

Charity registration number: 1169764

# Back On Track

Annual Report and Financial Statements

for the Year Ended 5 April 2019

JM Russell FCA  
37 Market Square  
Witney  
OX28 6RE

## **Back On Track**

### **Contents**

Reference and Administrative Details	1
Chairman's Report	2
Trustees' Report	3 to 6
Independent Examiner's Report	7
Statement of Financial Activities	8
Balance Sheet	9
Notes to the Financial Statements	10 to 15

## **Back On Track**

### **Reference and Administrative Details**

<b>Patrons</b>	Dr Aamer Khan Mark Allen
<b>Ambassador</b>	Salvio Cachia
<b>Trustees</b>	Kathryn Anne Costello, Chair Hayley Roberts, Vice chair Lesley Reynolds Dee Carpenter Michael Rust
<b>Senior Management Team</b>	Sallie Berriff (volunteer), Bookkeeper Amy Colley, Director of Social Media
<b>Principal Office</b>	48 Harley Street Marylebone London W1G 9PU
<b>Charity Registration Number</b>	1169764
<b>Bankers</b>	Lloyds Bank PLC 113 - 117 Oxford Street London W1D 2HW
<b>Independent Examiner</b>	JM Russell FCA 37 Market Square Witney OX28 6RE

## **Back On Track**

### **Chairman's Report**

Again this year I have the honour of acknowledging the hard work, dedication and commitment of all those involved in this Charity. Everyone has been committed to ensuring that our Charity achieves its objectives of helping servicemen and women, who have been injured in the line of duty by assisting these injured personnel, both medically and psychologically, and by providing opportunities for them to improve their lives. We have continued our popular go-kart racing, by holding another successful Race Day, which this year was so well attended that we had to change venue in order to accommodate all the entries. Here the service personnel can race, on an equal footing, with celebrities and members of the public who are kind enough to come support our ever-growing events.

We are delighted to report our great success in providing our beneficiaries with the best possible private medical treatment with our medical patron, Dr Aamer Khan of Harley Street Skin Clinic, and his team of specialist doctors who provide their expertise to our Charity free of charge so that the monies that we raise are used to best effect to provide the theatre and other hospital costs necessary to provide the outstanding quality care that we believe that these servicemen and women deserve. We are also grateful to Mary Griffin for all her hard work helping our veterans who are suffering with PTSD.

We are particularly grateful to our founder patron, Andrea Mclean for all the support she has shown to us again this year. Along with our amazing band of Ambassadors, all our Patrons and Trustees have attended as many charity functions that they can in order to support the Charity. We are, of course, enormously grateful to Dr Aamer Khan (and his team of surgeons) who give their time and expertise freely to help those injured in the line of duty. We would like to thank Lesley Reynolds Khan, who with her husband, Dr Khan, founded the Charity, for her tireless efforts in encouraging such loyal support from her huge team of celebrities and clients from her clinic, allowing us to use her clinic and her staff to treat the injured personnel and to hold our Trustee Meetings and providing us with countless other facilities to keep the Charity running. We would like to thank Dee Carpenter for all

the hard work she does, mostly behind the scenes, arranging events like the Race Day and organising and managing the collaborations the Charity has with other charities. Michael Rust has once again provided so much support for events like the Ball and the Race Day and has kindly accepted the role of Treasurer this year. Sallie Berriff has proved herself to be invaluable, kindly volunteering to take on the financial aspects of the Charity once again. Paula Hall has taken on the role of Secretary but she has done so very much more than that, particularly working closely with all our Veterans for whom she is always the first port of call.

We can see that our Charity is going from strength to strength. The popularity of the Race Day is only increasing and the numbers are growing year on year.

We also have a number of new servicemen we are investigating to see how we can help them. Our main focus in the future is to find other ex-service personnel that we can help and that is why we are working with other service charities so that they can help us to find those in need and they can also use their networks to publicise the opportunities that our Charity can offer and the widespread coverage of our incredible Ball will help to achieve this.

