

United Kingdom Acquired Brain Injury Forum
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2022

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Financial Statements

Year ended 31 March 2022

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United Kingdom Acquired Brain Injury Forum
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report)
Year ended 31 March 2022

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2022.

Reference and administrative details

Registered charity name United Kingdom Acquired Brain Injury Forum

Charity registration number 1128284

Company registration number 06520608

Principal office and registered office PO Box 2539, Kemp House
152-160 City Road
London
EC1V 2NX

The trustees Amanda Swain
Russell Hardy
Mike Hope
Paul Brown
Lisa Turan
Peter Freeman
Dr. Andrew Bateman
Dr. Julian Harriss
Sam Shephard
James Piercy
Dr Michael Grey
Dr Michael Dilly

Company secretary Paul Brown

Independent examiner M L Burgess
Chartered Accountants
Empress Business Centre
380 Chester Road
Manchester
M16 9EA

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Structure, governance and management

Governing document

The United Kingdom Acquired Brain Injury Forum is a registered charity number 1128284, which is governed by its memorandum and articles of association and constitution first published in 2001 and revised in 2010. The charity is a company limited by guarantee registered in England and Wales No. 6520608. The address of the company's registered office is PO Box 2539, Kemp House, 152-160 City Road, London, EC1V 2NX.

Recruitment and appointment of Management Committee

The Trustees/directors of UKABIF are elected by the members of the organisation. For the period March 2021- March 2022 the Executive committee were:

Dr Andrew Bateman, Chair
Amanda Swain, Vice Chair
Peter Freeman, Treasurer
Paul Brown, Secretary (reappointed December 2021)
Mike Hope
Lisa Turan
Dr Julian Harriss
Sam Shepard (reappointed December 2021)
James Piercy (reappointed December 2021)
Dr Michael Grey
Dr Michael Dilley
Gerard Martin

Co-opted Members:

Amanda Cousins
Jo Throp

The officers are elected from within the Executive Committee.

Maureen le Marinel continues to hold the office of Patron of UKABIF.

United Kingdom Acquired Brain Injury Forum

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Structure, governance and management *(continued)*

Organisational Structure and Decision Making

UKABIF is an independent registered charity with a Board of Trustees responsible for major decision-making. The trustees delegate the running of the charity to Wishful Thinking Communications Limited, which is operated by Chloë Hayward. Chloë liaises with individual members of the committee as well as the regional acquired brain injury forums and members of UKABIF. The organisation is led by the strategy from which the work is carried out under the leadership of the chair and often with input from other committee members depending on their area of specialism.

Risk Management

The trustees have assessed the major risks to which the charity is exposed, in particular those related to the operations and finances of the charity, and are satisfied that systems and procedures are in place to mitigate its exposure to the major risks.

Objectives and activities

Aims and objectives

The aims of UKABIF in accordance with the constitution are:

- The advancement of education, on the subject of children and adults with acquired brain injury, of the providers of services for people with acquired brain injury; people with acquired brain injury and their families and carers; and the community of the United Kingdom as a whole
- The relief of disability of people with acquired brain injury by education rather than as a provider of direct services.

UKABIF's key objectives are outlined below.

Raising Awareness of Acquired Brain Injury

UKABIF sees its primary role to raise awareness of ABI - this includes highlighting the need for appropriate services, publicising progress on research and development as well collating and publishing information about the incidence, causes, consequences and costs of ABI - to a wide range of audiences.

Development of Acquired Brain Injury Forums (ABIFs)

UKABIF will continue to develop and support the ABI Forums in the United Kingdom.

Influencing Policy and Commissioning

UKABIF aims to highlight the need for specialised services for ABI to the Department of Health as well as the MPs, Peers and other significant agencies.

Information

UKABIF aims to be the first port of call for information on acquired brain injury.

Organisational Issues

The committee aims to ensure the governance of UKABIF is efficient and effective.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance

All-Party Parliamentary Group for Acquired Brain Injury

UKABIF acted as the secretariat for the APPG alongside the office of the Chair Chris Bryant, MP.

The group's objectives are:

- To raise awareness of ABI and seek improvements in support and services for people directly affected by ABI and also their families and carers
- To provide a voice for those who are not always heard by Ministers and MPs
- To be the main forum for ABI in Parliament, raising key issues across health, social care and welfare which all affect people living with ABI in the UK

The following shows the activities which UKABIF has been involved with over the duration of the year:

Meetings and Reports

Meeting with the Care Minister, Helen Whately, 20th May 2021

A meeting with the Care Minister focussed on discussion of coordinating responses to the issues relating to acquired brain injury across government departments and forming one plan.

