

Company no. 4432677
Charity no. 1098528

The Brain and Spine Foundation
Report and Audited Financial Statements
31 March 2018

The Brain and Spine Foundation

Reference and administrative details

For the year ended 31 March 2018

Company number	4432677
Charity number	1098528
Registered office and operational address	LG01 Lincoln House Kennington Park 1-3 Brixton Road London SW9 6DE
Trustees	Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows: Ian Basden-Smith Colin Cosgrove (appointed 20 September 2017) Joanne Garnham-Parks Peter Hamlyn BSc MB BS MD FRCS FISM (Vice Chair) Clive Holland James Lamont Mark Luce (appointed 6 July 2017, appointed Chair 22 May 2018) Elizabeth Printer (appointed 20 September 2017) Eric Roux (Chair until 22 May 2018) Amanda Walsh (resigned 6 July 2017) Alistair Watkins Christopher Welch
Chief executive officer	Alice Doyle
Company secretary	Alice Doyle
Bankers	CAF Bank 25 Kings Hill Avenue Kings Hill West Malling Kent ME19 4TA NatWest Bank Tavistock House Tavistock Square London WC1H 9JA
Auditors	Godfrey Wilson Limited Chartered accountants and statutory auditors 5th Floor Mariner House 62 Prince Street Bristol BS1 4QD

The Brain & Spine Foundation

Report of the Trustees

For the year ended 31 March 2018

OBJECTIVES & ACTIVITIES

Neurological conditions affect 1 in 6 of the population in the UK. That's around 12 million individuals affected by a life-changing, often life-long health problem. This set of disorders includes some very common conditions such as stroke, migraine and dementia, and also many rarer conditions like brain aneurysms and Chiari malformations. For those who have a rare neurological disorder or who haven't received a diagnosis, it can be very difficult to find information and support. Even identifying a specialist who understands your condition can be hard and with fewer consultants per person in the population than in nearly every other country in Europe, long waits to see a specialist exist. The level of understanding of the conditions in primary care is often poor.

The Brain & Spine Foundation exists to improve quality of life for anyone affected by a neurological problem, whether the patient themselves or anyone in the circle around them – family, friends, carers, health professionals. We are there at every stage from first symptoms, during the wait to see a specialist and in the long term when lack of community care means that there is often nowhere else to turn. We provide vital support and information to enable people to understand their condition, to reduce anxiety and to empower them to manage their condition in the best way they can. We are the only UK charity providing expert support on the full range of neurological conditions.

The charity's objects are the advancement of support for people affected by neurological problems in the UK for the public benefit and in particular but not exclusively by:

- 1) providing information, support and services to people affected by neurological problems, their families and the professionals who work with them; and
- 2) promoting understanding of neurological problems.

The year 2017-18 was the second of our three year strategic plan. We have continued in our mission to expand information provision for the areas we're specialist in with new and updated resources on headache, Chiari malformation, and vestibular rehabilitation exercises, among others. We're working to bring people together who are affected by neurological conditions, through our events programme and online support groups which are growing in numbers and activity. We also let more patients and health professionals know about the support available to them through the outreach programme. Alongside this we have been able to maintain our increased level of staffing on the helpline and continued to increase the number of calls answered first time. We're proud that this year the quality of our subarachnoid haemorrhage booklet was highly recommended in the British Medical Association (BMA) Patient Information Awards.

"This resource seems to offer a comprehensive resource for patients and... it is clear that patients value it. It is balanced and strikes a good balance between honesty and being positive." - BMA Patient Information Awards

During the year, we provided support and information to patients and carers as well as health professionals, through our helpline and information services. The number of conditions enquired about on our helpline was over 150, reflecting the diverse nature of the support we're able to provide. Over 2,900 individuals received support from our expert helpline and over 95,000 people downloaded one of the information resources on our website. We've expanded our work to develop resources which are relevant to a wide range of our users, including information about managing prior to receiving a diagnosis. The charity remains a unique and vital support mechanism for many people with rare

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conditions or neurological symptoms but no diagnosis, as well as more common neurological conditions like head injury and stroke.

In 2017-18 we expanded our programme of events to bring people together with particular conditions to learn from experts and each other and to provide mutual support. We reached many more people with our services and also worked to build on and diversify our funding base, supporting our plans to grow and be there for more people affected by neurological problems into the future.

"[Our donation was] just in appreciation of the information we found on the site. Our 8 year old daughter was recently diagnosed with a Chiari 1 Malformation. Found during an MRI scan to try and find the causes of her prolonged seizures. We were told the findings by the consultant over the phone. So bit of a shock to us all. Your website explained things consultant didn't bother to mention. Thank you again."

"I was very lucky today to talk to your nurse. I have to let you know she has made a real difference to my life with her kindness and intelligence to talk to me about radiotherapy. I have been so upset not really being sure what exactly was wrong with me but she put my mind at rest. Thank you."

