee discussion and approval will be required for any use of the Opportunity Reserve
- Requests for use of the Opportunity Reserve should ideally be considered in advance of the financial year in line with budget setting processes; however, requests may be considered during the financial year if unallocated funds are available.

3. Reporting and monitoring

- Approval of spending decisions must be confirmed in the Board of Trustee minutes
- Reserve withdrawal and funding commitments will be reported in the quarterly financial reports

Review of Policy

This Policy will be reviewed every year, at minimum, by the Finance Committee, or sooner if warranted by internal or external events or changes. Changes to the Policy will be recommended by the Finance Committee to the Board of Trustees.

Approved by – Board of Trustees – 17 Feb 2022 (Use of Reserves process approved by Board of Trustees – 21 July)

Date of Policy – July 2022

Next Review Date – July 2023

Statement on Reserves

The total value of ENT UK's balance sheet on 1st October 2022 was £3.0m down from £3.4m on 1st October 2021.

In 2021-2022, the Trustees of ENT UK revised the Reserves Policy. This policy revision was made to

- identify the amount of reserve funding that was needed to underwrite the operational costs of the organisation, and
- to identify any opportunity reserve funds, that could be mobilised to help achieve the ENT UK's charitable objectives.

This process identified there were potential available funds, over and above those needed as an operational reserve. The Trustees voted to draw £50k per year from the investment portfolio, over a five-year period, to create an Opportunity Reserve fund that should be used to support strategic projects.

The trustees of ENT UK will review this policy on a periodic basis to ensure the level of reserves being maintained is at the optimum level.





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Statement of Trustees' responsibilities

The Trustees (who are also directors of ENT UK for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 (FRS 102);
- 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

Andrew C. Swift

Andrew Swift
President of ENT UK

William Hellier

William Hellier
Honorary Treasurer





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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13. INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

Independent Examiner's Report to the trustees of ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS)

I report to the charitable company trustees on my examination of the accounts of the company for the year ended 30 September 2022 which are set out on pages 62 to 77.

Responsibilities and basis of the report

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

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

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in England and Wales, which is one of the listed bodies.

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:

1. accounting records were not kept in respect of the Company as required by section 386 of the 2006 Act; or





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

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



Colin Andrew Barker FCA
146 New London Road
Chelmsford, Essex
CM2 0AW

Date: 6 March 2023



ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS)

(A company limited by guarantee)

Annual Report and Financial Statements for the Year Ended 30 September 2022

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





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Statement of Financial Activities

For the Year Ended 30 September 2022

(Including Income and Expenditure Account and Other Comprehensive Income)

	Note	Total 2022 £	Total 2021 £
Income from:			
Charitable activities	3	673,205	950,282
Investment income	4	56,221	50,939
Total income		729,426	1,001,221
Expenditure on:			
Raising funds	5	14,762	14,977
Charitable activities	6	690,619	782,806
Total expenditure		705,381	797,783
Net income before investment gains		24,045	203,438
Gains/losses on investment assets		(429,138)	429,046
Net (expenditure)/income		(405,093)	632,484
Net movement in funds		(405,093)	632,484
Reconciliation of funds			
Total funds brought forward		3,398,327	2,765,843
Total funds carried forward	19	2,993,234	3,398,327

All of the charitable company's activities derive from continuing operations during the above two periods.





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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Balance Sheet

as at 30 September 2022

	Note	2022 £	2021 £
Fixed assets			
Tangible assets	11	52,245	14,340
Investments	12	2,345,208	2,840,952
		<u>2,397,453</u>	<u>2,855,292</u>
Current assets			
Stock	13	-	7,049
Debtors	14	433,701	289,983
Cash at bank and in hand	15	592,366	527,061
		<u>1,026,067</u>	<u>824,093</u>
Creditors: Amounts falling due within one year	16	(430,286)	(281,058)
Net current assets		<u>595,781</u>	<u>543,035</u>
Net assets		<u>2,993,234</u>	<u>3,398,327</u>
Funds of the charitable company:			
Unrestricted income funds			
Unrestricted funds		2,993,234	3,398,327
Total funds	19	<u>2,993,234</u>	<u>3,398,327</u>

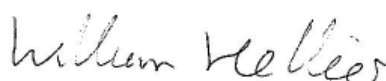
For the financial year ending 30 September 2022 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies regime within Part 15 of the Companies Act 2006.

The financial statements on pages 62 to 77 were approved by the trustees, authorised for issue on 26/01/2023 and signed on their behalf by:



W Hellier
Trustee





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Statement of Cash Flows

For the Year Ended 30 September 2022

	Note	2022 £	2021 £
Cash flows from operating activities			
Net movement in funds		(405,093)	632,484
Adjustments to cash flows from non-cash items			
Depreciation	11	7,086	13,804
Investment income	4	(56,221)	(50,939)
Loss on disposal of tangible fixed assets		-	2,591
Loss/(profit) on disposal of investments		10,014	(85,136)
Unrealised gains/losses on investment assets	12	419,124	(343,910)
		(25,090)	168,894
Working capital adjustments			
Decrease in stocks	13	7,049	1,790
(Increase)/decrease in debtors	14	(143,718)	36,555
Decrease in creditors	16	(57,836)	(36,537)
Increase/(decrease) in deferred income		207,064	(74,224)
Net cash flows from operating activities		(12,531)	96,478
Cash flows from investing activities			
Interest receivable and similar income	4	1,207	63
Purchase of tangible fixed assets	11	(44,991)	(9,408)
Sale of tangible fixed assets		-	667
Purchase of investments	12	(220,884)	(706,520)
Sale of investments		287,490	720,672
Income from dividends	4	55,014	50,876
Net cash flows from investing activities		77,836	56,350
Net increase in cash and cash equivalents		65,305	152,828
Cash and cash equivalents at 1 October		527,061	374,233
Cash and cash equivalents at 30 September		592,366	527,061

All of the cash flows are derived from continuing operations during the above two periods.





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Notes to the Financial Statements

For the Year Ended 30 September 2022

1. Charitable company status

The charitable company is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each member is liable to contribute an amount not exceeding £1 towards the assets of the charitable company in the event of liquidation.

2. Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charitable company.

Income and endowments

Donations and legacies

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.





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Deferred income

Deferred income relates to conference attendance fees and exhibitor fees received for conferences due to take place after the year end.

Investment income

Investment income is accounted for on a receivable basis once the dividend or interest has been declared.

Charitable activities

Subscriptions

Subscriptions are accounted for on a receivable basis, with the exception of life subscriptions that are recognised as income in full in the period in which they are received.

Other income

All other types of income are accounted for on an accruals basis.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charitable company in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.





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Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Taxation

The charitable company 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 charitable company 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 the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office refurbishment	Over 5 years, straight-line
Computers	Over 4 years, straight-line
Office equipment	Over 5 years, straight-line

Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.





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Trade debtors

Trade debtors are amounts due from members and delegates for subscription and conference fees.

Trade debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, deposits and cash balances held by investment managers.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised at the transaction price.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Association.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension. SAUL is a "last man standing" scheme so that in the event of the insolvency of any of the participating employers in SAUL, the amount of any pension funding shortfall (which cannot otherwise be recovered) in respect of that employer will be spread across the remaining participant employers and reflected in the next actuarial valuation. A formal valuation of SAUL is carried out every three years by professionally qualified and independent actuaries using the Projected Unit method. Informal reviews of SAUL's position are carried out between formal valuations.





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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3. Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2022 £
Subscription income from members	447,718	-	447,718
Meeting and conference income	109,605	-	109,605
ENT UK product income	22,280	-	22,280
Consultancy income	12,000	-	12,000
Marketing services Income	15,000	-	15,000
Other income	66,602	-	66,602
	<u>673,205</u>	<u>-</u>	<u>673,205</u>

	Unrestricted funds £	Restricted funds £	Total 2021 £
Subscription income from members	448,347	-	448,347
Meeting and conference income	424,590	-	424,590
ENT UK product income	27,008	-	27,008
Other income	50,337	-	50,337
	<u>950,282</u>	<u>-</u>	<u>950,282</u>

4. Investment income

	Unrestricted funds £	Restricted funds £	Total 2022 £	Total 2021 £
Income from listed investments	55,014	-	55,014	50,876
Interest receivable on bank deposits	1,207	-	1,207	63
	<u>56,221</u>	<u>-</u>	<u>56,221</u>	<u>50,939</u>

5. Expenditure on raising funds

Investment management costs

Note	Unrestricted funds £	Restricted funds £	Total funds £
Other investment management costs;			
Investment management costs	14,762	-	14,762
Total for 2022	<u>14,762</u>	<u>-</u>	<u>14,762</u>
Total for 2021	<u>14,977</u>	<u>-</u>	<u>14,977</u>





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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6. Expenditure on charitable activities

	Activity undertaken directly £	Activity support costs £	2022 £
Clinoto Journal and other support costs	17,183	518,783	535,966
Conference costs	56,655	24,065	80,720
ENT UK product costs	9,648	-	9,648
Grants, bursaries and prizes awarded to individuals	51,366	-	12,900
Director of Education costs	7,015	-	7,015
Subscription to other relevant bodies	5,904	-	5,904
Donations	-	-	38,466
	147,771	542,848	690,619

	Activity undertaken directly £	Activity support costs £	2021 £
Clinoto Journal and other support costs	11,900	446,280	458,180
Conference costs	87,670	185,380	273,050
ENT UK product costs	6,346	-	6,346
Grants, bursaries and prizes awarded to individuals	28,658	-	28,658
Director of Education costs	7,158	-	7,158
Subscription to other relevant bodies	8,394	-	8,394
Donations	1,020	-	1,020
	151,146	631,660	782,806





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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7. Analysis of support costs

Support costs allocated to charitable activities

	Governance costs £	Administration costs £	Total 2022 £
Staff costs	-	330,518	330,518
Travel and meetings expenses	-	8,422	8,422
Website and other computer costs	-	46,607	46,607
Advertising and marketing	-	6,018	6,018
Rent	-	21,834	21,834
Other office costs	-	32,749	32,749
Legal and professional fees	-	75,058	75,058
Independent examination fees	4,000	-	4,000
Accountancy fees	4,633	-	4,633
Depreciation	-	7,086	7,086
Bank and credit charges	-	6,474	6,474
Sundry expenses	-	(551)	(551)
	8,633	534,215	542,848

	Governance costs £	Administration costs £	Total 2021 £
Staff costs	-	415,635	415,635
Travel and meetings expenses	-	8,239	8,239
Website and other computer costs	-	46,569	46,569
Advertising and marketing	-	4,961	4,961
Rent	-	20,707	20,707
Other office costs	-	23,284	23,284
Legal and professional fees	-	76,522	76,522
Audit fees	7,800	-	7,800
Accountancy fees	4,629	-	4,629
Depreciation	-	13,804	13,804
Bank and credit charges	-	6,973	6,973
Sundry expenses	-	2,537	2,537
	12,429	619,231	631,660





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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8. Net incoming/outgoing resources

Net incoming resources for the year include:

	2022	2021
	£	£
Operating leases - other assets	30,511	22,042
Loss on disposal of tangible fixed assets	-	2,591
Loss/(profit) on disposal of investments	10,014	(85,136)
Depreciation of fixed assets	7,086	13,804

9. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charitable company during the year.

During the year, 4 Trustees (2021: 5) were reimbursed for reasonable travel and meetings expenses amounting to £1,701 (2021: £1,315).

10. Staff costs

The aggregate payroll costs were as follows:

	2022	2021
	£	£
Staff costs during the year were:		
Wages and salaries	247,628	308,690
Social security costs	30,562	28,578
Pension costs	52,328	47,006
Other staff costs	-	31,361
	<u>330,518</u>	<u>415,635</u>

The monthly average number of persons (including senior management team) employed by the charitable company during the year expressed by head count was as follows:

	2022	2021
	No	No
Administration	8	7

8 (2021 - 7) of the above employees participated in the defined benefit pension scheme.

Contributions to the employee pension scheme for the year totalled £52,328 (2021 - £47,006).

No employee received emoluments of more than £60,000 during the year.

The number of employees whose emoluments fell within the following bands was:

	2022	2021
	No	No
£70,001 - £80,000	-	1

The total employee benefits of the key management personnel of the charitable company were £94,737 (2021 - £102,787).





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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11. Tangible fixed assets

	Computers and office equipment £	Total £
Cost		
At 1 October 2021	159,570	159,570
Additions	44,991	44,991
At 30 September 2022	204,561	204,561
Depreciation		
At 1 October 2021	145,230	145,230
Charge for the year	7,086	7,086
At 30 September 2022	152,316	152,316
Net book value		
At 30 September 2022	52,245	52,245
At 30 September 2021	14,340	14,340

12. Fixed asset investments

Listed investments

	Listed investments £
Cost or Valuation	
At 1 October 2021	2,840,952
Revaluation	(419,124)
Additions	220,884
Disposals	(297,504)
At 30 September 2022	2,345,208
Net book value	
At 30 September 2022	2,345,208
At 30 September 2021	2,840,952

At the balance sheet date, the historical cost of the investments was £2,110,170 (2021: £2,081,145).

13. Stock

	2022 £	2021 £
Patient leaflets	-	7,049

14. Debtors

	2022 £	2021 £
Trade debtors	56,205	44,853
Prepayments	322,380	244,951
Other debtors	55,116	179
	433,701	289,983





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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15. Cash and cash equivalents

	2022	2021
	£	£
Cash at bank	592,366	527,061

16. Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	22,472	33,789
Other taxation and social security	24,611	9,758
Other creditors	39,509	148,969
Pension scheme creditor	6,569	5,485
Accruals	107,757	60,753
Deferred income	229,368	22,304
	<u>430,286</u>	<u>281,058</u>

	2022
	£
Deferred income at 1 October 2021	22,304
Resources deferred in the period	228,432
Amounts released from previous periods	(21,368)
Deferred income at 30 September 2022	<u>229,368</u>

17. Obligations under leases and hire purchase contracts

Operating lease commitments

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

	2022	2021
	£	£
Within one year	30,511	30,511
Between one and five years	76,278	106,789
	<u>106,789</u>	<u>137,300</u>





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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18. Pension and other schemes

Defined benefit pension schemes

Superannuation Arrangements of the University of London (SAUL)

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension for all eligible employees with the assets held in separate Trustee administered funds.

The charitable company has adopted FRS 102 for accounting for pension costs. It is not possible to identify the Charity's share of the underlying assets and liabilities of SAUL. Therefore contributions are accounted for as if SAUL were a defined contribution scheme and pension costs are based on the amounts actually paid (i.e. cash amounts) in accordance with FRS 102. SAUL is subject to triennial valuations by professionally qualified and independent actuaries.

The last available valuation was carried out as at 31 March 2020 using the projected unit credit method in which the actuarial liability makes allowance for projected earnings.

The main assumptions used to assess the technical provisions were:

- Pre-retirement discount rate 3.15% (31/03/2017: 4.06%)
- Post-retirement discount rate 1.05% (31/03/2017: 1.96%)
- General salary increases 3.49% (31/03/2017: 3.49%)
- Price inflation - RPI 2.70% (31/03/2017: 3.39%)
- Price inflation - CPI 1.70% (2017: 2.49%)
- Pension increases in payment 1.70% (31/03/2017: 2.49%)

As a whole, the market value of the scheme's assets was £3.612 million (31/03/2017: £3.204 million) representing 94% (31/03/2017: 102%) of the liability for benefits after allowing for expected future increases in salaries. The Trustee and the employers agreed to increase employer contributions to 19% of salaries from 1 April 2022 and to 21% of salaries from 1 January 2023. Member contributions are set at 6% of salaries.

The total cost relating to defined benefit schemes for the year recognised in profit or loss as an expense was £52,328 (2021 - £47,006).





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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19. Funds

	Balance at 1 October 2021 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 30 September 2022 £
Unrestricted funds						
General fund	3,310,729	655,012	(638,683)	(68,737)	(429,138)	(2,835,787)
Designated funds						
ENT UK Foundation	35,314	61,625	(26,526)	-	-	70,415
BOARS Fund	11,016	9,189	(3024)	-	-	17,181
BSO Fund	31,846	-	(5,000)	3,181	-	30,027
Global Health Committee	8,258	-	(3,000)	5,289	-	10,547
Women in ENT Surgery	1,164	3,600	(500)	-	-	4,264
Head and Neck Society	-	-	(2,388)	10267	-	7879
ENT UK drawing account	-	-	(26,260)	50,000	-	23,740
	87,598	74,414	(66,698)	68,737	0	164,053
Total funds	3,398,327	729,426	(705,381)	0	(429,138)	2,999,840

The specific purposes for which the funds are to be applied are as follows:

The ENT UK Foundation fund comprises various funds donated to the charity and designated by the Trustees to be used for various fellowship awards.

The BOARS fund started when the Otorhinolaryngological Research Society transferred £15,000 to ENT UK on transferring its activities to the charity.

The ENT UK drawing account consists of transfers in for the proceeds of the sale of investments to be used for future fellowship awards.

Comparative information in respect of the preceding period is as follows:

	Balance at 1 October 2020 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 30 September 2021 £
Unrestricted funds						
General fund	2,735,533	946,230	(770,080)	(30,000)	429,046	3,310,729
Designated funds						
ENT UK Foundation	17,489	36,165	(18,340)	-	-	35,314
BOARS Fund	11,836	-	(820)	-	-	11,016
BSO Fund	-	7,696	(5,850)	30,000	-	31,846
Global Health Committee	985	8,273	(1,000)	-	-	8,258
Women in ENT Surgery	-	2,857	(1,693)	-	-	1,164
	30,310	54,991	(27,703)	30,000	-	87,598
Total funds	2,765,843	1,001,221	(797,783)	-	429,046	3,398,327





INDEPENDENT EXAMINER'S REPORT AND FINANCIAL STATEMENTS

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20. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds 2022 £
Tangible fixed assets	52,245	-	52,245
Fixed asset investments	2,345,208	-	2,345,208
Current assets	1,026,067	-	1,026,067
Current liabilities	(430,286)	-	(430,286)
Total net assets	2,993,234	-	2,993,234

Prior year:

	Unrestricted funds £	Restricted funds £	Total funds 2021 £
Tangible fixed assets	14,340	-	14,340
Fixed asset investments	2,840,952	-	2,840,952
Current assets	824,093	-	824,093
Current liabilities	(281,058)	-	(281,058)
Total net assets	3,398,327	-	3,398,327

21. Related party transactions

There were no related party transactions in the year.

22. Prior year Statement of Financial Activities

	Note	Unrestricted £	Restricted £	Total 2021 £
Income and Endowments from:				
Charitable activities	3	950,282	-	950,282
Investment income	4	50,939	-	50,939
Total income		1,001,221	-	1,001,221
Expenditure on:				
Raising funds	5	14,977	-	14,977
Charitable activities	6	782,806	-	782,806
Total expenditure		797,783	-	797,783
Gains/losses on investment assets		429,046	-	429,046
Net income		632,484	-	632,484
Net movement in funds		632,484	-	632,484
Reconciliation of funds				
Total funds brought forward		2,765,843	-	2,765,843
Total funds carried forward	19	3,398,327	-	3,398,327





OUR ADMINISTRATION

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14. OUR ADMINISTRATION

Principal Office

The Royal College of Surgeons
38-43 Lincoln's Inn Fields
London
WC2A 3PE
The charity is incorporated in
England and Wales.

Company Registration

Number:
6452601

Charity Registration

Number:
1125524

VAT No:
215668302

Solicitors

SA Law
60 London Road
St Albans
Hertfordshire
AL1 1NG

Bankers

National Westminster Bank Plc
Bloomsbury Parr's
PO Box 158
214 High Holborn
London
WC1V 7BX

Auditor

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

Investment fund managers

Brewin Dolphin Limited
12 Smithfield Street
London
EC1A 9BD





GLOSSARY

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15. GLOSSARY

AAO-HNS	American Academy of Otolaryngology-Head and Neck Surgery
AOMRC	Academy of Medical Royal Colleges
AOT	Association of Otolaryngologists in Training
ASGBI	Association of Surgeons of Great Britain and Ireland
ASiT	Association of Surgeons in Training
BACO	British Academic Conference of Otolaryngology
BAETS	British Association of Thyroid and Endocrine Surgeons
BAOMS	British Association of Oral and Maxillofacial Surgeons
BAPO	British Association of Paediatric Otorhinolaryngologists
BAPRAS	British Association of Plastic Reconstructive and Aesthetic Surgeons
BAPS	British Association of Paediatric Surgeons
BLA	British Laryngological Association
BOARS	The British Otorhinolaryngology and Allied Sciences Research Society
BRS	British Society of Rhinology
BSACI	British Society for Allergy and Clinical Immunology
BSHENT	British Society for the History of ENT
BSFPS	The British Society of Facial Plastic Surgery
BSO	The British Society of Otolaryngology
BTA	British Thyroid Association
BVA	British Voice Association
e-lefENT	e-learning platform
EAFPS	The European Academy of Facial Plastic Surgery
ENT	common abbreviation for ear, nose and throat
ERS	European Rhinological Society
ESPO	The European Society of Paediatric Otorhinolaryngology
FPS UK	Former name of The British Society of Facial Plastic Surgery (BSFPS)
FSSA	Federation of Surgical Specialty Associations
GMC	General Medical Council
HNSoc	Head and Neck Society
IOS	Irish Otorhinolaryngology/Head & Neck Surgery Society
IPC	Independent Practice Committee
MTI	Medical Training Initiative
NICE	National Institute for Health and Care Excellence
RCGP	Royal College of General Practitioners
RCN	Royal College of Nursing
RCPSG	Royal College of Physicians and Surgeons of Glasgow
RCSEd	Royal College of Surgeons of Edinburgh
RCSEng	Royal College of Surgeons of England
RCSI	Royal College of Surgeons of Ireland
RSM	Royal Society of Medicine
SAC	Special Advisory Committee
SAS	Staff and Associate Specialists (i.e. the ENT Staff and Associate Specialist Doctors' Group of the Education and Training Committee)
SFO UK	Student and Foundation Doctors in Otolaryngology
TWJ Foundation	Thomas Wickham Jones Foundation
WENTS UK	Women in ENT Surgery
YCOHNS	Young Consultants in Otolaryngology-Head and Neck Surgery



ENTUK

England & Wales - Charity number 1125524

Accounts



ANNUAL REPORT 2020-2021

ENT UK TRADING AS BRITISH ACADEMIC CONFERENCE IN
OTOLARYNGOLOGY (BACO) AND BRITISH ASSOCIATION OF
OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY (BAO-HNS)

COMPANY NUMBER: 06452601



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PRESIDENT'S FOREWORD



I. PRESIDENT'S FOREWORD

I am writing the foreword to this final report in my third year as President of ENT UK. This was an extended term due to the exigencies imposed by the pandemic, and we worked collaboratively with all the sub-specialty associations supporting our members and clinicians around the world. Our national efforts to recover from the pandemic and provide high-quality services in otolaryngology for the benefit of our patients continue to be hampered by the need to protect our colleagues and patients from the ravages of the "virus", which shows no signs of disappearing, but is testing us in ways we did not imagine would happen in our lifetimes. We have, however, brought out the best in each other, and our collaborative efforts have been recognised by the recent Association Excellence Awards, taking first place for membership support during the pandemic. The efforts made by the entire team at ENT UK in achieving this must be commended and I am indebted to each one of the members, ENT UK staff, executives and trustees who have worked hard to make my time as President memorable!

As we launch the ENT UK Foundation, the philanthropic and fund-raising arm of ENT UK, I am reminded of a quote from Pope John Paul II: "let us remember the past with gratitude, live the present with enthusiasm, and look forward to the future with confidence". In the next generation I have the fullest confidence that our specialty will continue to grow and flourish.

B. Nirmal Kumar

Professor B Nirmal Kumar, President of ENT UK





REFERENCE AND ADMINISTRATIVE DETAILS

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2. REFERENCE AND ADMINISTRATIVE DETAILS

Principal office

The Royal College of Surgeons England
38-43 Lincoln's Inn Fields
London
WC2A 3PE
The charity is incorporated in England and Wales.

Bankers

National Westminster Bank Plc
Bloomsbury Parr's
PO Box 158
214 High Holborn
London
WC1V 7BX

Company Registration

Number

6452601

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60 London Road
St Albans
Hertfordshire
AL1 1NG

Auditor

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

Investment fund managers

Brewin Dolphin Limited
12 Smithfield Street
London
EC1A 9BD





TRUSTEE'S REPORT

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3. TRUSTEES' REPORT

Charter

ENT UK is the professional membership body representing ear, nose and throat surgery, Head, Neck and Thyroid Surgery, in the United Kingdom.

ENT UK supports members at every stage of their careers, from medical student, trainee, academic posts, and senior clinical roles through to retirement - encompassing a total of more than 2,300 medical practitioners.

As well as supporting surgeons and associated medical professionals, ENT UK promotes the understanding of ENT in the media and provides the specialty with a voice. ENT UK is a source of valuable medical information for patients as well as practitioners, and supports research, provides continuing education for specialists, and champions high standards in training. In all of our professional activities we seek to improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck.

Mission statement

The mission of the association consists of the following aims:

- To improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck through supporting research and guideline development.
- To promote the understanding of the range of conditions treated by the specialty through better public education.
- To provide information on the specialty to the general public and media through improved web-based information.
- To support and provide continuing education for specialists through courses, conferences and e-learning.
- To encourage recruitment into the specialty through greater exposure in medical school and foundation-year training.
- To promote high standards in the training of specialists through support for trainees seeking subspecialist training and academic career pathways.
- To represent the specialty to the Royal Surgical Colleges and to government bodies through increased representation.

Strategic aims

The strategy aims to be:

- 1. Patient-centred by focusing on**
 - patient outcomes
 - patient information
 - closer liaison with related ENT charities
 - advocacy for patients.
- 2. Supportive to members from medical school to retirement through provision of or support for:**
 - continuing medical education and training
 - maintaining professional standards
 - advancing knowledge of ear, nose and throat disorders through research and education
 - specialty-specific professional capabilities
 - addressing the non-medical elements of the NHS
 - adequate representation in the Royal Surgical Colleges.





STRUCTURE, GOVERNANCE AND MANAGEMENT

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4. STRUCTURE, GOVERNANCE AND MANAGEMENT

The following provides the governance and management of ENT UK during the period 2020-2021.

The Board of Trustees

Professor Nirmal Kumar
President

Trustee *since February 2011* as Asst Honorary Secretary of ENT UK (2011-2015); Honorary Secretary & Company Secretary of ENT UK (February 2015 to March 2017); President-elect of ENT UK (March 2017 to March 2019); President of ENT UK *since March 2019*.