Acquired Brain Injury Private Members Bill (PMB) meeting with the Department for Health and Social Care, 30th June and September 2021

Discussions took place on the outline of the draft Private Members' Bill to ensure it covers England and Wales and develop a legislative consent motion.

Conversations with various ministers including Michael Gove and the Secretary of State for Health and Social Care, Matt Hancock, have been positive in support of the PMB.

House of Commons Digital, Culture, Media and Sport Committee Report on Concussion in Sport published 22nd July 2021

UKABIF welcomed 'Concussion in sport' a report published by the House of Commons Digital, Culture, Media and Sport Committee on 22nd July 2021.

The Committee took oral evidence from twenty-seven clinicians, academics, campaigning organisations, sports people and representatives of sporting associations between March and May 2021 and written evidence from a further fifty-one individuals and organisations. UKABIF provided both in person and written evidence.

The report made several clear points as follows:

- Each sport is left to itself to decide on correct protocols for concussion/brain injury and on what should happen when participants should return to play. There is no over-arching government action or advice and an absence of employer responsibility.
- Those playing sport do not have enough information about concussion/brain injury and its long-term consequences
- The NHS does not have standardised procedures or staff training about concussion/brain injury and data collection is poor
- There is a lack of transparency in published research funding and research evaluation

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Year ended 31 March 2022

Achievements and performance *(continued)*

The recommendations made by the report are:

- The Government should establish UK-wide minimum standard definition for concussion that all sports must use and adapt for their sport.
- The Government should deliver a comprehensive communications campaign to ensure all those involved in sport can access best practice information. This should signpost people to advice on what action to take.
- Health and Safety Executive should work with National Governing Bodies of all sports to establish a national framework for the reporting of sporting injuries
- UK Sport should take a governance role in assuring that all sports it funds raise awareness of the dangers of concussion effectively
- UK Sport should pay for a medical officer at every major sporting event with responsibility to ensure the safety of participants and the power to prevent athletes at risk from competing
- NHS England should review the way it collects data about concussion and concussion-related brain injury
- NHS England and the Faculty of Exercise and Sports Medicine should prepare a learning module on best practice for treating and advising those with concussive trauma and ensure all GPs and A&E clinicians take this module within 2 years
- The Government should convene a single research fund to co-ordinate and fund research to ensure it is independent and excellence-driven as well as being accessible to all.
- The Government should convene a specialist group on concussion drawing on campaign groups and relevant scientific expertise.

The report's recommendations closely mirror those made in the All-Party Parliamentary Group for Acquired Brain Injury's (APPG for ABI) Report: Acquired Brain Injury and Neurorehabilitation: Time for Change which was published in 2018. The APPG were pleased that the committee agreed with the arguments set out in the 2018 report.

Acquired Brain Injury and Neurorehabilitation in Wales: Time for Change

UKABIF launched the Welsh Time for Change report at a public webinar on 6th July 2021. The launch was attended by almost 70 people and was recorded – available here: <https://www.youtube.com/watch?v=9ptETD84EmU&t=1s>

Chris Bryant provided a message of support at the launch event. Full details about the Welsh Campaign are available here: www.ukabif.org.uk/TFCWales

In addition to the publication of the report a petition asking for appropriate provision of services and support for people with Acquired Brain Injury in Wales was set up. <https://petitions.senedd.wales/petitions/244879>

UKABIF is working closely with members of the regional groups in Wales to take forward the recommendations of the report. A working group has been established and relevant contacts are being made in the Welsh government and within the relevant policy areas.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

Government publishes response to concussion in sport report 10th December 2021

UKABIF considered the response to be a positive step forward in the issue of sport-related brain injury. Many of the proposed recommendations and actions are important developments that will protect players from brain injury in sport. It is now incumbent on the Government to work with all stakeholders to deliver on these commitments.

However, the report misses the opportunity to engage and include many of the committed not-for-profit organisations who have decades of expertise in managing, researching, and educating on concussions both inside and outside of sport. The Concussion in Sport Research forum should be inclusive of the wide array of stake holders including athletes, clinicians, and researchers from a variety of disciplines.

