



Annual report and accounts 2010





Membership benefits:

- Advice and Guidelines
- Professional indemnity insurance
- Continuing Education and Training (CET)
- *Dispensing Optics* journal
- 24-hour free legal helpline
- Legal expenses cover up to £50,000
- Employment dispute cover (for employers and employees)
- Accidental death benefit
- Professional education and career development
- Motor insurance
- Motor maintenance and recovery discounts
- Financial services
- Practice insurance packages
- Employers' group
- ABDO affinity credit card
- Access to Benevolent Fund and Education Trust
- Advice to Fellows - peer view advice
- Expert VAT advice
- Advice from ABDO staff
- Health insurance plans
- ABDO website
- Members forums and bulletin boards
- Email newsletter
- ABDO corporate items
- ABDO locum register

The Annual General Meetings

The twenty fifth AGM of the Association will be held at The Medical Society of London, Lettsom House, 11 Chandos Street, Cavendish Square, London W1G 9EB at 12.30pm on 16 November 2011. This will be immediately followed by the AGM of the ABDO Benevolent Fund.

ABDO Annual General Meeting

Agenda

1. Receive apologies for absence.
2. Receive and approve the Minutes of the 2010 AGM.
3. Consider any matters arising.
4. Receive the President's Report.
5. Appointment of Board - report of elections to the Board.
6. Receive the Report of the Board and adopt the Audited Financial Statements of Accounts for the Association.
7. To reappoint Burgess and Hodgson as Auditors in accordance with the Companies Act 2006 and to authorise the Board to make appropriate remuneration.
8. To consider any other relevant business. No votes will be taken on any matters raised under this item. If appropriate, they may be returned to the Board. Members should notify the general secretary, in writing in advance, of their intention to raise any such matter. No resolution relating to Special Business may be brought before the meeting unless notice thereof was given to the general secretary by Friday 19 August 2011.

ABDO Benevolent Fund Annual General Meeting

Agenda

1. Apologies.
2. To approve the Minutes of the 2010 AGM.
3. Matters arising.
4. Chairman's Report.
5. Adoption of accounts for 2010.
6. Reappointment of auditors.
7. Any other business.





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The Association

Early in the year there was a major new consultation from the GOC on setting a strategy for 2010-15, following hot on the heels of the decision by the GOC to raise fees by a considerable margin for 2010. Registrants were among stakeholders who were invited to comment on the mission of the regulator and its strategic priorities. The general secretary urged ABDO members to respond in a positive and constructive way. He emphasised that the Association was making every effort to promote the profession and extend its scope of practice.

The beginning of the year also brought the end of the second three year CET cycle. It was pleasing to report that the overwhelming majority of members completed the number of points required on time, with many going well beyond the bare minimum. This again demonstrated the professionalism and desire of so many of our members to be at the forefront of optical knowledge and to be able to offer the best possible service to patients.

During the year the ABDO Membership Services department set up an online questionnaire as part of the consultation exercise on the Association name. Members were advised of this via the ABDO email newsletter, and were urged to take part and respond with their views. Consultations on this and other issues are seen by the Board as a vital part of the communication process with members.

Kim Devlin, in her capacity as chairman of ABDO's Advice and Guidance Working Group, reported on two changes in

the law which affected all dispensing opticians and all contact lens opticians. These changes which fell under the Medicines for Human Use (Miscellaneous Amendments) (No 2) Regulations 2009 and the Medicines (Exemptions and Miscellaneous Amendments) order 2009 affected the rights and responsibilities concerning the purchase of certain drops for use in the practice by those appropriately qualified, and the sale and supply of 'P' licensed chloramphenicol. The change in the legislation involved the considerable cooperation of ABDO, the GOC and the Department of Health, with the aim of supporting DOs in the practical running of optical practices and the maintenance of the highest standards of patient safety. This was a very positive step forward in the recognition by Government of the role dispensing opticians play in the delivery of eyecare services and thanks must go to Rosemary Bailey, Kim Devlin and Elaine Grisdale who worked tirelessly to achieve this excellent outcome.

The highlight of the latter part of the year was the ABDO graduation and prize giving ceremony at the end of November, held once again in Canterbury Cathedral. It was an historic occasion with more than 900 visitors attending the prestigious ceremony and it was heartening to see such an impressive group of newly qualified members look forward with such enthusiasm to their future careers.

The Association will be concentrating on enhancing the professional status of our members in the special ABDO 25th anniversary year ahead.

Internal affairs

ABDO Board

Barry Duncan stood down as President at the AGM in October, having served two momentous years as leader of the Association. During his presidency Mr Duncan worked both tirelessly and effectively on behalf of the members. He led ABDO through a difficult time as well as successfully seeing us become one of the founder members of the Optical Confederation which was no mean feat. Mr Duncan was at the forefront of everything that we did in his two years and it is right to say that every member, as well as the ABDO staff, owes him a very great deal.

At the same time we welcomed Jennifer Brower to the Presidency. Mrs Brower is well known to many members, and few people have worked so hard for the profession over such a long period of time. She has served on the former ABDO Council and the current Board since its inception, been the chairman of the ABDO Benevolent Fund Management Committee for many years and has been an undisputed champion in the field of low vision. With her unrivalled experience Mrs Brower will undoubtedly have a very successful period of office. Peter Black was elected as the new Vice President having joined the ABDO Board in 2007, and brings a wealth of experience and enthusiasm to the office. It is clear that ABDO has an excellent team well able to meet the enormous challenges ahead.

National elections to the Board were held with Fiona Anderson and Ashton Galloway being elected to serve and Ted Moffatt being re-elected to serve a further three year term. They, along with the President and Vice President joined the rest of the ABDO Board as follows:



- Nick Atkins FBDO (Hons) CL FBCLA
- Keith Cavaye FBDO (Hons) CL FBCLA
- Kevin Gutsell FBDO
- Angela McNamee BSc(Hons) MCOptom FBDO (Hons) CL FBCLA Cert Ed

Annual General Meeting

At the Association's AGM on Saturday 9 October outgoing ABDO President Barry Duncan told members that although ABDO fully supported the establishment of the Optical Confederation the Association would retain its own identity. He said that the Association would continue to remind the General Optical Council (GOC) of the increasing financial burden felt by its members, and about concerns over revalidation and unregulated suppliers; although he felt the recently announced changes regarding the CET scheme and reduced fees for lower earners were positive. Referring to the continuing debate about a name change for the Association Mr Duncan announced that the results of the membership survey had shown a slight majority in favour of a name change, and noted that the ABDO Board would be discussing how to proceed. He concluded by wishing all the current and new directors the very best and he paid tribute to Kevin Milsom and Gary Kousoulou who were standing down from the Board. Mr Duncan also welcomed Jennifer Brower and Peter Black as incoming President and Vice President.

In response to questions from the floor the Board confirmed that cost cutting during 2010 would restore the Association's finances within three years. There was a request from the floor for more openness with financial figures; however the general secretary, Tony Garrett, stressed that the Association's accounts were prepared in line with all applicable rules and regulations and further information was always available on request. Speaking from the floor, John Fried said he believed

the Board had dealt with recent financial difficulties in a professional manner.

Michael Potter, ABDO's head of marketing and communications, brought the AGM to a close with a number of important announcements; firstly that in 2011 there would be a celebratory luncheon at Plaisterers' Hall to mark the Association's 25th anniversary. Secondly, there would be no conference held in 2011 and discussions were currently being held with the FMO (Federation of Manufacturing Opticians) to explore the possibility of holding CET events for ABDO members alongside Optrafair. In 2012 ABDO would hold its conference and dinner in the spring. From then on these events would be held every two years. It was felt that the biennial alignment with Optrafair would enable the Association to strengthen its resources and work closely with other bodies and partners in the optical profession.

