

Report and Financial Statements

Period ended: 31st March 2015

Charity no: 1155781 (England and Wales)

Charity no: SC045190 (Scotland)

Report and Financial Statements

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DENTAL TRAUMA UK

Legal and Administrative Details

Full Name of the Charity: Dental Trauma UK

Trustees:

Aws Alani, Consultant in Restorative Dentistry, King's College NHS Trust

Charlie Booth, Executive, Brunswick Group LLP

Peter Day, Honorary Consultant in Paediatric Dentistry, Leeds Dental Institute

Serpil Djemal, Consultant in Restorative Dentistry, King's College NHS Trust

Roland Doven MBE, Voluntary Sector Management Consultant

Davisha Humzah, Deputy General Manager, King's College NHS Trust

Annette Kelleher, Practice Manager, Bromley, Kent

Lyndon Meehan, Specialty Dentist, Morriston Hospital, Swansea

Chris Rolfe, Deputy Director of Communications, King's College NHS Trust

Founder and Chair: Serpil Djemal

Registered Office: C/O Department of Restorative Dentistry and Traumatology
King's College Hospital Dental Institute
London SE5 9RW

Website: www.dentaltrauma.co.uk

Charity Numbers: 1155781 (England and Wales)
SC045190 (Scotland)

Independent Examiner: Mrs Angela Marshall CPFA BA (Hons)

Bankers: Barclays Bank PLC

Solicitors: Bates Wells & Braithwaite

Day to Day Contact: Sarah Taylor
Department of Restorative Dentistry and Traumatology
King's College Hospital Dental Institute
London SE5 9RW

Report of the Trustees for the period ended 31 March 2015

The trustees present their first report and financial statements of the charity for the period from registration on 13th February 2014 to 31st March 2015.

The Chair's Introduction

I am delighted to be able to introduce you to the work of Dental Trauma UK (DTUK). As the Head of Restorative Dentistry at a busy London teaching hospital, I am acutely aware of the range of traumas with which patients and their dentists have to cope every day of the year. They may arise from accidents at home or in the car, injuries on the sports field or a street fight after a Friday night's drinking down the pub. Unfortunately, both the public and the dental profession are often unaware of what they should do if a tooth is knocked out. We aim to change that.

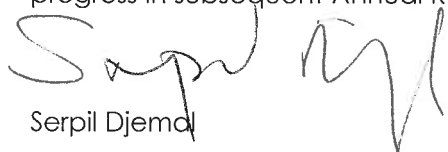
After many months of planning, DTUK received its charitable registration on 13th February 2014. The Trustees are very grateful to Matthew James and Julian Blake at Bates Wells & Braithwaite for generously taking us through that process on a pro bono basis. We were officially launched at The House of Lords on 7th November, when Lord Colwyn welcomed 175 guests who were able to hear about our plans for the future. They included our website, which went live later that month.

The Trustees are particularly grateful for the generous support of the British Endodontic Society in meeting the set up costs for the website.

In April 2015, we held our first annual conference, when 120 delegates were introduced to the latest developments in the treatment of avulsed teeth. Although that event falls outside the official reporting period covered by this review, it was the culmination of many months of hard work during this financial year. The Trustees would particularly like to thank Sarah Taylor and Mimi El-Samman for their outstanding contribution in making the day a great success and for their assistance throughout the year in providing administrative support.

As a new charity, there is much we want to do. The Trustees have established a sound organisational structure to help us with our mission, putting in place the policies and procedures that will be needed as we grow. In the coming year, we aim to build our country-specific and regional activities, developing a network of representatives throughout the UK. We will also be launching campaigns specifically targeted at the public.

I am grateful to my Board for signing up to an onerous work programme, given we are all volunteers and DTUK does not yet employ any staff. Together we look forward to improving the care of patients who suffer dental trauma and I look forward to updating you on our progress in subsequent Annual Reports.



Serpil Djemal

Structure, governance and management

Dental Trauma UK (DTUK) was registered as a charity in February 2014 in England and Wales, number 1155781 and October 2014 in Scotland, SC045190.

It is a Charitable Incorporated Organisation (CIO) in which the only voting members are its charity trustees and was constituted under a charitable deed dated 13 February 2014. A copy of the constitution is available to view on the website.

