



## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	Day	Month	Year		Day	Month	Year
	01	04	2023		31	03	2024

### Section A Reference and administration details

Charity name Foundation for Family Medicine in Palestine

Other names charity is known by FFMP

Registered charity number (if any) 1183997

Charity's principal address 17 Carsick View Road

Sheffield

Postcode

S10 3LZ

#### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Tony Laurance	Chair		
2	Andrew Ferguson	Chief Executive Officer		
3	Gene Feder	Secretary		
4	Ann Louise Kinmonth			
5	Thomas Sharpe		01/04/2023 to 29/06/2023	
6	Paul Wallace		01/04/2023 to 27/02/2024	
7				
8				
9				
10				

#### Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address
Board member	Amanda Howe	UK
Board member	Umaiye Khamash	Ramallah, occupied Palestinian territory (oPt)

#### Name of chief executive or names of senior staff members (Optional information)

CEO Andrew Ferguson

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document (eg. trust deed, constitution)	Constitution
How the charity is constituted (eg. trust, association, company)	Charitable incorporated organisation
Trustee selection methods (eg. appointed by, elected by)	Selected and appointed by the Board

### Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works;
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

#### Organisational Structure

Board (6 members; 4 of whom are trustees)  
Executive Group (9 members)

#### Relationships

FFMP operates in close collaboration with Medical Aid for Palestinians (MAP; another UK registered charity – a Memorandum of Understanding between the two charities was signed on 30<sup>th</sup> March 2020.

#### Risks and System Procedures

Board has regular (quarterly) meetings to review progress, review/revise strategic objectives, review finances and review/respond to established, new and emerging risks.

The Executive Group also meets regularly to monitor, evaluate and plan all operational activity.

MAP is FFMP's implementing partner in the oPt and provides all logistic/security advice and support.

## Section C Objectives and activities

### Summary of the objects of the charity set out in its governing document

The preservation and protection of health, primarily in the oPt; the West Bank and Gaza.

Technical and professional support for the development of family medicine and family health care in the oPt.

Engagement of Palestinian family health care colleagues in the international family health care community.

**Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)**

1. Delivery of a range of programmed activities since 2013 (<https://familymedicinepalestine.org/programmes>)
2. Establishment of FFMP as a charitable incorporated organisation (June 2019)
3. Setting up of the website [www.familymedicinepalestine.org](http://www.familymedicinepalestine.org) (September 2019)
4. The trustees have, at all times, had regard to the guidance issued by the Charity Commission on public benefit.

**Additional details of objectives and activities (Optional information)**

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
- contribution made by volunteers.

**Contributions made by volunteers:**

FFMP membership includes in excess of 20 active volunteers; all highly experienced and accomplished family health care academics, educators and clinicians. Their invaluable input includes:

- Mentorship of Palestinian colleagues
- Design and delivery of educational/training activities, both remotely and on the ground in the oPt
- Design and delivery of evaluation
- Design and delivery of research capacity strengthening
- Design and maintenance of the website
- Active membership of the governance structures (Board and Executive Group)

### Summary of the main achievements of the charity during the year

Two week-long missions to the West Bank were conducted in May and August 2023, together with regular online contact with MAP, our implementing partner, and all other project partners: the Palestinian Ministry of Health (MoH); United Nations Relief Works Agency (UNRWA); Palestine Medical Council (PMC); Palestinian Association of Family Medicine (PAFM); World Health Organisation (WHO); An Najah National University (ANNU) and the wider network of medical schools in the West Bank and Gaza.

In terms of our main workstreams the following summarises progress and current status:

#### General

- As a result of the war in Gaza and volatile security situation in the West Bank, no missions have been conducted since summer 2023 and MAP funding for our family medicine/family health care (FM/FHC) programme has been temporarily suspended while they focus all their attention on addressing the humanitarian emergency.
- Elements of the FM programme are still continuing despite all the obstacles and there is an on-going demand for our support judging from our conversations with key counterparts in the West Bank.
- A new scoping mission is now planned for the end of August 2024, to meet as many of our former partners as possible to plan a new phase of our work.
- We are still reeling from the death of Paul Wallace, founder of FFMP, in late February 2023. His wisdom, passion and incredible commitment were the driving force for this programme and we will try our very best to honour his legacy.

#### FM Residency Programme

- ANNU has continued to manage the residency programme, despite huge disruption and uncertainty and the need to deliver much of the academic sessions online.
- The MoH has appointed an, as yet, unknown number of new residents to the programme this year.
- There has been no further progress with the PMC accreditation of FM/FHC training centres in the West Bank, nor with supervision arrangements for FM residents within MoH Primary Health Care (PHC) clinics.