Mr Andrew Swift
President-elect

Trustee and President-elect *since March 2019*

Mr Taran Tatla
Honorary Secretary

Trustee and Honorary Secretary and Company Secretary *since April 2020*

Miss Kay Seymour
Honorary Treasurer

Trustee and Honorary Treasurer *since September 2018*

Professor Gerry O'Donoghue
Master of BACO 2020

Trustee *since 3 Dec 2015* and BACO Master 2021 *Until May 2021*

Miss Catherine Spinou
BACO Treasurer/Project Lead

Trustee *since September 2019*

Miss Victoria Ward
Clinical Trustee

Trustee *since December 2018*

Mr Tim Mitchell
Clinical Trustee

Trustee *since April 2020*

Mr Andrew Gamble
Lay Member

Lay Trustee *since May 2016*

Mr Andrew Foster
Lay Member

Lay Trustee *since April 2020*





STRUCTURE, GOVERNANCE AND MANAGEMENT

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The Executive Committee

Professor Nirmal Kumar	President
Mr Andrew Swift	President-elect
Mr Taran Tatla	Honorary Secretary <i>since April 2020</i>
Miss May Yaneza	1 st Assistant Honorary Secretary
Miss Nara Oban	2 nd Assistant Honorary Secretary
Miss Kay Seymour	Honorary Treasurer
Mr William Hellier	Assistant Honorary Treasurer
Miss Catherine Spinou	BACO Treasurer/Project Lead
Professor Philippa Tostevin	Director of Education
Mr Craig Murray	Chair of SAC in Otorhinolaryngology

The Finance Committee

Mr Andrew Swift	President-elect, Chair
Mr Taran Tatla	Honorary Secretary <i>since April 2020</i>
Miss Kay Seymour	Honorary Treasurer
Miss Catherine Spinou	BACO Treasurer/Project Lead
Mr William Hellier	Assistant Honorary Treasurer
Mr Patrick Way	Lay Member
Mr Andrew Foster	Lay Trustee
Ms Julianne Ilebode-Akisanya	General Manager <i>until December 2021</i>
Mr Bikram Gurung	Financial Officer





STRUCTURE, GOVERNANCE AND MANAGEMENT

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ENT UK office

Ms Julianne Ilebode-Akisanya	General Manager <i>until December 2021</i>
Ms Janet Stephen	Education Officer
Mr Bikram Gurung	Financial Controller
Ms Christy Hillman	Events Officer and BACO Organiser
Ms Jessica Leigh	Events Officer
Mr Davide Gorgoglione	IT/Website Officer
Mr John Nixon	Copywriter and Content Editor

The ENT UK Council

Professor Nirmal Kumar	President
Mr Andrew Swift	President-elect
Mr Taran Tatla	Honorary Secretary <i>since April 2020</i>
Miss Kay Seymour	Honorary Treasurer
Professor Gerry O'Donoghue	Master of BACO 2020
Miss Catherine Spinou	BACO Treasurer/Project Lead
Miss May Yaneza	1 st Assistant Honorary Secretary
Miss Nara Oban	2 nd Assistant Honorary Secretary
Mr William Hellier	Assistant Honorary Treasurer
Professor Philippa Tostevin	Director of Education





STRUCTURE, GOVERNANCE AND MANAGEMENT

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Regional representatives

Ameera Abdelrahim	West Midlands (RSPA West Midlands)
Robin Adair	Northern Ireland
Mohiemen Anwar	N. W. Thames (RSPA N W Thames)
David Baring	Scotland – East
Nazir Bhat	East Anglia (RSPA East of England)
Mriganka De	West Midlands (RSPA West Midlands)
Sam Fishpool	Wales
Rhodri Costello	Wales
Tony Jacob	S. Thames (RSPA S.E. Coast) & S.W. Thames (RSPA S W Thames)
Simon Lloyd	North Western (RSPA North West and Mersey)
Ram Moorthy	Oxford (RSPA South Central and Wessex)
Yujay Ramakrishnan	Trent (RSPA East Midlands)
Paul Spraggs	ENT UK rep on RCS England council
Frank Stafford	Northern (RSPA Northern)
Beverley Yu	Yorkshire (RSPA Yorkshire and Humber)





OUR MEMBERSHIP

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5. OUR MEMBERSHIP



During the 2020/21 financial year ENT UK welcomed 606 new members. This was a net gain of 238 paying members (plus 32 free members), bringing our total membership at the end of the financial year to 2,370.



13%



Growth in total membership



3%

Growth in membership revenue



We continue to experience a year-on-year increase in membership with this year's growth of paying membership by 13% continuing the upward trend. Our fastest growing cohort this year was International members, which has grown by 33% in the past year. This is closely followed by Trainee groups at 23% and Students and Foundation doctors' grade (SFO) at 22%.



With the continued increase in membership numbers, we are still not experiencing a comparable growth in membership revenue. This is due to an increase in lower-financial-value memberships such as International, Trainees and SFO. Total membership revenue during the 2020/21 financial year was £448k. This represented a 3% growth on revenue from the previous year.





OUR MEMBERSHIP

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Membership income by year

Year	Revenue	YoY%	Head count	YoY%
2014-15	325k		1262	
2015-16	342k	5	1340	6
2016-17	371k	8	1387	4
2017-18	410k	11	1485	7
2018-19	411k	0	1617	9
2019-20	434k	5	1880	16
2020 -21	448k	3	2117	13

Paying members by grade	This year	Last year
Total	2117	1880
Consultant	567	572
SFO	459	375
Trainees	442	358
International	215	162
Associate	139	124
YCOHNS	135	149
Allied	110	96
Retired	50	44

Free members	This year	Last year
Total	253	221
Hinari	109	86
Life	81	81
Honorary	47	44
Parental leave	16	10



ACTIVITIES AND ACHIEVEMENTS DURING 2019-20

ENT UK TRADING AS BRITISH ACADEMIC CONFERENCE IN
OTOLARYNGOLOGY (BACO) AND BRITISH ASSOCIATION OF
OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY (BAO-HNS)

COMPANY NUMBER: 06452601



COVID-19 PANDEMIC RESPONSE

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6. COVID-19 PANDEMIC RESPONSE

Provided by Taran Tatla, Honorary Secretary

The three waves of the COVID-19 pandemic have adversely impacted upon UK healthcare service delivery during these last 12 months. ENT UK has worked tirelessly through its leadership, sub-specialty groups and allied organisations, supported by an agile, adaptable office (working from home) and an engaged, growing membership.

The COVID-19 response has been a true team effort for responsive guideline development, considered interpretation and assimilation of new evidence-base, providing a basis for local service risk assessment and virus transmission risk mitigation measures. Communication again has been key for disseminating guidelines to support our members, allied professionals and local service managers, as well as inform the public through a variety of traditional news and social media portals.

An early spotlight on Personal and Protective Equipment (PPE) availability, and ongoing focus on Aerosol Generating Procedures (AGPs), endoscopy and tracheostomy, has allowed the need for both healthcare professional and patient safety to be underscored during ENT face-to-face clinical encounters. Following early engagement and successful lobbying of Public Health England, ENT UK has provided input to the multi-disciplinary NIHR AGP Task and Finish group, chaired by Professor of Gastroenterology Mark Hull. A clear route for prioritising relevant research questions and urgent funding needs has been set.

Multiple ENT UK working groups (interdisciplinary and sub-specialty-specific) have provided a plethora of consensus guidelines, statements and reviews to help support emergency care delivery, as well as the safe return and prioritisation of elective services following exit from the first wave of the pandemic. This material has been freely shared and publicised, benefiting patient care both in the UK and beyond; overseas colleagues and linked organisations have expressed their gratitude in numbers.

ENT UK has steered inclusivity and consensus working, promoting large multi-centre audits for recording COVID-19 tracheostomy outcomes (CovidTrach) and the work of the UK ENT Trainee Research Network (INTEGRATE) for 2ww cancer risk calculation during telephone consultations. This effort is celebrated and promises much for delivering safer future patient care and innovative service delivery models. Other innovations, such as the St George's Shield were supported in attempts to protect our members on the frontline with emergency COVID-19 activity.

Guidelines emphasising the need for early recognition of anosmia as a presenting symptom of COVID-19, to minimise undetected virus spread, made headline news globally and impacted government guidance.

ENT UK continues to adapt and evolve member services through digital technology. The cancellation of face-to-face meetings heralded a shift in focus to delivering virtual events and online webinars, including a successful BACO 2021. This has increased access and involvement in activities for our members, a change that is likely to continue long-term in hybrid manner as COVID-19 travel and other restrictions start to be lifted.

As well as ensuring member resources and communications are optimally presented and widely disseminated, much work has been ongoing behind the scenes in preparation for a restructured website, member and patient information portal. Website and social media communications have continued to be supplemented by fortnightly emailing of a member's round-up throughout the year. Following the release of Baroness Kennedy's report in March 2021, diversity, equity and inclusion continues to be a key focus for change and development at the heart of this organisation.





ENT UK MEETINGS

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7. ENT UK MEETINGS

BACO International 2021: Master's report

Provided by Gerard O'Donoghue, Master BACO 2021.

The 17th BACO International took place virtually 10-13 January 2021. The meeting had originally been scheduled for 2020 and, unlike any previous BACO, the academic programme had been finalised no less than a year in advance. However, little was to prepare us for the pandemic that lay ahead, and which reaped havoc on our best laid plans. The meeting was postponed twice – with all the organisational challenges that involved – and gave way ultimately to a meeting that was held entirely virtually due to the prevailing COVID-19 pandemic. Never in the chequered history of BACO did any group have to face such monumental challenges. It is indeed a great credit to all concerned and a tribute to the dedication and resourcefulness of our members that this meeting actually took place.

The founding fathers of BACO back in the 1960s had ambitious designs for the meeting, intending it to showcase the very best of British and Irish otolaryngology, with the participation of the greatest experts in our professions from around the world. The strapline chosen for the 2021 meeting was 'translating research, transforming lives' which represented the desires of the organisers to foster the close collaboration between our clinical and research activities that is so essential to advancing patient care.

In keeping with the international ethos of BACO, our guest specialty organisation was the American Academy of Otolaryngology Head and Neck Surgery (AAO-HNS), a collaboration organised with the generous assistance of Dr. James Denny, Executive Vice President, and his colleagues on the governing body of AAO-HNS. The collaboration proved most fruitful, and it is to be hoped this will lay the foundations for other joint initiatives in the future. In addition, BACO 2021 awarded Master's Citations to a number of highly distinguished contributors to our specialty: Sujana Chandrasekhar (New York), Farah Bhatti (Swansea), Pdraig Kitterick (Nottingham), Ugur Sahin (Mainz), Jatin Shah (New York), Deborah Tucci (Washington D.C.) and Laura Viani (Dublin).

BACO 2021 also wished to recognise those within our specialty who made exceptional contributions. The initiative was led by Emma Stapleton, Communications Lead for BACO, and the following awards were made: Outstanding Trainers: Janet Wilson and Andrew Robson; Global Health: Mahmood Bhutta; Innovation: Vin Paleri; Rising Star: Misha Verkerk. In addition, BACO made a number of Fellowships available to colleagues from low-income countries to facilitate their attendance at the meeting.

Recognising the historical links with Irish otolaryngology, Nash Patil, President of the Irish Otolaryngology Association, lent his enthusiastic support and ensured the welcome involvement of many Irish colleagues in the meeting.

The guest of honour at the meeting was the legendary otologist Navnit Shah – who had the honour of attending the very first BACO, which took place in London in 1963!

BACO 2021 was fortunate to receive generous support from a number of charitable foundations, and this was of great assistance due to the financial uncertainty that





surrounded the pandemic. Thus we would like to recognise the generosity of the Lionel College Trust, the TWJ Foundation, the Narula, Shah and Shyamala Foundations and the Harbans Kaur Fellowships.

The Academic Chair for BACO 2021 was Hisham Mehanna and this proved to be a propitious choice as he dedicated his intellectual might to the task and accepted no compromise on academic excellence. He was ably helped by the Deputy Academic Chair, Paul Nankivell, and their leadership was central to the meeting's resounding academic success. Our specialty today is a sprawling network of sub-specialty associations whose joint contributions are absolutely essential to the success of BACO. These specialty groups were represented as follows: otology by Manohar Bance and Simon Lloyd; rhinology by Leisha McClelland, Carl Philpott and Shaz Ahmed; Head and Neck by Hisham Mehanna and Paul Nankivell; laryngology by Declan Costello, Joanne Patterson and Kate Heathcote; paediatrics by Michelle Wyatt and Michael Kuo; professionalism and guidelines by Tim Mitchell; research by Mat Daniels and Anne Schilder; family practice by Philippa Tostevin. There were also welcome contributions from our trainees, through AOT, NAPDENT and others. The crucial role of sponsorship was magnificently managed by Shahed Quraishi, who professionalised BACO's approach to the industry and worked tirelessly to raise sponsorship support against the gloomy backdrop of the pandemic.

What was the result of this huge collaborative effort? The academic faculty was the largest ever assembled for a BACO meeting and comprised 24 distinguished professors from ten countries; 35 other international guest faculty from 15 countries, over 300 speakers, 180 sessions and no less than 450 lectures! Given the exceptional circumstances imposed by the pandemic, to have delivered such an exceptional, global programme is a truly remarkable achievement.

Apart from the academic aspect of BACO, the meeting represents a huge financial risk for ENT UK, and this became manifestly clear during the pandemic. The trustees and Council of ENT UK could not have been more understanding and supportive during the unprecedented challenges we faced with BACO 2021. The unwavering support and wise counsel of ENT UK President Nirmal Kumar throughout this entire period is especially recognised. The role of project lead for BACO 2021 was fulfilled by Catherine Spinou. As BACO 2021 was organised 'in-house', huge responsibilities and an almost impossible workload fell on our outstanding office staff – notably Christy Hillman, Jillian Hart, Julianne Ilebode-Akisanya – who never flinched despite the often unreasonable pressures imposed on them.

Ronald Macbeth and the other founding members of BACO had high expectations when they set out with trepidation in the 1960s. I am certain these founding fathers would feel their vision was fully encapsulated in BACO 2021 and they would be immensely proud of what was achieved under considerable duress. BACO 2021 reflects well on the state of our speciality, its resilience and resourcefulness and its capacity to face whatever challenges lie ahead.

Thus, it merely remains for me to thank all those who so generously contributed to the spectacular success of BACO 2021 and to thank you for the honour of serving you as Master.





ENT UK MEETINGS

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BACO 2021

Provided by Catherine Spinou, BACO Treasurer/Project Lead

In March 2020 the Board of Trustees assessed the COVID-19 situation and deemed it to be in the best interests of the delegation and staff to postpone the live BACO event from July 2020 to January 2021. We were relatively optimistic that by then the lockdown would have been long ended and the effect of the virus would have diminished and allowed for resumption of activities as we knew them. By May 2020 it became evident to me and the people working on BACO on a daily basis that a 'live' BACO in January 2021 was a potentially dangerous scenario, and information we were receiving suggested that a live event would be completely unpredictable, if it happened at all. If not mitigated at least partially, the financial hole this risk could leave for ENT UK would be significant.

The trustees took the decision to turn BACO into a virtual event, which opened in January 2021, lasted three days and stayed open on a virtual platform for six months. The event was a success, academically and financially.

BACO 2021 attracted a total of 1,292 delegates from across the world and had a net surplus of £109k which put ENT UK in a safe financial position. A small number of delegates took up the offer of becoming a member of ENT UK.

Overall, the event was deemed a success and it provided ENT UK experience in setting virtual events for the future. It seems that this form of event is here to stay and ENT UK can capitalise on this experience.

ENT UK Annual General Meeting (AGM)

9 June 2021

Presentations of ENT UK's financial situation demonstrated that, following turbulence at the outset of the pandemic, the association is in a robust financial position. Despite the expense of moving BACO to a virtual platform, these costs were ultimately recovered and Virtual BACO International was a resounding success.

The membership enjoyed continued growth throughout the year, standing at 2,394 as of May 2021, with particular growth in the run up to BACO. The efforts of Professor Kumar, the ENT UK team and sub-specialty organisations in the early days of the pandemic helped to drive this increase. While membership fees were frozen last year due to the pandemic, unfortunately these fees must now rise by 1.4%, in line with RPI.

The ENT UK Foundation to support education and research was introduced, funded not by membership subscriptions but by raising money through donations.

Attendees were updated on the new webinar platforms now available; further virtual learning plans for next year were also discussed. The new curriculum group is also creating resources, such as those developed for GPs as part of the Community ENT Group.

Professor Kumar acknowledged the collaborative effort of many stakeholders throughout this critical period. He thanked the ENT UK team, ENT UK Executive





ENT UK MEETINGS

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Board and Board of Trustees, the BACO team, immediate past President, the sub-specialties and ENT UK Council, ENT UK's media advisor, the e-learning editors, AOT president, and the new BRS President.

ENT UK Autumn Annual Meeting 2021

(Rowena Ryan Awards 2021)

The ENT UK 2021 Autumn Annual Meeting inaugurated the expansion and extension of the Rowena Ryan Awards to a national/international ENT audience under the auspices of the newly created ENT UK Academic Foundation. It was held as a hybrid event (face-to-face and virtual attendees) on Friday 17 September at the newly refurbished Barry Building of the Royal College of Surgeons of England, London.

The Rowena Ryan awards celebrate excellence in audit, research and training, providing a platform and acknowledgement of the hidden hard work, sacrifices and achievements of ENT trainees, trainers and researchers for service improvement and patient benefit.

The awards were initially set up in 2015, within the London and South East England deanery, on the tenth anniversary of Rowena Ryan's death. Miss Ryan, a young consultant ENT surgeon at Northwick Park, London, was a trainees' champion and strong advocate for improving training and clinical practice standards. With various hats on in regional (TPD) and national (SAC) roles, she provided support and mentorship for basic and higher surgical trainees, and oversaw clinical practice guideline development and national audit projects through the work of ENT UK's CAPAG. She died of pancreatic cancer in her early forties, following a short illness. She left behind her husband and two young children with whom we now remember and celebrate her legacy annually.

The 2021 Rowena Ryan awards were sponsored by a number of industry sponsors, and categories included Best Trainee-delivered Audit, Research and Training Projects, Best Young-Consultant-delivered Audit, Research and Training Project, Best SAS and Best Overseas Trainee-delivered Audit, Research and Training Projects. The Rowena Ryan 'Paper Knife' award acknowledged a unique and special contribution among applicants, on this occasion awarded to a medical student. Best ENT Trainer and Overall Lifetime Trainer Awards were made additionally, following trainee member and council nominations.

Shortlisted abstracts from over 100 applications were invited to present through oral presentations and posters at the day's meeting, judging panels comprising a diverse group of trainers and academics from across the UK. The day's programme was completed through memorable talks provided by invited home and overseas speakers, including Professor Al Merati, former President of AAO-HNSF, who managed to surmount many obstacles placed in his way for international travel amid COVID-19 restrictions.

An energetic performance from members of the DanceSyndrome charity ensured a befitting finale to the celebration, with all attendees (junior and senior, trainees and trainers, executives, trustees and ENT office staff) brought to their feet in dance and laughter together.





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8. EDUCATION

Provided by Philippa Tostevin, Director of Education, ENT UK

This report has been produced with the help of the Education Officer, Janet Stephen, who has provided exemplary support for all educational activities under the remit of the Education and Training Committee of the organisation. All educational meetings have taken place on a virtual platform this year, with minutes taken from recordings. The ENT UK Education and Training committee, with representation from the leadership of established educational groups CPD, SFO, SAS, AOT, PESCC, ESCC, SAC and the Community ENT Group has met and updated the executive, trustee and council committees throughout the year. The undergraduate forum developed by the SFO group last year has met remotely to support the delivery of undergraduate education in ENT throughout this period.

This report represents a summary of educational activities to demonstrate how they have progressed in alignment with the mission statement of ENT UK, noting the strategic objectives and key deliverables in the five- to ten-year strategy document of September 2018. For all educational courses, the ENT UK events policy has been followed and the feedback has been produced and analysed in timely fashion with particular thanks to Christy Hillman and Jessica Leigh of the events team.

1. Mission statement:

To promote an understanding of the range of conditions treated by the specialty

a. e-lefENT

James Tysome (Director of e-learning) and Somiah Siddiq (Editor-in-Chief of e-lefENT) have continued to collaborate with the digital transformation team from Medtronic, who support the virtual learning platform. The new VLE is easy to view on a mobile phone and has features to allow viewing of content in a pathway that is appropriate for the stage of the user. The new curriculum for otolaryngology has been mapped at a high level to the e-lefENT content, to identify areas in need of development and to increase the overt usefulness of the platform for trainees. A mapping exercise with the ENT UK GP curriculum guidance document and e-lefENT was undertaken by Eason Sivayoham, member of the Community ENT Group and GP representative on Council. This work has led to the development of new resources for the VLE to support GPs with an interest in ENT. Two new paediatric section editors have been appointed this year, Matthew Ellis and Lily Labalenska. After an analysis of the usage of the platform data, it was agreed that both Hinari A and B countries should be able to access the ENT UK VLE without charge.

b. Community ENT Group

The Community ENT Group has met virtually during the pandemic and has a growing membership from around the UK. This group supports the specific educational needs of GPs, GPs with an extended role in ENT and allied healthcare workers who care for ENT patients. A key development this year is the addition of a physician associate member of the group, Emily Harrison. A working group (which





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is a subgroup of the Community ENT Group) has been collaborating with others to develop a curriculum guidance document for physician associates in ENT. The group have been very active throughout the year, developing patient information leaflets for GPs on 'anosmia' and 'how to look after your voice' – these are available on the ENT UK website. Standard operating procedures were developed for microsuction and dewaxing in the community during the pandemic. As mentioned above, GP-specific e-leFENT resources have been developed and this work is ongoing.

c. GP and Allied Professionals Day at BACO

A successful GP and Allied Professionals Day was delivered as part of the virtual BACO conference in January 2021. The content had been developed to align with the curriculum guidance for GPs with an interest in ENT and the physician associate curriculum. Pre-recorded questions that were posed by the Community ENT Group to the speakers helped to enrich the experience of the day. The educational material was available for six months following BACO as an educational resource. The day was well received and also provided excellent ideas for the planning of the next BACO.

2. Mission statement:

To support and provide continuing education for specialists

a. CPD

The CPD committee, led by Declan Costello, has provided kite mark accreditation on behalf of ENT UK as a marker of quality of educational provision. Over this time period, 32 applications for CPD approval were received and two applications were received for advertising only. The regular programme of quality assurance visits to courses was not achieved due to travel restrictions, but oversight has been rigorously maintained with feedback from all courses reviewed and action taken as required. There has been a recent change of leadership of the group with Marianne Elloy taking the helm.

b. Specialty Doctor Group (SAS)

The SAS group, led by Shyam Sunder Singam, delivered SAS-specific sessions at virtual BACO, including CESR, education and tongue tie clinic talks. The plans for the sixth annual ENT UK SAS conference in Wales for June 2022 are ongoing. The ENT UK CESR buddy scheme to support applicants across the UK continues to be a useful resource to the SAS membership. The changes to the SAS contracts in 2021 have been discussed within the SAS group, as have the implications of the new otolaryngology curriculum requirements on CESR applicants.

c. Webinars

The webinar series is a free resource, livestreamed through the RCSEd using a Webex platform. The subsequent learning resource videos are then uploaded onto the ENT UK website and the e-leFENT virtual learning platform. This popular series attracted an international audience of trainees, SAS doctors and consultants. Topics covered included facial nerve palsy post-parotid and post-ear-surgery, pharyngeal leak, vocal cord palsy, post-operative hearing loss, CSF leak, chyle leak, flap failure





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and displaced tracheostomy tube. Mira de Kruif was appointed to a new role as ENT UK webinar coordinator, and she has planned an exciting new series covering the multidisciplinary approach to ENT conditions for the next academic year. The administration of this activity falls within the remit of the RCSEd under the leadership of Mr Omar Hilmi, collaborating with the ENT UK team.

d. Paediatric Emergency Surgical Skills Course (PESSC)

Course leads Michael Saunders and Neil Bateman

This simulation course has been developed primarily to support ENT consultants who cover emergency work but who do not work in tertiary paediatric ENT centres. This is an ongoing requirement. Due to the pandemic, only one course ran this year – this took place in Birmingham in September, and had excellent feedback.

e. Adult Emergency Surgical Skills Course (ESSC)

Course lead Raj Lakhani

We were unable to run an adult course in the timeframe of this document due to safety concerns during the pandemic and issues with the planned venue that necessitated cancelling plans. It is hoped that the course will be delivered in the next academic year. A strategic approach to try to deliver this course as a membership benefit has been adopted in the past. The use of cadaveric material is the main challenge in relation to the cost of this course, although the geographical area and their facilities also contributes to the range of costings. It has previously been delivered as a membership benefit at the subsidised rate of £200 each. Each course requires six faculty to deliver, so while they are popular and enormously beneficial to the maintenance of general emergency skills in the increasingly specialised consultant workforce, this has to be balanced against a considerable cost to the organisation.

f. International Paediatric Anaesthesia and Airway Course

Course lead David Howard

Travel restrictions in the period covered by this document have limited the delivery of international courses this year. This course is designed for the needs of nurse anaesthetists and medical students.

g. Medical Training Initiative scheme (MTI)

The MTI scheme is run by HEE on behalf of the Department of Health (the government sponsor) operating under the Home Office Tier 5 Government Authorised Exchange visa scheme. In alignment to the strategic objective to run an effective recruitment scheme for MTI, ENT UK aims to sponsor clinical training and improve the quality of healthcare in developing countries. Three MTI doctors were accepted for training in the UK during the period covered by this document, interviewed via videoconference by an ENT UK executive representative and host trust representatives: Southampton (Jamaica), Sunderland (Jamaica) and Monklands (Sri Lanka). The pandemic impacted on the start dates for some MTI doctors when international travel restrictions were in place. Following a suspension of the MTI programme it was reinstated with the additional requirement of support from the local postgraduate dean to ensure that the presence of an MTI surgeon would not have a negative impact on a UK trainee.