The Charity was established by an initial donation from King's College London Dental Postgraduate Courses for the purpose of raising awareness amongst the general public in the acute management of teeth that are knocked clean out of the mouth as well as improving the knowledge and education of the dental team in the acute and long term management of traumatic dental injuries. It is based at King's College Hospital Institute, Department of Restorative Dentistry and Traumatology in London

Membership is open to any member of a dental team, other professionals who will routinely come across dental trauma as well as any individual who supports the aims of The Charity.

Trustees are appointed by the Board with regard to their skills, knowledge and experience, so as to provide effective oversight of the Charity. The inaugural Trustees were appointed for between one and three years, in order to ensure that terms of office do not all end at the same time. Trustees may then put themselves forward for re-appointment for three years. A Trustee may not serve for more than three consecutive terms. The Trust Deed provides for a minimum of three and a maximum of 12 Trustees. Apart from the first charity trustees, every trustee is appointed for a term of three years by resolution passed at a meeting of the Board.

New Trustees are provided with an induction pack that includes a copy of the constitution, minutes of recent Board meetings and good practice guidance for Trustees. In the future, they will also receive copies of the Annual Report and Accounts.

For the time being, the Trustees consider The Chair and her Board as comprising the key management personnel of the Charity. As DTUK has no paid staff, they are in charge of directing and controlling the Charity, and running and operating it on a day-to-day basis.

All Trustees give of their time freely and no remuneration was paid in the period. There were also no expenses or related party transactions. Trustees are required to disclose all relevant interests and register them with The Chair (or acting Chair if The Chair is affected) in accordance with the Charity's policy, and to withdraw from decisions if a conflict of interest arises.

During the period covered by this report, the Board met on 5 occasions.

Risk management

The Trustees have reviewed the principal risks faced by DTUK and consider that the Charity has adequate policies and procedures in place to manage them so that they do not adversely affect the programme of work. As a new organisation, the Trustees consider that the main risks are in establishing the Charity's reputation and developing its services when entirely dependent on volunteers. It will also need to raise sufficient funds to deliver its ambitious programme of work.

Aims and Objectives

The objects of DTUK, as set out in the constitution, are to promote good health and the relief of trauma in relation to dental care and treatment, in particular but not exclusively by:

- (i) Advancing professional and public education in dental care and treatment and the relief of dental trauma; and
- (ii) Promotion of research in relation to dental care and treatment and the relief of dental trauma and to publish the useful results of such research.

DTUK aims to:

- (a) Educate those involved in dental care as well as the wider health care community in effective ways of treating dental trauma;
- (b) Educate the general public, including those who might commonly be involved in dental trauma, such as PE teachers, on the best way to manage such incidents;
- (c) Establish a database of dental trauma incidents throughout the UK that can be used for research and/or to campaign for the better treatment of dental trauma cases;
- (d) Carry out research and to publish the findings of research on the most effective ways to manage dental trauma; and
- (e) Collaborate with partners in the UK and, once established, partners in Europe and worldwide.

Review of the year - Activities for the public benefit

Official launch

DTUK was officially launched at the House of Lords on 7th November 2014. The event was generously presided over by Lord Colwyn, a retired dentist and former Chair of Dental Protection Ltd. The Trustees were delighted to be able to welcome 175 guests from all over England, Wales and Scotland. It was a particular honour that Dr Serbjit Kaur, the Deputy Chief Dental Officer for England and Wales, was in attendance.

Two patients shared their experiences of having suffered dental trauma. Carlotta Berreuzo and Emma Stephens gave moving accounts of the problems they had encountered following a bicycle accident and a slip in the bath, respectively. Not only had they both experienced major dental trauma, they had also faced great difficulty in obtaining appropriate treatment.

The launch was covered in various dental publications, including a two-page feature article in The Daily Mail's health section.

The Trustees are very grateful to King's College Hospital Commercial Services for supporting the Charity launch financially with funds raised from Dental Courses.

Website

The website went live in January 2015 and has been populated with advice and guidance for the general public on what to do if they are unfortunate enough to experience a dental trauma.