Our mission is to improve the quality of life of people affected by neurological problems by providing expert information, support and education. The strategic goals we're working towards are:

- 1) To provide quality information and support for people affected by neurological problems throughout their journey.
- 2) To improve understanding and awareness of neurological problems to improve the experience of patients.
- 3) To raise the Brain & Spine Foundation's profile in order to reach more people with our support services.
- 4) To secure the income to sustainably fund the charity's work.

ACHIEVEMENTS AND PERFORMANCE

The year in numbers

- 2,907 individuals supported
- Over 150 different conditions
- 95,000 information resources downloaded
- Increase in calls answered from 68% to 80%
- 120 delegates at patient & carer conference
- 1,047 individuals in online support groups

Provide quality information and support

The Brain & Spine Foundation works to provide quality information and support for people affected by neurological problems, at any stage of illness, from pre-diagnosis to living with a long term condition.

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The Brain & Spine helpline is a free and confidential resource for any patient, carer, family member or friend, as well as health professionals. Our expert helpline staff have knowledge and experience of a range of neurological conditions and can take the time to listen to what callers need. For many callers, the information and support they find at BSF simply doesn't exist anywhere else.

In the previous year we extended the helpline opening hours with the aim to increase the number of calls we are able to answer first time. We know how hard it can be for someone to call us and ask for help, so we want to be there the first time, every time. The result of the extended hours is that 80% of calls were answered first time compared to the previous year when only 68% were. A total of 2,907 enquiries were dealt with by phone, email and post. The Helpline Officers answered queries about 156 different conditions, symptoms and issues. This shows the wide range of topics we support our users with. Around 75% of these enquiries came from patients, 21% were from carers and 3% were from health professionals.

Our online Support groups exist to provide a space for people affected by subarachnoid haemorrhage (SAH) and Chiari malformation to speak to others with a similar experience, share information and mutual support. There are now 829 individuals in the SAH group and 418 in the Chiari group.

The Brain & Spine Foundation produces information resources to inform patients and families about their condition and symptoms, to help them to understand their options and what the future may hold. These are available in hospitals and clinics across the U.K. and are free to download from our website. The booklets and fact sheets cover 29 neurological conditions, treatments and investigations and we also produce articles on topics such as managing fatigue, memory problems, neuropathic pain and sexual function in neurological conditions. The Brain & Spine Foundation is certified as a quality provider of health information, as part of the Information Standard, a certification scheme supported by NHS England. This means all the materials we produce are research-based, user-tested, reliable and easy to understand.

This year we produced a brand new factsheet on lumbar puncture, a common assessment tool used to indicate (and rule out) a range of neurological problems including subarachnoid haemorrhage and meningitis. We also expanded our factsheet on Chiari malformation into a full booklet. This is a condition whereby the brain sits inside the skull in an unusual way often causing symptoms such as neck pain, headache, syringomyelia and hydrocephalus. This is one of the most common reasons for calls to our helpline. We also reviewed our publications on face pain, spinal tumours, vestibular rehabilitation exercises, coiling, and headache.

Alongside the production of our new website, we launched a new platform on Health Unlocked, for our users to speak to others with similar experiences, to share information and mutual support. This replaces our outdated forum. We also expanded our website A-Z to provide information on a greater range of conditions for our users.

"The group has been indeed helpful to me, in fact it has been the most help I have received since I had my SAH in 2011. I believe we need all the information and help for survivors as possible, and good on you for what your doing." User of SAH group

"I just want to say thank you for your fantastic booklet that the Leeds General Infirmary gave me when I suffered an SAH in January. It really helped in me understanding what was happening to me, and then became a great source of information at home when I was luckily recovering."

Improve understanding and awareness

Continuing our programme of events for patients and carers affected by neurological conditions, we held a workshop on SAH in London. This featured a Clinical Psychologist, a specialist Occupational Therapist and a Physiotherapist talking about Life after SAH. Many of those who experience this form

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of burst brain aneurysm live with long term effects which can be disabling, invisible and misunderstood. This workshop focused in particular on managing fatigue, getting appropriate exercise, and the cognitive and emotional impacts of SAH.

In November we held our first ever event focused on Chiari malformation, at Queen Square, the national hospital for neurology and neurosurgery. This event was well received, with 92% of attendees who filled in the evaluation form considering the event to be either 'good' or 'very good' overall. 120 patients and carers attended to hear from expert patients and health professional talking about different aspects of living with and managing Chiari as well as associated conditions syringomyelia and hydrocephalus.

The next planned event is a partnership with the Royal Society of Medicine, a day on the latest treatments and best practice for neurovascular disorders such as AVM, Cavernoma and SAH. This event will be for health professionals as part of our goal to support education and improved understanding of neurological conditions.

Awareness events such as World Brain Day and Brain Awareness Week provide an opportunity to join together with other neurology organisations to increase focus on this set of disorders and the experiences of those affected by them. For Brain Awareness Week in March we partnered with Neurological Alliance, focusing on sharing recently released mortality statistics. These, shockingly, revealed a 39% increase in neurological deaths from 2001-2014 in England compared to a 6% decrease by all other causes. Deaths due to a neurological condition are also now 35% more likely to be early than all cause deaths. These messages were widely shared and a thunderclap campaign on social media channels had a social reach of almost 225,000 individuals.