We have all continued to work hard to raise awareness and money for this great cause and are so proud that we are raising more and more money on behalf of our Charity and we are very grateful to all our Patrons and Ambassadors for everything that they do to help. However, personally, I am in awe of how much time and effort the Board of Trustees spend on behalf of the Charity and that nothing seems to be too much for them when it comes to improving the lives of our veterans. Next we hope to raise our profile even higher and, in the process to raise more money to help those who have given so much for all of us. Nothing we can do will match what they have done for us but we hope that it will go some way to letting our brave veterans know how much we appreciate all they have done.

*Kathleen Costello*

## **Back On Track**

### **Trustees' Report**

The trustees present the annual report together with the financial statements of the charity for the year ended 5 April 2019.

#### **Objectives and activities**

##### *Objects and aims*

The preservation of health, rehabilitation and resettlement into society of former members of the armed forces who have been wounded, physically or psychologically, in particular but not exclusively by providing or assisting in the provision of medical treatment (including reconstructive surgery) emotional and psychological support and facilities or other support at the discretion of the Trustees.

We have worked in partnership with a number of charities, organisations and companies:

- ☐ SSAFA
- ☐ The Not Forgotten Association
- ☐ The Irish Guards
- ☐ The Johnson Beharry Foundation
- ☐ Soldiering on awards
- ☐ The Harley Street Skin Clinic
- ☐ Defence medical Rehabilitation Centre (DMRC)
- ☐ Lee Rigby Foundation

##### *Objectives, strategies and activities*

- ☐ We have continued treatment for a double amputee from the Afghanistan conflict with laser treatment for scarring.
- ☐ We have continued treatment for a burns victim of the Afghanistan conflict with laser treatment for scarring.
- ☐ We have provided Abdominoplasty surgery for a Gulf War veteran who came to us via SSAFA.
- ☐ We have supported an Afghanistan veteran in pursuing his cycling hobby to encourage rehabilitation.
- ☐ We have had many beneficiaries who have hidden wounds, such as PTSD, anxiety and depression. We are finding that this is where there is a huge gap treatment-wise on the NHS and therefore we are working with specialist therapists and counsellors to ensure treatment is available as quickly as possible to these veterans.
- ☐ We have provided all new veterans that display/declare psychological scars, with a private assessment with a psychologist. This has then enabled us to receive a professional report, from which our medical team under our patron (Dr Khan) can assess to decide how each veteran can move forward with us.

##### *Fundraising disclosures*

Back On Track is committed to high standards with regard to fundraising activity and has complied with all laws relating to charities and fundraising. We are clear, honest and open about our activities and fund raising requirements and received no complaints about our fundraising activities during the year

Back On Track does not employ any professional fundraisers or use commercial participators nor do we cold-call members of the public. Other than sponsored events no fundraising activities are carried out on the charity's behalf by external parties. Back On Track has not signed up to any voluntary fundraising scheme or standards; however, as noted above all, of our fundraising activities are carried out to the highest possible standards.

## **Back On Track**

### **Trustees' Report**

#### ***Public benefit***

Working with injured servicemen and women, particularly in the field of skin injuries, Back On Track seeks to offer psychological, physical and medical support to ex-members of the British forces. Such support extends to both scar and aesthetic treatments following the care afforded by the NHS. The charity can also help in other ways such as funding of equipment, facilities for hobbies, the provision of wheelchairs and home alterations, eg wet rooms and accessibility needs.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

#### **Financial review**

We have had a successful year income-wise due to the efforts of all volunteers associated with the charity. Without such a dedicated team, fundraising events would not be possible.

We have continued our popular go-kart racing day, by holding another successful Race Day, which this year was so well attended that we had to change venue in order to accommodate all the entries. We have also developed this into our annual 'Racing with heroes' flagship event during which service personnel can race, on an equal footing, with celebrities and members of the public who are kind enough to come support our ever-growing events.

In November 2018 we had our first official ball. Not only to raise necessary funds for our beneficiaries, but to contribute towards raising awareness of the charity. We were privileged to have many celebrities in attendance to help us achieve this objective.