In addition, the response contains no mention of CTE or early-onset dementia and associated conditions. There is no proposed action to develop guidance and support for the many ex-athletes and their families who are currently suffering with the consequences of sport-related neurodegeneration. The enquiry was established in response to athletes and their loved ones calls for help and change, which seem to have been ignored.

Private Members Bill – Acquired Brain Injury

A key feature of the year was UKABIF's support of Chris Bryant's Acquired Brain Injury Private Members Bill and subsequent ABI Strategy.

Chris Bryant submitted a private members bill in June 2021 which set out a strategy for meeting the needs of adults and children with acquired brain injury by improving the provision of relevant services such as those provided by local authorities, NHS bodies, NHS foundation trusts, the Ministry of Defence, the Prison Service, the Department for Work and Pensions and the Department for Digital, Culture, Media and Sport.

The bill requested that the government should issue guidance to local authorities, NHS bodies and NHS foundation trusts, the Ministry of Defence, the Prison Service, the Department of Work and Pensions and the Department for Digital, Culture, Media and Sport which included

- action to prevent acquired brain injury, including through shared protocols on concussion in professional and amateur sport and health and safety provisions at work;
- research into the societal, congenital, medical and environmental causes of acquired brain injury;
- the provision of relevant services for the purpose of diagnosing acquired brain injury, including in prisons, schools and the armed forces;
- the identification of adults and children with an acquired brain injury, including in schools, youth services, prisons and the armed forces;
- the assessment of the needs of adults and children with an acquired brain injury for relevant services, including neuro-rehabilitation, physiotherapy and welfare payments;
- other planning in relation to the provision of relevant services to adults and children with an acquired brain injury;
- the training of staff who provide relevant services to adults and children with an acquired brain injury, including teachers, educational psychologists and those who assess welfare payments; and
- local arrangements for leadership in relation to the provision of relevant services to adults and children with an acquired brain injury.

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Year ended 31 March 2022

Achievements and performance *(continued)*

Supporting the ABI Bill

In October 2021 UKABIF convened a working group of key organisations which included the Child Brain Injury Trust, The Children's Trust, The Disabilities Trust and Headway. The focus of the group was to raise awareness of the Bill and secure support from MPs across the House.

UKABIF briefed a design team to produce artwork to support the bill. This comprised hand held boards, stickers, face masks, badges, social media cards and profile frames and a webpage to host information about the bill.

Masks, badges and stickers were circulated at the UKABIF Summit and were distributed through the working group members. Masks and badges were sent to all MPs w/c 22/11/2021.

Letter to Downing Street

Chris Bryant wrote to the Prime Minister and the letter was undersigned by almost 100 MPs and a further 100 organisations and individuals. The letter was hand delivered to 10 Downing Street on 15th November and Chris was accompanied by representatives of the charities and a number of MPs.

Prime Ministers Question - 24th November 2021

At Prime Ministers Questions the Prime Minister, Boris Johnson, responded to a question tabled by Chris Bryant, MP by confirming that the government would develop a strategy for acquired brain injury. The programme board for the strategy would be chaired by the Minister for Care and Mental Health, Gillian Keegan and Chris Bryant.

Private Members Bill – House of Commons on 3rd December 2021

The Bill was due to receive its Second Reading but was talked out by the preceding item.

ABI Strategy Call for Evidence Launched March 2022

A Call for Evidence to inform the Acquired Brain Injury Strategy was launched at Westminster. The event was attended by key officials from different government departments alongside brain injury survivors, carers, third sector organisations and health care professionals. The Call for Evidence ran for 6 weeks.

Criminal Justice Acquired Brain Injury Interest Group (CJABIIG)

The group made good progress during the course of the year in major part due to additional support. Hope Kent was employed as an intern to support CJABIIG alongside Gemma Buckland who is also providing more strategic professional support. This is due to funding received from the Allen Lane Foundation and John R Murray Charitable Trust.

In October 2021 CJABIIG were able to formally thank Lord David Ramsbotham for his years of service and advocacy, as he stepped down as chair of the group. This is recognised as an opportunity to take time to reflect and develop new strategy going forwards.

A small sub-committee was formed to assess the future direction of CJABIIG, and the leadership of the group. This sub-committee are updating the CJABIIG strategy document and contacting key stakeholders. In line with this, they are also aiming to improve social media presence, including twitter and blog posts.

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Year ended 31 March 2022

Achievements and performance *(continued)*

The group has extended its network and created a more formalised meeting format which includes two presentations followed by time for updates and networking.

