

The Foundation of Nursing Studies

(A registered charity and private company limited by guarantee)



Trustees' Report and Accounts

For the year ended 31 January 2014

Company Number: 3583949
Registered Charity Number 1071117

Trustees' Report and Accounts
For the year ended 31 January 2014

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**Note: the Foundation of Nursing Studies Trustees are also the Company Directors, for ease of presentation and consistency the term Trustee(s) is used throughout this document

Trustees' Annual Report

Year ended 31 January 2014

1. ADMINISTRATIVE INFORMATION

1.1 Charity Address

11-13 Cavendish Square, London W1G 0AN

1.2 Trustees

Dr Loretta Bellman PhD, BSc (Hons), RN, RCNT, RNT, CertEd
Professor Tony Butterworth CBE, FMed.Sci, FRCPsych, FRCN, FRSA, FQNI, DSc (hon) (Chairman)
Mr Tim Callaghan appointed 03/04/2014
Ms Caroline Clarke (Treasurer) resigned 09/12/2013
Mrs Jill Down Adv.Dip.Mgmt, BA (Hons) Nursing, Dip.CC; RGN
Mr J Peter Gadd BSc (Hons)
Mr Anthony Impey BA (Hons)
Professor Julianne Meyer, PhD, MSc, Cert.Ed (FE), BSc (Hons) Resigned 11/03/2013
Professor Janice Sigsworth, MSc, BSc, DipN, RGN
Dr Caroline Shuldham PhD, MSc, RGN, RNT, RCNT, PGCEA Dip N (Lond)
Ms Deborah Sturdy MSc, RGN

President

Dr James Bevan MB, MRCP

Patrons

Mrs Elizabeth Tompkins
Baroness Cumberlege CBE, DL
Mrs Elizabeth Stallwood RGN, RM
Professor Jennifer Hunt Hon DSc, MPhil, BA (Hons), RGN
Sir Ron De Witt KB, MA, BA (Hons), DipN, RN
Mrs Gillian Stephens BSc (Hons), RGN, HV, Cert. Health Econ

1.3 Chief Executive Officer & Company Secretary

Dr Theresa Shaw NursD, BA (Hons), RNT, RGN

1.4 Main Bank Account & Investment Account

HSBC, Belgravia Branch, The Peak, 333 Vauxhall Bridge Road, London, SW1V 1EJ
Brewin Dolphin Securities, 12 Smithfield Street, London, EC1A 9BD

1.5 Auditors

H.W Fisher & Company, Chartered Accountants, Acre House, 11/15 William Road, London, NW1 3ER

2. GOVERNANCE, STRUCTURE AND ORGANISATION

2.1 Governing Documents

The Foundation of Nursing Studies is a charity registered with the Charity Commission and a private company limited by guarantee. It is governed by its Trust Deed dated 28th May 1987 and Memorandum of Association, registered with Companies House on 18th June 1998.

2.2 Organisational Structure

The Board of Trustees meet quarterly to administer the charity. The Chief Executive Officer (CEO) was appointed by the Trustees to manage the day-to-day operations.

2.3 Appointment of Trustees

Trusteeships are reviewed by the Board of Trustees in line with Trusteeship policy and code of conduct. The Trustee Board approves the appointment all new Trustees. New Trustees are recruited through a process of advertising and interview. On appointment, new all new Trustees meet the CEO and are given an information pack, which includes the code of conduct, annual accounts and board papers including reports and minutes from the last year.

2.4 Risk Management

The Trustee Board reviews bi-annually the major strategic, business and operational risks the charity faces and confirms that systems are in place to reduce risk and to ensure ongoing review and reporting. Risk assessment continues to identify income and finance as being the area of greatest threat. With regard to investments, reports are received quarterly and the Board meet twice yearly with the investment manager to review performance against benchmarks and monitor risk management. Through the uncertain times with regard to banking and investments, the Board have continued to request a low risk approach. Overall, the Board monitor closely external and internal financial management systems. The CEO and Treasurer meet and regularly review the financial management systems to ensure they remain transparent and robust.

3. OBJECTS, AIMS AND ACTIVITIES

3.1 Objects and Aims of the Charity

FoNS was formally established as a registered charity in 1987 with two broad objectives that set out the original purposes:

- To advance education amongst the nursing profession regarding good nursing practice and promotion of improvement of nursing care
- To promote research into the effectiveness of nursing practice, ways of developing and improving practice and to share widely the outcomes of such work for the benefit of the public

Our Vision

To inspire and enable improvement in patients' experience of healthcare by strengthening our position as a UK Centre for Nursing Innovation

Our Mission

FoNS exists to help nurses to transform how they work, use innovative, knowledge based approaches to improve the practice of caring and ultimately provide the standard of person-centred nursing that ensures patients feel respected and safe.