We know that we can always improve as a charity. One of these is to develop our structure and consequently in the next year we will have some changes in the way that the Charity is organised. Our board of trustees will expand due to the introduction of two new trustees. Hayley Roberts will also become our first CEO for the 2019-2020 period.

#### ***Policy on reserves***

The charity aims to hold sufficient reserves to provide adequate financial stability and the means for it to meet its charitable objectives for the near future. Total reserves as at 5 April 2019 were £50,730

#### ***Principal funding sources***

The Charity's source of income during this year has been from fundraising events and from a variety of grants awarded to our patron who chose our charity to be the beneficiary of these funds.

Below is a summary of funds gained over this reporting year:

Back on Track race day, £16,832.00

Our second race event as a charity which we ran independently.

Back On track Ball, £10,141.00

Our first charity ball, held at the Royal garden hotel November 2018.

Miscellaneous income, £17,828

Including donations from the Irish Guards, £15,730

## **Back On Track**

### **Trustees' Report**

#### **Plans for future periods**

##### *Aims and key objectives for future periods*

Future plans into 2020 include continuing to:

- ☐ Provide medical treatment to beneficiaries
- ☐ Raise further awareness of the charity both locally and nationally
- ☐ Continue to develop the way in which the charity records, reports and delivers data about our beneficiaries
- ☐ Strengthen our links with the wider community
- ☐ Develop and strengthen working partnerships with likeminded organisations.
- ☐ Gain funding to support the treatment of veterans.

##### *Activities planned to achieve aims*

The charity already has some plans in place for the rest of this year:

- ☐ September-Karting event bigger & new location Buckmore Park
- ☐ November- charity ball in London
- ☐ We aim to help more troops with medical treatment
- ☐ Apply for COBSEO membership in the future
- ☐ Work on securing a golf day

#### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

#### **Structure, governance and management**

##### *Nature of governing document*

The charity is constituted as a Charitable Incorporated Organisation (CIO) and is controlled by its governing document, dated 1 April 2016.

If the CIO is wound up, the members of the CIO have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

##### *Recruitment and appointment of trustees*

The appointment and induction of new Trustees is regularly reviewed and requires Trustees to demonstrate the way in which their expertise adds value to the work of the charity.

Apart from the first charity Trustees, every Trustee must be appointed for a term of two years by a resolution passed at a properly convened meeting of the charity Trustees. There is no maximum number of Trustees but there must be at least four; if the number of Trustees fall below this minimum the remaining trustee or trustees may act only to call a meeting of the charity to appoint new Trustees.

##### *Induction and training of trustees*

The charity Trustees make available to each new Trustee, on or before his or her first appointment, a copy of the current constitution and a copy of the latest financial statements, together with Trustees' Report. Thereafter, the training requirements of the Trustees are reviewed regularly at Trustee meetings.

## **Back On Track**

### **Trustees' Report**

#### **Statement of Trustees' Responsibilities**

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

The law applicable to charities requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that 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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The 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, and the provisions of the constitution. The trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The annual report was approved by the trustees of the charity on ..... and signed on its behalf by:

 .....

Hayley Roberts  
Trustee



## Back On Track

### Independent Examiner's Report to the trustees of Back On Track

I report on the accounts of the charity for the period ended 5 April 2019 which are set out on pages 8 to 15.

#### Respective responsibilities of trustees and examiner

The trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- to state whether particular matters have come to my attention.

#### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. 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 the report is limited to those matters set out in the next statement.

#### Independent examiner's statement

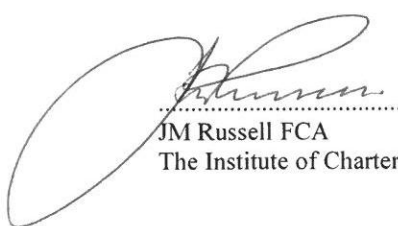
In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 130 of the Charities Act 2011; and
- to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act

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.