ABDO gala dinner and special awards

On Saturday 9 October the ABDO gala dinner brought together 350 guests for an outstanding evening sponsored for the third year running by Transition Optical. Before handing over the chain of office outgoing President Barry Duncan thanked everyone who had supported him during his term and paid tribute to his wife Lisa. In response Tony Garrett thanked Mr Duncan for being a 'fantastic President' who "had given his all during two very difficult years for the Association".

Jennifer Brower made her first address as the new President noting how far the Association had come since her early days in the profession. She welcomed the establishment of the Optical Confederation which she felt would help ABDO achieve great things for its members. She also welcomed the

scaling back of revalidation, declaring that "common sense had prevailed". She also addressed a serious concern for members which was the continuing rise of poor quality dispensing by unregistered sellers. She intended to bring forward a plan to highlight these problems and produce action. She also looked forward to increasing support for ABDO Areas, the communities they serve and ABDO's members.

Another year of achievements were marked during the dinner with some surprises in store. A special recognition award was made to Sally Bates, Alicia Thompson, Chris Bottomley, Duncan Counter and Kevin Milsom who went beyond the call of duty to ensure the ABDO examinations in Malaysia went ahead during the volcanic ash cloud debacle. Medals of Excellence were presented to Past ADO President Robert Jardine who "loved every minute" of his 50 years as an ADO/ABDO member; and to Stephen Golding who has been an Area 3 committee member for more than 16 years. Life Memberships were awarded to Duncan Counter, Kim Devlin and Elvin Montlake for their outstanding and continuing service to the Association.

Other awards made during the dinner were the Journal Prize for best non-CET article in *Dispensing Optics* which went to Mike Hall for his Health & Safety series; the *Dispensing Optics* Readership Prize was given to Richard Harsant for his CET article entitled 'A visually impaired patient's first LV assessment'. This year the Area Prize went to two deserving people in Area 5 (the Midlands); the award was divided between Clive Marchant, the Area chairman and Mike Cody, the Area secretary who have given years of service to ABDO members in the Midlands, the award was presented by Colin Lee. An Honorary Fellowship was presented to Barbara Doris by the President Jennifer Brower, and the Hamblin Memorial



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Prize was presented by Past President James Russell to Jim Gordon for his contribution to the profession over a long period of years.

Finance

During 2010 the Board introduced a number of measures to recoup the loss made in 2009. As a result of this the total income grew by 4.7 per cent to £2.99m and the total cost reduced by 15.5 per cent to £2.68m. The profit for the year was £311,112 compared to the loss of £321,116 in 2009. Increased subscription, additional examination sittings, tighter cost control and the popular conference were reasons for the successful outcome.

Marketing and Communications

Safety and protective eyewear booklet

Authored by ABDO Board member Ted Moffatt and produced as a useful and practical guide for ABDO members, the 'Safety and protective eyewear' booklet, was distributed with the March issue of *Dispensing Optics*. It was also featured in the ABDO email newsletter as well as on the ABDO website with online CET and was approved for 2 CET points.

The rimless renaissance CET CD

The 2nd edition of 'The rimless renaissance' CET CD was sponsored by Silhouette and launched in April. It received editorial coverage in *Dispensing Optics*, *Eyes*, *Optician* and *Vision Now* following press release activity.

ABDO Conference and Exhibition

New 2010 conference logos, a booking form and 'Conference Club' advance payment scheme form were originated.

Promotional stickers were produced for use on outgoing postal items to create greater awareness of the event.

A new delegate payment protocol was adopted, whereby all delegate payments and bookings (including online bookings) were processed by ABDO Membership Services.

Development of the ABDO website was undertaken to include dedicated conference information pages and secure online booking; six new pages were added to the ABDO website:

- Conference introduction page
- Conference online booking page
- Conference Club payment scheme page
- Conference agenda page
- Sponsors and Exhibitors page
- Conference venue page - with a venue link page displaying maps, location and car parking details

The new pages went live on www.abdo.org.uk in April.

The 2010 conference advertising campaign commenced with a launch advert in the May issue of *Dispensing Optics*, the launch advert subsequently also appeared in the June issues of *Dispensing Optics* and *Eyes*.

- A set of three adverts followed, each with a distinct theme:
- NETWORKING
 - CONFERENCE
 - EXHIBITION

These adverts appeared in *Dispensing Optics*, *Eyes*, *Optician*, *OT* and *Vision Now* from June to October.

The total conference advertising campaign consisted of 23 full page colour advertisements spread over a five month period in the five prominent UK trade journals.

Editorial features also appeared in *Dispensing Optics* and *OT*, together with previews in *Eyes* and *Vision Now* and a 12 page preview exhibition guide was published in 17 September edition of *Optician* (this was also distributed separately at the conference).

ABDO would like to express its gratitude for cooperative support received from *Eyes*, *Optician*, *OT* and *Vision Now*.

ABDO produced a 16-page conference and exhibition handbook containing comprehensive programme details and featuring advertisements from Event Exchange, Hoya, Transitions Optical, Shamir, See20/20, Shell-Clad and WMO Creative.

Annual report

In July ABDO published its 2009 annual report and accounts.

Communications survey - Online questionnaire

The topic of this online survey was the area of communication. In 2008 ABDO conducted an extensive membership survey that provided valuable information and in 2010 we looked to acquire updated feedback which will enable direct comparison with the data previously obtained. Completing the online survey took no more than a few minutes and members were offered an incentive by being entered into a prize draw with the chance to win Marks & Spencer vouchers.

Amongst the detailed information received, some of the conclusions highlighted include:

- There is a swing away from information by letter (top preference at 61 per cent in 2008) but this is still the strongest form of communication with our members
- The email newsletter has proved to be popular and successful - top preference in the 2010 online survey with 55 per cent



- 'Once a month' communication preference has increased from 45 per cent to 66.7 per cent in 2010 – which endorses our previous decision to go monthly with *Dispensing Optics*
- 45.2 per cent feel that communications are 'very relevant' compared with 26 per cent in 2008
- 95.6 per cent feel that the level of communication is 'about right' compared with 82 per cent in 2008
- There appears to be very little demand to communicate with members via social networking media

NES Optical training day

On 9 September the NHS Education for Scotland (NES) training day was held at Heriot-Watt University in Edinburgh (the first time DOs have effectively secured Government funded CET). With the support and cooperation of NES and Optometry Scotland the programme was managed and marketing materials originated by ABDO. Online registration was made available via the ABDO website. Due to the outstanding success of this first ABDO involvement in an NES event additional training days are being planned for 2011.

25th Anniversary - silver jubilee luncheon

It was announced at the AGM in Bristol that the 25th anniversary of the Association will be celebrated with a silver jubilee luncheon held at Plaisterers' Hall in London on Friday 6 May 2011.

Future conference plans

Following decisions made by the ABDO Board of Directors, the following plans were officially announced at the AGM in Bristol:

- In 2011 ABDO will not hold a Conference and Exhibition, or its usual annual gala dinner
- ABDO will embark in joint discussions with Optrafair organisers, the Federation of Manufacturing Opticians

(FMO), regarding the possibility of holding CET and other events alongside Optrafair in future years

- In 2012 ABDO will hold its Conference and Exhibition in the spring, rather than, as in the past, the autumn
 - The date and venue of the 2012 events will be confirmed and announced in due course
 - From 2012 onwards the ABDO Conference and Exhibition will then be held every two years, therefore the subsequent ABDO Conference and Exhibition will take place in 2014
 - In 2013, with the co-operative support of FMO, ABDO CET events will be held at Optrafair 2013. If successful, this alignment initiative with Optrafair will then also be subsequently repeated biennially (i.e. in 2015, 2017 etc)
- These new plans are a result of direct feedback from our members, exhibitors and sponsors; we therefore believe they will be widely welcomed. The biennial alignment with Optrafair will also enable the Association to strengthen its resources and work more closely with other optical bodies and partners in the optical profession.