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There is a downloadable poster and a patient information leaflet on the use of mouth guards specifically designed for public benefit.

To date, as a member benefit, there are two downloadable patient information leaflets specifically for practitioners to use free of charge.

The website has been solely sponsored by the British Endodontic Society, a charity with a special interest in acute and long term management of traumatic dental injuries. The Trustees look forward to working closely with the BES over the coming years.

Public benefit

The Trustees have referred to The Charity Commission's general guidance on public benefit when reviewing DTUK's aims and objectives and in planning future activities. Specific activities to date which are aimed at members of the public are:

- A poster depicting a step-by-step approach to the management of a tooth knocked out of the mouth;
- A patient information leaflet on the use of mouth guards;
- General information on how to find a dentist and
- Expanding the knowledge of the dental team in the management of all dental traumas so as to improve the management of trauma patients and thereby maximise the chance of saving teeth.

Planned future material will include a video of putting a tooth back in place and a 'Selfie your Smile' campaign to explain the importance of having a dental profile as a visual record.

Marketing and publicity

During the year, DTUK engaged in the following promotional activities:

27th October 2014 – a feature length article, "Dunk a missing tooth in milk to save your smile" appeared in The Daily Mail. It included information about the launch of DTUK as well as patient case studies and advice for both the public and dental professionals involved in the treatment of dental trauma.

November 2014 – DTUK produced 2,000 A5 booklets and two pull-up banners about the Charity for use at events such as the launch reception that month and the inaugural conference in April 2015.

November 2014 – *Dental Update*, a magazine with a 7300 circulation, published a letter from DTUK Chair Serpil Djemal about the launch of DTUK and its aims.

January 2015 – DTUK's website went live as well as its Facebook and Twitter accounts. They will be used to promote the work of DTUK, and attract new members and other stakeholders. To date, DTUK has 611 Facebook and 219 Twitter followers.

17th March 2015 – The Chair delivered a lecture on dental trauma to the Edinburgh Orthodontic Study Society. The meeting was attended by over 40 specialist and general practice dentists.

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Membership

Membership is £30 per year and is open to any member of the dental team. Other professionals who will routinely come across dental trauma as well as any individual who supports the aims of The Charity are encouraged to donate online via the website. At the end of the accounting year 31 March 2015 there were 191 paid up members and three conference speakers registered free of charge for one year.

Financial review

The Charity was established by initial donations of £8,400 and a donation of £9,500 from the British Endodontic Society for the development of a website for the Charity. The latter being a donation for a specific purpose, a Restricted Fund was set up to recognise the nature of this donation.

The Charity has benefited from some work being carried out pro bono and where the value of that work in the open market was reasonably quantifiable and measurable the value has been included in the accounts. The Charity also benefits from being on a Community banking tariff that provides free day to day banking services, reducing the administration costs that have to be met from its funds.

As many members joined during the last quarter of this financial year, the majority of the membership subscriptions received during the period actually relate to the following year, April 2015 to March 2016. Conference fees were also paid in advance for the conference to be held in 2015.

The Charity is reliant on income from donations and raising funds from membership subscriptions of £30 per year and from annual conference fees. At the end of the year the total of Charity Funds was £17,473; £8,587 in the Unrestricted Fund and £8,886 in the Restricted Fund.

Reserves policy

The Trustees currently aim to maintain free reserves in unrestricted funds at a minimum level of £10,000.

While the Board will not normally begin a piece of work without a firm expectation that sufficient funding is available to meet all costs, this modest level of reserves allows some flexibility in that it provides the ability to underwrite any initiative.

The balance held as unrestricted funds as at 31st March 2015 was £8,587, all of which is regarded as free reserves. Although, this current level of reserves is slightly lower than required to meet the policy objective, the Trustees anticipate that this will reach the minimum required level early in the new financial year and it will be closely monitored.

Plans for the future

Annual conference

On 18 April 2015 we will hold our inaugural conference at the British Library entitled "Crash Bang Wallop!"

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It will cover the various aspects of dental trauma and their management. In total, 120 people have booked to attend. The aim is to provide a wider knowledge share of the issues and to give attendees more confidence in dealing with dental trauma.