We've continued to take an active role in the work of the Neurological Alliance, the campaigning group representing 80 neurological organisations. This year we joined the Rare Diseases sub-group to find ways to work together with other charities to further our work. We continue our membership of and support for Rare Disease UK, the Brain Tumour Research Group and ABI Alliance (a group of charities working to improve support for people with head injuries).

Taking part as stakeholders in NICE guideline development is an important way for the charity to contribute to shaping how patients are treated. This year we took part in a number of guideline development groups, including Recognition and Referral of suspected neurological conditions which is due for release later this year.

"I just wanted to say a big thank you to all the team for Saturday's Chiari Conference. It really was a very special day, hugely beneficial both for relatives and 'sufferers' alike."

"I'm a GP and wanted to thank you for such an informative booklet, I know many of my patients have found it very helpful as I have." Reader of Dizziness and Balance booklet

Raise the profile to reach more people

12 million people in the UK have a neurological condition and many feel isolated and uninformed about what is happening to them. We're working to reach more people with our services and support, including through outreach to health professionals and developing our communication networks and approach.

2017-18 was the third and final year of our pilot Outreach programme, which had seen us building relationships with health professionals across London and the south east. Activity in the year included:

- Attended events to meet a range of health professionals specialising in neurology, including the Royal College of Occupational Therapists (specialist neurology section), annual

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conference, Pan London Neurology Conference for trauma nurses and the British Association of Neuroscience Nurses (BANN conference) and the Royal College of GPs neurology day and annual conference.

- Presented to primary care team in Wandsworth and multidisciplinary team in Ealing, with positive feedback from both.
- Distributed 5,800 booklets plus 9,400 pieces of other literature including posters, flyers and helpline cards.
- 97,794 booklets and factsheets were downloaded from our website.

Towards the end of the financial year we launched a new website. This is the culmination of work to improve the quality of experience for our users, ensuring they are able to access the full range of information and support the charity offers. We expanded our condition information on the new site, with a revised A-Z list incorporating details about a far larger number of neurological topics. We improved the navigation for users and also improved the experience for fundraisers and donors, for example with better mobile responsiveness for taking donations.

The introduction of the General Data Protection Regulations (GDPR) has been an important focus across the charity this year. We formed a working group including representatives from each functional area to develop our understanding of the new requirements on organisations to respect and protect data belonging to their users and others. We took steps to understand how the new law applies to BSF and to develop plans to ensure compliance. We now have a clear privacy policy describing how we process data and new work processes to set out how staff will work within the new regulations.

"We all found your talk really interesting and inspiring- thank you so much for coming all the way to Kent. We are going to put up your posters in all of our waiting rooms and also add your booklets to our centralised resource which will mean that more patients will get to hear about you. Thanks again."

Neuropsychologist visited through the Outreach Programme

FINANCIAL REVIEW

The 2017-18 financial year saw total income of £700,272. This includes a strong base of income from grant-making trusts, events, legacy and individual giving. Over the last two years we've been successful in growing trusts (400% increase from 2015-16) and individual giving (increased by 41% since 2015-16) in particular. Legacies and event fundraising have remained reliable income streams, raising £132,000 and £135,000 respectively. Total income in this year was lower than the previous year, primarily due to lower level of legacy income, which was exceptionally high in 2016-17.

The London Marathon remains a key source of income for the charity. The 2017 team was captained by Helen Glover MBE, Olympic rowing champion who ran her first ever marathon in support of the Brain & Spine Foundation, running and training alongside our team. Together the runners raised an incredible £93,700. We owe particular thanks to our media partners, The Daily Telegraph, and to specialist physiotherapists Runningods who support the team each year with advice leading up to the day and much-needed post-race massages.

Total expenditure in the year was £836,950 which is broadly consistent with the previous year. Designated funds which were allocated in previous years were used in 2017-18 to invest in the charity's growth, including a new website, expanding the fundraising team with an additional post and for our office space. We ended the year with £423,992 in reserve which equates to around 6 months operating costs.

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As for many charities, fundraising was a challenge in this year. With a new team of fundraising staff, much of the year was spent in training and development of the new team members. The team worked on building income from several sources, to increase funds and diversify the income base for the future. We have registered with the Fundraising Regulator and worked during the year to ensure we comply with the code as it develops in line with new standards and legislation. A GDPR project team was brought together to dedicate time to understanding new data protection legislation, how it applies to our charity's work and taking action to meet these requirements.

Reserves Policy

The trustees have reviewed the charity's need for reserves including a Reserves Policy. Their aim is to keep unrestricted funds between 6-9 months of running costs, to ensure the charity's core activity could continue during a period of unforeseen difficulty. Reserves have been placed in our COIF account to ensure these are held separately and not used for everyday transactions. The Foundation has ended the year with reserves of £356,940, equating to just over 6 months of running costs, which is within the planned level.