In December 2020, the Lord Chancellor and Secretary of State for Justice commissioned HM Inspectorate of Prisons and HM Inspectorate of Probation, with support from HMICFRS, to undertake an independent review of neurodiversity in the criminal justice system (CJS). The document was published in July 2021

https://cdn.ymaws.com/ukabif.org.uk/resource/resmgr/news/neurodiversity_in_the_criminal_justice_system/neurodiversity_evidence_revi.pdf.

Research shows that brain injury in men, women and adolescents within the criminal justice system is up to five times higher than the general population.

CJABIG now awaits the government's response to the review and hopes it will signal a step change in recognising how people with brain injuries can get swept into the criminal justice system. It is hoped a better response to those in the system will include better screening, assessment, staff training, and informed, effective responses which help them to understand and navigate the system and to find a path back out of it. This will require additional resources.

The Inspectorates' report echoes the recommendations of the All-Party Parliamentary Group for Acquired Brain Injury's report; *Acquired Brain Injury and Neurorehabilitation: Time for Change*, which made a series of proposals on criminal justice which the Group is seeking to take forward and we wish to see addressed by the government.

Supporting Transitions to Adult Services in the Criminal Justice System – May 2021

UKABIF secured a grant from the Barrow Cadbury Trust to support a research project entitled 'Supporting Transitions to Adult Services in the Criminal Justice System', in partnership with Leaders Unlocked. The purpose of the grant is to improve support for young people (aged 17-25) with acquired brain injuries making the transition to adult justice services.

There are four components to this project:

1. Scoping: the project group will carry out in-depth discussions with key representatives from NHS England and the Ministry of Justice to identify key gaps in data and highlight areas where further research is needed.
2. Liaison and Diversion: This piece of work will examine the prevalence of ABI in data collected by Liaison and Diversion Schemes, with a focus on those aged 17-25. It will include a review of gender, race and co-existence of other neuro disabilities.
3. Review of HMPPS training: This part of the project will assess the nature and impact of ABI training planned in Her Majesty's Prison and Probation Services.
4. Developing a Tool for Young Adults with ABI.

Gemma Buckland is managing the project, researchers have been employed through the charity Leaders Unlocked which gives young people from under-represented groups to have a stronger voice on issues which affect their lives.

By the year end the project had seen the development of a broad network of colleagues across the justice system, Freedom of Information Requests had been distributed to all police forces asking for feedback about screening and subsequent actions taken and research permissions were underway.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

The National Acquired Brain Injury in Learning and Education Syndicate (NABLES)

The National Acquired Brain Injury in Learning and Education Syndicate was established in 2019 with the remit to support UKABIF in delivering the education recommendations of the Time for Change Report. The group has focused on developing links with education providers of children and young people and producing guidance on returning to education.

A new booklet and poster '**ABI Return – Children and Young People with Acquired Brain Injury - guiding their return to education**' was launched in May 2021 for those professionals involved in helping children and young people with an Acquired Brain Injury prepare for, and achieve, a successful return to education and to help progress their recovery.

In addition to the publication the team produced a poster and two worksheets for professionals to use in their work with children and young people with acquired brain injuries. This production of this publication was made possible with the support of the following organisations; The Children's Trust, The Eden Dora Trust for Children with Encephalitis and Irwin Mitchell LLP.

N-ABLES fulfilled a busy schedule of presentations which included presenting a poster at the virtual International Brain Injury Association in July 2021 as well as presenting at regional group events and events for teachers and SENCOs.

In January 2022 N-ABLES was shortlisted as a finalist for in the Child Brain Injury Trust's Diamond Awards in the Collaboration Award Category.

Also in January N-ABLES published "Back to school after brain injury", in NASEN Connect's January edition.

During the course of the year N-ABLES received funding from The Lovel Foundation to support an internship. Emily Morley has taken up the internship to support this special interest Group.

Community Rehabilitation Alliance (CRA) and the Neurological Alliance (NA)

UKABIF has worked with the CRA and NA across their policy and parliamentary work which has included a response to the health and social care bill.

Social Work England (SWE)

UKABIF led a campaign urging Social Work England to address the issue of providing brain injury training to social workers. This followed the outcome of a Safeguarding Adults Review in Brighton and Hove where the lack of knowledge in this profession was cited as adding to the man's death. UKABIF met SWE on 13th July and has committed to maintaining contact over the issues which arose.