We plan to open the conference with a presentation from a patient; Francis Butterworth, a 12 year old, will share his experience of dental trauma after he tripped up during a games lesson.

Although the conference falls outside the official reporting period for these accounts, it has involved many months of careful preparation that have been undertaken in this financial year.

In addition, in the next 12 months, the Trustees anticipate:

- An increase in membership numbers as the Charity becomes better known
- A second conference to share best practice and help members to develop a wider network
- The development of videos to provide expert guidance for dentists engaged in dental trauma work
- The establishment of Country and regional representatives and
- The launch of campaigns targeted at the public.

Trustees' responsibilities in relation to the financial statements

Trustees are responsible for preparing an Annual Report and Financial Statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

In preparing the financial statements, trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles in the applicable Charities SORP;
- Make judgements and estimates that are reasonable and prudent;
- State whether applicable accounting standards have been followed, subject to any material departures that must be disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the applicable Charities (Accounts and Reports) Regulations, the Charities and Trustee Investment (Scotland) Act 2005 and subsequent Orders and the provisions of the Trust deed.

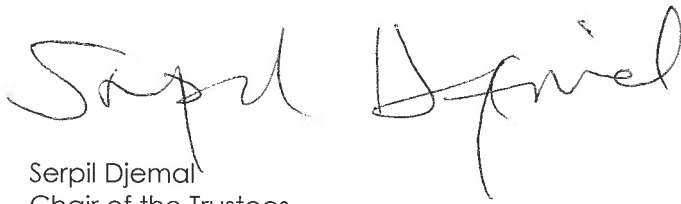
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They are also responsible for safeguarding the assets of the charity and taking reasonable steps for the prevention and detection of fraud and other irregularities.

Trustees are responsible for the maintenance and integrity of the charity and financial information included on the charity's website in accordance with legislation in the United Kingdom governing the preparation and dissemination of financial statements.

Approved by the Trustees of DTUK on 01.12.2015

Signed on their behalf by:

A handwritten signature in black ink, appearing to read 'Serpil Djemal', written in a cursive style.

Serpil Djemal
Chair of the Trustees

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Independent Examiner's Report to the trustees of Dental Trauma UK.

I report on the accounts for the year ended 31st March 2015 which are set out on pages 12 to 16.

Respective responsibilities of the Trustees and Independent Examiner

The charity's trustees are responsible for the preparation of the accounts. They consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) or under Regulation 10 (1) (a) to (c) of the Charities Accounts (Scotland) Regulations 2006 (the 2006 Regulations) and that an independent examination is needed. The charity is preparing accrued accounts and I am qualified to undertake the examination by being a qualified member of the Chartered Institute of Public Finance and Accountancy.

It is my responsibility to examine the accounts under section 145 of the 2011 Act and under section 44(1)(c) of the Charities and Trustee Investment (Scotland) Act 2005; follow the procedures laid down in the General Directions given by the Charity Commissioners section 145(5)(b) of the 2011 Act; and state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination was carried out in accordance with the General Directions given by the Charity Commission and is in accordance with regulation 11 of the Charities Accounts (Scotland) Regulations 2006.

An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a "true and fair view" and my report is limited to those matters set out in the statement below.

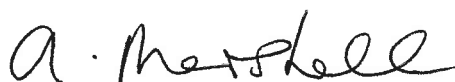
Independent Examiner's Statement

In connection with my examination, no matters have come to my attention:

1. Which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with s.130 of the 2011 Act and section 44(1)(a) of the 2005 Act and regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with these accounting records and comply with the accounting requirements of the 2011 Act and section 44 (1)(b) of the 2005 Act and regulation 8 of the 2006 Accounts Regulations have not been met; or

2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Angela Marshall CPFA, BA (Hons)
Cleave Prior, Chipstead, Surrey

Date: 23.10.15

Statement of Financial Activities

for the period ending 31st March 2015

	note	Unrestricted Funds £	Restricted Funds £	Total Funds 2015 £
Incoming Resources				
Voluntary Income	3	8,966	9,500	18,466
Donated Services	4	5,000		5,000
Total Incoming Resources		13,966	9,500	23,466
Resources Expended				
Cost of Generating Funds:				
Bank charges	5	379		379
Depreciation	6		614	614
		379	614	993
Governance Costs:	7	5,000		5,000
Total Resources Expended		5,379	614	5,993
Net Income and Balances carried forward		8,587	8,886	17,473