PLANS FOR FUTURE PERIODS

Going into the third and final year of our current strategy, we will be working to consolidate the many various changes which have taken place to expand and improve our support for people affected by neurological problems. We are providing information on a greater number of conditions and expanding our resources to cover practical support for mental and emotional health problems. We know there is still a huge need for more support for the 12 million people in the UK affected by a neurological problem and so a key part of our work in the next year will be building the next stage of our strategy for the coming three years and beyond.

In the coming year we will:

- ✓ Develop new information resources to cover conditions where we know there is greatest need, including booklets and accompanying videos on back pain and Chiari malformation, as well as new information on functional neurological disorders;
- ✓ Raise funds to expand the helpline team, to increase our capacity and meet the demand;
- ✓ Attend events to meet health professionals and share information about our work, including the European Neuro Convention and British Association of Neuroscience Nurses annual meeting;
- ✓ Run a conference for health professionals on the latest treatments and best practice for neurovascular disorders, e.g. subarachnoid haemorrhage, AVM and cavernoma, in partnership with the Royal Society of Medicine;
- ✓ Enhance our support to improve well-being for people with neurological conditions, in particular providing practical help for mental health problems. We know this is a significant issue experienced by around 50% of those with neurological conditions, and is under-resourced in many parts of the NHS;
- ✓ Following the launch of our new website, work on understanding user journeys to ensure users get the best value from our site; we will feature personal stories on video which can now be embedded in the site, and incorporate links to our database to improve organisational efficiency;
- ✓ Run our second Gala Dinner event, building on the success of the Head Injury in Sport event in 2016 and aiming to raise over £100,000 once again;
- ✓ Expand individual giving to enhance this area of income as a reliable base for the future;

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- ✓ Raise funds to build on the success of the Outreach pilot scheme, enabling the charity to roll this work out across the UK to build relationships with health professionals and ultimately to reach more people with neurological conditions;
- ✓ Conduct a strategy review to consider the next stage of the Brain & Spine Foundation's development.

STRUCTURE, GOVERNANCE & MANAGEMENT

The Brain & Spine Foundation is a company limited by guarantee and is registered as a charity with the Charity Commission. It is governed by its Articles of Association adopted (updated) on 22 March 2017. The board of trustees is responsible for determining the overall strategic direction of the charity and for developing policies and plans to support the delivery of charitable objects. The board monitors progress across all areas of activity including legal requirements and financial performance. Meetings take place quarterly and the Finance and Governance sub-committee, a sub-group of the board, meets up to four times each year to consider finances and good governance.

A Chief Executive Officer (CEO) is appointed by the trustees to manage the day to day operations of the charity. To facilitate effective operations, the authority for operational matters including financial management, employment and performance relating to agreed key objectives is delegated to the CEO. Any decisions outside of the strategic direction agreed by the board or outside of the agreed budget are referred to trustees for approval.

The pay and remuneration of the CEO is reviewed by the board each year and any changes made are based on performance, an assessment of the market, the financial position of the organisation and relativity across the team.

In the year we developed a code of conduct for trustees and also updated the trustee role description. The code sets out the conduct and practices required in order to ensure the highest standards of integrity and stewardship in this role.

Trustee recruitment and appointment, induction and training

Any skills gaps identified on the board are addressed through the recruitment of new trustees. Potential trustees meet the CEO and Chairman of trustees and submit a CV, which is considered by the board. New trustees are offered an induction programme including a set of key documents, meetings with other trustees, visits to the charity office and discussions with staff. Opportunities for training are offered to support trustees in their roles.

The Articles of Association include terms of office for trustees, so that an initial appointment is made for a 3 year term and trustees will be eligible for reappointment for one further term of 3 years.

Volunteers

Brain & Spine Foundation volunteers support the charity's work in many ways. Many volunteers are directly affected by neurological conditions and the charity benefits greatly from their experience and commitment to the cause. The trustees are especially grateful for the unstinting efforts of the volunteers who are involved in fundraising. Our team of marathon runners raise a significant proportion of the charity's income each year and work extremely hard to train and fundraise for this event. We are also grateful to our team of Community Ambassadors who fundraise for the charity's work, represent the organisation in their local area and increase awareness of neurological problems. At least 222 people provided voluntary service to the Foundation in 2017-18.

Fundraising approach

The Brain & Spine Foundation is registered with the Fundraising Regulator and subscribes to their standards for fundraising. No commercial participators or professional fundraisers (outside our team)

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For the year ended 31 March 2018

were used in the year. The charity does not use intrusive or persistent methods of fundraising, which could offend our donors or intrude in their privacy and no complaints were received about our fundraising activity.