Our Values

- We value nursing which is compassionate, safe and person-centred
- We value knowledge recognising, that both theoretical and practical knowledge contribute to excellence in patient care
- We value the patient and wish to see their voice, experience and involvement shape the delivery of nursing practice
- We value clinical and academic learning, leadership and ways of working that transform workplace cultures and inspire nurses as a caring profession
- We value collaboration and partnership

Our Central Commitments for the Future

FoNS can offer vital support to nursing and healthcare by making a commitment to:

- Advancing the nursing profession for the ultimate benefit of patients and their families
- Supporting nurses to be the highly skilled and compassionate carers they wish to be
- Promoting investment in innovation and transformational activities that result in more effective person-centred workplace cultures that enhance everyone's experience of healthcare

Strategic Ambitions

- To generate and share knowledge on practice improvement, innovation and transformation
- To be a leader in transforming and improving nursing and healthcare practice
- To maximise FoNS' potential by strengthening and expanding partners and collaborators
- To be a stable, effectively managed and governed charity
- To enable staff to flourish and make a significant contribution to FoNS

3.1.1 Public Benefit

The Trustees confirm that they have complied with their duty under section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

3.2 Overview of the Year

FoNS' charitable objects are realised through three interlinked activities:

- **Improving Practice Programmes** which support individual practitioners and teams to focus on improving patient care, through the small grants and developing practice programmes

- **Sharing Knowledge and Networking** which actively encourages practitioners to share the development and research work they are engaged in through the FoNS website, electronic news and the Developing Practice Improving Care Dissemination Series 'Improvement Insights'. Additionally, FoNS published the International Practice Development Journal (IPDJ)
- **Professional Advice, Expertise, Collaboration and Consultancy** which offers direct expertise and help to nurses and organisations wanting to improve patient care and fosters partnership with others to increase effectiveness and value

3.2.1 FoNS Improving Practice Programmes

FoNS believes that all patients should experience care that is high quality and patient-focused. Whilst the responsibility for continuously improving the quality of care lies with all healthcare professionals, nurses as direct care givers have a key role in leading and facilitating change. In FoNS' experience, identifying, understanding and responding to practice problems can be challenging and complex. Our improving practice programmes are therefore designed to inspire and help nurse-led teams to work through such complexities by:

- Supporting and developing practitioners
- Listening to the voices of service users
- Creating networking opportunities to learn with and from others
- Utilising a wide range of evidence (including research, practice experience, service users' experience)
- Integrating critical reflection and evaluation into practice
- Using systematic approaches to development and research

FoNS also believes skilled facilitation is central to enabling others to lead change and achieve excellence in practice and so our programmes offers both funding and expertise in facilitating practice development and change. During 2013-14, FoNS has continued to deliver three programmes involving support to nurse-led teams leading improvements to patient care:

- Patients First: Supporting Nurse-led Innovation in Practice in partnership with the Burdett Trust for Nursing
- Practice Based Development and Research Programme in partnership with the General Nursing Council for England & Wales Trust
- Creating Caring Cultures supported by NHS London

Details of all the active programmes are available via <http://fons.org/programmes/programmes.aspx>

3.2.1.1 Patients First: Supporting Nurse-led Innovation in Practice

<http://www.fons.org/programmes/patients-first.aspx>

FoNS launched this very successful programme in partnership with the Burdett Trust for Nursing in 2009. It provides support and facilitation to clinically based nurse-led teams to help them to develop, implement and evaluate locally focused innovations that improve patient care in any healthcare setting across the UK. Teams work with FoNS for 12-18 months with a central focus on the patient and the issues that matter to them the most. Each team is offered a grant of £5000 to help support their involvement in the programme and the projects they wish to lead. However, experience has shown that it is the direct support FoNS offers makes the most significant difference to the outcomes of the programme. This support includes:

The application process: Interested nurses contact FoNS to discuss their applications prior to submission. This enables exploration of their ideas, methods and approaches to ensure their project includes the patient voice and is realistic in terms of its aims.

Workshop days: The learning and development of individuals and teams is nurtured through five workshop days where FoNS brings the nurse-led teams together to share experiences, develop and refine skills in leadership and facilitation and evaluate their ongoing journey of changing how they work and care for people.

Working with patients: The teams are encouraged and supported to develop partnerships with patients to ensure their voice and experiences are the foundation to every project. This includes listening to patient stories, conducting focus groups and interviewing using emotional touchpoints.

Working with teams in the workplace: A highly respected and valued aspect of FoNS' partnership with the teams is the support of the FoNS facilitator who gives a day a month to each team, visiting their clinical workplace and being available to give individual support, advice and guidance. Our approach is based on an enabling relationship between the nurses and the facilitator, who works as a critical friend.

Reporting and disseminating: Team leaders are given extensive support with report writing to ensure the excellent work they have undertaken can be widely shared and published.

During 2013-14, the following 9 projects were undertaken as part of Patients First:

- Ulster Hospital, Northern Ireland: Developing nurse led discharge in paediatrics
- Betsi Cadwaladr University Health Board Central - Childhood Disabilities, Rhyl, Wales: Developing a sleep counselling/phone help line for parents of children with additional needs
- The Hazel Centre, Countess Mountbatten House, Southampton: Developing and evaluating a therapeutic model in the day care centre for people living with cancer
- University Hospital Southampton NHS Foundation Trust: Development of a cross organisational approach to advance care planning at the end of life for older people with a life limiting illness
- Maindriff Court Hospital, Aneurin Bevan Health Board, Abergavenny, Wales: Developing a recovery based quality of life service for people with severe and enduring eating disorders
- Belfast City Hospital, Northern Ireland: Promoting health and well-being for men with testicular cancer through information and support events
- Bradford Royal Infirmary: Changing practice to improve the preparation and administration of IV antibiotics making the practice safer for patients
- Ulster Hospital, Northern Ireland: Improving the standard of assessing and documentation of pain within an orthopaedic ward for patients with cognitive impairment
- North East London Foundation Trust, Dagenham, Essex: Heart Failure Education

FoNS continues to be most appreciative of the relationship with, and support from the Burdett Trust.