Graduation and prize giving ceremony

The Association held its annual graduation at prize giving ceremony at Canterbury Cathedral on Wednesday 24 November 2010.

The event commenced with opening addresses from Master of The Worshipful Company of Spectacle Makers, Mike Barton and ABDO President, Jennifer Brower; 232 graduands and prize winners then received the ceremonial conferral of their awards. It proved to be one of the largest events ever conducted by ABDO; with a total exceeding 900 people, the attendance figure was approximately 23 per cent higher than 2009. Those present also included seven graduands from Singapore as well as guests from Malaysia.

Membership Services

The year saw ABDO membership still thriving despite the economic downturn. Membership numbers continue to indicate the demand for dispensing opticians in full time employment in the UK, it is also indicative of the respect in which the profession is held. We also believe that the numbers reflect the value of ABDO membership. As always we continue to give ongoing support to many members regarding professional indemnity insurance, CET and professional advice. The overseas membership slightly decreased due to the new affiliations with overseas Associations promoting ABDO in various countries.

	2005	2006	2007	2008	2009	2010
Full Members (inc. Reduced full)	5121	5145	5237	5269	5394	5397
UK Students	1705	1659	1682	1744	1687	1731
Associate Members	547	621	601	525	673	620
Overseas Members	864	839	771	800	793	696
Others	212	243	257	260	258	251
Total (all categories)	8449	8507	8548	8610	8805	8695

ABDO members continue to receive a wide range of services and benefits in return for subscription fees and indemnity premiums. The monthly *Dispensing Optics* journal and ABDO email newsletter continue to aid communications to our members and the latter has proved to be a very effective method to deliver up-to-date information quickly and is frequently sent out twice a month due to the amount of important topical news. With the prospect of ever changing and difficult times ahead the ABDO Membership Services team will continue to work hard to ensure that the best advice and support is constantly available to all ABDO members.



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Continuing Education & Training (CET) and Professional Relations

CET Department

The CET Coordinator Paula Stevens and her team are to be congratulated for providing another year of first class CET to members.

In this the first year of the new CET period, ABDO retained its position as one of the largest and most pro-active CET providers in the optical sector. We provided over 110 CET approved presentations and distance learning modules throughout the year; 20 CET points were available via *Dispensing Optics*.

CET articles on the new drugs legislation were commissioned and given as a supplement to *Dispensing Optics* in the April issue. Completion of a new CET CD 'Essential Contact Lenses' covering the contact lens competencies for DOs was completed and was made available from the ABDO College Bookshop in 2011.

Paula Stevens created an impressive additional learning website in-house for the 2010 conference and this boosted the CET points which were available for attendees.

Search for new premises began for the CET department as the lease is due to expire in 2011. This should be finalised by June 2011.

ABDO Conference and Exhibition

At the time of the 2009 Brighton conference, the decision had already been taken that the 2010 conference would be held

at Celtic Manor in South Wales. The purpose built conference venue, spa and golf hotel was considered to be an ideal venue due to its location and facilities. It would also have attracted much publicity being the venue for the Ryder Cup planned for the weekend before ABDO's arrival. Unfortunately with the downturn in the economy and seeing people's reactions to a rise in GOC fees, it was thought that the increased package prices needed for the Association to break even using this venue would be too greater stretch for members. Exhibitor charges also would have had to be increased also and it was felt that our industry partners would also struggle to support us given the economic climate. The ABDO Board therefore took the decision to ask Elaine Grisdale and her events team to look for an alternative venue at relatively short notice.

This was more complicated than first thought since most venues had already been booked over a year in advance and our needs were quite complicated. January was therefore a busy time, with visits to a number of potential venues and assessing the best options. The Marriott Bristol City Centre was deemed to be the best compromise and became the location of choice, thereby ensuring we could keep the conference in the south west which was an additional bonus.

A number of changes had to be implemented in relation to the previous year's conference due to space and budget restrictions. The format was changed to two days with the first day being occupied by the AGM and the gala dinner and the second day featured the CET programme. This threw up some operational difficulties as there was only one room large enough to host the dinner and the exhibition. The Event Exchange and their team, who were once again magnificent,

had to therefore ensure break down of the gala dinner staging and room format and change this into an exhibition layout between 2 and 6am on Sunday morning which was a fantastic achievement. Thanks must also be given to our industry partners for getting up early on the Sunday morning (traditionally the 'morning after the night before') to make their exhibition spaces so attractive.

The fact that we could keep package prices to a minimum, coupled with an interesting programme, free exhibition and easily accessible venue meant that numbers enjoyed a healthy increase in comparison to the previous year and the conference had a real 'buzz' about it. Just short of 550 people were in attendance on the Sunday and 398 people attended the gala dinner. There were 40 exhibitors and this could have been increased had more space been available.

An important joint alliance was Essilor hosting their University and College Symposium back-to-back with the ABDO conference. Mrs Grisdale proposed the idea to Essilor's Andy Hepworth who moved the date of their annual event which meant trialing the event over a weekend. The academics and opinion leaders who were invited by Essilor enjoyed their host's hospitality on the Friday evening, a day's conference on the Saturday and attended our gala dinner on the Saturday night. It was a pleasure to welcome this event which was deemed a success by the academics from optometry and optics who attended. The delegates were also able to participate in ABDO conference activities and the exhibition on the Sunday which was a boost for the exhibitors.

The ABDO gala dinner was a glittering occasion and was kindly sponsored by Transitions Optical who once again demonstrated their commitment to our profession and to



whom we are extremely grateful. We had the chance to say goodbye and thank you to outgoing President Barry Duncan and to welcome into the role Jennifer Brower and new Vice President Peter Black. The entertainment for the evening was provided by the young but extremely entertaining and talented Mark and The Acrobats who could have played beyond the 1am curfew (and would have had people still on the dancefloor) had it not been for the restrictions imposed by having to turn the hall into an exhibition space overnight.

The comprehensive lecture and workshop programme delivered 14 CET points with a further 4 points being available via the additional learning website previously mentioned.

The low vision workshop, which had enjoyed critical acclaim at the 2009 conference in Brighton, was repeated. We also added a frame measurement and material workshop which had enjoyed a successful pilot in the south west earlier in the year. It was developed and organised by a group of enthusiastic ABDO examiners under the leadership of Area 7's Debbie Anderson. Both of these workshops were very well attended and appreciated.

Thanks must be given to our other major sponsor Silhouette and their dual brand adidas. Silhouette once again pulled out the stops and provided CET in their own purpose built lecture and exhibition area which they worked hard to build on the Saturday evening. This provided members with the chance not only to see product and demonstrations but to quiz invited experts on subjects as diverse as sports vision, make-up tips for rimless wearers and first hand technical and commercial information.

Adidas also generously hosted the pre-conference golf day

which was held at the Kendleshire golf club on Friday. Adidas not only presented the attendees with some lovely give-aways but they organised tents and relaxation areas hosting product and playing films. Golfers enjoyed a sunny day's golf, some healthy banter, putting demos and critical vision when golfing assessments from the adidas team and sports vision optometrist Nick Dash. The day ended with a supper, photo montage of the day's events and a prize giving ceremony. Thanks also to Jim Gordon of Area 7 who liaised with the golf club and adidas staff to make the day a success.

With hindsight, the decision to ask ABDO Areas to cancel or avoid regional Area CET days in the run up to the annual conference proved to be a good decision. It is highly likely that this initiative contributed to the increase in attendance and it is asked that the Areas repeat this in future years.

Careers in Optics initiative

The Careers in Optics Working Group was established in April with the goal of boosting the number of good quality students applying for optometry, dispensing and other allied careers in optics. Mrs Grisdale represents ABDO on this group. There was unanimous feeling that the sector had to act to attract bright and well motivated students from all parts of the country and from all backgrounds into dispensing and optometry courses.