Risk management

An organisational risk review sets out the major risks and uncertainties facing the organisation. This is monitored regularly by the board and systems have been established to mitigate exposure to those risks. The major risks identified in relation to the period 2017-18 were related to the changes in data protection legislation and changes in staffing, particularly on the helpline. The former relates to the introduction of the General Data Protection Regulation (GDPR) in May 2018 which introduces a range of new and adapted requirements for organisations in relation to personal data they retain and process. We formed a working group of individuals from all parts of the charity to develop our understanding of the new requirements, how they relate to BSF's work and started to implement the changes needed in the year. There is a detailed work plan documenting progress on this work and how we will meet the requirements going forward. Staffing changes on the helpline and difficulties recruiting specialist neuro nurses in the past have led us to revise our approach to staffing the helpline, to include specialist helpline officers with knowledge of neurological conditions.

Public benefit

When planning the activities for the year, the trustees consider the Charity Commission's guidance on public benefit in accordance with the duties set out in Section 17 of the Charities Act 2011. The benefit is to a specific group of individuals who have a neurological condition, or who have a friend or family member with such a condition. This report illustrates the activities provided for this group.

STATEMENT OF RESPONSIBILITIES OF THE TRUSTEES

The trustees (who are also directors of the charity for the purposes of company law) are responsible for preparing the trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

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 charity and of the income and expenditure of the charity for that period. In preparing those 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 accounting estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice 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 operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with the Companies Act 2006. 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.

In so far as the trustees are aware:

- there is no relevant audit information of which the charitable company's auditors are unaware; and

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Report of the Trustees

For the year ended 31 March 2018

- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

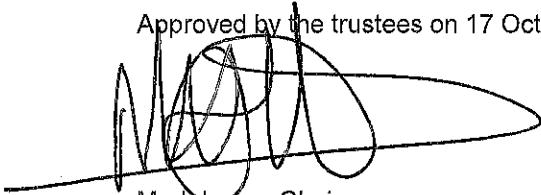
The trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

Auditors

Godfrey Wilson Limited were re-appointed as auditors to the charitable company during the year and have expressed their willingness to continue in that capacity.

Approved by the trustees on 17 October 2018 and signed on their behalf by

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke at the end, positioned above the name Mark Luce.

Mark Luce - Chairman

Independent auditors' report

To the members of

The Brain and Spine Foundation

Opinion

We have audited the financial statements of The Brain and Spine Foundation (the 'charity') for the year ended 31 March 2018 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102: The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2018 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

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

Conclusions relating to going concern

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charity's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

Other information

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

Independent auditors' report

To the members of

The Brain and Spine Foundation

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

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

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

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

Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the trustees' report. We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept or returns adequate for our audit have not been received from branches not visited by us;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

Responsibilities of the trustees

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

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

Independent auditors' report

To the members of

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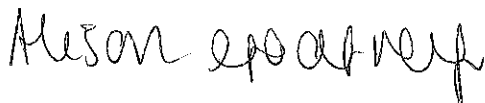
Our responsibilities for the audit of the financial statements

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

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

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



Date: 13 NOVEMBER 2018

Alison Godfrey FCA
(Senior Statutory Auditor)

For and on behalf of:

GODFREY WILSON LIMITED

Chartered accountants and statutory auditors
5th Floor Mariner House
62 Prince Street
Bristol
BS1 4QD

The Brain and Spine Foundation

Statement of financial activities *(incorporating an income and expenditure account)*

For the year ended 31 March 2018

	Note	Restricted £	Designated £	General £	2018 Total £	2017 Total £
Income from:						
Donations and legacies	3	161,515	-	275,857	437,372	689,654
Charitable activities	4	108,750	-	16,283	125,033	118,900
Other trading activities	5	-	-	137,526	137,526	280,292
Investments		-	-	341	341	539
Total income		<u>270,265</u>	<u>-</u>	<u>430,007</u>	700,272	1,089,385
Expenditure on:						
Raising funds		-	-	244,041	244,041	245,076
Charitable activities		<u>282,224</u>	<u>61,066</u>	<u>249,619</u>	592,909	600,734
Total expenditure	7	<u>282,224</u>	<u>61,066</u>	<u>493,660</u>	836,950	845,810
Net income / (expenditure)		(11,959)	(61,066)	(63,653)	(136,678)	243,575
Transfers between funds		<u>-</u>	<u>(30,000)</u>	<u>30,000</u>	<u>-</u>	
Net movement in funds	8	(11,959)	(91,066)	(33,653)	(136,678)	243,575
Reconciliation of funds:						
Total funds brought forward		<u>66,596</u>	<u>103,481</u>	<u>390,593</u>	560,670	317,095
Total funds carried forward		<u>54,637</u>	<u>12,415</u>	<u>356,940</u>	423,992	560,670

All of the above results are derived from continuing activities. There were no other recognised gains or losses other than those stated above. Movements in funds are disclosed in note 15 to the accounts.

