

## Charity Commission Annual Return 2017

### THE BODY DYSMORPHIC DISORDER FOUNDATION

Charity registration number: 1153753

30 July 2018 Deadline

Most of the information you give in this form will become publicly available on the Register of Charities. Any field that the Charity Commission will not display will be clearly marked.

This document is a record of the information provided in the Annual Return 2017.

**THIS DOCUMENT IS A DRAFT AND HAS NOT YET BEEN SUBMITTED.**

Do not send a printed copy of this document to the Charity Commission.

### PART A - Charity information

#### Financial period

Financial period start date

01/10/2016

Financial period end date

30/09/2017

When is your next financial period end date after this one?

30/09/2018

#### Income and spending

Income £

£27,919

Spending £

£24,239

#### Operating outside England and Wales

Did your charity operate outside England and Wales during the financial period covered by this annual return?

No, the charity did not operate outside England and Wales in this financial period

**How many UK volunteers, excluding trustees, did the charity have during this financial period?**

10

**Does your charity own or lease any land or buildings?**

No, the charity does not own or lease any land or buildings

**We currently have no active linked (subsidiary or constituent) charities associated with this charity. If this is incorrect please see our guidance on linking charities for administrative purposes.**

## Policies

**Does the charity have a risk management policy?**

Yes

**Does the charity have a written investment policy?**

Not applicable

**Does the charity have a written safeguarding policy?**

Yes

**Does the charity have a conflict of interest policy?**

Yes

**Does the charity have a policy for managing volunteers?**

Yes

**Does the charity have written policies in handling complaints?**

Yes

**Does the charity have written policies on paying staff?**

Not applicable

**Has your charity reviewed its financial controls during the reporting year?**

Yes, your charity has reviewed its financial controls during the reporting year

## Regulators

**Is your charity regulated by any of the following regulator(s) and/or registered with any of the following registrars?**

No

Please tick any organisations in the following list which you are registered with or regulated by

## Finance and funding

**During the financial period of this annual return, how much did the charity receive from:**

**Contracts from central or local government to deliver services £**

£0

**Grants from central or local government £**

£0

**Does your charity raise funds from the public?**

Yes, the charity raises funds from the public

**Does the charity work with a commercial participator?**

No, the charity does not work with a commercial participator

**Was your charity recognised by HMRC for Gift Aid during the last 12 months?**

Yes, the charity was recognised by HMRC for Gift Aid

**Does the charity have a trading subsidiary?**

No, the charity does not have a trading subsidiary

**Is grant making the main way your charity carries out its purposes?**

No, grant making is not the main way the charity carries out its purposes

**Does the charity pay one or more of its trustees for acting as a trustee of the charity?**

No, the charity does not pay any trustees for acting as a trustee of the charity

## Serious incidents

Serious incidents should be reported to the Commission as soon as possible. A serious incident is an adverse event, whether actual or alleged, which results in or risks significant:

- Loss of your charity's money or assets
- Damage to your charity's property
- Harm to your charity's work, beneficiaries or reputation

The most common type of incidents are frauds, thefts, significant financial losses, criminal breaches, terrorism or extremism allegations, and safeguarding issues. If a serious incident takes place, you need to report what happened and explain how you are dealing with it, even if you have reported it to the police, donors or another regulator.

If your charity's income is over £25,000, make sure that you have reported all serious incidents that should have been reported to the Commission before you submit the annual return. This is because you will, as part of the annual return, be required to make a declaration confirming there are no serious incidents or other matters that the trustees should have brought to the Commission's attention and have not done so already.

If you are not sure what a serious incident is or whether you should have reported it, please read the guidance on gov.uk. If you need to report a serious incident, do so by emailing [RSI@charitycommission.gsi.gov.uk](mailto:RSI@charitycommission.gsi.gov.uk) with the information specified in the guidance.

If your charity's income is over £25,000, you will be unable to make the declaration and submit your annual return until you have reported all serious incidents that should have been reported to the Commission. It is an offence under section 60 of the Charities Act 2011 to provide false or misleading information to the Commission.

## Send Trustees' Annual Report and accounts

You are required to submit your Trustees' Annual Report and accounts for this financial period.

Do you want to do this now?

Yes

Please attach the Trustees' Annual Report and accounts for the financial period

01 Oct 2016 - 30 Sep 2017

The files you attach must be in PDF format.

You must attach a complete set of accounts which is comprised of the Trustees' Annual Report, accounts and appropriate independent examiners' / auditor's report.

Choose the file(s) you want to attach:

### File name

BDDF\_ Report of the Trustees\_Financial Statements Year End September 2017

**Click on the checkboxes below to confirm that the attached document(s) contain all of the following:**

Trustees' Annual Report

Accounts

Examiner's / Auditor's Report

**Have your accounts for the financial period covered by this annual return been qualified?**

No

Any information you give us will be held securely and processed only in accordance with the rules on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:

- you have consented to their release; or
- we are legally obliged to disclose them; or
- we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.

We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:

- we can lawfully do so; and
- we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest

### Information we collect about you

We will use this information:

To enable us to carry out our statutory functions and duties;

This will include the following actions:

- (a) update, consolidate, and improve the accuracy of our records;
- (b) undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;
- (c) data analysis, testing, research, statistical and survey purposes

Information we receive from other sources.

### Information we receive from other sources

We may combine this information with information you give to us and information we collect about you. We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals. As a 'data controller' under the Act, the Charity Commission must comply with it.

Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form. Please check back frequently to see any updates or changes to our privacy policy.

**This annual return has not been submitted and no Declaration has been made**

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