Strategic Partnerships

UKABIF launched its Strategic Partnership programme in 2021. The partners working with UKABIF in 2021 were Irwin Mitchell Solicitors, Leigh Day, Cygnet Healthcare and Neuro ProActive. They met with UKABIF regularly and supported activities connected to the Time for Change programme of work. The partnership included sponsorship of the UKABIF Summit in November 2021.

United Kingdom Acquired Brain Injury Forum

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Year ended 31 March 2022

Achievements and performance *(continued)*

UKABIF Summit 8th November 2021

UKABIF's Annual Summit took place on Monday 8th November at London's Royal Society of Medicine and online. The meeting updated delegates on the recent progress following the publication of the '**Acquired Brain Injury and Neurorehabilitation: Time for Change**' report, as well as discussing the developments and improvements in the delivery of care for people with Acquired Brain Injury (ABI).

Professor Andrew Bateman, UKABIF Chair, welcomed delegates and introduced Chris Bryant, Labour Member of Parliament for the Rhondda, and Chair of the All-Party Parliamentary Group on ABI. Chris briefed delegates on the ABI Bill which will be debated in the House of Commons on the 3rd December and encouraged everyone to write to their MPs and request support for the Bill.

Leigh Day sponsored the first session on women, brain injury and sport, currently a 'hot' topic with research demonstrating the differences in the way women and men experience sport-related brain injury and neurodegeneration. Freya Holdaway, a professional footballer, described how three concussions in 18 months resulted in her retirement from the game. Dr Elisabeth Williams, Senior Lecturer in Applied Biomechanics at Swansea University highlighted the sex differences in sports players and emphasised the need for female-orientated pitch protocols to deal with concussions, and for treatment to be tailored differently.

The second session was sponsored by Cygnet Health Care, looking at ways to improve clinical practice for people with brain injury. Dr Tony Perini, Consultant Neuropsychiatrist and Alex Scordis-Hutchinson, Neuro-Occupational Therapist, both from Cygnet Health Care, discussed how brain injury and mental health continue to be boxed separately but require a holistic approach to maximise outcomes. "Neurologic Music Therapy (NMT) has a unique contribution to rehabilitation" said Elizabeth Nightingale, Neuro Services Lead and Trainer Neurologic Music Therapist, Chiltern Music who discussed a NMT pilot clinic being run by a partnership between Chiltern Music Therapy and the Regional Neurological Rehabilitation Unit (RNRU) at Homerton Hospital. Chiltern Music Therapy uses NMT techniques to support patients to meet their rehabilitation goals in the functional domains of speech and language, sensorimotor, and cognitive skills.

"We need to look beyond the traditional multidisciplinary team to the work of the 'hotel service staff' in neurological care homes" said Dr Julie Latchem-Hastings, Research Fellow at Cardiff University after observing the interactions of staff with residents. She said: "All these staff help towards the rehabilitation of patients but go unnoticed, untrained and are not an accepted part of the team".

The session sponsored by Neuro ProActive looked at the explosion of neurotechnology developments with a panel comprising Liz Ashall-Payne, ORCHA, Rachel Taylor, Operational Manager, South Wales Trauma Network and Dr Sally Lewis, National Clinical Lead for Value-Based and Prudent Healthcare and Honorary Professor at Swansea School of Medicine. They discussed setting standards in digital technology, developing an interactive patient information system and the footprint for fully integrated systems.

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

Driving change was the theme of the final session, sponsored by Irwin Mitchell Solicitors. Improving the return to education (RTE) after brain injury was discussed by Lisa Turan, Chief Executive Officer, The Child Brain Injury Trust and Dr Gemma Costello, Head of Psychosocial Services, The Children's Trust, on behalf of the National ABI in Learning and Education Syndicate (N-ABLES). They described projects aimed at supporting a child's RTE including an N-ABLES initiative comprising a booklet and poster '**ABI Return – Children and Young People with Acquired Brain Injury – guiding their return to education**' to help all those involved to prepare for, and achieve, a successful return and progress their recovery. A copy of the booklet and poster is available from www.ukabif.org.uk/ABIReturn.

UKABIF Awards 2021

The UKABIF Awards were presented at the summit and were sponsored by Elysium Healthcare

Mike Barnes Innovation Award

The winner was, MyAbility created by Dr Andrea Pickering, Consultant Clinical Psychologist of Recolo; Fran Sephton, Emma Bowers and Niki Dutton, Highly Specialist Speech and Language Therapists of ATtherapy. They will receive support from the National Institute for Health Research to advance their project and mentoring from Dr Penny Trayner.