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h. Induction package for junior doctors

A great new resource has been developed which represents a huge collaborative effort led by James Tysome, and we are grateful for the efforts of all contributors, with particular thanks to Chloe Swords, Matthew Smith and Ananth Vijendren. These educational resources can be used for the benefit of all ENT departments in the UK and can be used to augment your existing local offering. They include lectures, ENT clinical skills videos and moulage of ENT emergency scenarios that will be of particular use for junior doctors who may have qualified during the pandemic with limited exposure to ENT on their clinical placements.

i. Podcast development

Plans for the 2021/2022 academic year podcast series started in collaboration with RCS Ed. The content will be coordinated with the webinar series and mapped to the new curriculum for otolaryngology.

j. ENT UK Educational Library

The viewing figures for BACO 2020 were analysed, including for live and on-demand sessions. The top scoring five in each of the main topic areas (otology, head and neck, laryngology, rhinology, paediatrics and facial plastics) have been selected to form a new ENT UK Educational Library resource. This is being released two subject areas at a time on the website. These have been mapped to the curriculum content for the trainees.

k. GP Guideline Live event

ENT UK representatives Wendy Smith and Thomas Jacques presented at a UK-wide conference on 17 November 2021 with great feedback, and the ENT contribution was noted as a highlight of the conference. This was a great opportunity to advertise the BACO GP Day to a vast number of GPs and community nurses.

3. Mission statement:

To encourage recruitment into the specialty

a. SFO group

Chair Dheeraj Karamchandani

In alignment with the 2018 strategy to support the training of members from medical school, the membership of the SFO group continues to grow and we hope that the enthusiasm can be maintained and translated into a vibrant future for the specialty. During the pandemic, the SFO group supported the undergraduates around the UK with free access to the e-book *The Official Handbook for Medical Students and Junior Doctors*, produced by ENT UK. It also negotiated free access for the e-lefENT platform while there was restricted access to clinical placements in ENT due to the potential infection risk posed by the usual ENT clinics and theatre sessions. The undergraduate forum continued to meet during the year, bringing together 22 educational leads for ENT from UK medical schools. This has enabled sharing of best practice and innovations to overcome the challenges of the delivery of ENT education safely in the COVID era. The SFO BACO team delivered an exceptionally good virtual BACO session, including interviews with many ENT surgeons to show different career pathways.



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b. AOT

A key educational relationship that has been actively nurtured throughout the year is that of ENT UK with the AOT group. The president of AOT, Manish George, and the Education representative, Summy Bola, have been active contributors to the Education and Training committee, and as such provide a key bridge of essential communication between the organisations. The AOT education team are to be congratulated on their fantastic achievements during the pandemic, bringing together a wide collection of educational materials to support the UK trainees.

4. Mission statement:

To promote high standards in the training of specialists

a. SAC

The key relationship between educational committees and ENT UK is maintained by the President of ENT UK and the DoE sitting on the SAC, as well as the Chair of the SAC, Craig Murray, being a member of the ENT UK Board of Executives and the Education and Training Committee.

During this year, the new otolaryngology outcomes-based curriculum went live in August 2021 and a new assessment system for all surgical trainees was introduced featuring a multi-consultant reporting system.

b. Recruitment

National Selection in 2021 took the form of a virtual portfolio review due to the lockdown restrictions. The highest scoring candidates were then interviewed over a virtual platform. The DoE of ENT UK supported the quality assurance of the process working with the national selection team in Yorkshire and Humber. An efficient process was delivered, but it was generally felt that the absence of a surgical skills station was a great pity for all concerned. It is of note that the recruitment of new assessors may be a challenge with the remote format.

c. Examinations

The DOHNS examination was undertaken successfully, with COVID restrictions in place both in October 2020 and May 2021. The written element of the examination was undertaken remotely with a four-station face-to-face OSCE in three centres.

d. Education awards

The inaugural Narula and Frances Shah Education Fellowships were announced at the general meeting in September. These awards were for applicants from specific groups: SFO, YCONS, SAS and AOT. Next year it is hoped that the award winners will present what they have achieved over the year.





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5. Mission statement:

To represent the specialty at the Royal College of Surgeons

a. Fellowships

ENT UK provides support to the RCS fellowship scheme by reviewing applications. The Birmingham thyroid fellowship and Guy's Oncology fellowship applications were supported.

b. Surgical care practitioner plans

The ENT UK, DoE and ENT representative for RCSEng, Paul Spraggs, have met with RCSEng representatives to discuss their model of surgical care practitioner training and its relevance to the needs of ENT as we recover from the pandemic. Current plans are for ENT UK to focus on supporting the development of the physician associate role in ENT, as it was felt that developing a new model for outpatient support might have more of an impact on our recovery plans, rather than additional support in the theatre. This work is ongoing.





SPECIALIST ADVISORY COMMITTEE (SAC)

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9. SPECIALIST ADVISORY COMMITTEE (SAC)

Provided by Craig Murray, Chair of SAC

SAC membership and governance

All liaison member and lead roles have been filled. One new member was appointed within the timescale of the report. Going into effect shortly after the period of this report will be a significant change within the SAC, with the appointment of the new Chair, Ann-Louise McDermott, who is due to start in January 2022. There will therefore be an upcoming need for new members.

Selection and recruitment

National Selection in 2021 was again run on a modified approach, with the assessment being fully online. On this occasion we were able to include a modified interview process undertaken through Microsoft Teams. We were successfully able to fill all available registrar posts. Going forward, the MDRS has resisted any face-to-face component. We are concerned about this being their ongoing stance. While this does have convenience and cost in its favor, we feel that such a key interview, essentially determining our consultants of the future, requires the most appropriate assessment process, including essential skills and communication that online methods cannot deliver as effectively, if at all. We will continue to push for a hybrid model with a face-to-face component.

We are also concerned about the loss of networking and the difficulty to enthuse remotely new people interested in extended training roles. This was a vital core advantage of the prior face-to-face model.

Workforce

We remain concerned regarding the workforce position within the UK, and are keen to increase numbers. This is raised yet again at JCST. Going forward, Bill Irish (Dean) is engaging with Adrian Brooks from HEE to establish a review of figures. The impression is that HEE's workforce figures are wide of the mark and need reassessment. We are well aware of this situation in our own workplace, with challenges to recruit into available consultant positions.

Training program and trainee issues

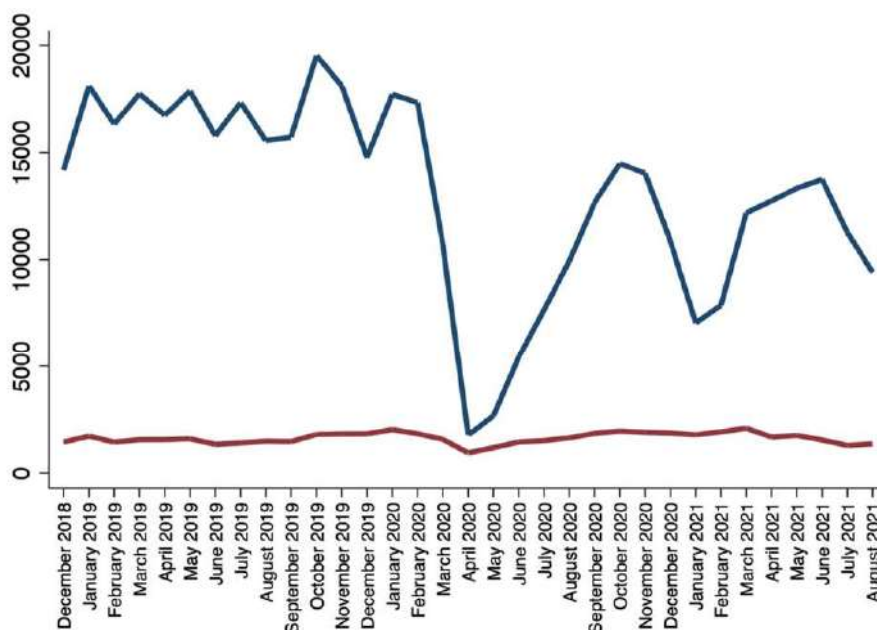
COVID remains a significant impact on training experience. The following figure shows the ebb and flow of logbook numbers. We remain well short of where we need to be. This is exacerbated by the lack of a level playing field. Head and Neck has been minimally affected and will in reality make up the majority of the cases. There is a worrying dearth of rhinology and otology cases. This will affect not only those looking for a career in those special interest areas but also will affect opportunity for our head and neck trainees to fulfil the remaining curriculum and emergency safe requirements.





SPECIALIST ADVISORY COMMITTEE (SAC)

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We are at the point now where the measured loss of surgical training cases is in excess of 1 million across the surgical specialties.

Because of this, curriculum derogations will remain in place for as long as COVID impacts training. There has been a recent publication by HEE explaining the various options to access alternative training opportunities. Monies have been made available to support such opportunities. We are hoping not only to access some of these funds for increasing available posts by incorporating some of the 'Fellowship' training posts, but also in increasing potential access to training through simulation.

The numbers of 10.1 and 10.2 are not as high as in some of the other specialties such as orthopaedics. However, I am very concerned going forward that we have stored up a lot of potential trainees who will simply not reach the required standard to progress, or fulfil requirements for critical progression points and CCT. I think that at ARCP in 2022 we will see that the problem is actually far greater than the modelling suggests. I hope I am wrong but without a rapid increase in training opportunities, I do not see an easy pathway forwards. I remind you all that we need to ensure that any trainee at CCT has been trained to the appropriate standard. If this means extension to training time as a result of COVID then this needs to be accepted. The safety of the general public remains paramount.

Curriculum and logbook

The curriculum commenced successfully in Aug/Oct 2021. All trainees who are due to progress will now be underway. At time of writing, the MCR midpoint meeting will not yet be done. The curriculum itself is very similar in overall content and standards to before, but has greater clarity around special interest areas and measured competences. The overall 'holistic' measurement of progress and the required steps to make progress will be via the MCR. I am sure this will be a difficult transitional period for both trainees and trainers alike. There is a rich resource available online via either the JCST or ISCP websites or the JCST YouTube channel.

The Logbook is making positive progress. This will continue to improve and become far more integrated into ISCP. Interrogation tools are available to show comparative training opportunities between regions and trainers.



Run-through Training

We have now reached the end point of the run-through pilot. However, concern has been raised by CoPSS regarding the sustainability and workability of a 'mixed economy' model. This affects all specialties, including our own. In reality, it is likely that the options for consideration will be either sole entry at ST1 with full run-through or entry at ST3 following Core. Because of this uncertainty, there will be no ST1 recruitment in 2022.

The situation going forward has not been fully determined, but it is likely that recruitment into formal specialty training will be at the ST3 entry level. A new Core curriculum is in the early stages of development which, at its heart, consists of specialty themed posts with components of ST2 'drawing down' from our own ENT curriculum. If effective, at least it will ensure that trainees applying for ENT will be able to have themed training prior to selection at ST3. The great loss of our pilot was the clear separation of those wishing to enter at ST3 versus those with more career and geographic certainty entering at ST1. I do believe that with a good, well-constructed Core curriculum we can try to retain all the positive aspects of run-through with the only loss being geographic certainty.

The run-through pilot was worthwhile and I thank all those who took part and allowed us to gather the necessary data. Those trainees who have already commenced their run-through posts should not be concerned and will be supported and allowed to complete their training with no changes.

TIG

The final TIG recruitment has already been done for TIGs commencing their placement in 2021. The TIG programs as stand will continue, but will become post-CCT. These will be quality assured via the JCST framework. Expansion of areas suitable for TIG Fellowships is hoped to continue.

Finally

I thank everyone for the support to our trainees shown throughout this pandemic. We are nowhere near the end of the impact on training and I am sure we will feel the effect of this for many years to come, even when the numbers fall and near-normality resumes.

It has been a challenging time to be the SAC Chair. I have received good support and guidance from my SAC liaison members and leads, as well as from ENT UK and the JCST. I also hope that AOT feel the relationship with the SAC was strong, and that it was included in decisions affecting training.

I hope I have passed on to Ann-Louise something that shows potential for positive progress. I wish Ann-Louise well and am sure she will be an excellent Chair.





CLINICAL EXCELLENCE AWARDS

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10. CLINICAL EXCELLENCE AWARDS

As a recognised specialist society, the role of ENT UK is welcomed by ACCEA, as we can highlight excellence at a national level. It was expected that the number of submissions would be higher due to the cancellation of the 2020 round with one-year extensions being given. However, the number of nominations that we are allowed is based on our eligible consultant membership and it is currently no more than eight for bronze, four for silver, and two for gold awards. Platinum awards are submitted to ACCEA by the Academy of Royal Colleges. One difference this year, reflecting the importance of the support from specialist societies, was not overlapping with other organisations – in other words, ENT UK did not submit a list to RCS England, Edinburgh, etc., and applicants were entitled to seek support separately from other recognised nominating bodies or specialist societies.

The ENT UK Awards Committee comprised of members who are senior award holders and represent the range and diversity in membership. All submissions were scored independently by each committee member and these total scores form the basis of the committee deliberations. Ranking was based solely on the scoring by the panel members, unless there was a tie-break. All rankings and citations were submitted in good time within the timelines outlined by the ACCEA.





PATIENT INFORMATION LEAFLETS



11. PATIENT INFORMATION LEAFLETS

Throughout the period running from 1 October 2020 to 30 September 2021, the ENT UK patient information leaflets remained a popular resource. Orders were slower than they had been previous to the COVID-19 pandemic but continued to come in at a reasonable pace under the circumstances, and the online versions remained the most frequently visited webpages on the ENT UK website.

In February 2021, May Yaneza went on 12-months' maternity leave and was replaced in the role of project lead for that duration by Nashreen Oozeer. During this period the expanding scope of the patient information leaflets stabilised at 56, increased from an original 27, with new titles added as prospective authors were identified. New content was edited and reviewed from clinical, lay and editorial perspectives and, where appropriate, illustrations were sourced or created to accompany the leaflets. Finances were made available for three titles to be sent to the Plain English Campaign for editing to the point where they were eligible for a Crystal Mark. Due to the considerable expense of this process, it was agreed that only the first three titles would ultimately be published with the Crystal Mark, while a close study of the changes made by the Plain English editors would inform future in-house editing, a process which began immediately.

During this period, a number of new or updated leaflets were uploaded to the website; several more very close to completion, with their written content finalised.





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12. ENT UK GROUPS

BSO

British Society of Otolaryngology

Provided by Simon Lloyd (Secretary)

The last year has seen a return to some degree of normality in our practices after the unprecedented disruption of the COVID pandemic. There is, however, still much to do in order to catch up with the backlog of work resulting from the first lockdown, while coping with ongoing disruption from lower staffing levels and the continuing use of additional COVID protective measures. Throughout this period the BSO has continued to be busy in pursuing its aims of promoting excellence, providing first-class education and developing the field of otology.

We continue to strive to represent the breadth of our specialty and have welcomed two new members to council (Paramita Baruah and Will Hellier). We are very grateful to Ian Bottrill, who demitted from his council position this year, for his outstanding service. There are also some forthcoming changes to the executive members of the council, with Professor Simon Lloyd appointed as President-elect, replacing the current President, Professor Peter Rea, Miss Kay Seymour appointed as Secretary and Peter Monksfield appointed as Treasurer. They will take up their posts in February 2022.

The key event, as every year, was the BSO annual conference. With ongoing COVID-related concerns, we decided to run the conference virtually this year. Although many of us have experienced increasing frustration with our lack of social interaction at this type of event, there are certain advantages, and we were able to enlist some outstanding international speakers covering topics such as local anesthetic ear surgery, the physiology of the endolymphatic sac and robotic surgery in otology. The accessibility of the virtual platforms also meant that we had over 150 delegates, more than at any previous meeting. We were able to run a very successful virtual balance course with 44 delegates. We are very grateful to the ENT UK office for all the help they provided in organising these events. The 2022 conference is already in advanced preparation and will be hosted by Manohar Bance, BSO Academic Secretary, in Cambridge in May 2022 as a hybrid face-to-face and virtual conference.

A further excellent virtual event, this time in collaboration with the RSM, focused on the genetics of hearing loss and highlighted the introduction of Genomics England's new genetic hearing loss screening panel. Hopefully there will be more of this type of collaborative event between our two closely aligned organisations. At the time of going to press the BSO Council, under the leadership of Kay Seymour, is in the process of developing the otology programme for BACO 2023, with some very exciting sessions in store. Our current President, Professor Peter Rea, is Academic Vice-chair of BACO 2023 and, with the BSO committee, has already secured an outstanding panel of six international keynote otology speakers for 2023, reflecting the diversity and breadth of our specialty around the world. We very much hope that we will be back to face-to-face meetings in the not-too-distant future, COVID allowing.

Over several years, we had built up a financial surplus that has allowed us to develop a financial strategy to maximise our goals. We have provided a significant sum to help develop the BSO part of the new ENT UK website. We have also been able to support a round of funding for small research projects, successfully led by





ENT UK GROUPS

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our Academic Secretary, Professor Manohar Bance. We had 12 excellent applications and were able to support five projects with £1,000 funding each. Congratulations to the successful applicants. We are very much looking forward to seeing these projects come to fruition next year, as well as funding further projects going forward. We also plan to support trainee and consultant fellowships, support international experts in coming to BACO to speak, and support the development of educational material.

We have continued to contribute to the development of a number of clinical guidance documents that are now available on the ENT UK website, and have advised NHSE and NICE on several guideline documents related to otology. We have also developed a series of evidence-based otology consent forms taking into consideration the requirements following on from the Montgomery ruling, and have updated a good proportion of the patient information leaflets published by ENT UK.

The remarkable enthusiasm and diligence of the BSO Juniors under the leadership of Elinor Warner have continued to be an enormous asset to UK otology. They led a national audit investigating how otology practice restarted as we came out of the first COVID lockdown, which has been submitted for publication. They ran a parallel meeting for ENT junior doctors at the BSO annual conference and organised a stand-alone virtual conference combining invited speakers and free papers for medical students and junior doctors of different seniority levels. The submissions were first class and bode well for the future of our specialty. BSO was able to provide a £1,000 prize for the best presentations. It has also organised a series of otological grand rounds and developed a database of otology fellowships. BSOJ has also played an integral part in a BSO/BAPO collaboration investigating the presentation and management of paediatric acute mastoiditis and how COVID impacted this across the UK. This has been accepted for publication and is one of the world's largest studies of its kind.

We have also worked hard to ensure our COVID guidance remains up to date as the pandemic has progressed, and have been involved in progressive development of the return-to-practice guidelines published and regularly updated by the Federation of Surgical Specialty Associations (FSSA).

By way of conclusion, the BSO executives are incredibly grateful to our council members, who have worked tirelessly under difficult circumstances to keep our organisation vibrant, dynamic and relevant. After such a challenging period we wish you all the very best for the forthcoming year.





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BOARS

British Otorhinolaryngology & Allied Sciences Research Society

Provided by David Hamilton, Secretary

BOARS was formed in 2017 by a merger of the Otorhinolaryngological Research Society (ORS) with the British Society of Academic Otorhinolaryngology (BSAO). BOARS aims to provide a forum for the best current research in ENT, hearing and balance in the UK. Two meetings are held each year that combine oral presentations in the style of the ORS with research education for academic trainees.

BOARS held a fully online Spring BOARS meeting on 19 March 2021. Rohma Abrar won the Phillip Stell Prize and Thomas McLelland won the junior prize. There was a hustings for new council members, with appointment of a new secretary (David Hamilton) and treasurer (Stuart Winter) as well as ordinary council members (Colin Leonard and Nail Tan), discovery scientist (Matthew Farr), audiovestibular representative (Jaswinder Sandhu), webmaster (Syed Zaidi), senior trainee representative (Haroon Saeed), junior trainee representative (Tanya Ta) and student representatives (Molly Bond and Kiran Joshi).

The relationship between BOARS and ENT UK has become gradually more formalised, with ENT UK supporting the Autumn meeting in October 2020. At this meeting the Angell James prize was won by Tobias James and the junior prize by Leo Gundle and Joseph Henry.

In November, we launched the BOARS pump priming grant for £1,500 and we are currently reviewing the quality of the applications.





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BSFPS

British Society of Facial Plastic Surgery

Provided by Anil Joshi, Secretary

BSFPS had a successful 2021 all around. Membership grew to 845 which was a significant increase from the previous term. Annual meeting was held in Glasgow in October 2021 and was conducted across two days. Day one was a junior forum along with viva voce for FRCS-exam-going candidates in the afternoon. Day two had fabulous lectures delivered by internationally-reputed faculty. The speakers were from the UK, Belgium and Germany. All aspects of facial plastic surgery were covered in these two days. There were junior doctors' poster and oral presentations. These were rewarded with prizes that were adjudicated by a nominated jury.

The annual fresh cadaveric dissection course had to be cancelled due to the pandemic. However, plans are already in place to hold one in 2022 ahead of our annual meeting.

BSFPS has also been heavily involved in formulating the programmes for international meetings such as ERS, CEORL-HNS and BACO.

Responding to the need to further training opportunities during the pandemic, BSFPS formulated a spring run of live and interactive online lectures in the early part of 2021. Mr Anil Joshi, our General Secretary, took active lead in organising this programme with significant help from the junior wing of BSFPS. These lectures were held every week and ran close to three months. The lectures were geared towards FRCS examination and were attended by junior doctors and consultants alike, not only from the UK but from across the world. These were received very well, judging from the feedback provided.

Our President, Mr Peter Andrews, has been actively involved in and headed the recovery plans for the pan-London COVID-19 ENT recovery programme appointed by NHS England. These involve nasal airway surgery and endoscopic sinus surgery pathways. Awake surgery for inferior turbinate procedures has also been promoted.

There has been ongoing involvement of our past-president Professor Hashem Saleh towards the cosmetic surgery certification scheme with the Royal College of Surgeons of England.

The annual board meeting of BSFPS was held in the first week of December. All the above points were discussed. The nomination process for the president-elect was announced. The next annual meeting for 2022, along with a cadaveric dissection programme, was discussed.





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BSHENT

British Society for the History of ENT

Provided by Neil Weir, President and Emma Stapleton, Ordinary Committee member/Honorary Secretary

The Annual Meeting of the British Society for the History of ENT (BSHENT) was held virtually on Thursday 3 December 2020. 35 papers were submitted from which 12 were chosen for presentation. An additional paper entitled 'A Disaster for the World – the Death of Kaiser Frederick III' was introduced by Professor Michael Gleeson and presented by Dr Ian Calder. The Journal of Laryngology and Otology (JLO) prize was won equally by Katherine Conroy and Mairead Kelly.

The co-chairs, Neil Weir and Richard Irving, thanked the judges: Edward Fisher, Albert Mudry and Emma Stapleton, as well as Jessica Leigh for her excellent organisation of the meeting, which was recorded and is available to be seen on the BSHENT website.

During the year, the BSHENT committee consolidated the Society's Constitution in preparation for becoming fully incorporated into ENT UK, adding a Trainee Committee Member (Katherine Conroy) and Webmaster (Stefan Linton) to the committee, electing Neil Weir back into the presidential role, Albery Mudry as International Committee Member, and Emma Stapleton, Richard Irving and Edward Fisher as Ordinary Committee Members.





GLOBAL HEALTH

Provided by Vijay Pothula, President

Global Health conference: In October 2020 and 2021 our Committee, led by Mr Eynon Lewis, ran an international conference attended by delegates across the world. There were eminent speakers from around the world and from the UK. The conference was well received and more than 95% of the delegates felt it was good to excellent. It promoted the activities of our committee and helped make collaborations with various organisations.

Education: Mr Kambekar has represented the Global Health Committee on the ENT UK Educational Committee, and was successful in convincing the latter of the need for e-lefENT to be accessible for Hinari countries.

Committee members are writing up guidelines for medical and non-medical officers in low- and middle-income countries delivering care for ear and hearing. Use of technology for remote guidance is being explored.

BACO: The Global Health Committee managed to secure four sessions in BACO for Global Health, and all four sessions were chaired by members of the Global Health Committee, who conducted them extremely well and made the panel discussion by the eminent speakers very interesting. Plans are underway for developing the presence of Global Health at the next BACO, in 2023.

Journal of ENT UK Global Health: The committee published a journal in 2020 and 2021; the 2022 edition is nearly ready. The articles are contributed by senior clinicians from the UK and across the world, and even the World Health Organisation has contributed an article this year in our forthcoming edition. In addition, this journal also generated much-desired funds for the activities of Global Health.

Grants for Global Health projects: Our Committee, led by Ms Stephenson, Ms Dulani Mendis and Mr Kambekar, has advertised and awarded a grant to one project from the funds generated by the Committee last year. The Committee wishes to continue supporting organisations promoting global health with these grants.

Fundraising: One of the main plans of the Committee was to create infrastructure and training in countries where ENT services are poor or non-existent. These plans are to be achieved by collaboration with the industry and through fund-raising projects. The Committee has planned a project in Zambia led by Mr Clarke, where we have established partnership with local ENT surgeons serving in the government. The plans are delayed due to pandemic-related restrictions, as a visit by one of the members to Zambia to work out the details of the project could not take place.

Research: Professor Mood Bhutta and Mr Robin Youngs are leading various global Health research projects, some of which were presented as research papers in the Global Health conference 2021.

IT and social media: Mr Cheka Spencer and Ms Baveena Heer are leading this, liaising with the ENT UK IT Officer to update the website regularly with information on the activities of Global Health, advertising the grants, promoting the Global Health conference and other activities of the Committee on social media.

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HEAD & NECK SOCIETY

Provided by Sanjai Sood, President

Despite a lack of meetings due to the COVID-19 pandemic, much work has been ongoing by the Head & Neck Society in 2020-21. The 6th Edition of the Head and Neck Cancer United Kingdom National Multidisciplinary Guidelines is making good progress under the editors Jarrod Homer and Stuart Winter, with all chapters recruited and authors confirmed. It should be a truly multidisciplinary document with engagement from various head and neck oncology stakeholders, and we hope to get this out in the next year. The JLO has agreed in principle to publish the chapters.

Patient information leaflets on various topics including neck lump clinics, HPV, submandibular gland surgery, TNO, microlaryngoscopy, pharyngoscopy, TORS, pharyngeal pouch and thyroid lumps have all been revised by the Head & Neck Society, working with ENT UK staff members and Nashreen Oozeer, and these should also be ready in the near future. They are certainly a big improvement on the previous leaflets and will be a welcome asset to all outpatient departments.

The pandemic clearly presented challenges for head and neck services and the electronic HNC referral triaging (risk calculator) for telephone triage, set up by Vin Paleri and his team, has been found to be very useful by many centres. The data from this has been analysed and has been submitted for publication.

The annual evidence-based meetings were on hold during the pandemic but the team worked hard for the excellent meeting held in November 2021 in Newcastle (full details will be given in the next annual report). We anticipate the meetings to return to an annual event. Attendance and feedback confirmed how popular these meetings continue to be. The events team at ENT UK were exceptional in their support in helping to organise such an excellent meeting.