It was clear from going through what was available, that there was no coherent and in some cases, some inaccurate messages for students, teachers and careers advisors about the professions, the qualifications needed to study, the qualifications gained after studying and the careers opportunities in optics after that. This mobilised the Working Group members made up of key people from the professional bodies, major high street practices and

universities to come up with an action plan. The Working Group decided therefore to not only act quickly but to engage with a company specialising in creating materials for schools. Words&Pictures have delivered an interactive and imaginative workshop which is relevant to young people. The workshops which were piloted at the end of the year involved students learning about illusions, light and sight while also exploring different career opportunities.

The pilot phase has led to a final workshop which takes the students on a 'journey through our world' to see things in a new dimension. The workshop is made up of three zones : the testing zone, the illusion zone and the future zone and the students work together hitting key KS3/KS4 PLTS Science curriculum requirements as well as having fun and engaging with our profession.

The initiative has won critical acclaim and has been featured in the optical press, the *Times Education Supplement* and the initiative has been nominated for the Recruiter Awards for Excellence 2011. The innovation comes not only from Words&Pictures creativity but the fact that the Working Group is a successful cross profession initiative.

Mrs Grisdale was active at the pilot stage, has written on the subject and will be active in recruiting ambassadors from ABDO's membership in 2011. She pushed for ABDO's involvement in the scheme because the past experience with the Transitions EyeKnowEyeCare campaign indicated that members wanted to get involved locally in engaging with children, schools and their local communities.

As children's dispensing is something DOs are recognised for, it is important that we engage with such initiatives. One in seven



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children will not have had their sight tested and therefore will not have any experience of what a dispensing optician or an optometrist does. It is therefore an ideal opportunity to explain exactly what we do and to motivate students using our own personal experiences. Seven weeks after the pilot, 100 per cent of students could recall by name the organisation the optometrist/dispensing optician who had visited their school had worked for. It is not only the students and teachers who will hear about DOs (and our colleagues) but through word of mouth, extended family and friends will get to know and via the website, random people searching for information relating to eyecare will also be introduced to our profession. As well as raising our profile it is a fun, creative and extremely rewarding project to be involved with.

Singapore

Mrs Grisdale continued to work with the Opticians Association in Singapore, the SOP. They unfortunately had to restructure their Association which took some considerable time due to internal problems in Singapore. The school which had been proposed as a partner to teach the FBDO syllabus in 2009, suddenly closed and a new partner therefore had to be found.

In November, Mrs Grisdale was invited as a keynote speaker by the 9th National Congress of Optometry and Opticianry at the impressive Khoo Teck Puat Hospital in Singapore. Rosemary Bailey also represented ABDO with a contact lens related presentation. At the time of the conference Mrs Grisdale was involved in meetings with the recently reformed SOP Council and took the opportunity to impress upon them the need to refocus on all the good work which had previously been achieved prior to their internal changes. This led to a meeting with a new potential partner, Parkway

College which is a nursing and allied health teaching institute. The initial meeting was positive.

The SOP Council members who had passed the FBDO diploma in 2009 attended the ABDO graduation ceremony in Canterbury Cathedral in 2010. They were accompanied by Mrs Grisdale and during their visit they were able to hold meetings with key ABDO staff. A follow-up meeting was held between Parkway College, SOP Council members, Prof David Whittaker from Bradford University and Mrs Grisdale before the delegation travelled home. Discussions are ongoing.

ECOO

In May, ABDO submitted a tender for the Secretariat of ECOO with Mrs Grisdale as the candidate for the post of general secretary. Mrs Grisdale was invited to the final panel interview stage at the ECOO meeting in Copenhagen. The bid was built around a very strong dossier highlighting unrivalled international experience in optics and optometry, previous links to the ECOO organisation, the fact that ABDO had a similar infra-structure to the outgoing AOP and highly competent staff. Despite many hours of preparation and putting in a polished and credible presentation, accompanied by Tony Garrett, ABDO's bid came, we were told, a "very close second". ECOO unfortunately could not bring themselves to engage an optical organisation and preferred to engage the services of an external organisation with no optical or optometric experience but which had more experience in the field of lobbying in Brussels. This was obviously a huge disappointment to all concerned.

Committee activities

Mrs Grisdale continued to sit on and represent ABDO on a number of different committees in 2010. They include multi-

disciplinary committees liaising with other stakeholders from the world of optometry and optics, namely the Joint Committee on Education, the Joint Childrens' Vision Committee, the Joint Driving Working Group, The Careers in Optics Working Group and the GOC CET Advisory Committee. Within ABDO she sits on the Advice and Guidance Working Group, Journal Advisory Committee, Refraction Working Group and on the CET Committee accompanied by Paula Stevens the CET Coordinator. Attendance to some of the ABDO committees in particular was reduced slightly on 2010 due to the extensive re-shuffling of meetings due to revised plans for the annual conference at the beginning of the year and external issues restricting mobility during the autumn.

Other activities

Mrs Grisdale spoke at a number of different events during the year both in the UK and overseas including the Transitions Optical/J&J Roadshows in March and the Boots CET roadshows in December where she ran interactive sessions on paediatric dispensing. During the year she was involved in helping three key industry partners get involved in CET projects and to become providers in their own right and also attended a number of ABDO area events both as a speaker and an observer. She also attended two GOC Revalidation meetings and a Council meeting as an observer.

Mrs Grisdale was again invited by Silmo's President to join the judging panel for the Silmo d'Or trophy in the lens category. She was also invited to become a Silmo Academy scientific committee member and is the only international member of that committee.



Dispensing Optics Journal

In 2010 our production editor, Sheila Hope, and her team continued to develop the design of the *Dispensing Optics* journal and were able to increase advertising revenue significantly. Members are particularly appreciative of being able to gain their CET points through the excellent quality of the CET articles. They also appreciate the lively news section which keeps them in touch with fellow professionals and with developments in the profession.

It is always pleasing to have such a publication which is so widely read. As ever ABDO is most grateful to Sheila Hope and to Nicky Collinson, features and news editor, for producing such a popular journal.

ABDO Board of Directors and Committees attendance

1 January to 31 December 2010

ABDO Board of Directors - Met 4 times

Barry Duncan (Chairman of 3)	3
Fiona Anderson	1 (out of 1)
Nick Atkins	3
Peter Black	4
Jennifer Brower (Chairman of 1)	4
Keith Cavaye	3
Ashton Galloway	1 (out of 1)
Kevin Gutsell	4
Garry Kousoulou	3 (out of 3)
Angela McNamee	3
Ted Moffatt	4

Advisors to the Board

Kevin Milsom	2 (out of 3)
John Pugh	(non-attending)

Academic Committee - Met once

John Pugh (Chairman)	1
Rosemary Bailey	1
Elaine Grisdale	0
Trevor Hunter	1
Liam Kite	1
Julie Lees	1
Alicia Thompson	0
Jo Underwood	1
Glynn Walsh	0

Contact Lens Committee - Met twice

David Goad (Chairman)	2
Keith Cavaye	2
Ailsa Lane	1
Wynne Morris	2
Angela McNamee	2
John Rogers	2

Advisor to the Contact Lens Committee

Rosemary Bailey	2
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CET Committee - Met twice

Keith Cavaye (Chairman)	2
Jennifer Brower (attending ex-officio)	1
Karen Mendoras	1
Stephen Golding	1
Jim Gordon (Vice Chairman)	1
Elaine Grisdale	2
Sheila Hope	1
Kevin Milsom	1
Simon Poole	1
Paula Stevens	2
John Wright	1
Mr Pavanakumar	1