FoNS believes this high quality programme achieves key benefits for patient care and is making a significant impact on nursing practice with several teams nominated for and/or winning awards. In 2013, FoNS commissioned an external, independent review of the programme which was undertaken by a team of researchers from the University of Worcester, led by Professor Dominic Upton.

This review aimed to assess the extent to which the aims of the programme had been achieved over the first three years of operation; the added value of the programme for individuals taking part, their practice and patient care; and the longer term outcomes and benefits of the programme. A mixed method approach was adopted including a review of programme documents and project reports; an online questionnaire for project leads; semi-structured interviews with key stakeholders and three case studies looking at the outcomes from the programme in more detail.

In summary, the evaluation team reported that The Patients First Programme was viewed positively by all project leads. Most thought the programme had fully met their expectations in terms of accessing experienced practice development facilitators; learning new skills to support their ideas; and gaining external recognition for their project. The workshops and facilitator visits were seen to be particularly useful in implementing the projects. Specific aspects of FoNS support that were valued most included project management advice, practical assistance in implementing tools, facilitating staff engagement sessions during site visits, and having a creative approach to problem solving. For almost three quarters of the projects, the practice development work was undertaken as a direct result of the opportunity to apply for funding and support from FoNS through this programme.

Areas of added value identified by project leads included assistance with reflective practice; feeling more engaged in talking and listening to patients; enhanced skills in practice development techniques; and greater confidence being able to use these skills effectively in different settings. The access to FoNS for advice for the duration of the programme was seen as an effective means of adding value to the projects. Added value at an organisational level was seen through better engagement between members of the project team, improved collaboration and communication between nursing and medical teams, and empowerment of nursing staff to influence change within their workplace. This led to further benefits for patients and improvements in patient care including, an increase in the number of patients being treated and patients feeling as though service provision met their needs; there was also an increased awareness amongst staff of the importance of user involvement in care planning. Longer term benefits of the programme were evident, with around three quarters of individual projects resulting in changes in care that have, at least in part, been continued or mainstreamed.

The review captured what participants had to say about Patient First including:

“It’s an excellent way to develop a patient centred project with excellent support from the practice development facilitator. It gives you space and time to reflect on what you are doing and that then impacts on your whole role. It also enables you to share practice development tools with others nurses. I would recommend it to my colleagues”

"I found this project very useful and challenging personally but this allowed a change in patient care within the ward to support the patient experience. It allowed me to look at wider project management and introduce appreciative inquiry as a tool to explore patient and relatives views of their care. It supported nursing care and support safer ways of working for the team"

"Certainly given me confidence in the management of other projects, the confidence to continue to work at projects and think creatively how obstacles can be overcome"

"There wouldn't be a service if the Foundation of Nursing Studies hadn't funded it. It probably wouldn't have happened"

To download and read the report in full, go to:

http://www.fons.org/resources/documents/Patients-First-Year-3/University-of-Worcester-PF-Evaluation-Final-Report_Nov2013.pdf

Finally, FoNS successfully submitted an application to the Department of Nursing at Canterbury Christ Church University for FoNS Project leaders to be able to pursue academic accreditation at Masters level for the work undertaken as part of Patient First. This offers another way in which working with FoNS can add value to individual nurses and how they develop their knowledge and skills for practice.

3.2.1.2 Practice Based Development and Research Programme

<http://www.fons.org/programmes/development-research.aspx>

The Foundation of Nursing Studies (FoNS) and the General Nursing Council for England and Wales Trust (GNCEWT) both continue to share a commitment to advancing nursing practice and improving patient care; FoNS through its support of a range of practice development initiatives and GNCEWT through its research funding programme. The two organisations formed a partnership in October 2006 to support a much needed programme to enable nurses to undertake practice based research with the explicit purpose of developing practice and improving patient care.

The programme supports nurse-led healthcare teams who identify an aspect of care that needs improving and are committed to working in a systematic way to develop and change practice through research. It offers:

- Advice on the development of an effective project proposal
- Help to identify and make links with people who may be able to offer support locally
- Facilitation and support in the workplace
- Opportunities to learn with and from others at masterclasses and through ongoing networking
- Funding
- Support with sharing and publication

Applications are assessed against the following criteria by members of the FoNS team, Board of Trustees and an external advisor:

- Demonstrates an explicit purpose of developing practice and improving patient care
- Provides an opportunity to understand more about care
- Provides an opportunity to understand more about the experiences of patients
- Identifies how solutions to patients' problems can be identified and met
- Identifies an appropriate practice orientated research methodology
- Demonstrates how the participation of stakeholders will be enabled
- Demonstrates a commitment to work in a systematic way to change practice through research
- Shows a clear intention to realise improvement to nursing practice and patient care