Work with GIRFT and NHSE on head and neck services continued with Frank Stafford doing an excellent job at representing our speciality. As always with such projects there is a degree of frustration in getting things finished, but the will is there to try and implement a minimum acceptable standard for provision of head and neck cancer services. Issues and challenges include organising specialist centres geographically and in line with population sizes, addressing potential on-call services for head and neck cancer, ensuring accurate coding for head and neck surgical oncology procedures to allow data from GIRFT reports to be accurate and meaningful, as well as ensuring outcome data is accurate and unbiased from each centre. This is work in progress and further GIRFT meetings are scheduled for next year.

Finally, I would like to thank Paul Pracy for his excellent leadership over the last 6 years of the Head and Neck society, and Costa Repanos, who has been an excellent Secretary. Shane Lester has taken over as Secretary and Jemy Jose as Treasurer. It is likely that there will be some vacancies arising on council next year and we encourage applications at that time.





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SAS

Staff and Associate Specialist Doctors

Provided by Shyam Sunder Singam, Chair

Yet another year has rolled by, in a blink! Sadly, COVID remains to be the highlight and, days, weeks and months seem to blur into oblivion. The SAS group has had a relatively uneventful year, barring the much-anticipated new 2021 SAS contract and a fantastic virtual BACO.

Virtual BACO 2021 was well received. It was very well planned, organised and meticulously executed. It was actually a revelation, where despite the lack of face-to-face interaction, we gained so much more, by being able to attend most sessions in our own time – and this over a six-month period. The virtual aspect was particularly useful for the SAS group, as we are traditionally holding the fort in our respective hospitals, during BACO. A big thank you to the BACO organising team.

The new 2021 SAS contract elicited a lot of interest and went through with an overwhelming 'yes' vote. However, on closer analysis, it seems less attractive than it appeared at the outset. There have been definite improvements made towards pay progression and job planning. The previously closed associate specialist grade has been reopened as the specialist grade. Creation of the SAS advocate role will go a long way in helping the SAS doctors address various issues at a local and national level. But there were setbacks in certain key areas, like SPA and weekend working. There is scope to negate these negatives, through negotiation with Trusts, in accordance with local agreements, with help from the LNC and BMA. The new contract has also attracted an increased interest in the SAS group from the Royal Colleges, which should help in the long run.

There have been a few appointments this year:

- Ms Prerana Rao as the SAS rep for BACO 2023 Organising Committee
- Ms Jeena Narayan as the ENT SAS rep for RCS Ed Intercollegiate SAS Education Committee
- Mr Shyam Singam as the ENT SAS rep at the Surgical Speciality Board (SSB) RCS Ed

Our SAS Conference scheduled for June 2021 had to be postponed in view of the dreaded coronavirus. This will now be the '6th ENT UK SAS Conference – Wales 2022' (23 and 24 June - a face-to-face event), where we will have an exciting programme, with a terrific speaker line-up and a compelling social calendar. Something to look forward to and lift our spirits.





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SFO

Student and Foundation Doctors in Otolaryngology

Provided by Dheeraj Karamchandani, Chair

This year has been an exciting one for the team at SFO UK. Our membership numbers have been steadily increasing and have currently crossed 400 members. At the end of September 2021, we had a majority of our representative posts filled including 100% of the foundation doctor posts, with university representative posts at 81%. Our undergraduate forum has been a great success, with commendable engagement from the undergraduate leads, and several regional events and webinars organised with their support.

SFO UK had a dedicated session at Virtual BACO International, held in January 2021. The main attraction was a career information video comprising almost 40 ENT surgeons from different stages of their career discussing the various aspects of ENT and its subspecialties as a career choice. The support and hard work of ENT UK and its Board of Executives enabled SFO UK to have a panel discussion which was broadcast live on the virtual BACO platform. The feedback received for the session was overwhelmingly positive and pleased the SFO UK organisers immensely, given the challenges of a virtual conference.

Our social media outreach has also increased with more than 1,000 followers on Twitter and 900+ followers on Facebook. A lot of career fairs and conferences are being undertaken online, with leadership from SFO UK representatives under the guidance of SFO UK. An ENT surgical societies forum is under consideration and the NENTSS team has now merged with SFO UK. We are planning further innovative changes in the near future and look forward to your support in our upcoming endeavours.





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YCOHNS

Young Consultants in Otolaryngology and Head and Neck Surgery

Provided by James Barraclough, Chair

Young Consultants in Otolaryngology and Head and Neck Surgery' (YCOHNS) was established over 30 years ago by a group of young ENT consultants to establish a voice for the younger generation of consultants, so that decision making made at a national level could include their views and wishes. New ENT consultants previously included anyone within ten years of their appointment. To make the discussions more relevant to new appointees, the group recently decided to narrow this down to ENT consultants five years beyond their appointment or trainees six months from their CCT. This therefore includes anyone who is an ENT UK member on a post-CCT fellowship as well. YCOHNS was always built on regular face-to-face meetings, but due to COVID this was not possible during 2020-2021. However, it is hoped such meetings will once again take place in 2022.





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WENTS UK

Women in ENT Surgery

Provided by WENTS UK Executive committee

A new WENTS UK committee was formed at BACO in January 2021. We quickly set about formulating our agenda for our first year as a committee.

An International Women's Day event in March 2021 was held virtually with a talk from Professor Sujana Chandrasekhar about her personal journey in ENT followed by a roundtable discussion chaired by our President, Miss Ekpemi Irune. The committee would like to thank Professor Chandrasekhar as well as Professor Hesham Saleh, Mr Tim Mitchell, Professor Claire Hopkins and Professor Nirmal Kumar for giving up their time and ensuring this event was a success.

The committee launched a new initiative titled 'WENTs and Friends' and so far this year have delivered two podcasts with eminent speakers. The idea behind creating this podcast was to allow the open discussion of important topics on Equality, Diversity and Inclusivity (ED&I) and for that content to be easily accessible to our members and others.

HIVE, the newsletter for WENTS UK was also conceived. To date, we have published three instalments.

Furthermore, WENTS UK launched a competition to submit designs for a new scarf. The winners of this competition were Celestine Nicod and Isra Jalaly who each won a £100 prize. The scarf design chosen is in honour of Esme Havelock Hadfield, the first female ENT surgeon in the UK. The scarves will go on sale in the New Year, with proceeds going to the newly created WENTS Women's Wellness Bursary and the WENTS charity of the year - the Sophie Hayes Foundation.

The mentoring programme, steered by Miss Emma Stapleton, goes from strength to strength and currently has 160 participants. There have been two mentor training events and two mentor cafes in the past year, which have received excellent feedback.

The WENTS UK Autumn Forum rounded off our year and started with an insightful discussion between Professor Neil Mortensen, President of the Royal College of Surgeons of England and Miss Ekpemi Irune, WENTS UK President. Mr Simon Fleming spoke on the subject of being a male ally and the evening was concluded with a round table discussion between Miss Stella Vig, Miss Hermien Hartog, Miss Zarina Shaikh and Miss Caroline Hing on the topic of Women in Surgery, which was enjoyed by all. The committee would like to thank all those involved for participating in this forum. Three brand-new WENTS research grants, each of £500, were awarded for studies in the field of ED&I to very deserving individuals.

Our social media liaison continues to provide educational material relevant to women in the workplace, providing tips on understanding discrimination, allyship, etc. The WENTS UK Twitter account, overseen by Alex Ashman, specifically acts to signpost people to resources that make our professional community more informed and accountable.

The WENTS UK committee would like to thank the wider ENT UK community, all our collaborators and sponsors for their support and encouragement in all of our endeavours.





INTEGRATE

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13. INTEGRATE

Provided by John Hardman, Chair at INTEGRATE

Please find a summary of outputs since our last report, and work currently being undertaken, by INTEGRATE, the UK ENT Trainee Research Network.

Publications

- Smith ME, Hardman JC, Mehta N, Jones GH, Mandavia R, Anderson C, et al. on behalf of INTEGRATE (The UK ENT Trainee Research Network). Acute otitis externa: Consensus definition, diagnostic criteria and core outcome set development. PLOS ONE. Public Library of Science; 2021;16:e0251395. doi.org/gcj5
- Hardman JC, Tikka T, Paleri V, ENT UK, BAHNO and INTEGRATE (The UK ENT Trainee Research Network). Remote triage incorporating symptom-based risk stratification for suspected head and neck cancer referrals: A prospective population-based study. Cancer. 2021;127:4177-89. doi.org/grst
- Smith ME, Jones GH, Hardman JC, Nichani J, Khwaja S, INTEGRATE (The UK ENT Trainee Research Network). et al. Acute paediatric mastoiditis in the UK before and during the COVID-19 pandemic: A national observational study. Clinical Otolaryngology. 2021. doi.org/g2xr
- Zhang H, Hardman JC, Nankivell PC, Mehanna H, Paleri V, ENT UK, BAHNO and INTEGRATE (The UK ENT Trainee Research Network). Symptom-based remote assessment in post treatment head and neck cancer surveillance: a prospective national study. Clinical Otolaryngology. 2021. (Accepted with minor amendments).

Presentations

ENT UK Multidisciplinary Consensus Day on the Management of Head and Neck Squamous Cell Carcinoma of Unknown Primary, 15 November 2021, Sage Gateshead.

- Investigations before diagnostic biopsies – John Hardman and James Constable
- Diagnostic biopsies before starting treatment – Chris Hogan and Kris Milinis
- Surgical management after MDT diagnosis – Kate Hulse and Andrew Williamson
- Non-surgical management after MDT diagnosis – Sian Dobbs and Shivun Khosla.

Successful grant applications

- £1,000 – ENT UK Foundation Research Grants Programme HNSCCUP National Audit
- £1,000 – BSO small grant award 2021 Cochlear Implant Eligibility Study.





INTEGRATE

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Main committee

We saw a complete change of committee and adoption of new projects in Q1 of this year. Additionally, in collaboration with University Hospitals Plymouth NHS Trust, we appointed a Junior Research Fellow (Ben Tudor-Green) in October 2021 who has come on board the main committee with some dedicated research sessions, under the supervision of INTEGRATE, within his job plan.

With entirely new teams, most of our current work is in its infancy but is suitably aspirational for the two-year tenure of the 20 individuals taking up positions on committees.

Our website continues to be a focal resource for study documents and for dissemination of our research and audit work <https://entintegrate.co.uk>.

INTEGRATE studies have now reached 167 different UK centres, engaging with over 600 clinicians in ENT. Participation can be tracked here: <https://bit.ly/entintegrate>.

H&N subspecialty committee

Our National Service Evaluation of remote triage for suspected HN cancer and post-treatment surveillance, in combination with ENT UK and BAHNO, has achieved two publications: the former in *Cancer*; and the latter in *Clinical Otolaryngology*.

We conducted a National Audit of Management of Head and Neck Squamous Cell Carcinoma of Unknown Primary (HNSCCUP) across 56 centres, collecting data on over 1,000 patients, presenting an interim analysis at the national consensus day in November. We are in the process of cleaning and validating the data with contributing sites and hope to produce an audit report and further outcomes-based analysis for publication.

Rhinology subspecialty committee

We continue to build on our prior work to put together a grant application to investigate the pragmatic use of Floseal in the management of acute epistaxis. This is likely to include a cluster RCT working alongside Ms Sadie Khwaja as chief investigator.

We are preparing a manuscript to learn further from patients who were discharged with non-dissolvable packs *in situ*, identified through the COVID-19 emergency care audit.

Otology subspecialty committee

We will be working closely with The STARFISH Trial team to deliver their NIHR funded RCT investigating route of steroid administration in sudden onset sensorineural hearing loss. Using the Associate PI scheme to ensure engagement of trainees and mentorship into the world of NIHR supported multicentre clinical research.

We continue to put together a package of studies to lay the foundations for a grant application for an interventional trial to improve the management of chronic dizzy patients in the UK.





INTEGRATE

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- We have completed a systematic review of smartphone apps to treat vertigo
- We have conducted a 50-site survey of dizzy services
- We have designed an audit of vertigo referrals to understand the potential recruitment rates of suspected BBPV referrals to secondary care
- We are conducting a systematic review of BBPV assessment tools.

Additionally, we will be conducting a multicentre retrospective audit of rates of appropriate referral for consideration of cochlear implantation on the back of a successful grant application to the ENT UK Foundation Research Grants Programme.

Thank you

We are grateful for the continued support from ENT UK. We are delighted that ST3 Applications now award points for participation in multicentre collaborative projects, in recognition of the important role this work can play in a trainee's development. We look forward to continuing our work of mentoring the next generation of ENT trainees, with our ethos delivering high quality research and audit, with transparent recognition for the trainees' involvement in meaningful projects.



14. ENT UK FOUNDATION

The ENT UK Foundation is the philanthropic and fund-raising arm of ENT UK. The Foundation officially launched in September 2021 with the unanimous approval of the ENT UK Executive and Trustees.

The Foundation Committee consists of six members chaired by Prof Nirmal Kumar. A five-member advisory group assists the Committee. In addition, the ENT UK President, Honorary Treasurer and Honorary Secretary have the right to attend Foundation Committee meetings.

The Foundation's mission is to:

- **Invest in the speciality** through endowments, research grants, international fellowships, and humanitarian projects.
- **Highlight and facilitate global innovation in ENT practice** through support and funding of global health and international programmes.
- **Enable sustainability and longevity** through fund-raising and other income-generating activities.
- **Promote inclusivity, diversity, and equality** as an integral part of its activities.

The Foundation's aims and objectives are based on five themes:

- **Patient and public:** To commit to and focus on patient and public involvement and engagement (PPIE). To promote prevention and early screening of ill health by educating patients, the public and clinicians, and use technology to reduce health inequalities, improve our patient's ability to access healthcare, and promote healthy lifestyles.
- **Educate:** To promote affiliated groups and societies in the improvement of knowledge, involving universities via access to the ENT portal, and using Technology Enhanced Learning (TEL) to advance worldwide training.
- **Engage:** To engage with stakeholders (including the public, clinicians, allied charities, industry, and technological partners) to improve patient journeys and pathways, provide support, mentorship, and develop clinicians as leaders.
- **Research:** To advance knowledge. To set up research portfolio and funding with NIHR adoption to produce high-quality clinical research. ENT UK is now an approved NIHR non-commercial partner.
- **Celebrate:** To celebrate achievements in holistic care by clinicians and the public. Run an annual gala to reward and recognise the achievements of ENT practitioners and public initiatives in the field of ENT and audiology health and wellness, locally and abroad.

Key activities

The Foundation has taken over the stewardship of the following existing designated funds from ENT UK:

- Prakash Narula Fund
- Francis Shah Fellowship Fund
- NIHR Research Fund
- Shyamala scholarship Fund





ENT UK FOUNDATION

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The group will actively seek to raise funds from legacy donations and industry partners.

The first batch of applications was invited for academic peer review during the year. After peer reviews, 19 winners were selected based on their merits. The awards follow, by award names:

- ENT UK Foundation Research Grants – 15 awards, totalling £11,500
- Francis Shah Fellowship – two awards, totalling £2,500
- Prakash Narula Fellowship – two awards, totalling £1,500.

The winners of the above awards were formally announced at the ENT UK Autumn Meeting held at RCS England on 17 September 2021.

In partnership with WENTS UK, ENT UK Foundation paid out two grants for the sum of £1,000 as the Shyamala/WENTS Education Grant.





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15. FINANCIAL REVIEW

Provided Kay Seymour, Honorary Treasurer (2018-present)

Operational financial position

This financial report covers the year from 1 October 2020 to 30 September 2021, and therefore includes the onset of the second and subsequent waves of the COVID-19 pandemic, as well as the return to face-to-face meetings towards the end of quarter 4. The financial position of ENT UK has undoubtedly benefitted from the largely virtual platform for conferences, meetings and office activity, which predominated over this 12-month period. The highlight of the year was the successful transition of BACO 2020 to a virtual event, held in January 2021 after being postponed as a result of the pandemic. BACO is the largest event held by ENT UK, and the net surplus for BACO 2021 in this financial year was £109k. However, this should be set against a loss of £175k written off in 2019-20 when the face-to-face meeting had to be postponed, so the combined events of BACO 2020 and 2021 made a loss of £66k overall.

Membership revenue income increased by 3% with a total cumulative membership income of £448k (£434k in 2020) and a net increase over the year of 238 members. The total number of paying members on 30 September 2021 was 2,117, up from 1,880 members on 30 September 2020.

The operational figures ex-BACO for the year showed that ENT UK made an operational surplus, for the first time in recent history, of £73k. Of this surplus, £24k will be set aside against a budgeted forecast loss for 2021-22, leaving a surplus of £48k.

£44k has been received in donations to the ENT UK Foundation, to fund research within the ENT specialty, which is ring-fenced separately within the accounts. ENT UK is extremely grateful to Mr Shah and Professor Ray, and Professor and Mrs Kumar, as well as all our other donors, for their generosity and support. A list of key donors can be found on the ENT UK website at <https://www.entuk.org/donors>.

Investment portfolio income

The Finance Committee oversees all matters pertaining to financial planning and performance, including investment management, and advises and reports to the Board of Trustees on the performance of the investment portfolios and the appointed fund managers. Brewin Dolphin have been our fund managers since 2010. Funds are invested in a wide range of products, with a restriction against investing in tobacco companies.

The book value of our investments at year-end 2021 was £2m (compared with £1.8m for year-end 2020). The market value was £2.9m, (£2.4m in 2020), with a dividend income of £50k (£55k in 2020). The forecast dividend income for 2021-22 is £52k.

Expenditure activity

The financial impact of rescheduling BACO was mitigated as far as possible by transferring the headline conference to a virtual platform in 2021 and carrying forward venue costs for the face-to-face event until 2023. Ten events were





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successfully held in an online format, and there was one hybrid meeting, which will be the likely format for most meetings in the near future.

£25k in financial grants were awarded by the ENT UK Foundation and by the British Society of Otolaryngology (BSO) for research.

Summary and financial outlook for 2021-22

The total surplus reported for this financial year on the statutory account is £203k of this day-to-day operational surplus excluding BACO for the financial year was £73k. £24k of this surplus will be set aside against a budgeted forecast loss for 2021-22, leaving a surplus of £48k. The surplus from BACO 2021 recognised in this year's accounts was £109k, but this should be set against a deficit of £175k, which was written off in 2019-20. £44k has been received in ring-fenced donations, and £25k has been awarded in grants.

On 30 September 2021, the revaluation of the ENT UK investment increased by £429k on the balance sheet. This increase was recognised on the income and expenditure statement at year-end. Thus the final surplus on the income and expenditure statement for the financial year is £632k.

The total value of ENT UK's fund at 30 September 2021 were £3.4m of which £3.3m is in unrestricted fund and £0.87m in designated funds.

Trustees have commissioned a review of the pension arrangements we have with SAUL, which may have financial implications if a change in pension provision is recommended.

The pandemic has continued to impact every aspect of ENT UK's function, but from a financial perspective, many of the changes have been positive. Trustees are examining options for utilising the year-end operational surplus to best fulfil our charitable aims and objectives. ENT UK has been successful in transferring its educational activities to online and hybrid formats, and implementing a hybrid model of staff working from home or at our office in the newly renovated Barry Building at The Royal College of Surgeons of England. The trustees are satisfied that we continue to manage our operational and financial risks successfully and have sufficient resources to remain in operational existence for the foreseeable future.

Reserves policy

1. Background

Following a discussion at the Finance Committee in November 2021 the Assistant Honorary Treasurer presented a Reserves Policy to the Board of Trustees in December 2021. In this meeting the Trustees also discussed how to approach the pension liability following a presentation by pension experts.

2. Reserves

The proposed Reserves Policy and related calculations presented by the Assistant Honorary Treasurer suggested that if net unrestricted cash held is included, there is a potential surplus over Reserves and Designated funds of around £400 to £500k within the portfolio. Trustees agreed that a Reserves Policy was required, a Reserves Policy could allow for up to £400,000 of excess funds to be made available and that any calls on this should have strong governance around it. A final decision on the Reserves Policy was not agreed and as such, the Finance Committee is asked to





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consider the proposals and feedback from Trustees and recommend a Reserves Policy to Trustees.

Trustees discussed the options presented by experts in relation to the continued participation of ENT UK in the SAUL pension scheme following concerns raised in relation to continuing lack of control of the scheme and the funding increase risk over time with increasing maturity of the scheme, future salary increases and additional benefit accrual. The Trustees agreed to stay in SAUL and explore closing the scheme to new employees and encouraging employees to transfer the value of their benefit to an alternative pension arrangement. As such the potential pension liability still exists. The section 75 debt is currently estimated at £344,604 as at 31 March 2020 although the true cost could be more or less once calculated and will include additional and significant adviser fees.

Given the above, the Finance Committee is asked to consider whether a suggested amount of around £250k estimated excess cash is an appropriate sum for investment to meet ENT UK's charitable aims (subject to confirmation that the pension liability is covered in the reserves).

3. Investment Approach

The Finance Committee is asked to:

- discuss the Reserves proposals and feedback from Trustees and recommend a Reserves Policy to Trustees
- agree that a two-year budget should be prepared going forward
- consider whether an amount of around £250k estimated excess cash is an appropriate sum for investment to meet ENT UK's charitable aims and make a recommendation to Trustees
- recommend to Trustees that an amount of excess cash be invested over a five-year time frame (2021/22 to 2025/26) which will cover the terms of two future Presidents
- recommend to Trustees that the amount and timeframe be reviewed by the Finance Committee each year in line with the budget setting process
- recommend to Trustees that the total investment amount must only be directed to activity which aligns with the ENT UK strategy (which could include areas such as research, education, international and membership) - the plan is for Trustees to develop and agree a strategy in quarter three this year
- recommend to Trustees that up to £50k be allocated to be invested in this financial year (2021/22) subject to the agreement of an ENT UK strategy - noting that we are already in quarter two and a strategy has yet to be agreed
- recommend to Trustees that, subject to alignment with the strategy, they decide an allocation to invest through ENT UK (for education activity or membership developments for example) and an allocation to the Foundation for both this financial year and over the five-year time frame
- agree suitable governance arrangements and decision-making mechanisms for investments that will be made by ENT UK
- recommend to Trustees that any allocation to the Foundation will only be agreed once the Finance Committee has reviewed and the Trustees have approved the governance of the Foundation and the decision-making process for the allocation of funds through the Foundation (business case presentation, scoring, treatment of conflicts of interests etc)





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4. Next Steps

The next steps are as follows:

- Assistant Honorary Treasurer to draft a final Reserves Policy document to present to Trustees.
- Assistant Honorary Treasurer to present Finance Committee recommendations to Trustees
- Assistant Honorary Secretary and General Manager to develop proposals for the governance structure required for any investment made through ENT UK.
- Foundation Chair to present governance structure and decision-making process to the Finance Committee.
- President-elect and General Manager to plan and lead strategy development work (in line with the Membership Review and Group Governance Review).

5. Diversity Statement

There are no specific diversity implications in relation to this recommendation. Trustees may decide to invest in activity to support activity in relation to Equality, Diversity and Inclusion; however, this will be through the agreed mechanisms.





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Statement of Trustees' responsibilities

The Trustees (who are also directors of ENT UK for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the Trustees are required to:

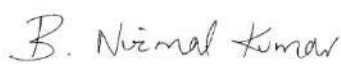
- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

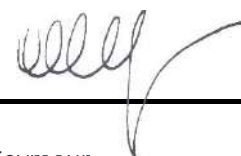
In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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



Nirmal Kumar
President of ENT UK



Kay Seymour
Honorary Treasurer

10 March 2022



INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

ENT UK TRADING AS BRITISH ACADEMIC CONFERENCE IN
OTOLARYNGOLOGY (BACO) AND BRITISH ASSOCIATION OF
OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY (BAO-HNS)

COMPANY NUMBER: 06452601



INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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16. INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

Opinion

We have audited the financial statements of ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS) (the 'charity') for the year ended 30 September 2021, which comprise the Statement of Financial Activities, Balance Sheet, Statement of Cash Flows, and Notes to the Financial Statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is United Kingdom Accounting Standards, comprising Charities SORP - FRS 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and applicable law (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 30 September 2021 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

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

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

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





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Other information

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

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

- the information given in the for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements.

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

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

Other matters

The prior year financial statements are unaudited.

Responsibilities of trustees

As explained more fully in the Statement of Trustees' Responsibilities, the trustees are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

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

Auditor responsibilities for the audit of the financial statements

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

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

Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- The engagement partner ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations.
- We focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations for the company, including the Companies Act 2006, tax legislation and data protection, anti-bribery, employment, environmental and health and safety legislation.

We assessed the susceptibility of the company's financial statements to material misstatement, including obtaining an understanding of how fraud might occur by:

- Making enquiries of management as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud.
- Considered the internal controls in place to mitigate the risks of fraud and non-compliance with laws and regulations.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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

Use of our report

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



Colin Andrew Barker FCA (Senior Statutory Auditor)
For and on behalf of Edmund Carr LLP, Statutory Auditor

146 New London Road, Chelmsford, Essex, CM2 0AW

Date: 10 March 2022





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Statement of Financial Activities for the Year Ended 30 September 2021

(Including Income and Expenditure Account and Other Comprehensive Income)

	Note	Total 2021 £	Total 2020 £
Income from:			
Charitable activities	3	950,282	528,224
Investment income	4	50,939	56,181
Other income		-	7,487
Total income		<u>1,001,221</u>	<u>591,892</u>
Expenditure on:			
Raising funds	5	14,977	12,869
Charitable activities	6	782,806	818,959
Total expenditure		<u>797,783</u>	<u>831,828</u>
Net income/(expenditure) before investment gains		<u>203,438</u>	<u>(239,936)</u>
Gains/losses on investment assets		<u>429,046</u>	<u>(56,006)</u>
Net income/(expenditure)		<u>632,484</u>	<u>(295,942)</u>
Net movement in funds		632,484	(295,942)
Reconciliation of funds			
Total funds brought forward		<u>2,765,843</u>	<u>3,061,785</u>
Total funds carried forward	19	<u>3,398,327</u>	<u>2,765,843</u>

All of the charity's activities derive from continuing operations during the above two periods.

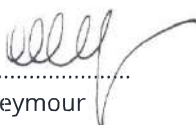


Balance Sheet as at 30 September 2021

	Note	2021 £	2020 £
Fixed assets			
Intangible assets	11	14,340	21,994
Investments	12	<u>2,840,952</u>	<u>2,426,058</u>
		<u>2,855,292</u>	<u>2,448,052</u>
Current assets			
Stock	13	7,049	8,839
Debtors	14	289,983	326,538
Cash at bank and in hand	15	<u>527,061</u>	<u>374,233</u>
		824,093	709,610
Creditors: Amounts falling due within one year	16	<u>(281,058)</u>	<u>(391,819)</u>
Net current assets		<u>543,035</u>	<u>317,791</u>
Net assets		<u>3,398,327</u>	<u>2,765,843</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>3,398,327</u>	<u>2,765,843</u>
Total funds	19	<u>3,398,327</u>	<u>2,765,843</u>

These financial statements have been prepared in accordance with the special provisions relating to companies subject to the small companies' regime within Part 15 of the Companies Act 2006.