.....  
JM Russell FCA

The Institute of Chartered Accountants in England and Wales

37 Market Square  
Witney  
OX28 6RE

Date: .....

24 February 2020

## Back On Track

### Statement of Financial Activities for the Year Ended 5 April 2019

		Unrestricted funds £	Total 5 April 2019 £	Total 19 October 2016 to 5 April 2018 £
	Note			
<b>Income and Endowments from:</b>				
Donations and legacies	2	72,685	72,685	81,922
<b>Expenditure on:</b>				
Raising funds	3	(216)	(216)	(216)
Charitable activities	4	(53,745)	(53,745)	(37,609)
Other expenditure	5	(9,614)	(9,614)	(2,477)
Total Expenditure		<u>(63,575)</u>	<u>(63,575)</u>	<u>(40,302)</u>
Net movement in funds		9,110	9,110	41,620
<b>Reconciliation of funds</b>				
Total funds brought forward		<u>41,620</u>	<u>41,620</u>	<u>-</u>
Total funds carried forward	11	<u><u>50,730</u></u>	<u><u>50,730</u></u>	<u><u>41,620</u></u>

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


The funds breakdown for 2018 is shown in note 11.

## Back On Track

**(Registration number: 1169764)**  
**Balance Sheet as at 5 April 2019**

	Note	5 April 2019 £	5 April 2018 £
<b>Current assets</b>			
Debtors	9	250	13,525
Cash at bank and in hand		<u>52,219</u>	<u>29,650</u>
		52,469	43,175
<b>Creditors: Amounts falling due within one year</b>	10	<u>(1,739)</u>	<u>(1,555)</u>
<b>Net assets</b>		<u>50,730</u>	<u>41,620</u>
<b>Funds of the charity:</b>			
<b>Unrestricted income funds</b>			
Unrestricted funds		<u>50,730</u>	<u>41,620</u>
<b>Total funds</b>	11	<u>50,730</u>	<u>41,620</u>

The financial statements on pages 8 to 15 were approved by the trustees, and authorised for issue on ..... and signed on their behalf by:

  
 .....  
 Hayley Roberts  
 Trustee

## **Back On Track**

### **Notes to the Financial Statements for the Year Ended 5 April 2019**

#### **1 Accounting policies**

##### **Statement of compliance**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Charities Act 2011.

##### **Basis of preparation**

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

##### **Exemption from preparing a cash flow statement**

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

##### **Going concern**

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

##### **Income and endowments**

Voluntary income including donations, gifts, legacies and grants that provide core funding or are of a general nature is recognised when the charity has entitlement to the income, it is probable that the income will be received and the amount can be measured with sufficient reliability.

As these accounts reflect the first period of reporting they do not include any value attached to the professional time and expertise afforded to the charity from without, the *modus operandi* of the charity being determined; the value attributed to such work is considered *de minimus* for these accounts. In future years the value of such work will, where possible, be valued and put against the charitable delivery of the charity.

##### ***Donations and legacies***

Donations and legacies are recognised on a receivable basis when receipt is probable and the amount can be reliably measured.

##### ***Gift aid***

Incoming resources from tax reclaims are included in the Statement of Financial Activities at the same time as the gift to which they relate.

##### **Expenditure**

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

## **Back On Track**

### **Notes to the Financial Statements for the Year Ended 5 April 2019**

#### ***Raising funds***

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

#### ***Charitable activities***

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

#### ***Grant provisions***

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

#### **Governance costs**

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and trustees's meetings and reimbursed expenses.