The Brain and Spine Foundation

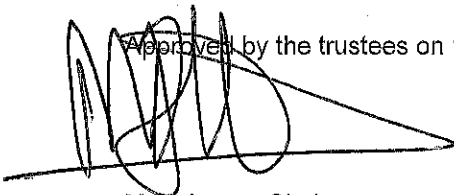
Balance sheet

As at 31 March 2018

	Note	£	2018 £	2017 £
Fixed assets				
Tangible assets	11		44,156	19,859
Current assets				
Debtors	12	132,104		59,371
Cash at bank and in hand		<u>268,702</u>		<u>503,558</u>
		400,806		562,929
Liabilities				
Creditors: amounts falling due within 1 year	13	<u>20,970</u>		<u>22,118</u>
Net current assets			<u>379,836</u>	<u>540,811</u>
Net assets	14		<u>423,992</u>	<u>560,670</u>
Funds				
Restricted funds	15		54,637	66,596
Unrestricted funds				
Designated funds			12,415	103,481
General funds			<u>356,940</u>	<u>390,593</u>
Total charity funds			<u>423,992</u>	<u>560,670</u>

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

Approved by the trustees on 17 October 2018 and signed on their behalf by



Mark Luce - Chairman



Ian Basden-Smith - Trustee

The Brain and Spine Foundation

Statement of cash flows

For the year ended 31 March 2018

	2018	2017
	£	£
Cash used in operating activities:		
Net movement in funds	(136,678)	243,575
<i>Adjustments for:</i>		
Depreciation charges	10,514	5,628
Dividends, interest and rents from investments	(341)	(539)
(Increase) / decrease in debtors	(72,733)	(31,758)
Increase / (decrease) in creditors	(1,148)	3,862
Net cash provided by / (used in) operating activities	<u>(200,386)</u>	<u>220,768</u>
Cash flows from investing activities:		
Dividends, interest and rents from investments	341	539
Purchase of tangible fixed assets	(34,811)	(17,326)
Net cash provided by / (used in) investing activities	<u>(34,470)</u>	<u>(16,787)</u>
Increase / (decrease) in cash and cash equivalents in the year	(234,856)	203,981
Cash and cash equivalents at the beginning of the year	<u>503,558</u>	<u>299,577</u>
Cash and cash equivalents at the end of the year	<u><u>268,702</u></u>	<u><u>503,558</u></u>

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

1. Accounting policies

a) Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities in 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 Companies Act 2006.

The Brain and Spine Foundation 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 note.

b) Going concern basis of accounting

The accounts have been prepared on the assumption that the charity is able to continue as a going concern, which the trustees consider appropriate having regard to the current level of unrestricted reserves. There are no material uncertainties about the charity's ability to continue as a going concern.

c) Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from the government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

For legacies, entitlement is taken as the earlier of the date on which either: the charity is aware that probate has been granted, the estate has been finalised and notification has been made by the executor to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the charity has been notified of the executor's intention to make a distribution. Where legacies have been notified to the charity, or the charity is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Income from fundraising events and other trading income is recognised when the event or conference takes place and is deferred where the income relates to future periods.

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

1. Accounting policies (continued)

d) Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item, is probable and the economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

For Google AdWords, the charity measures the value of the gift at a proportion of the market value provided by Google. Where the market value is given in foreign currency, this is translated in line with the charity's foreign exchange policy (note 1 (o)).

e) 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.

f) Funds accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity. Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose. Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g) Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h) Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities on the following basis, which is an estimate of resources utilised in each activity:

Raising funds	19.4%
Charitable activities	80.6%

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

1. Accounting policies (continued)

i) Tangible fixed assets

Depreciation is provided at rates calculated to write down the cost of each asset to its estimated residual value over its expected useful life. The depreciation rates in use are as follows:

Computer equipment	4 years straight line basis
Database and website	4 years straight line basis

Items of equipment are capitalised where the purchase price exceeds £1,000.

j) Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

l) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m) 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 recognised at amortised cost using the effective interest method.

n) Pension costs

The company operates a defined contribution pension scheme for its employees. There are no further liabilities other than that already recognised in the SOFA.

o) Foreign currency transactions

Transactions in foreign currencies are translated at the period average rate. Balances denominated in foreign currencies are translated at the rate of exchange prevailing at the year end.

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

2. Prior period comparatives

	Restricted £	Designated £	General £	2017 Total £
Income from:				
Donations and legacies	182,797	-	506,857	689,654
Charitable activities	106,550	-	12,350	118,900
Other trading activities	-	-	280,292	280,292
Investments	-	-	539	539
Total income	289,347	-	800,038	1,089,385
Expenditure on:				
Raising funds	-	5,697	239,379	245,076
Charitable activities	266,239	23,668	310,827	600,734
Total expenditure	266,239	29,365	550,206	845,810
Net income / (expenditure)	23,108	(29,365)	249,832	243,575
Transfers between funds	-	60,000	(60,000)	-
Net movement in funds	23,108	30,635	189,832	243,575