The financial statements on pages 58 to 69 were approved by the trustees, and authorised for issue on 10/03/2022 and signed on their behalf by:



 K. Seymour
 Trustee





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Statement of Cash Flows for the Year Ended 30 September 2021

	Note	2021 £	2020 £
Cash flows from operating activities			
Net movement in funds		632,484	(295,942)
Adjustments to cash flows from non-cash items			
Depreciation	11	13,804	17,394
Investment income	4	(50,939)	(56,181)
Loss on disposal of tangible fixed assets		2,591	-
(Profit)/loss on disposal of investments		(85,136)	103,497
Unrealised gains/losses on investment assets	12	(343,910)	(47,491)
		168,894	(278,723)
Working capital adjustments			
Decrease in stocks	13	1,790	2,128
Decrease/(increase) in debtors	14	36,555	(15,927)
(Decrease)/increase in creditors	16	(36,537)	123,378
(Decrease)/increase in deferred income		(74,224)	59,934
Net cash flows from operating activities		96,478	(109,210)
Cash flows from investing activities			
Interest receivable and similar income	4	63	1,408
Purchase of tangible fixed assets	11	(9,408)	(9,770)
Sale of tangible fixed assets		667	-
Purchase of investments	12	(706,520)	(500,625)
Sale of investments		720,672	540,892
Income from dividends	4	50,876	54,773
Net cash flows from investing activities		56,350	86,678
Net increase/(decrease) in cash and cash equivalents		152,828	(22,532)
Cash and cash equivalents at 1 October		374,233	396,765
Cash and cash equivalents at 30 September		527,061	374,233

All of the cash flows are derived from continuing operations during the above two periods.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Notes to the Financial Statements for the Year Ended 30 September 2021

1. Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each member is liable to contribute £1 towards the assets of the charity in the event of liquidation.

2. Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)) (issued in October 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Basis of preparation

ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Income and endowments

Donations and legacies

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Deferred income

Deferred income relates to conference attendance fees and exhibitor fees received for conferences due to take place after the year end.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Investment income

Investment income is accounted for on a receivable basis once the dividend or interest has been declared.

Charitable activities

Subscriptions:

Subscriptions are accounted for on a receivable basis, with the exception of life subscriptions that are recognised as income in full in the period in which they are received.

Other income

All other types of income are accounted for on an accruals basis.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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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 the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office refurbishment	Over 5 years, straight-line
Computers	Over 4 years, straight-line
Office equipment	Over 5 years, straight-line

Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow-moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from members and delegates for subscription and conference fees.

Trade debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of the receivables.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, deposits and cash balances held by investment managers.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised at the transaction price.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Association.

Designated funds are unrestricted funds set aside for specific purposes at the discretion of the trustees.

Pensions and other post retirement obligations

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension. SAUL is a "last man standing" scheme so that in the event of the insolvency of any of the participating employers in SAUL, the amount of any pension funding shortfall (which cannot otherwise be recovered) in respect of that employer will be spread across the remaining participant employers and reflected in the next actuarial valuation. A formal valuation of SAUL is carried out every three years by professionally qualified and independent actuaries using the Projected Unit method. Informal reviews of SAUL's position are carried out between formal valuations.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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3. Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2021 £
Subscription income from members	448,347	-	448,347
Meeting and conference income	424,590	-	424,590
ENT UK product income	27,008	-	27,008
Other income	50,337	-	50,337
	<u>950,282</u>	<u>-</u>	<u>950,282</u>
	Unrestricted funds £	Restricted funds £	Total 2020 £
Subscription income from members	434,457	-	434,457
Meeting and conference income	54,375	-	54,375
ENT UK product income	25,978	-	25,978
Other income	13,414	-	13,414
	<u>528,224</u>	<u>-</u>	<u>528,224</u>

4. Investment income

	Unrestricted funds £	Restricted funds £	Total 2021 £
Dividends receivable from other listed investments	50,876	-	50,876
Interest receivable on bank deposits	63	-	63
	<u>50,939</u>	<u>-</u>	<u>50,939</u>
	Unrestricted funds £	Restricted funds £	Total 2020 £
Dividends receivable from other listed investments	54,773	-	54,773
Interest receivable on bank deposits	1,408	-	1,408
	<u>56,181</u>	<u>-</u>	<u>56,181</u>

5. Expenditure on raising funds

Investment management costs

	Note	Unrestricted funds £	Restricted funds £	Total funds £
Other investment management costs;				
Investment management costs		14,977	-	14,977
Total for 2021		<u>14,977</u>	<u>-</u>	<u>14,977</u>
Total for 2020		<u>12,869</u>	<u>-</u>	<u>12,869</u>





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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6. Expenditure on charitable activities

	Activity undertaken directly £	Activity support costs £	2021 £
Clinoto Journal and other support costs	11,900	446,280	458,180
Conference costs	87,670	185,380	273,050
ENT UK product costs	6,346	-	6,346
Grants, bursaries and prizes awarded to individuals	28,658	-	28,658
Director of Education costs	7,158	-	7,158
Subscription to other relevant bodies	8,394	-	8,394
Donations	1,020	-	1,020
	<u>151,146</u>	<u>631,660</u>	<u>782,806</u>

	Activity undertaken directly £	Activity support costs £	2020 £
Clinoto Journal and other support costs	16,800	490,056	506,856
Conference costs	44,676	183,692	228,368
ENT UK product costs	3,163	14,140	17,303
Grants, bursaries and prizes awarded to individuals	1,811	-	1,811
Director of Education costs	6,840	-	6,840
Subscription to other relevant bodies	5,461	-	5,461
Donations	45,000	-	45,000
Surgical specialty lead costs	7,320	-	7,320
	<u>131,071</u>	<u>687,888</u>	<u>818,959</u>





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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7. Analysis of support costs

Support costs allocated to charitable activities

	Governance costs £	Administration costs £	Total 2021 £
Staff costs	-	415,635	415,635
Travel and meetings expenses	-	8,239	8,239
Website and other computer costs	-	46,569	46,569
Advertising and marketing	-	4,961	4,961
Rent	-	20,707	20,707
Other office costs	-	23,284	23,284
Legal and professional fees	-	76,522	76,522
Audit fees	7,800	-	7,800
Accountancy fees	4,629	-	4,629
Depreciation	-	13,804	13,804
Bank and credit charges	-	6,973	6,973
Sundry expenses	-	2,536	2,536
	12,429	619,230	631,659

	Governance costs £	Administration costs £	Total 2020 £
Staff costs	-	488,049	488,049
Travel and meetings expenses	-	21,104	21,104
Website and other computer costs	-	56,643	56,643
Advertising and marketing	-	10,231	10,231
Rent	-	17,895	17,895
Other office costs	-	45,593	45,593
Legal and professional fees	-	7,105	7,105
Independent examination fees	3,800	-	3,800
Accountancy fees	3,235	-	3,235
Depreciation	-	17,394	17,394
Bank and credit charges	-	4,421	4,421
Sundry expenses	-	12,418	12,418
	7,035	680,853	687,888

8. Net incoming/outgoing resources

	2021 £	2020 £
Operating leases - other assets	22,042	17,895
Loss on disposal of tangible fixed assets	2,591	-
(Profit)/loss on disposal of investments	(85,136)	103,497
Depreciation of fixed assets	13,804	17,394

9. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

During the year, 5 Trustees (2020: 5) were reimbursed for reasonable travel and meetings expenses amounting to £1,315 (2020: £2,654).





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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10. Staff costs

The aggregate payroll costs were as follows:

	2021 £	2020 £
Staff costs during the year were:		
Wages and salaries	308,690	393,393
Social security costs	28,578	32,299
Pension costs	47,006	53,282
Other staff costs	31,361	9,075
	<u>415,635</u>	<u>488,049</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed by head count was as follows:

	2021 No	2020 No
Administration	<u>7</u>	<u>9</u>

7 (2020 - 9) of the above employees participated in the defined benefit pension scheme.

Contributions to the employee pension scheme for the year totalled £47,006 (2020 - £53,282).

During the year, the charity made redundancy and/or termination payments which totalled £Nil (2020 - £9,055).

The number of employees whose emoluments fell within the following bands was:

	2021 No	2020 No
£70,001 - £80,000	<u>1</u>	<u>1</u>

The total employee benefits of the key management personnel of the charity were £102,787 (2020 - £102,024).

11. Tangible fixed assets

	Computers and office equipment £	Office refurbishment £	Total £
Cost			
At 1 October 2020	159,419	133,361	292,780
Additions	9,408	-	9,408
Disposals	(9,257)	(133,361)	(142,618)
At 30 September 2021	<u>159,570</u>	<u>-</u>	<u>159,570</u>
Depreciation			
At 1 October 2020	137,425	133,361	270,786
Charge for the year	13,804	-	13,804
Eliminated on disposals	(5,999)	(133,361)	(139,360)
At 30 September 2021	<u>145,230</u>	<u>-</u>	<u>145,230</u>
Net book value			
At 30 September 2021	<u>14,340</u>	<u>-</u>	<u>14,340</u>
At 30 September 2020	<u>21,994</u>	<u>-</u>	<u>21,994</u>





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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12. Fixed asset investments

Listed investments

	Listed investments £
Cost or Valuation	
At 1 October 2020	2,426,058
Revaluation	343,910
Additions	706,520
Disposals	(635,536)
At 30 September 2021	<u>2,840,952</u>
Net book value	
At 30 September 2021	<u>2,840,952</u>
At 30 September 2020	<u>2,426,058</u>

At the balance sheet date, the historical cost of the investments was £2,081,145 (2020: £1,874,116).

13. Stock

	2021 £	2020 £
Patient leaflets	<u>7,049</u>	<u>8,839</u>

14. Debtors

	2021 £	2020 £
Trade debtors	44,853	34,000
Prepayments	244,951	267,647
Accrued income	-	300
VAT recoverable	-	24,339
Other debtors	179	252
	<u>289,983</u>	<u>326,538</u>

15. Cash and cash equivalents

	2021 £	2020 £
Cash at bank	<u>527,061</u>	<u>374,233</u>





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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16. Creditors: amounts falling due within one year

	2021 £	2020 £
Trade creditors	33,791	31,576
Other taxation and social security	9,758	7,907
Other creditors	148,967	164,537
Pension scheme creditor	5,485	5,833
Accruals	60,753	85,438
Deferred income	22,304	96,528
	<u>281,058</u>	<u>391,819</u>

	2021 £
Deferred income at 1 October 2020	96,528
Resources deferred in the period	22,304
Amounts released from previous periods	(96,528)
Deferred income at 30 September 2021	<u>22,304</u>

17. Obligations under leases and hire purchase contracts

	2021 £	2020 £
Within one year	30,511	6,786
Between one and five years	<u>106,789</u>	<u>-</u>
	<u>137,300</u>	<u>6,786</u>

18. Pension and other schemes

Defined benefit pension schemes

Superannuation Arrangements of the University of London (SAUL)

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension for all eligible employees with the assets held in separate Trustee administered funds.

The charitable company has adopted FRS 102 for accounting for pension costs. It is not possible to identify the Charity's share of the underlying assets and liabilities of SAUL. Therefore contributions are accounted for as if SAUL were a defined contribution scheme and pension costs are based on the amounts actually paid (i.e. cash amounts) in accordance with FRS 102. SAUL is subject to triennial valuations by professionally qualified and independent actuaries.

The last available valuation was carried out as at 31 March 2020 using the projected unit credit method in which the actuarial liability makes allowance for projected earnings.

The main assumptions used to assess the technical provisions were:

- Pre-retirement discount rate 3.15% (31/03/2017: 4.06%)
- Post-retirement discount rate 1.05% (31/03/2017: 1.96%)
- General salary increases 3.49% (31/03/2017: 3.49%)
- Price inflation - RPI 2.70% (31/03/2017: 3.39%)
- Price inflation - CPI 1.70% (2017: 2.49%)
- Pension increases in payment 1.70% (31/03/2017: 2.49%)





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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As a whole, the market value of the scheme's assets was £3.612 million (31/03/2017: £3.204 million) representing 94% (31/03/2017: 102%) of the liability for benefits after allowing for expected future increases in salaries. The Trustee and the employers agreed to increase employer contributions to 19% of salaries from 1 April 2022 (currently 16%) . Member contributions are set at 6% of salaries.

The total cost relating to defined benefit schemes for the year recognised in profit or loss as an expense was £47,006 (2020 - £53,283).

19. Funds

	Balance at 1 October 2020 £	Incoming resources £	Resources expended £	Transfers £	Other recognised gains/(losses) £	Balance at 30 September 2021 £
Unrestricted funds						
General fund	2,735,533	946,230	(770,080)	(30,000)	429,046	3,310,729
Designated funds						
The Prakash Narula Fund	17,489	-	(4,340)	-	-	13,149
ORS Fund	11,836	-	(820)	-	-	11,016
Global Health Committee	985	8,273	(1,000)	-	-	8,258
Women in ENT Surgery	-	2,857	(1,693)	-	-	1,164
Frances Shah Fellowship Fund	-	25,000	(2,500)	-	-	22,500
NIHR Research Funds	-	10,625	(11,500)	-	-	(875)
Voice App Research Funds	-	540	-	-	-	540
BSO Fund	-	7,696	(5,850)	30,000	-	31,846
	<u>30,310</u>	<u>54,991</u>	<u>(27,703)</u>	<u>30,000</u>	<u>-</u>	<u>87,598</u>
Total funds	<u>2,765,843</u>	<u>1,001,221</u>	<u>(797,783)</u>	<u>-</u>	<u>429,046</u>	<u>3,398,327</u>

The specific purposes for which the funds are to be applied are as follows:

A sum of £25,000 was left to the charity by the estate of Mrs Prakash Narula. These funds have been designated by the Trustees to be used for travelling fellowship awards.

The Otorhinolaryngological Research Society transferred £15,000 to ENT UK on transferring its activities to the charity.

The transfer relates to £30,000 committed by the trustees to set up the BSO research fund.

A sum of £25,000 was donated to ENT UK by Mr Navnit Shah in his wife's name to setup a fellowship. The newly formed ENT UK foundation will take over the stewardship of this designated fund and award Francis Shah fellowship on an annual basis.

£10.6k was received from various sources during the year to setup the NIHR research fund. This designated fund is being managed by the newly formed ENT UK foundation and will award research grants.





INDEPENDENT AUDITOR'S REPORT AND FINANCIAL STATEMENTS

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Comparative information in respect of the preceding period is as follows:

	Balance at 1 October 2019 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 September 2020 £
Unrestricted funds					
General fund	3,029,785	590,418	(828,664)	(56,006)	2,735,533
Designated funds					
The Prakash Narula Fund	17,000	489	-	-	17,489
ORS Fund	15,000	-	(3,164)	-	11,836
Global Health Committee	-	985	-	-	985
	<u>32,000</u>	<u>1,474</u>	<u>(3,164)</u>	<u>-</u>	<u>30,310</u>
Total funds	<u>3,061,785</u>	<u>591,892</u>	<u>(831,828)</u>	<u>(56,006)</u>	<u>2,765,843</u>

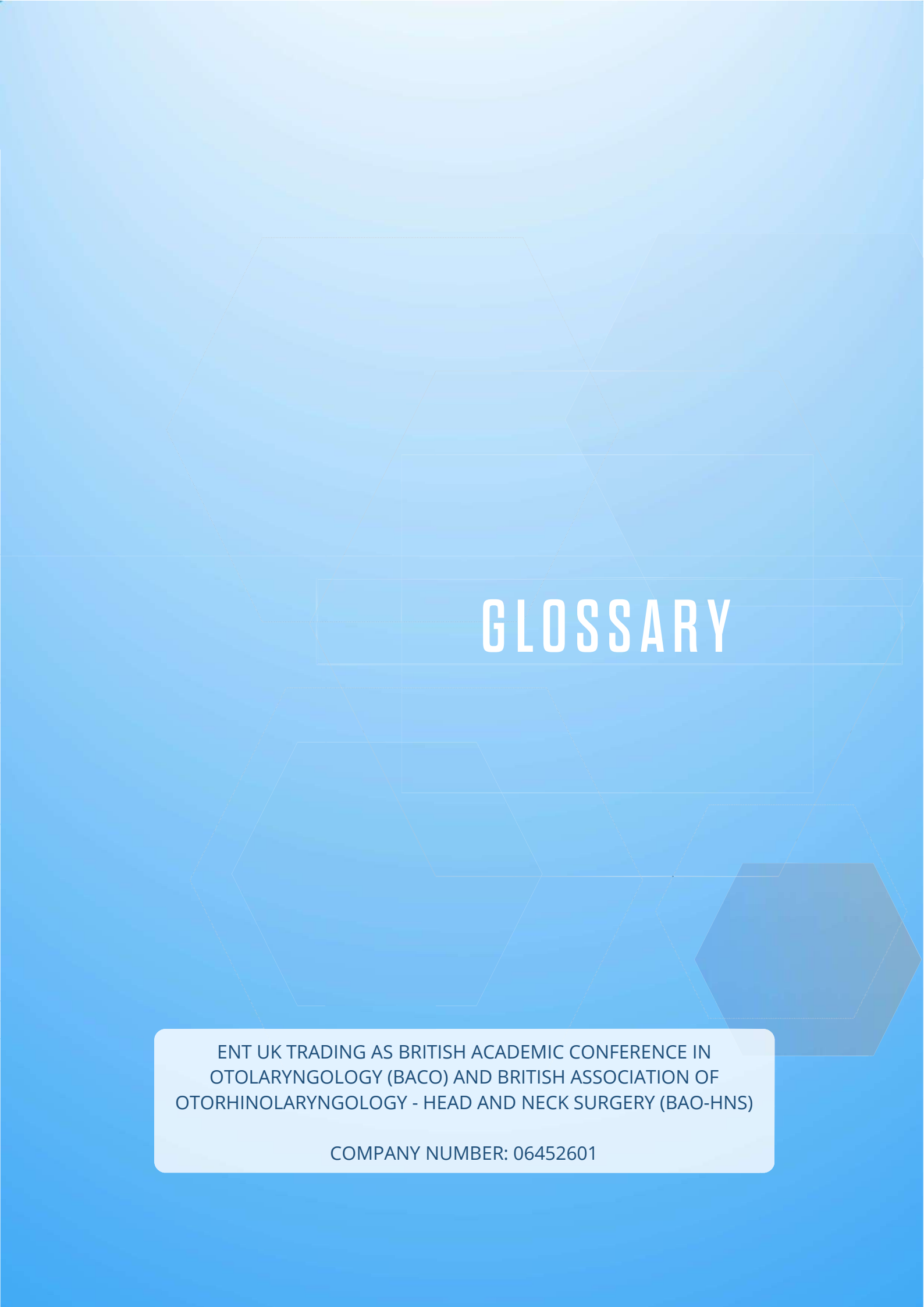
20. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds 2021 £
Tangible fixed assets	14,340	-	14,340
Fixed asset investments	2,840,952	-	2,840,952
Current assets	824,093	-	824,093
Current liabilities	(281,058)	-	(281,058)
Total net assets	<u>3,398,327</u>	<u>-</u>	<u>3,398,327</u>
	Unrestricted funds £	Restricted funds £	Total funds 2020 £
Tangible fixed assets	21,994	-	21,994
Fixed asset investments	2,426,058	-	2,426,058
Current assets	709,610	-	709,610
Current liabilities	(391,819)	-	(391,819)
Total net assets	<u>2,765,843</u>	<u>-</u>	<u>2,765,843</u>

21. Prior year Statement of Financial Activities

	Note	Unrestricted £	Restricted £	Total 2020 £
Income and Endowments from:				
Charitable activities	3	528,224	-	528,224
Investment income	4	56,181	-	56,181
Other income		7,487	-	7,487
Total income		<u>591,892</u>	<u>-</u>	<u>591,892</u>
Expenditure on:				
Raising funds	5	12,869	-	12,869
Charitable activities	6	818,959	-	818,959
Total expenditure		831,828	-	831,828
Gains/losses on investment assets		(56,006)	-	(56,006)
Net expenditure		<u>(295,942)</u>	<u>-</u>	<u>(295,942)</u>
Net movement in funds		(295,942)	-	(295,942)
Reconciliation of funds				
Total funds brought forward		<u>3,061,785</u>	<u>-</u>	<u>3,061,785</u>
Total funds carried forward	19	<u>2,765,843</u>	<u>-</u>	<u>2,765,843</u>





GLOSSARY

ENT UK TRADING AS BRITISH ACADEMIC CONFERENCE IN
OTOLARYNGOLOGY (BACO) AND BRITISH ASSOCIATION OF
OTORHINOLARYNGOLOGY - HEAD AND NECK SURGERY (BAO-HNS)

COMPANY NUMBER: 06452601



GLOSSARY

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17. GLOSSARY

AAO-HNS	American Academy of Otolaryngology-Head and Neck Surgery
AOMRC	Academy of Medical Royal Colleges
AOT	Association of Otolaryngologists in Training
ASGBI	Association of Surgeons of Great Britain and Ireland
AsiT	Association of Surgeons in Training
BACO	British Academic Conference of Otolaryngology
BAETS	British Association of Thyroid and Endocrine Surgeons
BAOMS	British Association of Oral and Maxillofacial Surgeons
BAPO	British Association of Paediatric Otorhinolaryngologists
BAPRAS	British Association of Plastic Reconstructive and Aesthetic Surgeons
BAPS	British Association of Paediatric Surgeons
BLA	British Laryngological Association
BOARS	The British Otorhinolaryngology and Allied Sciences Research Society
BRS	British Society of Rhinology
BSACI	British Society for Allergy and Clinical Immunology
BSHENT	British Society for the History of ENT
BSFPS	The British Society of Facial Plastic Surgery (formerly FPS UK)
BSO	The British Society of Otolaryngology
BTA	British Thyroid Association
BVA	British Voice Association
e-lefENT	e-learning platform
EAFPS	The European Academy of Facial Plastic Surgery
ENT	common abbreviation for ear, nose and throat
ERS	European Rhinological Society
ESPO	The European Society of Paediatric Otorhinolaryngology
FPS UK	former name of The British Society of Facial Plastic Surgery (BSFPS)
FSSA	Federation of Surgical Specialty Associations
GMC	General Medical Council
H&N	Head and Neck Society
IOS	Irish Otorhinolaryngology/Head & Neck Surgery Society
IPC	Independent Practice Committee
MTI	Medical Training Initiative
NICE	National Institute for Health and Care Excellence
RCGP	Royal College of General Practitioners
RCN	Royal College of Nursing
RCPSG	Royal College of Physicians and Surgeons of Glasgow
RCSEd	Royal College of Surgeons of Edinburgh
RCSEng	Royal College of Surgeons of England
RCSI	Royal College of Surgeons of Ireland
RSM	Royal Society of Medicine
SAC	Special Advisory Committee
SAS	Staff and Associate Specialists (i.e. the ENT Staff and Associate Specialist Doctors' Group of the Education and Training Committee)
SFO UK	Student and Foundation Doctors in Otolaryngology
TWJ Foundation	Thomas Wickham Jones Foundation
WENTS UK	Women in ENT Surgery
YCOHNS	Young Consultants in Otolaryngology Head and Neck Surgery



ENTUK

England & Wales - Charity number 1125524

Accounts



ANNUAL REPORT 2019-2020



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PRESIDENT'S FOREWORD



I. PRESIDENT'S FOREWORD

I am delighted to present this report after a rather turbulent start to my second year as president of ENT UK.

Many of the plans for our national efforts to improve the high-quality services in otolaryngology for the benefit of our patients took second place to protecting our colleagues and patients from the ravages of a new virus, unprecedented in our lifetimes, the nature of which we were having to learn about rapidly. However, we also brought out the best in each other; our collaborative efforts working with all sub-specialty colleagues taking account of all needs was a highlight, and our next generation provided the real focal point in the frontline.

The number of trainee-led audits and research, as well as the high quality of patient information that we put up on the ENT UK website, led to a rapid increase in web traffic and our education for the rest of the world in guidelines and audit/research outputs was of the highest order.

The efforts made by the entire team at ENT UK in converting the BACO conference to a virtual format was singular, while the academic strengths of BACO were maintained and even enhanced. Our pre-COVID shortage in workforce numbers with the key challenges of delivering high standards of care while recovering from the effects of the pandemic will test our resilience and resolve.

I did not choose to be President during this pandemic but remain indebted to each and every one of the members, ENT UK staff members, executives and trustees who have worked tirelessly. I am reminded of the adage that 'kindness is realising that we are all in it together'.



Professor B Nirmal Kumar, President of ENT UK





REFERENCE AND ADMINISTRATIVE DETAILS

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2. REFERENCE AND ADMINISTRATIVE DETAILS

Principal office

The Royal College of Surgeons England
35-43 Lincoln's Inn Fields
London
WC2A 3PE
The charity is incorporated in England
and Wales.

Company Registration Number

6452601

Charity Registration Number

1125524

Solicitors

SA Law
60 London Road
St Albans
Hertfordshire
AL1 1NG

Bankers

National Westminster Bank Plc
Bloomsbury Parr's
PO Box 158
214 High Holborn
London
WC1V 7BX

Independent Examiner

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

Investment fund managers

Brewin Dolphin Limited
12 Smithfield Street
London
EC1A 9BD





TRUSTEE'S REPORT

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3. TRUSTEE'S REPORT

Charter

ENT UK is the professional membership body representing Ear, Nose and Throat surgery, as well as its related specialities, in the United Kingdom. ENT UK supports members at every stage of their careers, from student-level right through to retirement – a total of more than 2000 medical practitioners.

As well as supporting surgeons and associated medical professionals, ENT UK promotes the understanding of ENT in the media and provides the specialty with a voice. ENT UK is a source of valuable medical information for patients as well as practitioners, and supports research, provides continuing education for specialists, and champions high standards in training. In all of our activities we seek to improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck.

Mission statement

The mission of the association consists of the following aims:

- To improve the care available to patients suffering from conditions of the ear, nose, throat, head and neck through supporting research and guideline development.
- To promote the understanding of the range of conditions treated by the specialty through better public education.
- To provide information on the specialty to the general public and media through improved web-based information.
- To support and provide continuing education for specialists through courses, conferences and e-learning.
- To encourage recruitment into the specialty through greater exposure in medical school and foundation year training.
- To promote high standards in the training of specialists through support for trainees seeking subspecialist training and academic career pathways.
- To represent the specialty at the Royal Colleges of Surgeons and to government bodies through increased representation.