A FoNS Practice Development Facilitator/Programme Leader, provides ongoing support to all the project teams and is in regular contact with them, for example, face-to-face workplace visits, plus email and telephone communication. Each project team is awarded a grant of £5000, the remaining funding from the GNCEWT enables FoNS to provide the ongoing support offered to the teams over a two-year period from the start of their project. A new series of biannual master-classes were also introduced this year building on our experience of offering learning opportunities to participants of other FoNS programmes. The master-classes add value to the programme by providing an excellent opportunity to expand knowledge and skills regarding the conduct and use of research and practice development; they also create a space that enables practitioners to learn from and with others. In 2013-14, FoNS continued to support the following projects:

- **Implementing and evaluating 'My Healthcare Passport' in practice for people with learning disabilities:**
Daniel Marsden, Practice development Nurse for People with Learning Disabilities, East Kent Hospitals University NHS Foundation Trust

- **Knowing why we do what we do: establishing a Practice Unit Council to improve evidence based nursing practice in acute medicine using appreciative inquiry:** Alison Dinning, Critical Skills Educator, Nottingham University Hospitals NHS Trust
- **Taking a participatory approach to overcoming the barriers to the implementation of life story work with people who have dementia:** Jane McKeown, Senior Nurse for Service User and Carer Involvement/Lecturer, Sheffield Health and Social Care NHS Foundation Trust
- **Evaluating and improving a nurse led advice line for rheumatology patients and relevant healthcare professional:** Julia Witz, Clinical Nurse Specialist, East Kent Hospitals University NHS Foundation Trust
- **Can a measurement of the recovery orientation of a mental health service be used with a clinical team to improve service user experience?** Amy Bennett, Senior Nurse Practitioner, Recovery Research Nurse, Sheffield Health and Social Care NHS Foundation Trust
- **Building on a positive experience: developing, implementing and evaluating a model for a self harm clinic:** Karen Lascelles, Psychiatric Liaison Nurse, Oxford Health NHS Foundation Trust
- **Developing the integrated delivery of family intervention within Community Mental Health Teams for people with psychosis: a pilot project:** Alicia Stringfellow, Family Intervention Lead – Adult Mental Health, Cardiff & Vale UHB
- **More Than a Sitter: Special Observations in Acute Care: a three phase practice development project:** Deirdre Connors, Matron, East Sussex Healthcare NHS Trust

3.2.1.3 Creating Caring Cultures

FoNS' commitment to build on and use its expertise to respond to the need to ensure nursing practice was compassionate, safe and effective resulted in the launch of a new pilot programme 'Creating Caring Cultures'. In November 2012, following a nomination process we commenced work in two practice areas; Osterley 2, a medical ward at the West Middlesex Hospital and the Medical Assessment Unit at Queen's Hospital, Romford.

The programme (with support from NHS London) has a simple purpose; helping nurse-led teams to create healthcare workplaces that are conducive to the delivery of high quality care and that provide a supportive place for staff to work. In caring cultures, staff feel valued and are more able to take responsibility for what happens in practice. Patients and families experience effective, compassionate and safe care that is centred on their needs. Whilst the purpose is a simple one, achieving a successful outcome is more complex. The intention of the programme is not to work at scale across whole organisations but rather to work at ward/clinic/unit level where the need for change is acknowledged and a commitment to working differently is demonstrated.

Drawing on all the learning from our work to date has enabled us to begin to identify key steps which help staff re-focus their attention on compassion and caring for all. This involved working closely with staff from Health Care Assistants and Ward Clerks to Ward Sisters/Managers and Matrons in practice to:

- Explore values and attitudes with all staff and agree a shared purpose
- Look at what is happening in practice and identify the gaps between 'what we say and what we do'
- Develop action areas through shared decision-making and implement change
- Enable team-working and staff well-being
- Commit to learning in and from practice
- Celebrate success and continue momentum

During the first year of this work, the teams have continued to experience ongoing organisational challenges. However, both have committed to taking steps to work differently, including strengthening team-working, exploring different ways of understanding patient experiences in order to identify and make improvements to care. FoNS' support to these teams will continue through into 2014.

3.2.1.4 Richard Tompkins Scholarship

In 2013, FoNS was delighted to announce an exciting development opportunity for a registered nurse, midwife or health visitor who is committed to developing person-centred cultures of care. This scholarship is open to practitioners who are working clinically in any healthcare setting UK-wide, and is targeting in particular, those at ward sister level or equivalent. The late Richard Tompkins saw the potential of FoNS to enable nurses to develop knowledge and skills that benefit patients. The Tompkins Foundation remains a valuable supporter of FoNS and we are delighted that Mrs Elizabeth Tompkins is supporting this scholarship opportunity. The scholarship offers:

- A fully funded place at the 5-day residential international practice development school 'Fostering a Culture of Effectiveness through Practice Development'
- The opportunity to work towards academic accreditation as a distance learner (20 CAT points at level 6) from Canterbury Christ Church University, Kent
- 12 months' mentorship from FoNS to support an innovation in practice

- The opportunity to work towards publishing a paper in the International Practice Development Journal
- Honorary FoNS Associate registration for 12 months

Following a competitive application process, Chris Benson was selected as our Scholar for 2013.