UKABIF Film Award

This award recognises a short film, of no more than three minutes, to raise awareness of the benefits of neurorehabilitation following an ABI. The winner Nicola Leyland with 'The Freak Accident' and she receives £500.

Stephen McAleese Award for Inspiration

This award recognises an individual for their work that inspires others in ABI. The winner was Anita Pascoe, Clinical Lead, Westcountry Case Management.

UKABIF Public Engagement/Poster Award

The poster winner was Dr Henk Swanepoel for his poster 'Implementing a study to Compare Diagnostic Accuracy of Cognitive Screening Instruments: A Weighted Comparison Approach in Acquired Brain Injury (ABI)'

United Kingdom Acquired Brain Injury Forum

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Achievements and performance *(continued)*

Policy - how our activities deliver public benefit

In addition to our parliamentary work, Chloë Hayward and the trustees of UKABIF use their knowledge and experience to highlight and inform consultations and policies which are pertinent to brain injury. Over the course of this year we have:

- Responded to consultations and provided stakeholder feedback to relevant NICE guidance
- Retained key positions within other alliances and membership bodies (Amanda Swain is a trustee of the Neurological Alliance)
- Chloë Hayward continued to be part of the National Neuro Advisory Group (NNAG).
- Membership of National Voices

Regional Groups

UKABIF supports regional acquired brain injury forums across the country and has groups in the following areas:

ABI London
Bristol and Bath ABI Forum
East Midlands ABI Forum
Eastern Region ABI Forum
Essex ABI Forum
Kent ABI Forum
Norfolk ABI Forum
North West and North Wales ABI Forum
Northamptonshire ABI Forum
Northern ABI Forum
Scottish Head Injury Forum
South of England ABI Forum
South Wales ABI Forum
South West ABI Forum
Surrey ABI Network
South Yorkshire ABI Forum
Sussex ABI Forum
Thames Valley ABI Forum
West Midlands ABI Forum
Yorkshire ABI Forum

Mike Hope continues to provide invaluable support for new and existing groups, attending many meetings throughout the year offering advice where needed.

Fundraising

UKABIF takes a proactive approach to fundraising and employs a freelance fundraiser, Zak Hulstrom to research appropriate funds and develop applications to trusts and foundations. Zak was also instrumental in developing the strategic partnership programme.

UKABIF are committed to developing long term relationships with funders and maintains regular correspondence with them to keep them up to date with projects and overall strategy. Funders are noted in the associated projects above and include The Lovel Foundation, John Murray Charitable Trust, Allen Lane Charitable Trust and the Barrow Cadbury Trust.

Finance

UKABIF continues to monitor its finances closely and has established a finance sub-committee to oversee spending and budgeting.

United Kingdom Acquired Brain Injury Forum

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2022

Financial review

Reserves Policy

Reserves are needed to bridge the gap between the spending and receiving of income. The Board of Management has examined the Charity's requirements in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be sufficient to sustain 6 to 9 months of committed overhead. The Board considers this would be no more than £50,000 at 31 March 2022.

Statement of trustees' responsibilities

The trustees (who are also directors of United Kingdom Acquired Brain Injury Forum for the purpose of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and 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; - 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; and - 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 proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which 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.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

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

Dr. Andrew Bateman
Chair

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of United Kingdom Acquired Brain Injury Forum

Year ended 31 March 2022

I report to the trustees on my examination of the financial statements of United Kingdom Acquired Brain Injury Forum ('the charity') for the year ended 31 March 2022.

Responsibilities and basis of report

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

Having satisfied myself that the 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 the 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

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

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

M L Burgess
Associate - Institute of Chartered Accountants in England and Wales
Independent Examiner

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Chartered Accountants
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380 Chester Road
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United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Statement of Financial Activities (including income and expenditure account)

Year ended 31 March 2022

			2022		2021
	Note	Unrestricted funds £	Restricted funds £	Total funds £	Total funds £
Income					
Donations and subscriptions	5	20,541	47,250	67,791	26,858
Charitable activities	6	79,596	—	79,596	35,956
Investment income	7	242	—	242	420
Total income		<u>100,379</u>	<u>47,250</u>	<u>147,629</u>	<u>63,234</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and subscriptions	8	3,000	—	3,000	4,000
Expenditure on charitable activities	9,10	74,458	28,512	102,970	89,887
Total expenditure		<u>77,458</u>	<u>28,512</u>	<u>105,970</u>	<u>93,887</u>
Net income/(expenditure) and net movement in funds		<u>22,921</u>	<u>18,738</u>	<u>41,659</u>	<u>(30,653)</u>
Reconciliation of funds					
Total funds brought forward		66,003	—	66,003	96,656
Total funds carried forward		<u>88,924</u>	<u>18,738</u>	<u>107,662</u>	<u>66,003</u>

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

All income and expenditure derive from continuing activities.