Strategic aims

The strategy aims to be:

1. Patient-centred by focusing on
 - patient outcomes
 - patient information
 - closer liaison with related ENT charities
 - advocacy for patients.
2. Supportive to members from medical school to retirement through provision of or support for:
 - continuing medical education and training
 - maintaining professional standards
 - advancing knowledge of ear, nose and throat disorders through research and education
 - specialty-specific professional capabilities
 - addressing the non-medical elements of the NHS
 - adequate representation in the Royal Colleges.





STRUCTURE, GOVERNANCE AND MANAGEMENT

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4. STRUCTURE, GOVERNANCE AND MANAGEMENT

The following provides the governance and management of ENT UK during the period 2019-2020

The Board of Trustees

Prof Nirmal Kumar
President

Trustee since 4 Feb 2011 as Asst Honorary Secretary of ENT UK (2011-2015). Honorary Secretary & Company Secretary of ENT UK (3 Feb 2015 to 31 March 2017) and President-elect of ENT UK March 2017 to March 2019. President of ENT UK since March 2019

Mr Andrew Swift
President-elect

Trustee and President-elect since March 2019

Prof Carl Philpott
Honorary Secretary

Trustee and Honorary Secretary and Company Secretary from June 2017 to March 2020

Mr Taran Tatla
Honorary Secretary

Trustee and Honorary Secretary and Company Secretary since 1 April 2020

Miss Kay Seymour
Honorary Treasurer

Trustee and Honorary Treasurer since Sept 2018

Prof Gerry O'Donoghue
Master of BACO 2020

Trustee since 3 Dec 2015 and BACO Master 2020

Miss Catherine Spinou
BACO Treasurer/Project Lead

Trustee since September 2019

Miss Victoria Ward
Clinical Trustee

Trustee since December 2018

Mr Tim Mitchell
Clinical Trustee

Trustee since April 2020

Mr Brian Bingham
Past President

Past President from March 2019 to March 2020

Mr Stephen Evans
Lay Member

Lay Trustee since 31 March 2017 and Chair of Finance Committee of ENT UK from Sept 2015 to December 2019

Mr Andrew Gamble
Lay Member

Lay Trustee since 6 May 2016

Mr Andrew Foster
Lay Member

Lay Trustee since April 2020





STRUCTURE, GOVERNANCE AND MANAGEMENT

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The Executive Committee

Prof Nirmal Kumar	President
Mr Andrew Swift	President-elect
Prof Carl Philpott	Honorary Secretary <i>until March 2020</i>
Mr Taran Tatla	Honorary Secretary <i>since April 2020</i>
Miss May Yaneza	1 st Assistant Honorary Secretary
Miss Nara Oban	2 nd Assistant Honorary Secretary
Miss Kay Seymour	Honorary Treasurer
Mr William Hellier	Assistant Honorary Treasurer
Miss Catherine Spinou	BACO Treasurer/Project Lead
Prof Philippa Tostevin	Director of Education
Mr Craig Murray	Chair of SAC in Otorhinolaryngology

The Finance Committee

Mr Stephen Evans	Chair until December 2019
Mr Andrew Swift	President-elect, Chair
Prof Carl Philpott	Honorary Secretary <i>until March 2020</i>
Mr Taran Tatla	Honorary Secretary <i>since April 2020</i>
Miss Kay Seymour	Honorary Treasurer
Miss Catherine Spinou	BACO Treasurer/Project Lead
Mr William Hellier	Assistant Honorary Treasurer
Mr Patrick Way	Lay Member
Mr Andrew Foster	Lay Trustee
Ms Julianne Ilebode-Akisanya	General Manager
Mr Bikram Gurung	Financial Officer





STRUCTURE, GOVERNANCE AND MANAGEMENT

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ENT UK Office

Ms Julianne Ilebode-Akisanya	General Manager <i>since October 2019</i>
Ms Janet Stephen	Education Officer
Ms Lidija Ivnik	Membership and Committees Officer <i>left July 2020</i>
Mr Bikram Gurung	Finance Officer
Ms Christy Hillman	Events Officer and BACO Organiser
Ms Jessica Leigh	Events Officer
Ms Phillippa Chinery	Communications Officer <i>left July 2020</i>
Mr Davide Gorgoglione	IT/Website Officer
Mr John Nixon	Copywriter and Content Editor

The ENT UK Council

Prof Nirmal Kumar	President
Mr Andrew Swift	President-elect
Prof Carl Philpott	Honorary Secretary <i>until March 2020</i>
Mr Taran Tatla	Honorary Secretary <i>since April 2020</i>
Miss Kay Seymour	Honorary Treasurer
Prof Gerry O'Donoghue	Master of BACO 2020
Miss Catherine Spinou	BACO Treasurer/Project Lead
Mr Brian Bingham	Past President
Miss May Yaneza	1 st Assistant Honorary Secretary
Miss Nara Oban	2 nd Assistant Honorary Secretary
Mr William Hellier	Assistant Honorary Treasurer
Prof Philippa Tostevin	Director of Education





STRUCTURE, GOVERNANCE AND MANAGEMENT

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Regional Representatives

Ameera Abdelrahim	West Midlands (RSPA West Midlands)
Robin Adair	Northern Ireland
Mohiemen Anwar	N. W. Thames (RSPA N W Thames)
David Baring	Scotland – East
Nazir Bhat	East Anglia (RSPA East of England)
Mriganka De	West Midlands (RSPA West Midlands)
Sam Fishpool	Wales
Rhodri Costello	Wales
Tony Jacob	S. Thames (RSPA S.E. Coast) & S.W. Thames (RSPA S W Thames)
Simon Lloyd	North Western (RSPA North West and Mersey)
Ram Moorthy	Oxford (RSPA South Central and Wessex)
Yujay Ramakrishnan	Trent (RSPA East Midlands)
Paul Spraggs	ENT UK rep on RCS England council
Frank Stafford	Northern (RSPA Northern)
Beverley Yu	Yorkshire (RSPA Yorkshire and Humber)





OUR MEMBERSHIP

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5. OUR MEMBERSHIP



During the 2019/20 financial year ENT UK welcomed 554 new members. This was a net gain of 255 members bringing our total membership at the end of the financial year to 2,097.



16% ↑
Growth in total membership



5%

Growth in membership revenue



We continue to experience a year-on-year increase in membership with this year's growth being the largest at 16% over the past decade. Our fastest growing cohort continues to be YCOHNS which has grown by 148% in the past year. This is followed by the Students and Foundation doctors' grade (SFO) which has grown by 34% over the past year.



Whilst there has been a significant increase in membership there has not been a comparable growth in membership revenue. Total membership revenue during the 2019/20 financial year was £434k. This represented a 5% growth on revenue from the previous year.





OUR MEMBERSHIP

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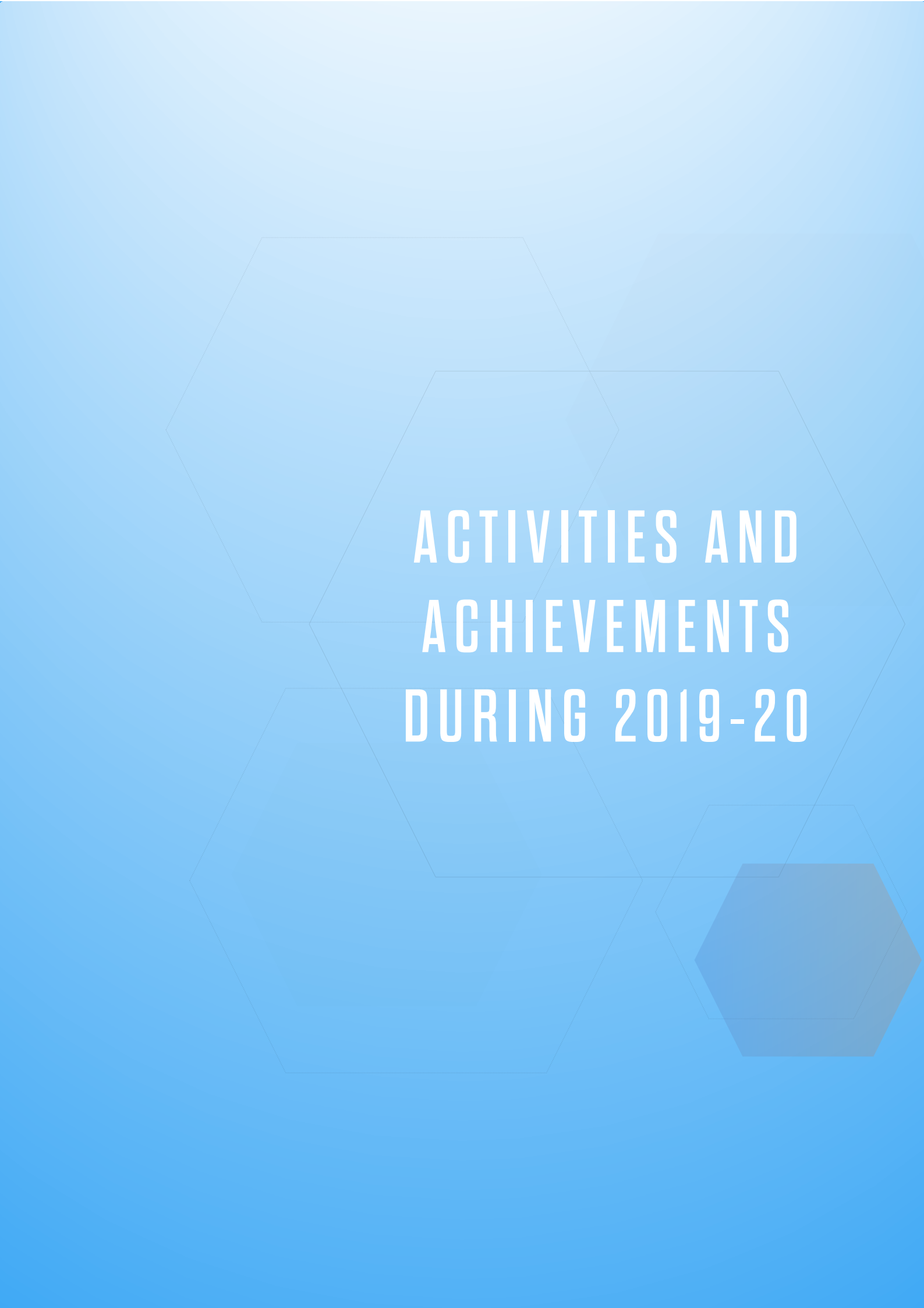
Membership income by year

Year	Revenue	YoY%	Head count	YoY%
2014-15	325k		1262	
2015-16	342k	5	1340	6
2016-17	371k	8	1387	4
2017-18	410k	11	1485	7
2018-19	411k	0	1617	9
2019-20	434k	5	1880	16

Paying members by grade	This year	Last year
Total	1880	1617
Consultant	572	593
Trainees	358	399
SFO	375	279
International	162	107
YCOHNS	149	60
Associate	124	104
Allied	96	45
Retired	44	30

Free members	This year	Last year
Total	221	199
Hinari	86	53
Life	81	92
Honorary	44	43
Parental leave	10	11



The background is a solid blue gradient, transitioning from a lighter shade at the top to a darker shade at the bottom. Overlaid on this are several hexagonal shapes. Some are faint, light blue outlines, while others are solid, darker blue. One solid hexagon is located in the bottom right corner. The text is centered within the frame.

ACTIVITIES AND ACHIEVEMENTS DURING 2019-20



COVID-19 PANDEMIC RESPONSE

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6. COVID-19 PANDEMIC RESPONSE

Provided by Taran Tatla, Honorary Secretary

The COVID-19 pandemic started to adversely impact upon UK healthcare service delivery from March 2020. ENT UK, through the association's leadership working closely with its sub-specialty groups, key personnel in a streamlined back-office, and a highly engaged membership, was motivated and galvanized by the pandemic in a way that few issues have necessitated since the organisation was established.

Building upon existing structures at the very outset of COVID-19, we developed a COVID response team using a responsive communications process for disseminating potentially life-saving guidance to our members, allied professional groups and the public, when information about the disease was scarce and the NHS under enormous pressure.

Early development, distribution and report of our national member survey suggesting shortfalls and regional variation for Personal and Protective Equipment (PPE) availability underscored the need for safety during ENT face-to-face clinical encounters, so minimising avoidable risk and harm through virus cross-transmission. We also engaged with Public Health England to ensure that the Aerosol Generating Procedure list included upper airway interventions and appropriate PPE was used by all clinicians undertaking these procedures.

Diverse and inclusive expert working groups were established early to consider 'ground-truth' member feedback on safety in the hospital care environment, as well as the evolving impact on ENT services.

Recommendations and steps to mitigate risks for healthcare workers and patients allowed ongoing delivery of emergency adult and paediatric ENT services. Although elective outpatient services were initially halted for ENT like most other specialties, early guidance for minimising impact on Head and Neck and thyroid cancer patient care was established.

Novel guidelines were released to advise upon suitable PPE for upper airway endoscopy amidst high hospital COVID-19 patient numbers, suitable surgical tracheostomy technique and airway after-care in ventilated patients to mitigate cross-transmission risk, as well as streamlined emergency adult and paediatric ENT care pathways, designed to avoid unnecessary hospital admission wherever safely possible. The latter addressed common management of non-COVID airway infections and associated complications including abscesses, epistaxis and ENT foreign body retrieval.

Further guidelines to emphasise the need for early recognition of anosmia as a presenting symptom of COVID-19, in order to minimise undetected virus spread, were published promptly.

The ENT UK office staff switched readily to remote home working, embracing the power of information technology to support executive, working group and other office meetings, as well as ensuring that online resources, guidelines and communications were optimally presented and readily and widely disseminated. Website and social media communications were supplemented by twice-weekly emailing of 'Letters to Members' during the first critical months of the pandemic.

ENT UK's claim to be an exemplary professional association and organisation, advocating for patients as well as its own members and wider healthcare workforce, is attested to by the numerous initiatives, activities and materials produced during the initial and ensuing months of the pandemic.





ANNUAL GENERAL MEETING JULY 2020

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7. ANNUAL GENERAL MEETING JULY 2020

For the first time in its history, the annual general meeting (AGM) was held in a virtual environment via video conferencing, due to the then ongoing restrictions of the coronavirus pandemic. The meeting began by acknowledging and holding a minute's silence for the ENT colleagues who had lost their lives during the pandemic.

The meeting was used to formally welcome three new trustees to the ENT UK Board, namely Taran Tatla (Honorary Secretary), Andrew Foster (Lay Trustee) and Tim Mitchell (Clinical Trustee), and two new executive officers, May Yaneza (First Assistant Honorary Secretary) and Nara Orban (Second Assistant Honorary Secretary).

There was also the presentation of an honorary membership to Professor Janet Wilson and the announcement of Dominic Gardner (University of Edinburgh) as the winner of the 2019 Undergraduate Essay Prize.





EDUCATION

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8. EDUCATION

Provided by Philippa Tostevin, Director of Education ENT UK

This report has been produced with the assistance of Education Officer Janet Stephen who has provided exemplary support for all educational activities under the remit of the Education and Training Committee over this challenging period in our history.

The ENT UK Education and Training committee, with representation from the leadership of established educational groups CPD, SFO, SAS, AOT, PESC, ESCC and SAC has met and updated the executive, trustee and council throughout the year. They have been joined this year by the new community ENT group bringing General Practice representation formally into the heart of ENT UK educational activities for the first time.

This report represents a summary of educational activities to demonstrate how they have progressed in alignment with the mission statement (MS) of the organisation, noting the strategic objectives and key deliverables in the 5-10-year strategy document of September 2018. For all educational courses the ENT UK events policy has been followed and the feedback has been produced and analysed in timely fashion with huge thanks to Christy Hillman and Jessica Leigh of the events team.

1. Mission Statement:

To promote an understanding of the range of conditions treated by the specialty

a. e-lefENT

There has been a change in the leadership of the virtual learning team this year as Victoria Ward stepped down as Editor-in-Chief. We are enormously grateful for the sustained effort that she has dedicated to this project over many years. Following her departure, James Tysome was appointed Director of e-learning and Somiah Siddiq became the new Editor-in Chief of e-lefENT, working with the digital transformation team from Medtronic. Together they have led the final design, build and beta testing of the new platform with the review of content of 450 sessions. In February 2020, the new Medtronic-supported platform was launched, featuring enhanced functionality including search, ability to log in via the ENT UK website and the addition of new sessions. Mapping of new curricula to support the needs of different groups has been undertaken. The mapping of the new GMC medical licensing assessment (MLA) content for ENT to the platform by the SFO team is the first of these to complete this year to support access to key learning resources for all medical students in the UK as they prepare for the new MLA in 2024.

b. Community ENT Group

In February 2020 a new group was developed by the DoE under the umbrella of the Education and Training Committee to support the ENT educational needs of GPs, GPs with an extended role in ENT and allied healthcare workers who care for ENT patients. The community group has met virtually during the pandemic and has membership from around the UK. Having identified a need for support for GPs who





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are interested in ENT, and having consulted the Royal College of General Practitioners (RCGP), a curriculum guidance document was created by the group which over the next year will be mapped to the VLE. Biographies to outline the career paths of different GPs with an extended role in ENT were written for the ENT UK website. The input from the community group was integral to the development of the GP Day for BACO 2021.

c. BACO GP and Allied Professionals Day

The BACO GP and Allied Professionals day in Birmingham in July 2020 was postponed and transformed into a virtual day for delivery in January 2021.

2. Mission Statement:

To support and provide continuing education for specialists

a. CPD

The CPD committee led by Declan Costello has provided kite mark accreditation on behalf of ENT UK as a marker of quality of educational provision. Over this time period, 47 applications for CPD approval were received, 11 of which were cancelled or rescheduled due to the pandemic; two applications were received for advertising only. It is noted that this is a decrease, compared to 67 applications last year, possibly due to the pandemic. The regular programme of quality assurance visits to courses was not achieved due to travel restrictions, but oversight has been rigorously maintained, with feedback from all courses reviewed and action taken if required.

b. Specialty Doctor Group (SAS)

The SAS group led by Shyam Sunder Singham changed their BACO plans smoothly to develop a virtual BACO experience to include CESR, education and tongue tie clinic talks. SAS members also contributed to the pandemic guidance for telephone clinics. Sadly, the plans for the 6th annual ENT UK SAS conference in Wales had to be postponed; the current plans are for the conference to take place in June 2022. The ENT UK CESR buddy scheme to support applicants across the UK continues to be a useful resource to the membership. The new CESR guidelines released in the autumn of 2020 have caused some concerns for our SAS members that are being discussed with the SAC. The SAS contract negotiations with the Department of Health may have significant implications for this group of doctors over the coming year.

c. Webinars

The webinar series is a free resource that is live streamed through the RCSEd using a webex platform. The subsequent learning resource videos are then uploaded onto ENT UK website and the e-lefENT virtual learning platform. This popular series attracted an international audience of trainees, SAS doctors and consultants. Topics covered included facial nerve palsy post-parotid and post-ear-surgery, pharyngeal leak, vocal cord palsy, post-operative hearing loss, CSF leak, chyle leak, flap failure and displaced tracheostomy tube. Mira de Kruif was appointed to a new role as ENT UK webinar coordinator, and she has planned an exciting new series covering the multidisciplinary approach to ENT conditions for the next academic year. The





EDUCATION

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administration of this activity falls within the remit of the RCSEd under the leadership of Mr Omar Hilmi collaborating with the ENT UK team.

d. Paediatric Emergency Surgical Skills Course

Course leads Michael Saunders and Neil Bateman

This simulation course has been developed for ENT consultants who do not work in tertiary paediatric ENT centres. This is an ongoing requirement. Due to the pandemic, only one course ran this year, on 27 November 2019. This took place at the Royal London Hospital, organised by Yogesh Bajaj, and had excellent feedback. Plans for a pre-BACO course had to be transformed into recorded sessions at the virtual conference.

e. Adult Emergency Surgical Skills Course (ESSC)

Course lead Raj Lakhani

There has been a change in leadership of the ESSC course this year with huge thanks to Philip Clamp for his fine tuning of the course to its current iteration. The course planned for December 2020 under the new leadership of Raj Lakhani has been postponed to December 2021. It is of note that some surgical simulation events are so expensive to deliver they might not be sustainable in the long term. A strategic approach to try to deliver this course as a membership benefit has been adopted in the past. The use of cadaveric material is the main challenge in relation to the cost of this course, although the geographical area and its facilities also contribute to the range of costings. The last course in Guildford was delivered as a membership benefit at the subsidised rate of £200 each. Each course requires six faculty to deliver, so while they are popular and enormously beneficial to the maintenance of general emergency skills in the increasingly specialised consultant workforce, this has to be balanced against a considerable cost to the organisation.

f. International Paediatric Anaesthesia and Airway Course

Course lead David Howard

Travel restrictions in the period covered by this document have limited the delivery of international courses this year. This course is designed for the needs of nurse anaesthetists and medical students rather than the UK consultant workforce for the PESC course.

g. Medical Training Initiative scheme (MTI)

The MTI scheme is run by HEE on behalf of the Department of Health (the government sponsor) operating under the Home Office Tier 5 Government Authorised Exchange visa scheme. In alignment to the strategic objective to run an effective recruitment scheme for MTI, ENT UK aims to sponsor clinical training and improve the quality of healthcare in developing countries. Four MTI doctors were accepted during the period covered by this document. The main change this year was interviewing by videoconference, conducted by an ENT UK executive representative and host trust representatives. The appointees were from Nigeria (Hereford), Sri Lanka (St. George's), Egypt (Nottingham) and India (Medway). Over the course of the pandemic, the programme was suspended and then restarted with a cautious approach to the appointment of further MTI doctors in the presence of home trainees whose training and progression had been negatively impacted by COVID.





EDUCATION

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3. Mission Statement:

To encourage recruitment into the specialty

a. SFO group

Chair Dheeraj Karamchandani

In alignment with the 2018 strategy to support the training of members from medical school, the SFO has seen a period of remarkable growth in membership and activity. With enormous thanks for the transformative leadership of Jayesh Doshi, the chair of this group was handed to Dheeraj Karamchandani. The membership of the SFO group is now over 400 and there were 100 applications from students around the UK to be ENT UK representatives for their medical school. During the pandemic the SFO group supported the undergraduates around the UK with free access to the e-book, 'the official handbook for medical students and junior doctors', produced by ENT UK. It also negotiated free access for the e-lefENT platform, while there was restricted access to clinical placements in ENT due to the potential infection risk posed by the usual ENT clinics and theatre sessions. As mentioned above, the ENT MLA content has been mapped to the VLE in preparation for the new national assessments putting ENT ahead of other specialties in considering the learning needs of all students in the UK, irrespective of medical school.

The SFO team has made tremendous progress by establishing an undergraduate forum to bring together 22 educational leads for ENT from UK medical schools for the first time. This has enabled sharing of best practice and innovations to overcome the challenges of the delivery of ENT education safely in the COVID era. The SFO BACO team has been able to develop an exciting virtual equivalent of the SFO day for January 2021, to encourage interest in the specialty. An ENT UK careers video has been produced that is available for all medical school to use at careers events when face-to-face events have been cancelled.

b. AOT

A key relationship that has been actively nurtured throughout the year is that of ENT UK with the AOT group (not an ENT UK group). The President of AOT, Manish George and the Education representative, Shilpa Ojha have been active contributors to the Education and Training committee and as such provide a key bridge of essential communication between the organisations. The AOT Education team are to be congratulated on their fantastic achievements during the pandemic to support all the UK trainees. Their online resources of 70 new ENT lectures had 20,000 hits over the year.

4. Mission Statement:

To promote high standards in the training of specialists

a. SAC

The critical relationship between educational committees and ENT UK is maintained by the President of ENT UK and the DoE sitting on the SAC and the chair of the SAC,





EDUCATION

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Craig Murray, as a member of the executive of ENT UK and the Education and Training committees.

During this year the new outcomes-based curriculum has been approved by the GMC, although the start date was postponed by a year to August 2021. A new assessment system for all surgical trainees will also begin in August 2021, introducing the multi-consultant reporting system, which we will all need to become familiar with. Helen Cocks has taken over from Paul Spraggs as the curriculum lead for the SAC.

b. Recruitment

National Selection could not take place as planned in 2020 and took the form of portfolio review due to the lockdown restrictions. For 2021 the plans are to have a blended approach of virtual portfolio review and interviews with the highest scoring candidates using a virtual communication platform.

c. Examinations

The DOHNS OSCE examination took place in October 2020 with health and safety adjustments simultaneously in London, Dublin and Glasgow. The loss of the otoscopy and nasendoscopy components was regrettable but necessary on this occasion. The DOHNS examination team should be congratulated for delivering a fair and safe assessment under such difficult circumstances.

5. Mission Statement:

To represent the specialty at the Royal Colleges

a. Fellowships

ENT UK provides support to the RCS England fellowship scheme by reviewing applications. In the last year review of fellowship applications from Mid Glamorgan, Charing Cross and the Royal National ENT Hospitals have been undertaken.

b. Genomics

The DoE and representative from AOT have worked with the RCS England to establish aspects of genomics that are relevant to the specialty in order to contribute to a project exploring genomics in the curriculum of all specialties.





SPECIALIST ADVISORY COMMITTEE (SAC): OTOLARYNGOLOGY

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9. SPECIALIST ADVISORY COMMITTEE (SAC): OTOLARYNGOLOGY

Provided by Craig Murray, Chair of SAC

SAC membership and governance

All liaison member and lead roles were filled. Two new members were appointed within the timescale of the report.

Selection and recruitment

National Selection in 2020 was affected by COVID. Due to lockdown restrictions the recruitment was based solely upon portfolio. Despite the willingness and availability of the ENT Consultant body to engage with the SAC preferred options, the decision was made by MDRS unilaterally that any portfolios submitted were not validated and selection would additionally have no interview component. Discussion is in place for 2021 and MDRS have agreed that validation or portfolio will be a requirement with video interview in addition if manpower permits.

Workforce

We remain concerned regarding the workforce position within the UK and are keen to increase numbers. We are aware that prior to COVID John Stock had disengaged from the process. Communication was sent as a group via JCST to four statutory bodies. However, this has not been followed up on in the timescale laid out in the report, due to the focus on COVID management, but it does remain on the SAC and JCST agendas.

Training program and trainee issues

The impact of COVID has been felt throughout the latter timescale of this report. The logbook for surgical specialties was compared from June 2020 to June 2019. While all specialties were impacted with reduced throughput, none apart from ENT fell below 40%. We were at 32%. The reduction will not be equal across ENT with H&N cancer throughput being least affected. Throughput for the non-cancer work, notably rhinology and otology, has been affected disproportionately.