3.2.2 Sharing Knowledge and Networking

In line with our strategic ambitions, this work stream focuses on the range of ways FoNS can actively encourage practitioners to share the development and research work they are engaged in through the website, the electronic news alerts, our International Practice Development Journal and our long term Developing Practice Improving Care Dissemination Series 'Improvement Insights'.

3.2.2.1 Centre for Nursing Innovation

www.fons.org

The FoNS virtual Centre for Nursing Innovation continues to be highly regarded and offers a very valuable resource for anyone in nursing (or related fields) interested in changing and developing practice. At the year end, the number of Friends and Associates had risen to just under 7000, an increase of 689 over the year. Web-statistic also show increased activity:

	1/1/2011 - 31/12/2011	1/1/2012 - 31/12/2012	Change (2011-2012)	1/1/2013 - 31/12/2013	Change (2012-2013)
Visits	24,452	25,472	+4%	30,982	+22%
New visits	13,442	16,005	+19%	19,463	+22%
% new visits	54.97%	62.83%	+14%	62.82%	same
Unique visitors	14,274	17,141	+20%	20,697	+21%
Unique page views	63,681	67,978	+7%	77,467	14%
Pages/visits	3.79	3.88	+2%	3.63	-6%
Av. time on site	3.07	3.11	+2%	2.54	-9%
Bounce rate	48.28%	47.77%		51.83	
Total events/downloads	5,677	7,370	+30%	7,842	+6%

On the positive side, the number of unique visitors and visits is rising exponentially. The proportion of new to returning has stayed fairly constant at two thirds to a third. An internet search suggests that's not an unusual figure. It would appear disappointing that the average number of pages per visit and length of time on the site have gone down and the bounce rate has crept up a little. However, this could be indicative of 'quick checks', people going to the page they want, and then leaving. The top 10 pages visited 1st Jan 2013 – 31st Dec 2013:

1. Homepage
2. Common Room - news
3. Programmes - Patients First Programme
4. Library - Journal Homepage
5. Library - Project Reports
6. Library- Dissemination Series
7. Programmes – Creating Caring Cultures
8. Common Room - Events
9. Library-Journal- Volume 3 No 1
10. Programmes - GNCEWT

3.2.2.2 The International Practice Development Journal

<http://www.fons.org/library/journal.aspx>

The International Practice Development Journal (IPDJ) launched in June 2011 in association with the International Practice Development Collaborative (IPDC) is becoming a well established part of FoNS' work. The ambitious five year target for the journal to become the first choice publication for academics and practitioners working in the practice development field internationally continues to move in a positive direction. A further two issues were published in 2013 with an additional special issue published at the start of the new financial year (February 2013). Our commitment remains to publish and make freely accessible, scholarly inquiry into practice development and related fields, and to expand the international community of practitioners, educators and academics working in the area of practice development.

Throughout the year, we have continued to publicise the journal at events and via contra deals with conference organising companies. We have also signed licensing agreements with both EBSCO and ProQuest, two

organisations that manage international academic search databases including CINAHL and the British Nursing Index. Listing in these databases should boost the number of visitors and downloads.

FoNS is very pleased to have the ongoing support of our associate member groups from the IPDC, who have continued to make an annual contribution to support the journal. The opportunity for sponsored papers has also proved to be of interest with sponsored papers on both issues in 2013. Over the next year, the editorial board have made a commitment to help support and encourage submission of papers from a wider range of international authors.

3.2.2.3 Developing Practice Improving Care Dissemination Series

<http://www.fons.org/library/dissemination-series.aspx>

To ensure the spread of proven developments and frameworks for change and innovation that help reduce the geographical variations in care, FoNS actively disseminates the projects it supports to healthcare settings across the UK. The new look 'Improvement Insights' version launched in the previous financial year has proved to be a positive step with readers welcoming the more concise approach and highlighting of implications for practice. Volume 9 was published in Autumn 2013 including ten Improvement Insights. Printed copies continue to be sent to all nursing and healthcare libraries and Directors of Nursing and equivalent, receive an electronic notification to enable the recipients to spread and share more speedily and efficiently.

Box 2: Improvement Insight Volume 9, 2013

The Quiet Room: Improving the Acute Care Psychiatric Environment http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No1.pdf
Improving Bowel Care after Stroke http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No2.pdf
Care Home at Night, Evening and Weekend: Making Residents' Choices Happen http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No3.pdf
The Introduction of Intentional Rounding to Aid Falls Prevention in an Acute Stroke Unit http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No4.pdf
Establishing a Telephone Review Clinic for Patients with Inflammatory Bowel Disease http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No5.pdf
The Early Start Programme: Evaluating an Intensive Health Visiting Service for Blackburn with Darwen's Most Vulnerable Families http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No6.pdf
Managing Medicines on Discharge for Older Patients http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No7.pdf
Developing a Supportive Care Service for Patients following Percutaneous Cardiac Intervention http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No8.pdf
An Anxiety Self-management Programme for Women with Gynaecological Malignancies http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No9.pdf
The Creation of a Single Multi-disciplinary Patient Assessment Tool for all Services within St. John's Hospice http://fons.org/resources/documents/Dissemination%20Series/Improvement-Insights/IIVol9No10.pdf