The notes on pages 17 to 24 form part of these financial statements.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Statement of Financial Position

31 March 2022

	Note	2022 £	£	2021 £
Fixed assets				
Tangible fixed assets	16		–	268
Current assets				
Cash at bank and in hand		111,779		66,430
Creditors: amounts falling due within one year	17	<u>4,117</u>		<u>695</u>
Net current assets			107,662	65,735
Total assets less current liabilities			107,662	66,003
Net assets			107,662	66,003
Funds of the charity				
Restricted funds			18,738	–
Unrestricted funds			88,924	<u>66,003</u>
Total charity funds	18		107,662	66,003

For the year ending 31 March 2022 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

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

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

These financial statements were approved by the board of trustees and authorised for issue on

....., and are signed on behalf of the board by:

Dr. Andrew Bateman
Trustee

The notes on pages 17 to 24 form part of these financial statements.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements

Year ended 31 March 2022

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office is Kemp House, 152-160 City Road, London, EC1V 2NX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

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

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

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

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

The estimates and underlying assumptions are reviewed on an ongoing basis.

Revisions to accounting estimates are recognised in the period in which the estimate is revised if the revision affects only that period, or in the period of the revision and future periods if the revision affects both current and future periods. During the year, there were no judgements in applying the accounting policies and key sources of estimation uncertainty which materially affected the financial statements.

Income tax

The charity is exempt from taxation on its charitable activities.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Fund accounting

Fund accounting is applied to any restricted income that is received in the year. The restricted income is allocated to specific expenditure as per the terms of the donor.

Unrestricted funds have no specific requirements of how the incoming resources is to be spent. The income is used on charitable activities, the costs to generate future funds and day to day governance costs.

Incoming resources

All incoming resources are included in the receipts and payments account when the charity receives the income.

Resources expended and irrecoverable VAT

Expenditure is recognised on a cash basis as incurred. Expenditure includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates.

Interest receivable

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

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Computer	- 25% straight line
Website	- 25% reducing balance

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

3. Accounting policies *(continued)*

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

The trust only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

4. Limited by guarantee

United Kingdom Acquired Brain Injury Forum is a company limited by guarantee and accordingly does not have a share capital.

Every member of the company undertakes to contribute such amount as may be required not exceeding £1 to the assets of the charitable company in the event of its being wound up while he or she is a member, or within one year after he or she ceases to be a member.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Donations			
Donations	3,243	–	3,243
Grants			
Grants receivable	–	47,250	47,250
Subscriptions			
Subscriptions	17,298	–	17,298
	<u>20,541</u>	<u>47,250</u>	<u>67,791</u>
	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Donations			
Donations	9,072	–	9,072
Grants			
Grants receivable	–	–	–
Subscriptions			
Subscriptions	17,786	–	17,786
	<u>26,858</u>	<u>–</u>	<u>26,858</u>

6. Charitable activities

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Conference and workshops	<u>79,596</u>	<u>79,596</u>	<u>35,956</u>	<u>35,956</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Bank interest received	<u>242</u>	<u>242</u>	<u>420</u>	<u>420</u>

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

8. Costs of raising donations and legacies

	Unrestricted Funds £	Total Funds 2022 £	Unrestricted Funds £	Total Funds 2021 £
Costs of raising donations and subscriptions	<u>3,000</u>	<u>3,000</u>	<u>4,000</u>	<u>4,000</u>

9. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Acquired brain injury education and activities	73,420	28,512	101,932
Support costs	<u>1,038</u>	<u>—</u>	<u>1,038</u>
	<u>74,458</u>	<u>28,512</u>	<u>102,970</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Acquired brain injury education and activities	88,610	—	88,610
Support costs	<u>1,277</u>	<u>—</u>	<u>1,277</u>
	<u>89,887</u>	<u>—</u>	<u>89,887</u>

10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2022 £	Total fund 2021 £
Acquired brain injury education and activities	101,932	—	101,932	88,610
Governance costs	<u>—</u>	<u>1,038</u>	<u>1,038</u>	<u>1,277</u>
	<u>101,932</u>	<u>1,038</u>	<u>102,970</u>	<u>89,887</u>

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

11. Taxation

The charity is exempt from taxation on its charitable activities.