Journal Advisory Committee - Met once

Tony Garrett (Chairman)	1
Nick Atkins	0
Richard Crook	1
Deanne Gray	1
Elaine Grisdale	0
Kevin Gutsell	1
Sheila Hope	1
Ros Kirk	0
Angela McNamee	0
Michael Potter	1
Paula Stevens	1
Gillian Twynning	0

Low Vision Committee - Met twice

Jennifer Brower (Chairman)	2
Nick Black	2
Anne Eyre	1
Martin Flower	0
Stephen Golding	1
Beverley Ricketts	0
Sarah Routly	0
Gil Smith	2
Sally Williams	1

ABDO's representatives on the joint committees

Confederation Contact Lens Working Group

David Goad (Chairman)
Annette Latham-Jackson

Domiciliary Eyecare Committee

Katie Docker
Richard Rawlinson

Education Committee

Peter Black
Keith Cavaye
Tony Garrett
Elaine Grisdale
Alicia Thompson

Information & IT Committee

Tony Garrett
Kevin Milsom
Mark Smith

Joint Low Vision Committee

Jennifer Brower (Chairman to October 2010)
Gil Smith (Chairman from October 2010)
Sara Porter

Policy & Strategy Committee

Jennifer Brower
Barry Duncan
Tony Garrett
Kevin Milsom

Primary Care Committee

Tony Garrett
Jim Gordon
Kevin Gutsell
Angela McNamee
Ted Moffatt

Education

Examinations

The examination results in 2010 were again excellent, with over 300 students gaining the level 6 Fellowship Diploma and a high number of students gaining the level 6 Contact Lens Certificate.

The overseas element of the Association's examination continues to provide excellent success for our overseas members, with dispensing practical examinations held twice a year in Kuala Lumpur Malaysia at the Axismatics Professional Institute and members from Singapore also undertaking the dispensing qualification.

In 2010 over 300 students sat the level 6 Diploma in Ophthalmic dispensing examinations linked to Axismatics Professional Institute in Kuala Lumpur, Malaysia.

During the year, visits continued to supervisors' practices, linked to students undertaking their Pre-Registration and Preliminary Qualifying Portfolio and also in preparation for their Contact Lens Practical Examination.

Appreciation

ABDO would like to record its thanks to all the examiners for their continued support to the Association. Particular congratulations go to the students listed opposite who gained examination prizes in 2010.

Awarding of prizes

The Preliminary Qualification Examination Prize

Awarded for the highest mark in the combined PQE Examination:
Benjamin Brewer

The Stepper Prize

Awarded for the highest mark in the Preliminary Qualifying Practical Examination: Benjamin Brewer

The J W Grieve Prize

Awarded for the best highest mark in section C of the Final Qualifying Practical Examination: Michael Norman

The ABDO PQP Prize

Awarded for the best presented Pre-Qualification Portfolio in the Final Qualifying Examination: Michael Norman

The Tony Griffiths Prize for Excellence

Awarded for the highest mark in section B of the Final Qualifying Practical Examination: Helen Dawes

The Carl Zeiss Vision Prize

Awarded for the top correspondence course student: Cecilia Gilbertson

The Rodenstock Prize

Awarded for the highest combined mark in Sections D & E of the Final Qualifying Practical Examination: Victoria Beswick

Federation of Ophthalmic & Dispensing Opticians Prize

Awarded to the top day release course student: Rebecca Edmunds

The Worshipful Company of Spectacle Makers Prize

Awarded for the highest mark in the Final Qualifying Practical Examination:
Hayley Swierkowski

The Association of Optometrists Prize

Awarded for the highest mark in section A of the Final Qualifying Practical Examination: Rebecca Carter

The ABDO Final Qualifying Examination Prize

Awarded for the highest mark in the Final Qualifying Examination: Tan Seok Theng

The British Contact Lens Association Prize

Awarded for the highest mark in the Aftercare section of the Practical Examination, Certificate in Contact Lens Practice: Kelly Butler

The Elsevier Prize

Awarded for a full pass, at the first attempt, in the combined Theory and Practical Examinations, Certificate in Contact Lens Practice: Kelly Butler

The CIBA VISION Prize for Excellence

Awarded for the highest mark in the Practical Examination, Certificate in Contact Lens Practice: Kelly Butler

The Association of Contact Lens Manufacturers Prize

Awarded for the highest mark in Sections 2, 3 & 4 in the Practical Examination, Certificate in Contact Lens Practice: Kelly Butler

The Johnson & Johnson Care Excellence Award

Awarded highest aggregate mark in the Theoretical Examination, Certificate in Contact Lens Practice: Gemma Bramley

The Ted Watts Memorial Prize

Awarded for the highest mark in the LVA Examination: Michelle Briggs

The T A Doyle Memorial Prize

Awarded for the highest mark in an Honours paper: Geraldine McBride



External matters

Optical Confederation

Thursday 29 April was the start of a new era in British optics. After some false starts, years of talking and not a little suspicion, the five representative bodies ABDO, ACLM (Association of Contact Lens Manufacturers), AOP (Association of Optometrists), FMO (Federation of Manufacturing Opticians) and FODO (Federation of Ophthalmic and Dispensing Opticians) came together to form the Optical Confederation, an organisation which speaks with one voice for the whole sector. However, it is more than that; it is a commitment for us all to work together for the wider good. It is leading to an increased sharing of resources and a pooling of talent. It is enabling all the bodies to continue to serve their members in the most efficient and effective way in these increasingly complex times and, above all, it enables us to punch above our individual weights. The launch which was held at the InterContinental Hotel in Park Lane was introduced by John Fried who although an ABDO member was speaking in his capacity as the Deputy Master of the Worshipful Company of Spectacle Makers. The company is the oldest optical organisation in the world and was the parent to most of the current optical bodies including ABDO. It was both fitting and encouraging that the Confederation was launched in this way and that the commitment of all the component bodies was so very clear to see.

General Optical Council

During the year both the chairman and registrar of the GOC resigned which meant that the normal flow of meetings were interrupted; however Anna Bradley was appointed interim chair (subsequently confirmed as chair) and an interim chief executive employed whilst a new permanent registrar was recruited.

ABDO continued to press the GOC on such issues as the penalty for CLO's having to undergo additional CET points and the need for a lower retention fee for part time workers.

LOC Support Unit (LOCSU)

LOCSU provides quality, practical support to Local and Regional Optical Committees (LOCs/ROCs) in England and Wales. LOCSU's role in advising LOCs in England has become vital in light of the announcement in 2010 of radical NHS reforms that will see the responsibility for commissioning of the majority of health services move from PCTs to GP Commissioning Consortia by 2013. The Health and Social Care Bill is intended to empower clinicians to deliver results based on the needs of patients, and LOCSU has a major part to play to ensure that the profession is prepared to work with GP Consortia at a local level and exploit the opportunities arising from the reforms. The NHS needs to achieve major efficiency savings whilst improving quality of care, and so to enable LOCs to do business with the local NHS in future, LOCSU is focussing on how the enhanced services fit in with the Department of Health's Quality Innovation, Productivity and Prevention (QIPP) agenda.

LOCSU also works on behalf of the Optical Confederation to communicate important issues to LOCs and ROCs helping them to deal with the challenges they face as a result of these issues. It is clear that there is now a significant demand from LOCs and ROCs for the quality information and advice provided by LOCSU, and ABDO staff are among those who play an important role in helping LOCSU distribute this information amongst dispensing opticians.

Eye Health Alliance

Joint public affairs activity

ABDO's public affairs team works jointly with our partners in the Optical Confederation, the Association of Optometrists and the Federation of Ophthalmic and Dispensing Opticians and ensures that the eye care sector speaks with one voice. The general election in May provided the focus for much of the team's activity. Working closely with LOCs, a series of practice visits were arranged for many of parliamentary candidates, several resulting in local press coverage. Following the election which saw 252 new MPs being elected, the largest intake of new MPs in over 30 years, all MPs were contacted and a further 60 visits across

the UK have been arranged. This has been crucial for the sector to develop and build a strong consensus of support amongst parliamentarians.