3. Income from donations and legacies

	Restricted £	Unrestricted £	2018 Total £	2017 Total £
Gifts in kind - Google adwords	161,515	-	161,515	182,797
Donations and appeal income	-	108,581	108,581	97,441
Legacies	-	132,276	132,276	409,416
<i>Grants > £5,000:</i>				
G & K Boyes Charitable Trust	-	10,000	10,000	-
Garfield Weston Foundation	-	25,000	25,000	-
Total donations and legacies	161,515	275,857	437,372	689,654

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

4. Income from charitable activities

	Restricted £	Unrestricted £	2018 Total £	2017 Total £
<i>Grants > £5,000:</i>				
The Richard Burns Foundation	38,750	-	38,750	38,750
The Masonic Charitable Trust	30,000	-	30,000	30,000
The Henry Smith Charity	30,000	-	30,000	30,000
James Tudor	5,000	-	5,000	-
United Business Group	5,000	-	5,000	-
Goldsmiths' Company Charity	-	5,000	5,000	-
<i>Grants < £5,000:</i>				
Hudgell Solicitors	-	-	-	4,800
Persula Foundation	-	-	-	3,000
The Foundation for Social Improvement	-	-	-	4,000
Other small grants < £3,000	-	11,283	11,283	8,350
Total charitable activities	108,750	16,283	125,033	118,900

5. Income from other trading activities

	Restricted £	Unrestricted £	2018 Total £	2017 Total £
Fundraising events	-	135,409	135,409	272,685
Sponsorship and other earned income	-	2,117	2,117	7,607
Total other trading activities	-	137,526	137,526	280,292

6. Government grants

The charitable company did not receive any government grants during the current or prior financial period.

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

7. Total expenditure

	Raising funds £	Charitable activities £	Support and governance costs £	2018 Total £	2017 Total £
Direct costs	50,770	188,517	16,164	255,451	310,458
Staff costs	154,011	239,969	39,171	433,151	396,012
<i>Allocated costs:</i>					
Premises costs	17,337	75,638	2,477	95,452	91,310
Office costs	6,953	25,906	1,850	34,709	36,542
Depreciation	1,914	8,348	252	10,514	5,628
Consultants	1,397	6,092	184	7,673	5,860
Sub-total	232,382	544,470	60,098	836,950	845,810
Allocation of support and governance costs	11,659	48,439	(60,098)	-	-
Total expenditure	244,041	592,909	-	836,950	845,810

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

8. Net movement in funds

This is stated after charging:

	2018 £	2017 £
Depreciation	10,514	5,628
Trustees' remuneration	Nil	Nil
Trustees' reimbursed expenses	119	Nil
Trustees' indemnity insurance	110	254
Auditors' remuneration:		
▪ Statutory audit (including VAT)	<u>5,340</u>	<u>5,160</u>

Trustees' reimbursed expenses include payments to one trustee (2017: none) for travel costs to attend board meetings.

9. Staff costs and numbers

Staff costs were as follows:

	2018 £	2017 £
Salaries and wages	388,495	352,047
Social security costs	27,662	32,709
Pension costs	<u>16,994</u>	<u>11,257</u>
	<u>433,151</u>	<u>396,012</u>

No employees earned more than £60,000 during the year (2017: none).

The key management personnel of the charitable company comprise the trustees, chief executive and senior management team. The total employee benefits of the key management personnel were £168,448 (2017: £166,569).

	2018 No.	2017 No.
Average head count	<u>14</u>	<u>12</u>

10. Taxation

The charity is exempt from corporation tax as all its income is charitable and is applied for charitable purposes.

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

11. Tangible fixed assets

	Computer equipment £	Database and website £	Total £
Cost			
At 1 April 2017	57,543	16,121	73,664
Additions in year	-	34,811	34,811
Disposals	(24,142)	-	(24,142)
At 31 March 2018	<u>33,401</u>	<u>50,932</u>	<u>84,333</u>
Depreciation			
At 1 April 2017	52,031	1,774	53,805
Charge for the year	3,459	7,055	10,514
On disposal	(24,142)	-	(24,142)
At 31 March 2018	<u>31,348</u>	<u>8,829</u>	<u>40,177</u>
Net book value			
At 31 March 2018	<u><u>2,053</u></u>	<u><u>42,103</u></u>	<u><u>44,156</u></u>
At 31 March 2017	<u><u>5,512</u></u>	<u><u>14,347</u></u>	<u><u>19,859</u></u>

12. Debtors

	2018 £	2017 £
Trade debtors	1,165	1,254
Prepayments	26,205	23,117
Accrued income	104,734	35,000
	<u><u>132,104</u></u>	<u><u>59,371</u></u>

13. Creditors : amounts due within 1 year

	2018 £	2017 £
Trade creditors	3,903	4,398
Accruals	4,920	4,920
Other taxation and social security	12,147	12,800
	<u><u>20,970</u></u>	<u><u>22,118</u></u>