12. Net income/(expenditure)

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

	2022	2021
	£	£
Depreciation of tangible fixed assets	268	268

13. Independent examination fees

	2022	2021
	£	£
Fees payable to the independent examiner for: Independent examination of the financial statements	600	600

14. Staff costs

For the reporting period, the charity had no salaries employees and therefore total staff costs and benefits were Nil (2021 Nil).

All administrative functions were performed by Chloe Hayward of Wishful Thinking Communications Limited, with support from Interns as necessary.

15. Trustee remuneration and expenses

Trustees

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

Travel and office costs amounting to £616 (2021 £168) were reimbursed to four (2021 - three) members of the management committee during the year.

16. Tangible fixed assets

	Fixtures and fittings £	Equipment £	Total £
Cost			
At 1 April 2021 and 31 March 2022	1,921	13,747	15,668
Depreciation			
At 1 April 2021	1,921	13,479	15,400
Charge for the year	—	268	268
At 31 March 2022	1,921	13,747	15,668
Carrying amount			
At 31 March 2022	—	—	—
At 31 March 2021	—	268	268

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

17. Creditors: amounts falling due within one year

	2022	2021
	£	£
Accruals and deferred income	3,885	613
Other creditors	232	82
	<u>4,117</u>	<u>695</u>

18. Analysis of charitable funds

Unrestricted funds

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
General funds	<u>66,003</u>	<u>100,379</u>	<u>(77,458)</u>	<u>88,924</u>

Restricted funds

	At 1 April 2021	Income	Expenditure	At 31 March 2022
	£	£	£	£
Restricted Funds	<u>–</u>	<u>47,250</u>	<u>(28,512)</u>	<u>18,738</u>

The purpose of restricted funds derived from grants received has been to fund the work of several projects namely the Criminal Justice Acquired Brain Injury Interest Group, a research project entitled 'Supporting Transitions to Adult Services in the Criminal Justice System' and establishing the National Acquired Brain Injury in Learning and Education Syndicate. The grants have been used to meet the costs of the administrator, Interns and other relevant direct costs in accordance with the restrictions.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2022

19. Analysis of net assets between funds

	Unrestricted Funds £	Restricted Funds £	Total Funds 2022 £
Tangible fixed assets	–	–	–
Current assets	93,041	18,738	111,779
Creditors less than 1 year	(4,117)	–	(4,117)
Net assets	<u>88,924</u>	<u>18,738</u>	<u>107,662</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2021 £
Tangible fixed assets	268	–	268
Current assets	65,513	–	65,513
Creditors less than 1 year	(695)	–	(695)
Net assets	<u>65,086</u>	<u>–</u>	<u>65,086</u>

20. Related parties

Other than those disclosed in note 15, there were no related party transactions to report in the year.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Management Information

Year ended 31 March 2022

The following pages do not form part of the financial statements.

United Kingdom Acquired Brain Injury Forum

Company Limited by Guarantee

Detailed Statement of Financial Activities

Year ended 31 March 2022

	2022 £	2021 £
Income		
Donations and subscriptions		
Donations	3,243	9,072
Grants receivable	47,250	—
Subscriptions	17,298	17,786
	<u>67,791</u>	<u>26,858</u>
Charitable activities		
Conference and workshops	79,596	35,956
Investment income		
Bank interest received	242	420
Total income	<u>147,629</u>	<u>63,234</u>
Expenditure		
Costs of raising donations and subscriptions		
Purchases	3,000	4,000
Expenditure on charitable activities		
Direct expenses and conference costs	18,552	17,563
Specific project direct costs	16,924	—
Insurance	891	787
Administration costs	34,129	29,119
Communication costs	5,215	11,771
Legal and professional fees	—	2,113
Accountancy fees	1,038	1,277
Telephone	418	418
Other office costs	3,535	3,144
Depreciation	268	268
Computer costs	10,607	11,924
Printing and stationery	182	138
Marketing	11,211	11,365
	<u>102,970</u>	<u>89,887</u>
Total expenditure	<u>105,970</u>	<u>93,887</u>
Net income/(expenditure)	<u>41,659</u>	<u>(30,653)</u>