The new Coalition Government has since embarked on a high profile programme of reforms to the NHS and public health. With the replacement of PCTs and SHAs, with a new NHS Commissioning Board and GP commissioning consortia, the eye care sector has to seize the opportunities and secure its place in the new liberated NHS. The Optical Confederation has responded to a number of consultations in response to the white papers on the NHS and public health. These white papers sparked a number of more detailed consultations on various aspects of the Government's reforms including choice and control for patients, the information revolution, workforce planning, outcomes frameworks and professional regulation. The Health and Social Care Bill which puts into place the legislative framework for these reforms, was published in January 2011. Although the proposals to retain the NHS sight testing service as a national service, to be commissioned by the NHS Commissioning Board, were welcomed, the public affairs team will be scrutinising the detail of the bill as it progresses through Parliament and seeking a number of clarifications over the detail where it affects eye care services.

Driving and eyesight campaign

As members of the Optical Confederation and the Eye Health Alliance, ABDO have supported the campaign to improve the system of assessing drivers' vision in the UK. The campaign has called for the replacement of the number plate test with a standardised and scientific assessment of visual acuity, as well as regular screening of drivers' vision when drivers renew their licence. The campaign has been successful in securing the support of a number of transport and road safety organisations such as Brake, the RAC Foundation, AIRSO and Road Safety GB. The Government is currently consulting on its proposals to make changes to the eye sight requirements for drivers, in order to comply with the new standards contained in the European Directives on Driving Licences.

Learning Disability Today

For the first time, the Eye Health Alliance supported learning disability charity, SeeAbility at the Learning Disability Today conference in London in December. The joint exhibition stand attracted a high number of delegates including people with a learning disability, their carers and professionals working in health and social care. With optical equipment kindly loaned from Topcon, and ABDO members who donated their time, the Alliance and SeeAbility were able to raise awareness of the importance of eye health and regular eye tests for everyone including those with a learning disability.

Party conferences

As members of the Health Hotel, the Eye Health Alliance continued to have a high profile at each of the three main political party conferences. In autumn 2010 the Alliance worked with the Alzheimers Society and RNID to highlight the need for early diagnosis and treatment for people with long term conditions such as sight loss, hearing loss and dementia. The fringe event which took place at each of the conferences, involved spokespeople from each of the political parties and other high profile speakers such as Professor Julian le Grand. The fundus camera once again proved a hit with MPs and local councillors in the main exhibition, with several ABDO members supporting the public affairs team on the stand.

Parliamentary reception

The Annual Eye Health Alliance parliamentary reception was hosted by John Baron MP, Co-Chair of the All Party Parliamentary Group on Eye Health. Addressing over 45 MPs and Peers, as well as representatives from the eye care sector, John said: "We need to act now to stop more people needlessly going blind due to undetected eye conditions. Eye health is often overlooked and we must work together to change this. This important public health message must be taken seriously by national and local government, commissioners, and health and social care professionals."

In an Early Day Motion, tabled following the reception, over 68 MPs signed the motion which called on the Government to ensure reducing avoidable sight loss was included in the public health outcomes framework, due to be published in summer 2011.

Eyecare Trust

The Eyecare Trust is a registered charity set up by the profession to promote ocular health in the primary care sector and to educate the public about eye health, good vision and ways of achieving this.

During 2010 the Trust's high profile media campaigns generated more than 110 million opportunities for the public to see and hear positive messages about optics and covered topics as diverse as viewing 3D, cosmetic contact lenses, employers' legal obligations to safeguard their employees sight; drivers' vision, glaucoma and UV protection. It also supported industry events, including the inaugural National Eye Health Week, which saw the Trust publish a vision supplement in The Guardian and place stories in the national and regional broadcast, print and online press.

Its website and public information line continued to provide direct and credible advice for people searching for information on eye care and eyewear - during this year almost 2,000 visitors accessed our site searching for information on swollen eyelids alone.

The Trust also reinforced its commitment to independent practitioners providing patient leaflets, clinical fact sheets, generic advertising, template press releases, point of sale information and a daily news alert service.

In 2010 the Trust also embarked on a radical modernisation programme designed to help make eye care relevant and important in today's society. The first step on this journey was the creation of a new identity, which it launched in November.

As the Trust moves forward into 2011 it has ambitious plans for raising the public profile of optics. These include the creation of the most comprehensive eye health resource available on the net, the implementation of a far-reaching public engagement strategy and reconnecting with the profession to realise the shared goal of reducing avoidable sight loss in the UK.

ABDO's support of the Trust is most highly valued and members are encouraged to visit www.eyecaretrust.org.uk for more information about the charity's work and its future plans.

Optical Consumer Complaints Service (OCCS)

During this year there were many changes taking place within the General Optical Council which is the source of funding for the Optical Consumer Complaint Service. Because of these changes it was decided to grant a further year of contract to the Service as the process of tendering would have stretched resources. However by the end of the 2010 financial year the need to prepare for placing a new bid for the Service to continue was at the planning stage and contingences were being developed depending on the success or failure of any bid.

Following on from the success of the one day conference held in London in 2009 which was attended by a broad range of the profession who are users of the service, another was held in central London in 2010. This was particularly helpful in communicating the reviewed strategic plan and standard operating procedures based on the feedback received from the previous conference. It was also an opportunity to gain further insight to the current challenges facing the profession.

The management committee continues to be mindful that the service is funded by registrants via the General Optical Council and so are pleased to report that we continue to achieve value for money within the budgets set and despite a change in staff, to work efficiently for the timely conciliation of complaints that we handle. OCCS continues to be a source of information and advice for members of the profession as well as to the public.

The Future

2011 will be another challenging year as the fiscal policies of the Government begin to effect all sectors of the economy. ABDO will seek to work with our partners in the Optical Confederation on all those issues of mutual interest and concern and work hard to promote the sector.

ABDO will be looking at ways in which we can enhance member benefits without addition costs to members whilst at the same time striving to maximise our income from external sources.

We hope that our 25th Anniversary year will prove to be successful one despite the prevailing economic climate.

The Association of British Dispensing Opticians

Limited by guarantee - Registered number 2012484

The Directors Report year ended 31 December 2010

The directors have pleasure in presenting their report and the financial statements of the company for the year ended 31 December 2010.

Principal activities

The principal activity of the company during the year was that of the support and advancement of the interests and examination of dispensing opticians.

Directors

The directors who served the company during the year were as follows:

Mrs F Anderson BSc(Hons) FBDO R
(Appointed 9 October 2010)

Mr N Atkins FBDO (Hons) CL FBCLA

Mr P Black MBA FBDO

Mrs J S Brower FBDO (Hons) LVA Cert Ed

Mr K Cavaye FBDO (Hons) CL FBCLA

Mr B Duncan FBDO
(Resigned 9 October 2010)

Mr A Galloway FBDO
(Appointed 9 October 2010)

Mr K Gutsell FBDO

Mr G Kousoulou FBDO
(Resigned 9 October 2010)

Miss A McNamee BSc(Hons) MCOptom FBDO (Hons) CL FBCLA Cert Ed

Mr E Moffatt FBDO

Directors' responsibilities

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulations.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The directors are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the

financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In so far as the directors are aware:

- there is no relevant audit information of which the company's auditor is unaware; and
- the directors have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

Auditor

Burgess Hodgson are deemed to be re-appointed under section 487(2) of the Companies Act 2006.