3.2.3 Professional Advice, Expertise, Collaboration and Consultancy

In addition to our funding partnerships, FoNS has a reputation for fostering positive collaborative relationships with organisations and people who share our commitment to supporting nurses and nursing practice. We are also keen to share our experience and expertise through consultancy (see 3.3). During 2013, in line with our strategic ambitions we strengthened existing collaborations as well as developed some new ones:

- **England Centre for Practice Development, Canterbury Christ Church University (CCCU)**
FoNS continues to support the England Practice Development Centre at CCCU with publicity and advice as needed. Two members of FoNS staff continue to hold honorary positions and as part of these roles, offer their expertise as practice development facilitators and researchers
- **International Practice Development Collaborative (IPDC)**
FoNS continues to be an active member
- **Widening Access through Nurse Leadership Programme: A partnership between Help the Hospices and the Burdett Trust for Nursing**
FoNS is a member of the steering group for the above programme
- **The Academy of Nursing, Midwifery and Health Visiting Research**
FoNS continues to support the Academy and its activities to strengthen research across the field of nursing and midwifery
- **NHS Connecting for Health: National Nursing Informatics Taskforce**
FoNS is a member of this strategy development group

- **Dementia UK**
On a consultancy basis, FoNS is providing supervision for the Senior Nurse Academy Team
- **Winston Churchill Memorial Trust Fellowships**
FoNS is supporting the sharing and dissemination of these fellowships
- **Pilot National Junior Leadership Academy of Nursing Students 2013**
FoNS supported an internship for this programme
- **Appraisal toolkit for Nurses**
Working with our new partners Clarity Informatics along with Cumberlege Eden, FoNS hosted the launch of a new 'Appraisal Toolkit for Nurses'. FoNS will continue to support the development of this online resource over the next 3 years
- **Innovation EXPO 2013: Spreading the Learning from Locally Focused Innovation**
FoNS has also been invited to be a partner in this event and lead two half day seminar programmes at the Healthcare Innovation Expo 2013, Excel Centre, London, 13th & 14th March 2013. This was a fantastic opportunity to showcase the work of FoNS and demonstrate its impact on patients' experience of healthcare. Along with FoNS, six teams, one including service users, presented their work

FoNS continues to be approached to speak at conferences and events on the subject of practice development, improvement and innovation.

3.3 Fundraising and Income Generation

FoNS remains most appreciative to Mrs Elizabeth Tompkins our long-term donor and to the Burdett Trust for Nursing and the General Nursing Council for England and Wales Trust for their commitment to our successful funding partnerships. In the previous financial year, the Board made a commitment to look to new ways of generating income including the launch of a Funding 'Partners Programme'. The FoNS Partners Programme: Prioritising Compassionate Nursing – Implementing Innovation in Nursing Practice, is a unique opportunity for individuals, healthcare providers and businesses in the corporate sector to both support and benefit directly from the work-streams and networks of the only independent not for profit organisation supporting nurses to improve care for people within health and social care UK-wide. In September 2013, we agreed our first 'new' partnership with Clarity Informatics.

We have also placed greater emphasis on 'marketing' FoNS' skills and expertise in innovation and improvement in order to expand income through consultancy. As a result, in 2013, we have provided consultancy services to:

- **Central London, West London, Hammersmith and Fulham, Clinical Commissioning Group (CCG)**
FoNS was commissioned to provide external facilitation and support to enable the development of a strategy for engaging the public and service users with the work of the CCG
- **Care UK**
FoNS has accepted a commission to provide a programme of work to support clinical supervision in 2014
- **Nurse Leadership in Hampshire**
FoNS provides a facilitator on a consultancy basis to lead group clinical supervision for nurse leads in Hampshire
- **Southern Health Hampshire**
FoNS has been commissioned to offer clinical supervision to the safe-guarding team

3.4 Thanks to Our Supporters

To conclude this part of the report, the FoNS Board of Trustees wishes to offer very grateful thanks to all our supporters in 2013:

- The Burdett Trust for Nursing
- The General Nursing Council for England and Wales Trust
- NHS London
- The Tompkins Foundation
- Clarity Informatics

4. FINANCIAL REVIEW

The full audited accounts for the financial year 2013-14 follow from page 14.

4.1 Statement of Trustees' Responsibilities

The Trustees, who are also the Directors of the Foundation of Nursing Studies for the purpose of company law, are responsible for preparing the Trustees' Report and the accounts in accordance with applicable law and the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare accounts for each financial year, which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these accounts, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the charities SORP
- Make judgements and estimates that are reasonable and prudent
- Prepare the accounts 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 that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the accounts comply with the Companies Act 2006. They 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.

4.2 Investment Policy

The careful monitoring of the portfolio continues to strengthen returns and reduce risk. The investment managers provide quarterly reports and attend at least one board meeting per year.

4.3 Reserves Policy

To date it has been policy to maintain sufficient reserves at any one time to cover the projected running costs of the company/charity for the following 6 months. The Unrestricted Funds (including Designated Funds), carried forward balance of £165,476 adequately meets this criterion.