#### **Taxation**

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

#### **Cash and cash equivalents**

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

#### **Fund structure**

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

## Back On Track

### Notes to the Financial Statements for the Year Ended 5 April 2019

#### 2 Income from donations and legacies

	Unrestricted funds		Total 19 October 2016 to 5 April 2018 £
	General £	Total 5 April 2019 £	
Donations and legacies;			
Donations from companies, trusts and similar proceeds	61,239	61,239	71,500
Donations from individuals	9,203	9,203	8,410
Gift aid reclaimed	(668)	(668)	1,025
Other income from donations and legacies	2,911	2,911	987
	<u>72,685</u>	<u>72,685</u>	<u>81,922</u>

#### 3 Expenditure on raising funds

##### Costs of generating donations and legacies

		Unrestricted funds		Total 19 October 2016 to 5 April 2018 £
	Note	General £	Total 5 April 2019 £	
Donations		<u>216</u>	<u>216</u>	<u>216</u>
				Total 5 April 2019 £

#### 4 Expenditure on charitable activities

		Unrestricted funds		Total 19 October 2016 to 5 April 2018 £
	Note	General £	Total 5 April 2019 £	
Events and awards		36,845	36,845	11,054
Grant funding of activities		14,975	14,975	25,000
Governance costs		1,925	1,925	1,555
		<u>53,745</u>	<u>53,745</u>	<u>37,609</u>

## Back On Track

### Notes to the Financial Statements for the Year Ended 5 April 2019

#### 5 Other expenditure

	Unrestricted funds		Total 19 October 2016 to 5 April 2018
	General £	Total 5 April 2019 £	£
Printing, postage and stationery	1,446	1,446	201
Sundry expenses	321	321	-
Travel and subsistence	1,147	1,147	262
Advertising	1,720	1,720	500
Web maintenance	4,827	4,827	1,400
Bank charges	153	153	114
	<u>9,614</u>	<u>9,614</u>	<u>2,477</u>

#### 6 Analysis of governance and support costs

##### Governance costs

	Unrestricted funds		Total 19 October 2016 to 5 April 2018
	General £	Total 5 April 2019 £	£
Independent examiner fees			
Examination of the financial statements	1,925	1,925	1,555
	<u>1,925</u>	<u>1,925</u>	<u>1,555</u>

## Back On Track

### Notes to the Financial Statements for the Year Ended 5 April 2019

#### 7 Trustees remuneration and expenses

During the year the charity made the following transactions with trustees:

##### **Hayley Roberts**

£211 (2018: £106) of expenses were reimbursed to Hayley Roberts during the year.

In respect of travel costs incurred

##### **Dee Carpenter**

£80 (2018: £73) of expenses were reimbursed to Dee Carpenter during the year.

In respect of costs incurred on behalf of the Charity

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

No trustees have received any other benefits from the charity during the year.

Donations made by the trustees without any conditions attached totalled £Nil for the year (2018 - £1,400).

#### 8 Taxation

The charity is a registered charity and is therefore exempt from taxation.

#### 9 Debtors

	5 April 2019 £	5 April 2018 £
Prepayments	<u>250</u>	<u>13,525</u>

#### 10 Creditors: amounts falling due within one year

	5 April 2019 £	5 April 2018 £
Accruals	<u>1,739</u>	<u>1,555</u>

#### 11 Funds

	Balance at 6 April 2018 £	Incoming resources £	Resources expended £	Balance at 5 April 2019 £
<b>Unrestricted funds</b>				
General	<u>41,620</u>	<u>72,685</u>	<u>(63,575)</u>	<u>50,730</u>

	Incoming resources £	Resources expended £	Balance at 5 April 2018 £
<b>Unrestricted funds</b>			
General	<u>81,922</u>	<u>(40,302)</u>	<u>41,620</u>



## Back On Track

### Notes to the Financial Statements for the Year Ended 5 April 2019

#### 12 Analysis of net assets between funds

	Unrestricted funds General £	Total funds £
Current assets	52,469	52,469
Current liabilities	<u>(1,739)</u>	<u>(1,739)</u>
Total net assets	<u><u>50,730</u></u>	<u><u>50,730</u></u>

#### 13 Analysis of net funds

	At 6 April 2018 £	Cash flow £	At 5 April 2019 £
Cash at bank and in hand	29,650	22,569	52,219
Net debt	<u><u>29,650</u></u>	<u><u>22,569</u></u>	<u><u>52,219</u></u>