#### Transitional Training Programme (TTP)

- With ongoing support by David Jewell, Shameq Sayeed and a dedicated, part-time MAP staff member based in Ramallah, the TTP was successfully rolled-out to Bethlehem and Ramallah districts, targeting a total of 12 MoH and two UNRWA PHC clinics – a remarkable achievement in the circumstances and testament to the genuine interest in the programme by primary care staff. Participants have until the end of May 2024 to complete the programme, with evaluation of this phase to be conducted in June 2024.
- A customised programme, with core/optional modules for doctors, nurses, pharmacists, technicians and administrative staff, will be finalised by FFMP by the end of June 2024, with content on the MoH Moodle platform subsequently updated.
- With support from MAP and/or other donors/partners we then hope to roll the programme out to the rest of the West Bank and into Gaza.

#### FHC Strategy/Systems Development

## Section D

## Achievements and performance

- Unsurprisingly, the MoH has not made any further progress in finalising and implementing the draft MoH FM/FHC strategy for 2023-27. This is one of many issues to be discussed with the MoH in person during the planned August 2024 mission.

### Academic Network of Medical Schools

- It has not been possible to progress the work, led by Amanda Howe, to support interested medical schools in the West Bank and Gaza in a review/revision of the undergraduate curriculum; particularly the FM/FHC components. Again we hope to meet West Bank representatives of this network during the planned August mission.
- Our practical contribution to undergraduate FM education in oPt began with a highly successful, online, interactive child health case study for 5<sup>th</sup> year students at Al Quds university in August 2023. We hope to deliver this session again this year and expand the number/range of case studies, initially in collaboration with Al Quds and Hebron universities, but ultimately offering the resource to all interested medical schools in oPt.

### PAFM

- We are considering how we can support the development of their website, routine communication with members and planning/delivery of webinars.
- The planned online tutorial/mentoring groups for FM residents/specialists and ToT workshops for those supervising FM residents have been delayed. Both these initiatives are to be co-facilitated by PAFM members and UK/US FM specialists.
- In October 2023 we secured funding/support from WHO Jerusalem and RCGP International to deliver a series of Training of Trainer workshops in the West Bank. This initiative is on hold until the security situation in the region improves.
- We plan to co-present a series of webinars for FM specialists and residents in the West Bank and Gaza later this year.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

Our policy is to maintain sufficient reserve to maintain core activities.

### Details of any funds materially in deficit

None

### Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any

MAP covers the majority of programme expenses and provides FFMP with a grant to cover our minimal operating expenses. We also receive the occasional private donation through our website and CAF.

All our expenditure contributes directly to our key objectives.

ethical investment policy  
adopted.

Section F

Other optional information

Section G

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature(s)	<div>A. Ferguson</div>	
Full name(s)	Andrew George Ferguson	
Position (eg Secretary, Chair, etc)	Chief Executive Officer	
Date	<div>14<sup>th</sup> May 2024</div>	



CHARITY COMMISSION  
FOR ENGLAND AND WALES

FFMP

1183997

## Receipts and payments accounts

CC16a

For the period  
from

4/1/2023

To

3/31/2024

### Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
<b>A1 Receipts</b>					
Grants and donations	8,253	-	-	8,253	16,757
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b> (Gross income for AR)	8,253	-	-	8,253	16,757
<b>A2 Asset and investment sales, (see table).</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total receipts</b>	8,253	-	-	8,253	16,757
<b>A3 Payments</b>					
travel and subsistence	1,121	-	-	1,121	6,372
wages	4,000	-	-	4,000	4,800
digital costs	2,404	-	-	2,404	2,085
professional fees	652	-	-	652	7,963
accountancy charges	204	-	-	204	1,428
bank charges	60	-	-	60	60
sundry	-	-	-	-	-
entertaining	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	8,441	-	-	8,441	22,708
<b>A4 Asset and investment purchases, (see table)</b>					
	-	-	-	-	-
	-	-	-	-	-
<b>Sub total</b>	-	-	-	-	-
<b>Total payments</b>	8,441	-	-	8,441	22,708
<b>Net of receipts/(payments)</b>	- 188	-	-	- 188	- 5,951
<b>A5 Transfers between funds</b>	-	-	-	-	-
<b>A6 Cash funds last year end</b>	11,666	-	-	11,666	17,617
<b>Cash funds this year end</b>	11,478	-	-	11,478	11,666

of assets and liabilities at the end of

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds			-	-
		-	-	-
		-	-	-
	<b>Total cash funds</b>	11,478	-	-
	(agree balances with receipts and payments account(s))	OK	OK	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
	A. Ferguson	Andrew Ferguson	5/13/2024	