Many trainees were given the COVID specific ARCP outcome 'outcome 10' to allow progression and reassessment at the next ARCP. However, with the onset of the second wave of COVID any recovery and improved throughput was only temporary and had fallen back again by timescale of report.

Curriculum derogations will remain in place for as long as COVID impacts training. This allows use of alternative evidence to substitute requirements for progression and CCT. However, the need for robust evidence regarding technical skills and knowledge, including examination outcome, remains a vital requirement for progression.

The impact of COVID on training is well recognised and JCST and the statutory bodies led on attempts to improve training opportunities in these difficult times. This has included an attempt to increase opportunities for training and by HEE





SPECIALIST ADVISORY COMMITTEE (SAC): OTOLARYNGOLOGY

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agreeing a contract with private providers that enables and encourages training in the private sector.

Despite all this it is likely we are going to see an extension of training time for many trainees, especially where the special interest area is other than H&N. This should not be seen as a failing by the trainees themselves but simply a result of external circumstances outside of their control. The primary aim of training has always been to provide confidence to the GMC and the public that any trainee fulfilling CCT has been trained to the appropriate standard. If this means extension to training time as a result of COVID then this needs to be accepted. We will work hard with the various relevant parties to ensure all efforts are made to minimise any disruption or extension if feasible and safe.

Curriculum and logbook

The curriculum has been fully agreed by the GMC and was initially planned to commence in August 2020. However, this has been pushed back to 2021.

The new assessment tool, the MCR, is in final stages of completion. To facilitate its introduction several online training tools and presentations are available and the process of developing and training 'MCR Champions' has begun.

Logbook is making some progress. There is now better integration into ISCP.

Other matters

Run-through training is progressing. This will be assessed formally in the coming year for the decision to continue permanently and will depend upon the outcome of the GMC assessment of the pilot. We are aware of the issue of trainees applying for ST run-through posts after a year of Core and being moved automatically into ST2. This is the benefit of a pilot; you can identify if there are unforeseen issues and ensure they are effectively managed. At this junction we are positive that run-through can work and will be accepted by the GMC. If accepted, it is hoped it will be available in the majority of regions and will work as a 'mixed economy' alongside ST3 entry to ENT, thereby widening the scope for entry in ENT.

Finally

This most certainly has been a challenging period for training, the like of which has never been encountered in our lifetimes. COVID has created several challenges and I would like to think we have shown a balanced approach in our response. I would like to take the opportunity to thank all those who have been responsible for ensuring that safe and effective training has continued in some format. It is also important to recognise and thank the trainees who have first and foremost prioritised the needs of the patients. As we start to regain some overall control with the pandemic, we must now repay these trainees for their patience by ensuring we focus our energy in re-establishing well motivated, effective training environments.





CLINICAL EXCELLENCE AWARDS

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10. CLINICAL EXCELLENCE AWARDS

Due to the government focus on tackling COVID-19, the Advisory Committee on Clinical Excellence Awards' (ACCEA) decided to suspend the applications for the 2020 national Clinical Excellence Awards competition.

Consultants and academic GPs unable to submit a renewal application in 2020 (whose awards expired 1 April 2021) were not disadvantaged and their awards were extended by one year.

In November 2020, ACCEA confirmed that the 2021 Clinical Excellence Awards application would open from Monday 7 December 2020 closing on Thursday 18 March 2021. The application window was extended from eight to 14 weeks because of the extraordinary pressures that NHS staff were facing during the winter.

As a membership benefit, ENT UK supports its Consultant members by offering informal advice on improving their applications and in providing formal citations and ranking for new awards.





PATIENT INFORMATION LEAFLETS



11. PATIENT INFORMATION LEAFLETS

Provided by John Nixon

From October 2019 to March 2020, the ENT UK patient information leaflets continued to be a popular resource, with regular orders coming in to the ENT UK office from around the country. These orders dropped off considerably during the first and subsequent waves of COVID-19 infection, although this is almost certainly a temporary decline in interest.

Throughout this period, May Yaneza continued to oversee the project, successfully progressing the development of a number of leaflets. The overall scope of the patient information resources was expanded, with new titles added to the existing suite where necessary, as prospective authors were identified. A number of infographics were developed and illustrations sourced or created to accompany the leaflets, and work progressed at a steady pace, with new content going through a process of editing and review from both clinical, lay and editorial perspectives, engendering input from several stakeholders. A major contributor in this effort was Nashreen Oozer, who assisted May with many of the leaflets and who it was agreed would step in as interim project lead when May goes on maternity leave in early 2021.

Unfortunately, the advent of the COVID-19 pandemic in March 2020 slowed development considerably throughout the ensuing months. Work continued, but at a reduced pace due to the diversion of resources and effort elsewhere. This situation was changing by the summer, and by the end of September the project was gathering momentum again, and the pace of development picking up.





GETTING IT RIGHT
FIRST TIME: GIRFT

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12. GETTING IT RIGHT FIRST TIME: GIRFT

Provided by Andy Marshall and Peter Andrews

The past year has been another highly productive year within the GIRFT programme, with ENT front and centre.

The ENT GIRFT Programme National Specialty Report was published in November 2019's [Ear, Nose and Throat Surgery - Getting It Right First Time - GIRFT](#), and a formal launch event held in Nottingham in January 2020, just prior to the pandemic that has dominated our clinical lives throughout the last 12 months.

Throughout the summer the GIRFT programmes worked with clinical and system colleagues in six surgical specialties (including ENT) within the five London Integrated Care Systems (ICSs).

Through a number of stakeholder and expert workshop events, four standardised clinical pathways were agreed (adult tonsillectomy, myringoplasty, nasal airway surgery, and endoscopic sinus surgery) with appropriate endorsement from ENT UK and the sub-specialty associations. These pathways mapped out the patient journey from initial referral to discharge, and were agreed across the London ICSs.

Through this work, and the leadership and contribution of ENT colleagues to the Clinical Reference Group, elective ENT surgical restoration remains a priority at system level.

Peter Andrews has been appointed National Lead for the ENT GIRFT elective recovery programme to support this work nationally, and he is a hugely welcomed addition to the team.

A number of regional workshops, facilitated by the NHSI regional teams, have begun to work with regional ENT colleagues and support ENT elective recovery throughout England.

The GIRFT team has been working closely with Model Hospital, to update ENT metrics, and allow departments and the wider healthcare system to access appropriate metrics.

We have created a 'gateway' summary, to assist departments and ICSs in undertaking their restoration work, benchmarking against best practice metrics as described in the ENT National Specialty Report.

We would like to thank both ENT UK and ENT colleagues who have been involved in the GIRFT work over the last 12 months in the most challenging of circumstances. Their enthusiasm and commitment to their patients have been highly admirable and a credit to our specialty and profession.





BSO REPORT

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13. BSO REPORT

Provided by Peter Rea (President of BSO), Kay Seymour (Treasurer) and Simon Lloyd (Secretary)

2020 has certainly been a turbulent year for the BSO, as it has been for all of us. We had an outstanding start to the year with our annual meeting at St Bartholemew's Hospital in London in February. Many congratulations to Mike Wareing and Kay Seymour for organising it. The meeting covered a wide range of issues from difficult-to-deal-with dizziness to technological advances in otology and how to manage necrotising otitis externa and pulsatile tinnitus. Little did we know that this would be the last time that we would meet face to face for more than a year. The hangover from the COVID pandemic remains and our forthcoming annual meeting on 18 and 19 March won't be in Cambridge as hoped but will be virtual. Nevertheless, the programme is extremely exciting and will take advantage of the fact that online platforms allow eminent speakers to join us from around the world. We have contributions from New York, Copenhagen and Nijmegen as well as some of the UK's leading experts (including a rhinologist!), and we are very much looking forward to it. The BSO Juniors will be running a parallel session for the first time and we are delighted to include them in the programme.

Thankfully, the 2020 balance course took place just before the first lockdown and, as with previous years, was extremely popular. The 2021 course has just taken place virtually with excellent feedback and a record attendance. Despite significant delays and having to move to a virtual platform, BACO was a great success, attracting over 1,000 delegates. The otology programme demonstrated the depth of expertise within the UK and showcased current research being undertaken in otology. We are very grateful to all of those who contributed. Council members have contributed to a wide range of virtual training sessions, not only for otologists but many allied specialities.

Despite most of our hospitals shutting down to all but cancer-, emergency- and COVID-related services at the start of the first lockdown, the BSO Council in collaboration with the ENT UK Council has been very busy supporting otologists across the UK through the development of guidelines for the return to practice during the pandemic. BSO also guided NHSE on return-to-practice guidelines early in the pandemic, in a helpful collaboration, and wrote to the Secretary of State for Health and Chief Medical Officer when urgent problems arose. The work on guidelines developed over time as our knowledge of the virus changed and the pandemic progressed. A number of the guidelines we contributed to have been adopted around the world. BSO has also been in close communication with the Federation of Surgical Specialty Associations to ensure that otological procedures receive the correct prioritisation. We have also supported our trainees throughout the pandemic in order to facilitate training opportunities and ensure that the selection process for specialist training does not disadvantage those who have spent longer in the specialty because of changes in training rotations.

Other initiatives have moved forward. We have continued to develop the otology consent documents that will provide an evidence-based proforma for otologists to use if they wish to. The tympanoplasty and ossiculoplasty document is complete and the working group is currently developing forms for grommet insertion, mastoid surgery and stapedectomy. Arun Iyer has continued to work hard on updating the otology-related ENT UK clinical information leaflets and we have





BSO REPORT

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supported some COVID-related research, including a BAPO/BSO collaboration investigating acute mastoiditis during the COVID pandemic.

Through our academic secretary, Manohar Bance, we have driven forward our research agenda with a call for small grant applications related to otology and encouraging collaboration and involvement of trainees. We had a fantastic response with 12 universally high-quality applications, eventually awarding five grants. These included an analysis of the microbiome of the adenoids in otitis media with effusion, establishment of a national registry for balloon Eustachian tuboplasty, the development of a systematic review workshop, the use of bone erosion markers in monitoring necrotising otitis externa and validation of smartphone audiogram apps.

The BSO Juniors, led by Elinor Warner, have continued to demonstrate a dynamism and enthusiasm that bodes well for the future of UK otology. Eli and Reshma Ghedia have done an amazing job of setting up a UK-wide audit of otology during the COVID pandemic, the results of which will be presented at the forthcoming BSO annual meeting.

Ian Bottrill has continued to liaise with PHIN but there remains concern about the quality of data that they are presenting.

We started 2020 with a very healthy bank balance but some uncertainty about how we would be able to use the existing funds, due to a lack of clarity concerning the financial relationship between BSO and ENT UK. Through the hard work of our Treasurer, Kay Seymour, we now have a memorandum of understanding in place and we have a three-year financial plan in place which will support our goals going forward.

The coming year will see a number of developments. We plan to re-develop the BSO website under the supervision of Peter Monksfield, allowing a more user-friendly interface with additional functionality. We will continue to support research and education through our small grant programme and we will continue to develop otology-related educational material. We also plan to support travelling fellowships once travel is allowed again.

Finally, on behalf of the BSO council, we hope that you all have a successful transition back to what we hope will be more normal practice over the coming months and very much look forward to meeting face to face again very soon.





BOARS

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14. BOARS

Provided by Lucy Truman, Secretary

BOARS was formed in 2017 by a merger of the Otorhinolaryngological Research Society (ORS) with the British Society of Academic Otorhinolaryngology (BSAO). BOARS aims to provide a forum for the best current research in ENT, hearing and balance in the UK. Two meetings are held each year, combining oral presentations in the style of the ORS with research education for academic trainees. Over the last year, BOARS has gradually become more integrated into ENT UK.

A very successful Autumn BOARS meeting was held on 15 November 2019 and was hosted by Professor Jaydip Ray at Halifax Hall in Sheffield. We were warmly welcomed to Sheffield University by Mr Tony Pedder OBE. We were glad that the Dutch ENT Society (KNO) prize winners had managed to make their way to Sheffield, despite heavy rain and floods that had made travel exceptionally difficult across the Midlands that day. Raymond Van de Berg presented his work on the feasibility of vestibular implants in humans and Hanneke Bruijnzeel discussed international variations in cochlea implant protocols in children. Matthew Farr won the Phillip Stell Prize for his doctoral work on the radiological demonstration of otoconial debris in the posterior semi-circular canal, and has been invited to the Netherlands to present his work at their national ENT conference.

At the Autumn Council Meeting Professor Carl Philpott was elected President of BOARS and Professor Jaydip Ray was elected Vice President. Professor Anne Schilder completed her term as President of BOARS and was thanked for her contribution to the formation of the new society. It was agreed that the Spring 2020 BOARS meeting would be replaced by a special council meeting to discuss the aims and future direction of the society.

BOARS council members contributed to the organisation and planning of the British Academic Conference in Otolaryngology 2020. In lieu of a Spring BOARS meeting, the council members met at the Royal College of Surgeons of England on 6 March 2020. The meeting was called to discuss the future of BOARS, to produce a strategy for the society and to discuss its role within ENT UK. The BOARS constitution was drawn up in 2017 after the merger of the ORS and BSOA and included eight wide-ranging remits historically linked to the former societies. The council discussed clarifying the remit of BOARS and drafting an over-arching aim for the society. It was agreed that a memorandum of understanding between BOARS and ENT UK would be drawn up, clearly defining the working relationship between the two societies. We discussed ways to attract academic ENT trainees to our meetings and how BOARS can support research-active trainees, consultants, medical students, audiological, SLT colleagues and scientists in our specialty.




INTEGRATE
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15. INTEGRATE

Provided by John Hardman, Fellow and Matthew Smith, Chair at INTEGRATE

Publications

- INTEGRATE (The UK ENT research trainee network). Admission avoidance in acute epistaxis: a prospective national audit during the initial peak of the COVID-19 pandemic. Clin Otolaryngol 2021; published online 16 Jan. <http://doi.org/fqzg>.
- INTEGRATE (The UK ENT research trainee network). Admission avoidance in tonsillitis and peritonsillar abscess: a prospective national audit during the initial peak of the COVID-19 pandemic. Clin Otolaryngol 2020; published online 2 Dec. <http://doi.org/fk93>.
- INTEGRATE (The UK ENT research trainee network). Post-Treatment Head and Neck Cancer Care: National Audit and Analysis of Current Practice in the United Kingdom. Clin Otolaryngol 2020;46:284–94. <http://doi.org/gg7r2g>.
- INTEGRATE (The UK ENT research trainee network). Nasal Packs for Epistaxis: Predictors of Success. Clin Otolaryngol 2020; published online April 19. <http://doi.org/ggsmmb>.
- Milinis K, Swords C, Hardman J, Slovick A, Hutson K, Kuhn I, Smith ME, INTEGRATE (The UK ENT Trainee Research Network). Dissolvable intranasal haemostatic agents for acute epistaxis: a systematic review and meta-analysis. Clin Otolaryngol 2021. Published online 16 Jan. <http://doi.org/ghwkm8>.
- Rocke J, McLaren O, Hardman J, Garas G, Smith ME, Ishii H, et al. The role of allied healthcare professionals in head and neck cancer surveillance: A systematic review. Clin Otolaryngol 2020;45(1):83–98. <http://doi.org/ggk3bw>.

Presentations

BACO Oral presentations

- Haemostatic agents for epistaxis systematic review
- DECODE project (core outcomes and diagnostic criteria for AOE)
- COVID epistaxis emergency care audit
- Tonsillitis and quinsy emergency care audit
- Collaborative research techniques.

BACO Poster presentation

- Predictors of success of nasal packs.

National Research Collaborative Annual Meeting Oral presentation

- COVID epistaxis emergency care audit (**Won Best Oral Presentation**).

National Research Collaborative Annual Meeting Poster presentation

- COVID tonsillitis/peritonsillar abscess emergency care audit.

AOT grand round oral presentation

- Lessons learned during the pandemic: INTEGRATE COVID-19 Emergency Care Audits.





The UK ENT Trainee Research Network

INTEGRATE

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Main committee developments

- Our website has been a focal resource for study documents and dissemination of our research and audit work: <https://entintegrate.co.uk>.
- We continue to update our list of participating sites at <https://bit.ly/entintegrate> and have now had an INTEGRATE study **reach 156 different UK centres**.

We have established a REDCap Server with security adequate to handle patient-identifiable data which we hope to use for forthcoming studies. This will incur a cost of around £6,000 per annum which we had hoped to cover on a project-by-project basis through grant applications, though would be very willing to accept central funding from supporting organisations.

H&N subspecialty committee

- Our BAHNO supported study of post-treatment HNC surveillance in the UK has been published.
- We have helped deliver the ENT UK- and BAHNO-supported National Service Evaluation of the safety of telephone triage for HN cancer, with around 4,000 suspected HN cancer and 1,000 post-treatment HN cancer patients from over 40 UK centres included. Our interim report was disseminated to ENT UK members in June and our final report, including 6-month minimum follow-up, will be completed and submitted for peer review in February.
- Pre-COVID, we were developing a national tonsillectomy audit focused on patient outcomes with PROMs up to one year post-op. We hope this work will be picked up by the incoming HN subspecialty committee.

Rhinology subspecialty committee

- Publications this year as highlighted above: further analysis of the success of nasal packs from the 2016 epistaxis audit and a systematic review of dissolvable intranasal haemostatic agents.
- Pre-COVID, we were working with The East of England Research Development Service towards an NIHR Research for Patient Benefit application to fund a study exploring ED delivered dissolvable haemostats for acute epistaxis in place of non-dissolvable packs. The COVID-19 epistaxis emergency care audit, and associated ENT UK guidelines, have added further impetus to this goal.

Otology subspecialty committee

- The DECODE project has been submitted to PLoS One for consideration: Acute otitis externa: Consensus definition, diagnostic criteria and core outcome set development.
- We are working towards developing a PROM for AOE off the back of this project.
- We continue to support trainee involvement in SeaSHeL, an observational NIHR portfolio study exploring the risk factors for sudden sensorineural hearing loss and subsequent hearing recovery.
- We have rolled out the National Audit of Paediatric Mastoiditis in 57 UK centres, as of 1 November 2020.

We are grateful for the continued support from ENT UK. We are inviting applications for new members with a closing date of 29 January 2021. We look forward to





INTEGRATE

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mentoring the next generation of ENT trainees with our ethos delivering high quality research and audit with transparent recognition for the trainees' involvement in meaningful projects.

Please note: If the UK ENT community would like the trainees to continue this seemingly worthwhile, nationally coordinated multicentre collaborative research, we would encourage discussions with the coordinators of the ST3 selection process and with the SAC to explore formalising recognition for participation, so as not to disincentivise the enthusiasm that clearly exists among the trainee body to deliver high-quality research and audit.





GLOBAL HEALTH COMMITTEE

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16. GLOBAL HEALTH COMMITTEE

Provided by Vijay Pothula, President

Global Health committee used to meet twice a year, face to face at a venue in Birmingham. The last face-to-face meeting was held on 9 September 2019 at Children's Hospital Birmingham, with the subsequent meeting scheduled for 20 April. The intervening pandemic necessitated the use of Zoom, and the committee started meeting virtually every six weeks, beginning in April 2020.

ENT UK Global Health and the British Society of Audiology (BSA) collaboratively ran a conference on 2 October 2020, which was very successful and received very good feedback. Speakers and delegates from across the globe participated in the virtual, interactive conference. Having learnt from the financial loss incurred in the 2019 conference, this year a small surplus was made. Committee discussed how best to follow this model in 2021, as well as options for a hybrid model.

ENT UK successfully applied for and gained membership of the Global Hearing Forum of the World Health Organisation (WHO), and the first meeting at Geneva was attended by Mr Kambekar, representing ENT UK.

The Royal Society of Medicine (RSM) held a Global Health conference on ENT in March 2020 and one of our members, Mr Bhutta, was the invited speaker promoting Global Health.

The Global Health committee successfully represented ENT UK and gained BACO fellowships for doctors from LMIC to attend the conference as delegates. In addition, the committee successfully represented the BACO academic committee and secured four sessions for Global Health, and invited speakers from across the globe to display their work, including the research work supervised by our committee members. While BACO was postponed and finally held in January 2021, the groundwork was prepared by July 2020. These talks by the speakers have enlightened the delegates with the problems in LMIC and how a difference can be made in the lives of many by pure dedication and commitment.

A Fellowship was secured for doctors from LMIC to attend courses in Facial Plastics and Temporal Bone at St. Georges Hospital, sponsored by both ENT UK and Karl STORZ to an amount of £1,500.

Global Health has successfully represented the board of ENT UK and gained free access for doctors of HINARI A and B countries for the e-lefENT resource for educational development. Global Health is trying to promote this resource to the most needful in low-income countries.





GLOBAL HEALTH COMMITTEE

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The Global Health Committee has produced the ENT UK Journal of Global Health in 2018, 2019 and 2020, which offered an opportunity for doctors in Otolaryngology across the world to report their Global Health work, inspiring a younger generation of Otolaryngologists to offer their services and learn from the experience of people in the field. In addition, this journal is also raising the funds necessary for the activities of the Global Health committee. The Committee also raised some funds from other sources and plans to ramp up their fundraising efforts to help larger projects to create infrastructure, teaching, and training in countries which lack or have limited ENT services.

Committee members such as Mr Youngs and Mr Bhutta are supervising research projects related to Global Health, leading to a higher degree and PhD.

Committee members Mr Cheka Spencer and Ms Heer have updated the Global Health section of the ENT UK website to better display our activities, and also increased their presence in social media, attracting thousands of followers.

Committee member Matt Clarke is leading a project in Zambia at the request of ENT surgeons from that country, and has already written a curriculum for medical and non-medical officers and offered them training in the delivery of ENT services in rural parts. The Committee is also planning to improve their infrastructure by procuring equipment from the industry in order to help our surgeons to visit and train the local surgeons.

Committee member Mr Kambekar participates in the Educational Committee meetings of ENT UK and promotes Global Health related education. Committee members are also coordinating efforts to collect educational resources from other sources and make them available to LMIC. We also plan to deliver teaching and training by webinars.

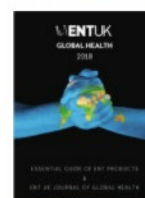
ENT UK Global Health Journal 2021



ENT UK Global Health Journal 2019



ENT UK Global Health Journal 2018





**WOMEN IN ENT
SURGERY (WENTS
UK)**

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17. WOMEN IN ENT SURGERY (WENTS UK)

Provided by Paula Coyle, President

Women in ENT Surgery (WENTS) shall inspire, empower and support women and diversity in all stages of training and working in ENT around the UK. We currently have 150 members.

The 2018-2021 committee set eight goals to achieve in their tenure; one was to launch a mentorship scheme. In February 2020 at one of the last face-to-face events of the year, Hold Your Space, this mentorship scheme was officially launched. The Royal Academy of Dramatic Arts (RADA) led by Sheelagh McNamara, an internationally recognised voice, speech and presentation skills coach, challenged our body language, voice projection and power poses. She has previously worked with politicians, CEOs, judges and Oscar nominees. It was an interactive evening and there were lots of laughs as medical students to consultants got involved, working on 'soft skills' we often have no formal teaching on. The event and mentoring scheme were very well received, and the event was kindly sponsored by WINS, DP Medical Systems and Lockton Medical Indemnity.



Since launch, we have 100 participants in our mentoring scheme (male and female). The mentoring subcommittee has created resources to aid and support mentor-mentee relationships and will be running future events to support our mentors.

WENTS representatives have been asked to attend The International Undergraduate & Foundation Surgery Conference (iNUGSC) at UCL and present at The Cambridge Surgical Society, Surgery for Schools Day. These events are great opportunities for us to inspire the future generation of surgeons.





WOMEN IN ENT SURGERY (WENTS UK)

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During this year many of our members were deeply passionate about male only panels ('manels') at conferences and so, jointly with ENT UK, we wrote our manels statement.

ENT UK and WENTS Statement on 'manels'

WENTS appreciates that over 83% of ENT consultants are male¹, and that an even larger majority of colleagues in visible roles are male. We value and respect our colleagues, mentors and role models of all genders, ethnicities and backgrounds.

We share the widely held concern that all-male panels (manels) give a poor impression of our specialty, serving to perpetuate the unfortunate stereotype that all surgeons, and all experts, are male. On a positive note, it is increasingly recognised that diversity adds richness of experience, a wider perspective, and more productivity than homogeneous teams²⁻⁴.

We therefore encourage our male allies to consider their position on all-male panels and faculties, and to ask themselves whether they know of a worthy female surgeon who could be invited to join them, in order to break the stereotype, to enrich the team, to promote diversity, and to encourage and represent the next generation of colleagues, experts and mentors.

References

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2. The Editors of the Lancet Group. The Lancet Group's commitments to gender equity and diversity. *Lancet*. 2019; 394: 452-3
3. Fine C, Sojo V Women's value: beyond the business case for diversity and inclusion. *Lancet*. 2019; 393: 515-516
4. Hunt V, Prince S, Dixon-Fyle S, Yee L Delivering through diversity. McKinsey & Company, 2018 <https://www.mckinsey.com/business-functions/organization/our-insights/delivering-through-diversity>

ENT UK at The Royal College of Surgeons of England
35-43 Lincoln's Inn Fields London WC2A 3PE
Tel: 020 7404 8373 | Email: entuk@entuk.org | Web: www.entuk.org

Finally, we could not have imagined how COVID-19 would affect us all. For our pregnant trainees, we have published advice on our webpage on how they can be supported throughout the pandemic. As always, we thank ENT UK for their advice, support and encouragement.





FINANCIAL REVIEW

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18. FINANCIAL REVIEW

Provided Kay Seymour, Honorary Treasurer (2018 – present)

Operational financial position

This financial report covers the year 1 October 2019 – 30 September 2020, and therefore includes the outbreak of the global COVID-19 pandemic early in 2020, the resulting lockdown, and the longer-term impact of the pandemic on the activity of ENT UK. The pandemic led to a suspension of all face-to-face courses and events from 16 March, and a resulting drop in revenue flow. The office was closed in line with government guidance, and staff either worked from home or were furloughed. However, despite this, the operational figures ex-BACO for the year show that ENT UK kept close to its operational budget, and made a small overall operational loss of £12k, which included redundancy and settlement costs.

Membership revenue income increased by 5%, with a total cumulative membership income of £434k (£411k in 2019) and a net increase over the year of 255 members. The loss of revenue from face-to-face courses and products resulted in a 10% drop in the budgeted operational income, which was balanced by a 10% fall in the budgeted operational expenditure, due in large part to a service charge reduction from RCS (England) as the building was not accessible during the pandemic.