Balance Sheet as at 31st March 2015

	note	2015 £	£
Fixed Assets	6		3,071
Current Assets:			
Prepayments	9	603	
Cash at bank		26,738	
Total Current Assets		27,341	
Current Liabilities			
Accrued Subscriptions and Conference Fees	10	12,939	
Net Current Assets			14,402
Net Assets			17,473
The Funds of the Charity	11		
Restricted income			8,886
Unrestricted income			8,587
Total Charity Funds			17,473

The notes on pages 13 to 15 form part of these accounts.

Approved by the trustees on 01.12.15 and signed on their behalf by:



Serpil Djemal
Chair of the Trustees

Notes to the accounts

1. Accounting Policies

(a) Basis of preparation and assessment of going concern

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Financial Reporting Standards applicable in the UK and Republic of Ireland for charities registered in England and Wales, and Scotland.

The Charity constitutes a public benefit entity.

The Trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. There are no significant areas of adjustment or assumptions that affect items in the accounts. With respect to the next reporting period, 2015-16, there are no significant areas of uncertainty that affect the carrying value of assets held by the Charity.

(b) Funds structure

The Charity has both unrestricted and restricted funds arising from donations.

Unrestricted income funds comprise those funds, which the trustees are free to use for any purpose in furtherance of the charitable objectives.

(c) Income recognition

All income is recognised once the charity has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Donations are recognised when the Trust has received the funds.

(d) Expenditure recognition

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including governance costs are allocated or apportioned to the applicable expenditure headings.

(e) Fixed Assets

Fixed assets are depreciated on a straight line basis over their useful lives, with half a year's depreciation charged in the year in which they are brought into use.

The website has an estimated life of three years.

(f) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

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2. Related Party Transactions and Trustees' Expenses and Remuneration

There were no related party transactions.

The Trustees all give their time and expertise freely without any form of remuneration or other benefit in cash or kind. No expenses were paid to the trustees in the period to 31st March 2015.

3. Voluntary Income

Unrestricted - £8,966

A start-up donation of £8,000 was made by King's College London, Postgraduate Dental Courses, and a further £400 donated by a patient of King's Dental Hospital. Membership subscriptions of £566 related to the period up to 31 March 2015.

Restricted - £9,500

The British Endodontic Society (<http://www.britishendodonticsociety.org.uk/>) made a donation of £9,500 for the development of a website for the charity.

4. Donated Services

Pro bono work was carried out during the year by Bates Wells & Braithwaite to the value of £5,000, see also note 7.

5. Bank Charges

Bank charges relate only to the fees charged by Worldpay for processing online membership and conference applications subscriptions.

For day to day banking requirements the Charity has a Standard Community bank account. Under the Community tariff everyday banking services are free with no maintenance charge. Charges are levied for any additional banking services requested. No banking charges were incurred in this period.

6. Fixed assets and depreciation

	Intangible assets	Total assets
	£	£
Opening balance	0	0
Add purchases – Website	3,685	3,685
Less, depreciation	614	614
Balance carried forward	3,071	3,071

7. Governance and support costs

During the period to 31st March 2015 the administration for Charity Commission applications in England & Wales and Scotland was carried out by Bates Wells & Braithwaite. This work was done pro bono however the estimated value of £5,000 is included here and as Donated Services under voluntary income as it was a reasonably quantifiable and measurable service.

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8. Analysis of charitable expenditure

There was no charitable expenditure during the period to 31st March 2015.

9. Analysis of current assets

The prepayment of £603 was a deposit for the conference venue for 2015-16.

10. Analysis of current liabilities

	Number	£
Membership subscriptions for 2015-6	182	4,894
Conference fees paid in advance	50	8,045
Total		12,939

11. Analysis of movement in charitable funds

	Income	Expenditure	Fund c/fwd
	£	£	£
Restricted fund	9,500	614	8,886
Unrestricted fund	13,966	5,379	8,587
Total	23,466	5,993	17,473