4.4 Disclosure of information to auditors

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditors are aware of such information.

4.5 Auditors

H W Fisher were appointed auditors during the year and a resolution proposing that H W Fisher & Company be reappointed for the following year will be put to the Annual General Meeting.

Approved and Signed on behalf of the Foundation of Nursing Studies Board of Trustees

Signed:.....

Date: 13th August 2014

Print: Professor Charles A Butterworth

Chairman/Trustee & Company Director

INDEPENDENT AUDITORS' REPORT

To the Members of the Foundation of Nursing Studies

We have audited the accounts of Foundation of Nursing Studies for the year ended 31 January 2014 set out on pages 14 to 22. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable 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 charitable company's members those matters we are required to state to them in an auditors' 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 charitable company and its members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees Annual Report on page 12, the trustees are responsible for the preparation of the accounts and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the accounts 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 Ethical Standards for Auditors.

Scope of the audit of the accounts

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the accounts. In addition, we read all the financial and non-financial information in the Trustees Report to identify material inconsistencies with the audited accounts. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on accounts

In our opinion the accounts:

- give a true and fair view of the state of the charity's affairs as at 31 January 2014, 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 Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Trustees Report for the financial year for which the accounts are prepared is consistent with the accounts.

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 accounts are not in agreement with the accounting records and returns; or
- certain disclosures of Council of Management remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit

Signed:..... Dated: 19th August 2014

Andrew Rich (Senior Statutory Auditor)
for and on behalf of H W Fisher & Company
Chartered Accountants
Statutory Auditor
Acre House, 11-15 William Road
London NW1 3ER
United Kingdom

Statement of Financial Activities

Year ended 31 January 2014

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
Incoming resources					
Incoming resources from generated funds					
Voluntary income:					
Gifts and Donations	2	76,620	-	76,620	54,938
Sponsorship and Project Grants	3	4,167	243,237	247,404	276,341
Activities for generating funds	4	86	-	86	47
Investment income	5	7,484	-	7,484	7,475
Incoming resources from charitable activities	6	34,348	-	34,348	7,461
Total incoming resources		122,705	243,237	365,942	346,262
Resources expended					
Costs of generating funds:					
Costs of generating voluntary income		4,724	-	4,724	7,603
Investment management costs		1,244	-	1,244	1,254
Charitable activities					
FoNS Improving Practice Programmes	7	-	284,309	284,309	262,747
Sharing Knowledge and Networking		27,322	-	27,332	38,379
Professional Advice, Collaboration & Consultancy		1,949	-	1,949	4,517
Governance costs		4,746	-	4,746	6,657
Total resources expended		39,985	284,309	324,294	321,157
Net income resources before other					
Recognised gains or losses		82,720	(41,072)	41,648	25,105
(Loss)/Gain on investment assets	12	4,037	-	4,037	16,550
Net movement in funds		86,757	(41,072)	45,685	41,655
Fund balances at 1 February 2013					
		78,719	295,921	374,640	332,985
Fund balances carried forward		165,476	254,849	420,325	374,640

Summary Income and Expenditure Account

Year ended 31 January 2014

	2014	2013
	£	£
Total income	365,942	346,262
Total expenditure from income funds	324,294	321,157
Net income/(expenditure) for the year	41,648	25,105

The summary income and expenditure account is derived from the statement of financial activities on page 14, together with the notes on 18 to 22, provides full information on the movement during the year on all funds of the charity.

Statement of Recognised Gains and Losses

	2014	2013
	£	£
Net income/(expenditure) for the year	41,648	25,105
Unrealised(losses)/ gains on investment assets held by income funds	4,037	16,550
	45,685	41,655

Balance Sheet

Year ended 31 January 2014

	Notes	2014 £	2014 £	2013 £
Fixed assets				
Tangible Assets	11	100		140
Investments	12	180,095		180,495
Total fixed assets			180,195	180,635
Current assets				
Debtors	13	36,742		55,617
Cash at bank		231,824		155,950
Total current assets		268,566		211,567
Liabilities				
Creditors: Amounts falling due within one year	14	28,437		17,562
Total current liabilities		28,437		17,562
Net current assets			240,129	194,005
Total assets less current liabilities			420,324	374,640
Funds				
Restricted income funds	15		254,848	295,921
Unrestricted income funds			149,002	62,245
Designated Income Funds	16		16,474	16,474
Total funds			420,324	374,640

The accounts were approved by the Board of Trustees on 13th August 2014 and signed on their behalf by:

Signed:.....