Small company provisions

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

Registered office:

199 Gloucester Terrace, London W2 6LD

Approved by the directors on 27 April 2011

Signed by order of the directors

Sir Anthony Garrett CBE

Company Secretary

Independent Auditor's report to the members of the Association of British Dispensing Opticians (Limited by Guarantee) year ended 31 December 2010

We have audited the financial statements of The Association of British Dispensing Opticians (Limited by Guarantee) for the year ended 31 December 2010. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company'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 company'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 company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Directors and Auditor

As explained more fully in the Directors' responsibilities statement set out on page 14 the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance

with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by directors; and the overall presentation of the financial statements.

Opinion of the financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 December 2010 and of its profit for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion of other matters prescribed by the Companies Act 2006

In our opinion the information given in the Directors' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where 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; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption in preparing the directors' report.

Colin Reid (Senior Statutory Auditor)
Burgess Hodgson, Chartered Accountants & Statutory Auditor
Camburgh House, 27 New Dover Road
Canterbury, Kent CT1 3DN

15 June 2011

The Association of British Dispensing Opticians (Limited by guarantee)

Profit and loss account

Year ended 31 December 2010	Note	2010 £	2009 £
Turnover		2,739,080	2,621,379
Cost of sales		900,606	1,339,818
Gross profit		1,838,474	1,281,561
Administrative expenses		1,780,713	1,840,183
Other operating income		(253,341)	(237,501)
Operating Profit/(Loss)	2	311,102	(321,121)
Interest receivable		10	5
Profit/(Loss) on ordinary activities before taxation		311,112	(321,116)
Tax on (loss)/profit on ordinary activities		-	-
Profit/(Loss) for the financial year		311,112	(321,116)

The Association of British Dispensing Opticians (Limited by guarantee)

Balance sheet

31 December 2010	Note	2010 £	2009 £
Fixed assets			
Tangible assets	4	454,775	488,009
Investments	5	500,000	500,000
		954,775	988,009
Current assets			
Debtors	6	485,782	517,742
Cash at bank and in hand		12,282	7,204
		498,064	524,946
Creditors: Amounts falling due within one year	8	424,962	776,190
Net current assets/(liabilities)		73,102	(251,244)
Total assets less current liabilities		1,027,877	736,765
Creditors: Amounts falling due after more than one year	9	20,000	40,000
		1,007,877	696,765
Reserves	13		
Profit and loss account	14	1,007,877	696,765
Members' funds		1,007,877	696,765

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These financial statements were approved by the directors and authorised for issue on 27 April 2011 and are signed on their behalf by: **Mrs J S Brower FBDO (Hons) LVA Cert Ed**

Notes to the financial statements Year ended 31 December 2010

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008).

Consolidation

In the opinion of the directors, the company and its subsidiary undertakings comprise a small group. The company has therefore taken advantage of the exemption provided by Section 398 of the Companies Act 2006 not to prepare group accounts.

Turnover

Turnover represents subscriptions, examination fees and continuing education training.

In respect of long-term contracts and contracts for on-going services, turnover represents the value of work done in the year, including estimates of amounts not invoiced.

Fixed assets

All fixed assets are initially recorded at cost. Refer to note 4 for further disclosure with respect to property improvements.

Depreciation

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Property improvements	2% straight line
Fixtures and fittings	Straight line over useful economic life of asset
Computer hardware	Straight line over useful economic life of asset
Computer software	Straight line over useful economic life of asset
Exam equipment	Straight line over useful economic life of asset

Operating lease agreements

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against profits on a straight line basis over the period of the lease.

Pension costs

The company contributes to the personal pension plans of certain employees, subject to a maximum of 10% of the employee's annual salary. Such contributions are held independently of the company's finances. The contributions made are charged to the profit and loss account as they arise.

Financial instruments

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as either financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities.

2. Operating Profit/(Loss)

	2010	2009
	£	£
Operating profit/(loss) is stated after charging:		
Staff pension contributions	36,303	39,043
Depreciation of owned fixed assets	58,480	66,530
Auditor's fees	6,500	6,500
	<u>6,500</u>	<u>6,500</u>

3. Directors' remuneration

	2010	2009
	£	£
The directors' aggregate remuneration in respect of qualifying services were:		
Aggregate remuneration	<u>25,150</u>	<u>25,050</u>

4. Tangible fixed assets

	Property Imp'ments	Fixtures & Fittings	Computer Hardware	Exam Equipment	Computer Software	Total
Cost	£	£	£	£	£	£
At 1 Jan 2010	360,919	21,501	44,569	64,241	299,541	790,771
Additions	–	–	6,245	10,000	9,001	25,246
At 31 Dec 2010	<u>360,919</u>	<u>21,501</u>	<u>50,814</u>	<u>74,241</u>	<u>308,542</u>	<u>816,017</u>
Depreciation						
At 1 Jan 2010	49,653	13,572	38,357	42,834	158,346	302,762
Charge for the year	7,216	2,677	6,228	11,563	30,796	58,480
At 31 Dec 2010	<u>56,869</u>	<u>16,249</u>	<u>44,585</u>	<u>54,397</u>	<u>189,142</u>	<u>361,242</u>
Net book value						
At 31 Dec 2010	<u>304,050</u>	<u>5,252</u>	<u>6,229</u>	<u>19,844</u>	<u>119,400</u>	<u>454,775</u>
At 31 Dec 2009	<u>311,266</u>	<u>7,929</u>	<u>6,212</u>	<u>21,407</u>	<u>141,195</u>	<u>488,009</u>

Property improvements relate to 199 Gloucester Terrace, a property owned by Eusebius Limited, a company in which The Association of British Dispensing Opticians (ABDO), the Federation of Ophthalmic and Dispensing Opticians (FODO) and the Federation of Manufacturing Opticians (FMO) each beneficially own one third of the issued share capital.

ABDO, FMO and FODO occupy the property owned by Eusebius Limited and each bear one third of the property running costs. The amounts shown above represent the amounts paid by ABDO in respect of its share of property improvements. These improvements are depreciated over 50 years on a straight line basis.

5. Investments

	Total
Cost	£
At 1 January 2010 and 31 December 2010	<u>500,000</u>
Net book value	
At 31 December 2010 and 31 December 2009	<u>500,000</u>

The company owns 500,000 £1 ordinary 'A' shares, being 33.33% of the ordinary issued share capital, in Eusebius Limited.

6. Debtors

	2010	2009
	£	£
Trade debtors	7,366	27,869
Amounts owed by undertakings in which the company has a participating interest	30,578	25,805
VAT recoverable	17,385	8,800
The ABDO College of Education	400,202	439,252
Other debtors	25,207	13,282
Prepayments and accrued income	5,044	2,734
	<u>485,782</u>	<u>517,742</u>

The debtors above include the following amounts falling due after more than one year:

	2010	2009
	£	£
The ABDO College of Education	<u>400,202</u>	<u>439,252</u>

7. Debtors - The ABDO College of Education

The ABDO College, a registered charity, was originally established under the auspices of The Association of British Dispensing Opticians. As part of its support for the charity the Association entered into a deed of grant on the 14th February 2011 to assist the ABDO College in meeting its debts as they fall due and in the furtherance of its charitable objectives for a period of five years.

8. Creditors

Amounts falling due within one year

	2010	2009
	£	£
Bank loans and overdrafts	147,333	379,015
Trade creditors	109,840	226,360
Other creditors including taxation and social security:		
PAYE and social security	41,554	81,653
Other creditors	70,099	78,262
Accruals and deferred income	56,136	10,900
	<u>167,789</u>	<u>170,815</u>
	<u>424,962</u>	<u>776,190</u>

9. Creditors

Amounts falling due after more than one year

	2010	2009
	£	£
Bank loans	<u>20,000</u>	<u>40,000</u>

10. Commitments under operating leases

At 31 December 2010 the company had aggregate annual commitments under non-cancellable operating leases as set out below.