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

14. Analysis of net assets between funds

	Restricted funds £	Designated funds £	Unrestricted funds £	Total 2018 £
Tangible fixed assets	-	-	44,156	44,156
Net current assets	<u>54,637</u>	<u>12,415</u>	<u>312,784</u>	<u>379,836</u>
Net assets at 31 March 2018	<u>54,637</u>	<u>12,415</u>	<u>356,940</u>	<u>423,992</u>
Prior period comparative				
	Restricted funds £	Designated funds £	Unrestricted funds £	Total 2017 £
Tangible fixed assets	-	-	19,859	19,859
Net current assets	<u>66,596</u>	<u>103,481</u>	<u>370,734</u>	<u>540,811</u>
Net assets at 31 March 2017	<u>66,596</u>	<u>103,481</u>	<u>390,593</u>	<u>560,670</u>

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

15. Movements in funds

	At 1 April 2017 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2018 £
Restricted funds					
The Richard Burns Foundation	4,626	38,750	(43,376)	-	-
The Henry Smith Charity	28,970	30,000	(30,720)	-	28,250
Google AdWords	-	161,515	(161,515)	-	-
Masonic Charitable Foundation	30,000	30,000	(38,613)	-	21,387
Persula Foundation	3,000	-	(3,000)	-	-
James Tudor Foundation	-	5,000	-	-	5,000
United Business Group	-	5,000	(5,000)	-	-
Total restricted funds	66,596	270,265	(282,224)	-	54,637
Unrestricted funds					
<i>Designated funds:</i>					
Premises fund	43,481	-	(31,782)	-	11,699
Website fund	30,000	-	-	(30,000)	-
Trust fundraising	30,000	-	(29,284)	-	716
<i>Total designated funds</i>	103,481	-	(61,066)	(30,000)	12,415
General funds	390,593	430,007	(493,660)	30,000	356,940
Total unrestricted funds	494,074	430,007	(554,726)	-	369,355
Total funds	560,670	700,272	(836,950)	-	423,992

Purposes of restricted funds

The Richard Burns Foundation - The funds donated by the Richard Burns Foundation were used to connect with health professionals to raise awareness of the support services available and to directly support patients and carers affected by neurological problems through our helpline.

The Henry Smith Charity - The Henry Smith Charity fund will be used to fund information and support work for people affected by neurological conditions.

Google AdWords - Google AdWords represent the value of advertising donated by Google to support access to information.

Masonic Charitable Foundation - The Masonic Charitable Foundation fund will be used to fund a Helpline Information Officer.

Persula Foundation - Funds towards the expansion of the helpline

James Tudor Foundation - The James Tudor Fund was used to develop a booklet about the neurological condition Chiari Malformation.

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

15. Movements in funds (continued)

United Business Group - The United Business Group fund was used to deliver a full day conference for patients and carers affected by Chiari Malformation.

Purposes of designated funds

Premises funds were used to fund the increased costs of the Foundation's move to a larger office.

Website fund - £30,000 has been used to fund a new website.

Trust fundraising - £30,000 has been used to employ an additional fundraiser to work on raising money from grant-making trusts and foundations.

Transfers between funds

Transfers between funds are to spend designated funds on capitalised website development costs.

Prior period comparative

	At 1 April 2016 £	Income £	Expenditure £	Transfers between funds £	At 31 March 2017 £
Restricted funds					
The Richard Burns Foundation	12,988	38,750	(47,112)	-	4,626
The Henry Smith Charity	30,000	30,000	(31,030)	-	28,970
The Barbara A Shuttleworth Memorial Trust	500	-	(500)	-	-
Google AdWords	-	182,797	(182,797)	-	-
Masonic Charitable Foundation	-	30,000	-	-	30,000
Persula Foundation	-	3,000	-	-	3,000
Hudgell Solicitors	-	4,800	(4,800)	-	-
Total restricted funds	43,488	289,347	(266,239)	-	66,596
Unrestricted funds					
<i>Designated funds:</i>					
Premises fund	72,846	-	(29,365)	-	43,481
Website fund	-	-	-	30,000	30,000
Trust fundraising	-	-	-	30,000	30,000
<i>Total designated funds</i>	<i>72,846</i>	<i>-</i>	<i>(29,365)</i>	<i>60,000</i>	<i>103,481</i>
General funds	200,761	800,038	(550,206)	(60,000)	390,593
Total unrestricted funds	273,607	800,038	(579,571)	-	494,074
Total funds	317,095	1,089,385	(845,810)	-	560,670

The Brain and Spine Foundation

Notes to the financial statements

For the year ended 31 March 2018

16. Operating lease commitments

The charity had operating leases for land and buildings at the year end with total future minimum lease payments as follows:

	2018	2017
	£	£
Amount falling due:		
Within 1 year	43,500	84,929
Within 1 - 5 years	<u>-</u>	<u>43,500</u>
	<u>43,500</u>	<u>128,429</u>

17. Related party transactions

There were no related party transactions in 2017/18.

Peter Hamlyn, a trustee of The Brain and Spine Foundation, is also a director of The Spine Surgery London. In the prior year, The Spine Surgery London paid £10,000 to attend the charity's fundraising gala. This transaction was at arm's length.