Investment portfolio income

The Finance Committee oversees all matters pertaining to financial planning and performance, including investment management, and advises and reports to the Board of Trustees on the performance of the investment portfolios and the appointed fund managers. Brewin Dolphin have been our fund managers since 2010.

The book value of our investments at year end 2020 was £1.8m (compared with £1.8m for year-end 2019). The market value was £2.4m (£2.5m in 2019) with a dividend income of £55k (£65k in 2019).

The pandemic caused an initial fall in value of the financial markets, resulting in a 17% drop in the market value of our portfolio. The value of the market subsequently recovered, and overall, our investment portfolio since the start of the pandemic has outperformed the market average for similar charitable investors (source - ARC Charity Steady Growth).

Trustees have commissioned a review of ENTUK's position regarding ethical investment. Currently, the only exclusion from our investment portfolio is tobacco. A review aims to identify the ethical, social and governance (ESG) credentials of our portfolio, and where possible to invest in ESG products whilst maintaining long term investment returns.

Expenditure activity

Historical commitments to the new initiative fund (draw down from ENT UK reserve) totalled £52k, due to pre-existing commitments to the John Hardmann fellowship (£45k over two years) and the Tonsillectomy project (£7k). There were also additional costs associated with office restructuring. The financial impact of rescheduling our headline triennial conference, BACO, has been mitigated as far as possible by transferring the event to an online platform, and carrying forward venue costs for the face-to-face event until 2023.





FINANCIAL REVIEW

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Summary and financial outlook for 2020-21

The day to day operational deficit excluding BACO for the financial year was £12k. A one-off loss of £175k was recognised in this financial year for the cancelled BACO2020-cancelled due to the Covid-19 pandemic. There was a withdrawal of £52k from the reserves of ENT UK to fund a Head and Neck fellowship and Tonsillectomy research grant.

On 30 September 2020, the market value of the investment portfolio of ENT UK had dropped by £56k on the balance sheet. This reduction was recognised on the income and expenditure statement at the year-end.

Thus the final deficit on the income and expenditure statement for the financial year is £296k.

Post year update - On January 2021, a virtual BACO was held. It generated a healthy surplus which has helped reduce the overall impact of the deficit from the cancelled BACO2020 meeting to £54k.

The impact of the pandemic on every aspect of ENT UK's function has been unprecedented, not least financially. Nevertheless, ENT UK remains in a robust financial position, and has been agile in transferring to new working patterns, which have enabled the organisation to continue to support members whilst maintaining its business activity. The trustees are satisfied that we continue to manage our operational and financial risks successfully and have sufficient resource to remain in operational existence for the foreseeable future.

Reserves policy

The object of the policy is to ensure that the charity is able to maintain the performance of its fiduciary duty. In effect this means enabling the charity to undertake its charitable objects and, in circumstances where this may prove no longer possible, to effect its winding up, leaving no burden on those whom it was established to help.

The policy is therefore intended to set out the means by which those objects might be achieved by prudent management of the resources at its disposal in any given financial year. Each year there should be an assessment of risk and a commensurate identification of resources to mitigate those risks.

Currently, two major risks exist: the possible failure of a BACO event and the contingent liabilities related to winding up the charity. The latter will always exist. The former risk is a function of decisions by Trustees, first, to hold a BACO and, secondly, its related liabilities in any given year.

Once the risks for each year have been assessed, the charity will need to identify the means by which those risks may be managed within its resources. These factors will be put before Trustees, who will be required to decide actions appropriate to the performance of their fiduciary duties and to ensure that they are carried out. It follows that the charity must ensure that in each financial year it holds resources sufficient to deliver this policy.

This policy is subject to approval by the Board of Trustees and the Financial Audit Committee, and will be reviewed in the light of changing circumstances but, in any event, on an annual basis.





FINANCIAL REVIEW

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Statement of Trustees' responsibilities

The Trustees (who are also directors of ENT UK for the purposes of company law) are responsible for preparing the annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. 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 (FRS 102);
- 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 financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company 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 charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the Trustees are aware:

- there is no relevant audit information of which the charitable company's auditor is unaware; and
- the Trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

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



Nirmal Kumar
President of ENT UK



Kay Seymour
Honorary Treasurer

6th May 2021





INDEPENDENT EXAMINER'S REPORT



FINANCIAL STATEMENTS

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19. FINANCIAL STATEMENTS

Independent Examiner's Report

Independent Examiner's Report to the Trustees of ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS) ("the Company")

I report to the charity trustees on my examination of the accounts of the Company for the year ended 30 September 2020 which are set out on pages 39 to 53.

Respective responsibilities of trustees and examiner

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

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

Independent examiner's statement

Since the Company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants of England and Wales, which is one of the listed bodies.

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:

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

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

C A Barker
.....

Colin Barker FCA
146 New London Road
Chelmsford, Essex
CM2 0AW

27th May 2021





FINANCIAL STATEMENTS

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Statement of Financial Activities for the Year Ended 30 September 2020

(Including Income and Expenditure Account and
Other Comprehensive Income)

	Note	Unrestricted funds £	Restricted funds £	Total 2020 £	Total 2019 £
Income and Endowments from:					
Charitable activities	3	528,224	-	528,224	580,965
Investment income	4	56,181	-	56,181	69,492
Other income	5	7,487	-	7,487	-
Total Income		591,892	-	591,892	650,457
Expenditure on:					
Raising funds	6	12,869	-	12,869	14,641
Charitable activities	7	818,959	-	818,959	675,348
Total Expenditure		831,828	-	831,828	689,989
Gains/losses on investment assets		(56,006)	-	(56,006)	47,804
Net movement in funds		(295,942)	-	(295,942)	8,272
Reconciliation of funds					
Total funds brought forward		3,061,785	-	3,061,785	3,053,513
Total funds carried forward	20	2,765,843	-	2,765,843	3,061,785

All of the charity's activities derive from continuing operations during the above two periods.





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Balance Sheet as at 30 September 2020

	Note	2020 £	2019 £
Fixed assets			
Tangible assets	12	21,994	29,618
Investments	13	2,426,058	2,522,331
		<u>2,448,052</u>	<u>2,551,949</u>
Current assets			
Stocks	14	8,839	10,967
Debtors	15	326,538	310,611
Cash at bank and in hand	16	374,233	396,765
		<u>709,610</u>	<u>718,343</u>
Creditors: Amounts falling due within one year	17	<u>(391,819)</u>	<u>(208,507)</u>
Net current assets		<u>317,791</u>	<u>509,836</u>
Net assets		<u>2,765,843</u>	<u>3,061,785</u>
Funds of the charity:			
Unrestricted income funds			
Unrestricted funds		<u>2,765,843</u>	<u>3,061,785</u>
Total funds	20	<u>2,765,843</u>	<u>3,061,785</u>

The financial statements on page 39 to 53 were approved by the trustees, and authorised for issue on 6 / 5 / 2021 and signed on their behalf by:



Kay Seymour
Honorary Treasurer

(Registration number: 6452601)





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Statement of Cash Flows for the Year Ended 30 September 2020

	Note	2020 £	2019 £
Cash flows from operating activities			
Net movement in funds		(295,942)	8,272
Adjustments to cash flows from non-cash items			
Depreciation	12	17,394	15,547
Investment income	4	(56,181)	(69,492)
Loss on disposal of investments		103,497	14,469
Unrealised gains/losses on investment assets	13	(47,491)	(62,273)
		(278,723)	(93,477)
Working capital adjustments			
Decrease in stocks	14	2,128	510
Increase in debtors	15	(15,927)	(162,962)
Increase/(decrease) in creditors	17	123,378	(45,249)
Increase in deferred income		59,934	24,776
Net cash flows from operating activities		(109,210)	(276,402)
Cash flows from investing activities			
Interest receivable and similar income	4	1,408	4,058
Purchase of tangible fixed assets	12	(9,770)	(3,230)
Purchase of investments	13	(500,625)	(306,289)
Sale of investments		540,892	317,946
Income from dividends	4	54,773	65,434
Net cash flows from investing activities		86,678	77,919
Net decrease in cash and cash equivalents		(22,532)	(198,483)
Cash and cash equivalents at 1 October		396,765	595,248
Cash and cash equivalents at 30 September		374,233	396,765

All of the cash flows are derived from continuing operations during the above two periods.





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Notes to the Financial Statements for the Year Ended 30 September 2020

1. Charity status

The charity is limited by guarantee, incorporated in England & Wales, and consequently does not have share capital. Each of the trustees is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

2. Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below.

These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with Accounting and Reporting by Charities:

Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

ENT UK trading as British Academic Conference in Otolaryngology (BACO) and British Association of Otorhinolaryngology - Head and Neck Surgery (BAO-HNS) meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The trustees have considered the impact of the Covid-19 pandemic in their assessment of the charitable company's ability to prepare accounts as a going concern. Because of the uncertainties surrounding the effects of the economic slowdown, it is difficult to predict the impact on the charitable company and its beneficiaries, but having taken all the factors into account, the trustees are of the opinion that the charitable company has sufficient resources to continue trading for the next 12 months from the date of signing these accounts.

Income and endowments

Donations and legacies

General donations and other similar types of voluntary income are brought into account when receivable and donated income is included gross of any attributable tax recoverable, where relevant. Donations given for specific purposes are treated as restricted income.

Deferred income

Deferred income relates to conference attendance fees and exhibitor fees received for conferences due to take place after the year end.





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Investment income

Investment income is accounted for on a receivable basis once the dividend or interest has been declared.

Charitable activities

Subscriptions

Subscriptions are accounted for on a receivable basis, with the exception of life subscriptions that are recognised as income in full in the period in which they are received.

Other income

All other types of income are accounted for on an accrual's basis.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings, they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

All resources expended are inclusive of irrecoverable VAT.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Grant expenditure

Grants payable are recognised in the period in which the approved offer is conveyed to the recipient except in those cases where the offer is conditional, such grants being recognised only when the conditions attaching to the award are fulfilled. Grants offered subject to conditions, which have not been met at the balance sheet date, are noted as a potential commitment, but are not treated as a liability.

Grant provisions

Provisions for grants are made when the intention to make a grant has been communicated to the recipient but there is uncertainty about either the timing of the grant or the amount of grant payable.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.





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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 the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Tangible fixed assets

Individual fixed assets costing £1,000 or more are initially recorded at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

Depreciation and amortisation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office refurbishment	Over 5 years, straight-line
Computers	Over 4 years, straight-line
Office equipment	Over 5 years, straight-line

Fixed asset investments

Fixed asset investments are included at market value at the balance sheet date. Realised gains and losses on investments are calculated as the difference between sales proceeds and their market value at the start of the year, or their subsequent cost, and are charged or credited to the Statement of Financial Activities in the period of disposal.

Unrealised gains and losses represent the movement in market values during the year and are credited or charged to the Statement of Financial Activities based on the market value at the year end.

Stock

Stock is valued at the lower of cost and estimated selling price less costs to complete and sell, after due regard for obsolete and slow-moving stocks. Cost is determined using the first-in, first-out (FIFO).

Trade debtors

Trade debtors are amounts due from members and delegates for subscription and conference fees.

Trade debtors are recognised initially at the transaction price. A provision for the impairment of trade debtors is established when there is objective evidence that the Association will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand, deposits and cash balances held by investment managers.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the Association does not have an unconditional right, at the





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end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised at the transaction price.

Fund structure

Unrestricted income funds are general funds that are available for use at the trustees' discretion in furtherance of the objectives of the Association.

Pensions and other post retirement obligations

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension. SAUL is a "last man standing" scheme so that in the event of the insolvency of any of the participating employers in SAUL, the amount of any pension funding shortfall (which cannot otherwise be recovered) in respect of that employer will be spread across the remaining participant employers and reflected in the next actuarial valuation. A formal valuation of SAUL is carried out every three years by professionally qualified and independent actuaries using the Projected Unit method. Informal reviews of SAUL's position are carried out between formal valuations.





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3. Income from charitable activities

	Unrestricted funds £	Restricted funds £	Total 2020 £
Subscription income from members	434,457	-	434,457
Meeting and conference income	54,375	-	54,375
ENT UK product income	25,978	-	25,978
Other income	13,414	-	13,414
	<u>528,224</u>	<u>-</u>	<u>528,224</u>
	Unrestricted funds £	Restricted funds £	Total 2019 £
Subscription income from members	411,342	-	411,342
Meeting and conference income	114,609	-	114,609
ENT UK product income	43,231	-	43,231
Specialty group income	9,000	-	9,000
Other income	2,783	-	2,783
	<u>580,965</u>	<u>-</u>	<u>580,965</u>

4. Investment income

	Unrestricted funds £	Restricted funds £	Total 2020 £
Dividends receivable from other listed investments	54,773	-	54,773
Interest receivable on bank deposits	1,408	-	1,408
	<u>56,181</u>	<u>-</u>	<u>56,181</u>
	Unrestricted funds £	Restricted funds £	Total 2019 £
Dividends receivable from other listed investments	65,434	-	65,434
Interest receivable on bank deposits	4,058	-	4,058
	<u>69,492</u>	<u>-</u>	<u>69,492</u>

5. Other income

	Unrestricted funds £	Restricted funds £	Total 2020 £
Job retention scheme grant	7,487	-	7,487

6. Expenditure on raising funds

Investment management costs

	Note	Unrestricted funds £	Restricted funds £	Total funds £
Other investment management costs;				
Investment management costs		12,869	-	12,869
Total for 2020		<u>12,869</u>	<u>-</u>	<u>12,869</u>
Total for 2019		<u>14,641</u>	<u>-</u>	<u>14,641</u>





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7. Expenditure on charitable activities

	Activity undertaken directly £	Activity support costs £	2020 £
Clinoto Journal and other support costs	16,800	490,056	506,856
Conference costs	44,676	183,692	228,368
ENT UK product costs	3,163	14,140	17,303
Grants, bursaries and prizes awarded to individuals	1,811	-	1,811
Director of Education costs	6,840	-	6,840
Subscription to other relevant bodies	5,461	-	5,461
Donations	45,000	-	45,000
Surgical specialty lead costs	7,320	-	7,320
	131,071	687,888	818,959

	Activity undertaken directly £	Activity support costs £	2019 £
Clinoto Journal and other support costs	15,936	546,275	562,211
Conference costs	63,219	11,434	74,653
ENT UK product costs	11,799	7,631	19,430
Grants, bursaries and prizes awarded to individuals	4,900	-	4,900
Director of Education costs	1,741	-	1,741
Subscription to other relevant bodies	4,713	-	4,713
Donations	200	-	200
Surgical specialty lead costs	7,500	-	7,500
	110,008	565,340	675,348

8. Analysis of support costs

Support costs allocated to charitable activities

	Governance costs £	Administration costs £	Total 2020 £
Staff costs	-	488,049	488,049
Travel and meetings expenses	-	21,104	21,104
Website and other computer costs	-	56,643	56,643
Advertising and marketing	-	10,231	10,231
Rent	-	17,895	17,895
Other office costs	-	45,593	45,593
Legal and professional fees	-	7,105	7,105
Independent examination fees	3,800	-	3,800
Accountancy fees	3,235	-	3,235
Depreciation	-	17,394	17,394
Bank and credit charges	-	4,421	4,421
Sundry expenses	-	12,418	12,418
	7,035	680,853	687,888

	Governance costs £	Administration costs £	Total 2019 £
Staff costs	-	299,642	299,642
Travel and meetings expenses	-	34,861	34,861
Website and other computer costs	-	40,570	40,570
Advertising and marketing	-	16,068	16,068
Rent	-	22,710	22,710
Other office costs	-	83,175	83,175
Legal and professional fees	-	31,872	31,872
Independent examination fees	3,800	-	3,800
Accountancy fees	4,375	-	4,375
Depreciation	-	15,547	15,547
Bank and credit charges	-	3,827	3,827
Sundry expenses	-	8,893	8,893
	8,175	557,165	565,340





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9. Net incoming/outgoing resources

Net outgoing resources for the year include:

	2020 £	2019 £
Operating leases - other assets	17,895	22,710
Audit fees / Independent examination fees	3,800	3,800
Other non-audit services	3,235	4,375
Loss on disposal of investments	103,497	14,469
Depreciation of fixed assets	17,394	15,547

10. Trustees remuneration and expenses

No trustees, nor any persons connected with them, have received any remuneration from the charity during the year.

During the year, 5 Trustees (2019: 5) were reimbursed for reasonable travel and meetings expenses amounting to £2,654 (2019: £6,730).

11. Staff costs

The aggregate payroll costs were as follows:

	2020 £	2019 £
Staff costs during the year were:		
Wages and salaries	393,393	223,221
Social security costs	32,299	28,568
Pension costs	53,282	47,853
Other staff costs	9,075	-
	<u>488,049</u>	<u>299,642</u>

The monthly average number of persons (including senior management team) employed by the charity during the year expressed by head count was as follows:

	2020 No	2019 No
Administration	<u>9</u>	<u>9</u>

9 (2019 - 9) of the above employees participated in the defined benefit pension scheme.

Contributions to the employee pension scheme for the year totalled £53,282 (2019 - £47,853).

During the year, the charity made redundancy and/or termination payments which totalled £9,055 (2019 - £30,000).

The number of employees whose emoluments fell within the following bands was:

	2020 No	2019 No
£60,001 - £70,000	-	1
£70,001 - £80,000	<u>1</u>	<u>-</u>

The total employee benefits of the key management personnel of the charity were £102,024 (2019 - £85,060).





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12. Tangible fixed assets

	Computers and office equipment £	Office refurbishment £	Total £
Cost			
At 1 October 2019	149,649	133,361	283,010
Additions	9,770	-	9,770
At 30 September 2020	159,419	133,361	292,780
Depreciation			
At 1 October 2019	120,031	133,361	253,392
Charge for the year	17,394	-	17,394
At 30 September 2020	137,425	133,361	270,786
Net book value			
At 30 September 2020	21,994	-	21,994
At 30 September 2019	29,618	-	29,618

13. Fixed asset investments

Listed investments

	Listed investments £
Cost or Valuation	
At 1 October 2019	2,522,331
Revaluation	47,491
Additions	500,625
Disposals at cost	(644,389)
At 30 September 2020	2,426,058
Net book value	
At 30 September 2020	2,426,058
At 30 September 2019	2,522,331

14. Stock

	2020 £	2019 £
Patient leaflets	8,839	10,967

The cost of stock recognised as an expense in the year amounted to £5,290 (2019 - £7,929).

15. Debtors

	2020 £	2019 £
Trade debtors	34,000	50,641
Prepayments	267,647	258,549
Accrued income	300	-
VAT recoverable	24,339	-
Other debtors	252	1,421
	326,538	310,611

16. Cash and cash equivalents

	2020 £	2019 £
Cash at bank	374,233	396,765





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17. Creditors: amounts falling due within one year

	2020 £	2019 £
Trade creditors	31,576	52,067
Other taxation and social security	7,907	19,445
Other creditors	164,537	23,252
Pension scheme creditor	5,833	6,233
Accruals	85,438	70,916
Deferred income	96,528	36,594
	<u>391,819</u>	<u>208,507</u>

	2020 £
Deferred income at 1 October 2019	36,594
Resources deferred in the period	96,528
Amounts released from previous periods	<u>(36,594)</u>
Deferred income at 30 September 2020	<u>96,528</u>

Deferred income relates to delegate and exhibitor fees for conferences and meetings due to take place after the year-end.

18. Obligations under leases and hire purchase contracts

Operating lease commitments

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

	2020 £	2019 £
Within one year	6,786	12,598
Between one and five years	-	6,786
	<u>6,786</u>	<u>19,384</u>

19. Pension and other schemes

Defined benefit pension schemes

Superannuation Arrangements of the University of London (SAUL)

The charitable company participates in the Superannuation Arrangements of the University of London (SAUL), which is a centralised defined benefit scheme and is contracted-out of the Second State Pension for all eligible employees with the assets held in separate Trustee administered funds.

The charitable company has adopted FRS 102 for accounting for pension costs. It is not possible to identify the Charity's share of the underlying assets and liabilities of SAUL. Therefore contributions are accounted for as if SAUL were a defined contribution scheme and pension costs are based on the amounts actually paid (i.e. cash amounts) in accordance with FRS 102. SAUL is subject to triennial valuations by professionally qualified and independent actuaries.

The last available valuation was carried out as at 31 March 2017 using the projected unit credit method in which the actuarial liability makes allowance for projected earnings.

The main assumptions used to assess the technical provisions were:

- Pre-retirement discount rate 4.06% (31/03/2014: 5.96%)
- Post-retirement discount rate 1.96% (31/03/2014: 3.86%)





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- General salary increases 3.49% (31/03/2014: 3.72%)
- Price inflation - RPI 3.39% (31/03/2014: 3.57%)
- Price inflation - CPI 2.49% (2017: 2.72%)
- Pension increases in payment 2.49% (31/03/2014: 2.72%)

As a whole, the market value of the scheme's assets was £3.204 million (31/03/2014: £1.927 million) representing 102% (31/03/2014: 97%) of the liability for benefits after allowing for expected future increases in salaries. The Trustee and the employers agreed to increase employer contributions to 16% of salaries from 1 April 2016. Member contributions are set at 6% of salaries.

The total cost relating to defined benefit schemes for the year recognised in profit or loss as an expense was £53,283 (2019 - £47,853).

20. Funds

	Balance at 1 October 2019 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 September 2020 £
<i>Unrestricted funds</i>					
General fund	3,029,785	590,418	(828,664)	(56,006)	2,735,533
<i>Designated funds</i>					
The Prakash Narula Fund	17,000	489	-	-	17,489
ORS Fund	15,000	-	(3,164)	-	11,836
Global Health Committee	-	985	-	-	985
	<u>32,000</u>	<u>1,474</u>	<u>(3,164)</u>	<u>-</u>	<u>30,310</u>
Total funds	<u>3,061,785</u>	<u>591,892</u>	<u>(831,828)</u>	<u>(56,006)</u>	<u>2,765,843</u>

Comparative information in respect of the preceding period is as follows:

	Balance at 1 October 2018 £	Incoming resources £	Resources expended £	Other recognised gains/(losses) £	Balance at 30 September 2019 £
<i>Unrestricted funds</i>					
General fund	3,021,513	650,457	(689,989)	47,804	3,029,785
<i>Designated funds</i>					
The Prakash Narula Fund	17,000	-	-	-	17,000
ORS Fund	15,000	-	-	-	15,000
	<u>32,000</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>32,000</u>
Total funds	<u>3,053,513</u>	<u>650,457</u>	<u>(689,989)</u>	<u>47,804</u>	<u>3,061,785</u>

The specific purposes for which the funds are to be applied are as follows:

A sum of £25,000 was left to the charity by the estate of Mrs Prakash Narula. These funds have been designated by the Trustees to be used for travelling fellowship awards.

The Otorhinolaryngological Research Society transferred £15,000 to ENT UK on transferring its activities to the charity.





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21. Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total funds 2020 £
Tangible fixed assets	21,994	-	21,994
Fixed asset investments	2,426,058	-	2,426,058
Current assets	709,610	-	709,610
Current liabilities	(391,819)	-	(391,819)
Total net assets	2,765,843	-	2,765,843

	Unrestricted funds £	Restricted funds £	Total funds 2019 £
Tangible fixed assets	29,618	-	29,618
Fixed asset investments	2,522,331	-	2,522,331
Current assets	718,343	-	718,343
Current liabilities	(208,507)	-	(208,507)
Total net assets	3,061,785	-	3,061,785

22. Prior year Statement of Financial Activities

	Note	Unrestricted £	Restricted £	Total 2019 £
Income and Endowments from:				
Charitable activities	3	580,965	-	580,965
Investment income	4	69,492	-	69,492
Total income		650,457	-	650,457
Expenditure on:				
Raising funds	6	14,641	-	14,641
Charitable activities	7	675,348	-	675,348
Total expenditure		689,989	-	689,989
Gains/losses on investment assets		47,804	-	47,804
Net income		8,272	-	8,272
Net movement in funds		8,272	-	8,272
Reconciliation of funds				
Total funds brought forward		3,053,513	-	3,053,513
Total funds carried forward	20	3,061,785	-	3,061,785





GLOSSARY



GLOSSARY

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20. GLOSSARY

AAO-HNS	American Academy of Otolaryngology-Head and Neck Surgery
AOMRC	Academy of Medical Royal Colleges
AOT	Association of Otolaryngologists in Training
ASGBI	Association of Surgeons of Great Britain and Ireland
AsiT	Association of Surgeons in Training
BACO	British Academic Conference of Otolaryngology
BAETS	British Association of Thyroid and Endocrine Surgeons
BAOMS	British Association of Oral and Maxillofacial Surgeons
BAPO	British Association of Paediatric Otorhinolaryngologists
BAPRAS	British Association of Plastic Reconstructive and Aesthetic Surgeons
BAPS	British Association of Paediatric Surgeons
BLA	British Laryngological Association
BOARS	The British Otorhinolaryngology and Allied Sciences Research Society
BRS	British Society of Rhinology
BSACI	British Society for Allergy and Clinical Immunology
BSHENT	British Society for the History of ENT
BSFPS	The British Society of Facial Plastic Surgery (formerly FPS UK, see below)
BSO	The British Society of Otolaryngology
BTA	British Thyroid Association
BVA	British Voice Association
e-lefENT	e-learning platform
EAFPS	The European Academy of Facial Plastic Surgery
ENT	common abbreviation for ear, nose and throat
ERS	European Rhinological Society
ESPO	The European Society of Paediatric Otorhinolaryngology
FPS UK	former name of The British Society of Facial Plastic Surgery (BSFPS)
FSSA	Federation of Surgical Specialty Associations
GMC	General Medical Council
H&N	Head and Neck Society
IOS	Irish Otorhinolaryngology/Head & Neck Surgery Society
IPC	Independent Practice Committee
MTI	Medical Training Initiative
NICE	National Institute for Health and Care Excellence
RCGP	Royal College of General Practitioners
RCN	Royal College of Nursing
RCPSG	Royal College of Physicians and Surgeons of Glasgow
RCSEd	Royal College of Surgeons of Edinburgh
RCSEng	Royal College of Surgeons of England
RCSI	Royal College of Surgeons of Ireland
RSM	Royal Society of Medicine
SAC	Special Advisory Committee
SAS	Staff and Associate Specialists (i.e. the ENT Staff and Associate Specialist Doctors' Group of the Education and Training Committee)
SFO UK	Student and Foundation Doctors in Otolaryngology
TWJ Foundation	Thomas Wickham Jones Foundation
WENTS UK	Women in ENT Surgery
YCOHNS	Young Consultants in Otolaryngology Head and Neck Surgery