	2010	2009
	£	£
Operating leases which expire: Within 2 to 5 years	<u>20,000</u>	<u>20,000</u>

11. Contingencies

The Association of British Dispensing Opticians entered into a deed of grant on 14 February 2011 to assist The ABDO College of Education to meet its debts as they fall due for a period of five years.

The Board of the Association of British Dispensing Opticians agreed to review the deed of grant for a further five years from February 2011 on the 26 April 2010.

12. Related party transactions

Charges of £76,000 (2009: £71,000) were made to the Association of British Dispensing Opticians by the ABDO College of Education in respect of costs incurred in the provision of administrative support services.

The Association of British Dispensing Opticians charged the ABDO College of Education £70,000 (2009: £71,000) in respect of administrative salaries.

As at 31st December 2010 the ABDO College of Education owed the Association of British Dispensing Opticians £400,202 (2009: £439,252)

The Association of British Dispensing Opticians is a member of the ABDO College of Education whose trustees include up to six trustees appointed by the Association of British Dispensing Opticians.

At the year end the Association of British Dispensing Opticians owed £nil (2009: £23,500) to the ABDO Benevolent Fund, a connected charity.

13. Company limited by guarantee

The company is limited by guarantee, not having share capital. In the event of the winding-up of the company each member of the Association undertakes to contribute such amount as may be required, not exceeding £20, either whilst a member or within one year of their membership ceasing.

14. Profit and loss account

	2010	2009
	£	£
Balance brought forward	696,765	1,017,881
Profit/(loss) for the financial year	311,112	(321,116)
Balance carried forward	<u>1,007,877</u>	<u>696,765</u>

Officers and professional advisors

The board of directors

Mrs F Anderson BSc(Hons) FBDO R

Mr N Atkins FBDO (Hons) CL FBCLA

Mr P Black MBA FBDO

Mrs J S Brower FBDO (Hons) LVA Cert Ed

Mr K Cavaye FBDO (Hons) CL FBCLA

Mr A Galloway FBDO

Mr K Gutsell FBDO

Miss A McNamee BSc(Hons) MCOptom
FBDO (Hons) CL FBCLA Cert Ed

Mr E Moffatt FBDO

Company secretary

Sir Anthony Garrett CBE

Registered office

199 Gloucester Terrace
London, W2 6LD

Auditor

Burgess Hodgson
Chartered Accountants &
Statutory Auditor
Camburgh House
27 New Dover Road
Canterbury, Kent, CT1 3DN

Bankers

Barclays Bank Plc
Level 27, 1 Churchill Place
London, E14 5HP

Solicitors

Hempsons
40 Villiers Street
London, WC2N 6NJ

Annual Report and Financial Statements of the ABDO Benevolent Fund 2010

For the year ended 31 December 2010

Legal and administrative details

The Association of British Dispensing Opticians Benevolent Fund is a registered Charity (Registration Number 299447), and is governed by a Trust Deed dated 10 October 1962.

Trustees

Trustees are appointed by the Board of the Association of British Dispensing Opticians. The trustees during the year ended 31 December 2010 were:

Miss K S Devlin	Mr J R S Baker
Mrs R M Kirk	Mr E Hall

Management committee

Members who served on the committee during the year were:

Mrs J S Brower (Chairman)	
Mr D C Counter	Mr D R Kirk
Ms M E Taylor	Mrs S E Williams

Principal address

199 Gloucester Terrace
London
W2 6LD

Auditors

Burgess Hodgson
Chartered Accountants
and Registered Auditors
Camburgh House
27 New Dover Road
Canterbury
Kent CT1 3DN

Trustees' Report

Charitable objectives

The object of the charity is to assist by donation or grant necessitous persons who are or were members of the Association or the employees of members of the Association who are engaged in or connected with dispensing optics, and in each case the dependants of such persons.

Membership of the Benevolent Fund is open to all members of the Association.

Statement of Trustees' responsibilities

Charity law and the charity's Deed of Trust 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 fund and of the income and expenditure of the Fund for that period.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently; make judgements and estimates that are reasonable and prudent and prepare the financial statements on a going concern basis unless it is inappropriate to assume that the fund will continue to operate.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Fund and enable that the financial statements comply with

the requirements of the Charities Act and the Trust Deed. They are also responsible for safeguarding the assets of the Fund and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Review of the transactions and the financial position

The Deed of Trust places the administration of the Fund with a Management Committee whose review of the transactions and the financial position is on page 21.

Connected charity

The Fund is connected to The ABDO College of Education by unity of administration. The object of the College is to advance and promote education and research in the science and practice of optics for the public benefit and to disseminate the useful results of such research. There were no material transactions between the two charities.

Auditors

The Trust Deed requires the Fund's accounts to be audited. Burgess Hodgson, have indicated their willingness to continue in office and accordingly a resolution will be proposed at the forthcoming Annual General Meeting that they be appointed as auditors to the Fund for the ensuing year.

J Baker, K Devlin

On behalf of the trustees

Management Committee Report

For the year ended 31 December 2010

During 2010 the fund received total of £13,358 which included the ABDO Grant for the year and affinity card payment.

For the above period the management committee continued to maintain contact with the beneficiaries of the fund, reviewing grants as and when it becomes appropriate. The beneficiaries received total of £11,167 in 2010.

Subscriptions and donations support this fund which assists dispensing opticians and their families in times of need.

Report of the Auditors to the Trustees of the Association of British Dispensing Opticians Benevolent Fund

We have audited the financial statements opposite, which have been prepared under the historical cost convention.

Respective responsibilities of trustees and auditors

As described on page 20 the trustees are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of opinion

We conducted our audit in accordance with auditing Standards issued by the Auditing Practices Board.

An audit includes examinations, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the trust's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

Opinion

In our opinion the financial statements give a true and fair view of the state of the trust's affairs as at 31 December 2010 and of its income and expenditure for the year then ended and have been properly prepared in accordance with the provisions of the Charities Acts.

Colin Reid (Senior Statutory Auditor)
Burgess Hodgson
Chartered Accountants & Statutory Auditor,
Camburgh House, 27 New Dover Road,
Canterbury, Kent CT1 3DN

The Association of British Dispensing Opticians Benevolent Fund

Statement of Financial Activities For the year ended 31 December 2010	2010 £	2009 £
Income and Expenditure		
Subscriptions and Donations Received	355	990
Grant from ABDO	11,000	5,200
Affinity Card	2,003	2,175
	<u>13,358</u>	<u>8,365</u>
Investment Income		
Bank Interest Received	214	391
TOTAL INCOMING RESOURCES	<u>13,572</u>	<u>8,756</u>
Direct Charitable Expenditure		
Grants to Dependants or Beneficiaries	(11,167)	(8,263)
Other Expenditure		
Bank interest payable	-	-
Commission	(27)	(60)
NET INCOME/EXPENDITURE FOR THE YEAR	<u>2,378</u>	<u>433</u>
Fund Balance Brought Forward At 1 January 2010	54,516	54,083
Unrestricted Fund Balance Carried Forward	<u>56,894</u>	<u>54,516</u>

The Association of British Dispensing Opticians Benevolent Fund

Balance sheet at 31 December 2010	31 Dec 2010 £	31 Dec 2009 £
Current Assets		
Cash at Bank	35,283	12,469
Debtors	17,067	18,177
Debtors - ABDO	4,544	370
Debtors - ABDO Loan	-	23,500
	<u>56,894</u>	<u>54,516</u>
Current Liabilities		
Creditors	-	-
Net Assets	<u>56,894</u>	<u>54,516</u>
Financed By:		
Accumulated/Unrestricted Fund		
Balance Brought Forward	54,516	54,083
Excess of income over Expenditure for the year	2,378	433
	<u>56,894</u>	<u>54,516</u>
Approved by the Trustees on 27 April 2011 J Baker Trustee K Devlin Trustee		



abdo

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www.twitter.com/MembershipAbdo