Name: Professor Charles A Butterworth

Chairman/Trustee and Company Director

Company Number: 3583949

Charity Number: 1071117

Notes to the Accounts

Year ended 31 January 2014

1. Accounting policies

Basis of preparation

- The accounts are prepared under the historical cost convention and comply with the Companies Act 2006.
- The financial statements have been prepared in accordance with Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities: Statement of recommended practice" published in March 2005 and applicable to accounting standards. Where appropriate comparative figures have been restated

Income resources

- Donations, grants and other forms of voluntary income are recognised as incoming resources when receivable
- Investment income is accounted for when received and includes the related tax recoverable

Resources expenses

- Costs of generating funds include both direct and apportioned costs

Restricted funds

- Restricted funds represent grants received which are allocated by the donor to project specific purposes

Unrestricted funds

- Designated funds are amounts which have been put aside at the discretion of the Trustees
- General unrestricted funds represent funds which are expendable at the discretion of the Trustees in the furtherance of the Charity's objectives

Tangible fixed assets

- Depreciation is charged at a rate of 33% per annum

Investment valuation

- Investments are quoted at the market mid-price value

Leasing Commitments

- Rentals payable under operating leases are charged on a straight line basis over the period of the lease

Notes to the Accounts

Year ended 31 January 2014

	Unrestricted Funds £	Restricted Funds £	Total 2014 £	Total 2013 £
2. Gifts and Donations				
Tompkins Foundation	50,000	-	50,000	50,000
Dr J Bevan	-	-	-	600
Westminster Foundation	-	-	-	2,883
Clarity Informatics	25,000	-	25,000	-
Trigger Innovations Ltd	-	-	-	1,205
Other	1,620	-	1,620	250
	76,620	-	76,620	54,938

3. Sponsorship and Project grants

ANM&HVR Project	-	200	200	-
Partnership Program	4,167	-	4,167	-
Richard Tompkins Nurse Development Scholarship	-	5,000	5,000	-
NHS Institute for Innovation and Improvement	-	-	-	20,000
General Nursing Council for England and Wales	-	45,000	45,000	45,000
Burdett Trust for Nursing	-	193,037	193,037	211,341
	4,167	243,237	247,404	276,341

4. Activities for generating funds

3 rd Party Commissions			86	47
			86	47

5. Investment income

Dividends received			6,955	7,187
Bank interest			529	288
			7,484	7,475

Notes to the Accounts

Year ended 31 January 2014

	Total 2014 £	Total 2013 £
6. Incoming resources from charitable activities		
Consultancy & Publishing	22,018	5,301
Subscriptions	1080	2,160
IPD Journal Sponsorship	11,250	-
	34,348	7,461

7. Breakdown of cost of charitable activities

Activities	Activities undertaken directly	Grant Funding Activities	Total
FoNS Improving Practice Programmes	241,463	42,846	284,309
	241,463	42,846	284,309

8. Charitable Activities

Analysis of Grants Awarded through FoNS' Improving Practice Programmes

		Total
North East London NHS Foundation Trust	5,000	5,000
Central Manchester NHS Foundation Trust	(1,402)	(1,402)
The Hospital of St John & St Elizabeth	(381)	(381)
Aneurin Bevan Local Health Board	5,000	5,000
South Eastern Health and Social Care Trust 1	5,000	5,000
Bradford Teaching Hospitals	2,500	2,500
South Eastern Health and Social Care Trust 2	2,500	2,500
Betsi Cadwaladr University Health Board	2,500	2,500
Belfast Health & Social Care Trust	2,500	2,500
University Hospital Southampton NHS Foundation Trust	2,500	2,500
Sheffield Health & Social Care NHS Foundation Trust	(4,846)	(4,846)
Compton Hospice	2,500	2,500
University College London Hospitals NHS Foundation Trust	2,500	2,500
Dorothy House Hospice	2,500	2,500
Royal Brompton & Harefield NHS Trust	2,500	2,500
University Hospitals, Coventry & Warwickshire NHS Trust	2,500	2,500
St Gemma's Hospice	2,500	2,500
NHS Greater Glasgow & Clyde	2,500	2,500
Northern Health and Social Care Trust	1,000	1,000
South Eastern Health and Social Care Trust 3	2,500	2,500
Canterbury Christ Church University/RTS	975	975
Total Grants	42,846	42,846

Notes to the Accounts

Year ended 31 January 2014

	2014	2013
9. Employees		
Number of employees		
Average number of employees was:	4	4
	4	4
Employment costs		
Wages and Salaries	141,472	143,412
Social security costs	15,272	15,740
Pension Costs	8,893	9,257
Total Costs	165,637	168,409
There were no employees earning over £60,000		
None of the trustees received any remuneration during the year		
10. Auditors remuneration		
Audit	2,508	2,388
Other services	-	-
11. Tangible assets		
		Computers & Office equipment
Cost as at 1 February		2,000
Disposals		
Cost as at 31 January		2,000
Depreciation as at 1 February		1,860
Disposals		
Depreciation for the year		40
Depreciation as at 31 January		1,900
Net book value as at 31 January		100
12. Investments		
Carrying value (market value) 1 February 2013	180,495	170,643
Additions at cost	35,955	31,623
Disposals at carrying value	(40,391)	(38,321)
Net gain/(loss) on revaluation	4036	16,550
Market Value 31 January 2014	180,095	180,495
<u>Historical cost of Investments</u>		
Opening value	156,381	158,299
Closing Value	152,960	156,381

Notes to the Accounts

Year ended 31 January 2014

	2014	2013
13. Debtors		
Other debtors	6,976	25,936
Prepayments & accrued income	29,766	29,681
	36,742	55,617

14. Creditors		
Tax and social security costs	4,166	4,318
Other creditors	9,189	9,244
Accrued charges & deferred income	15,082	4,000
	28,437	17,562

15. Restricted funds	Balance at 1 February 2013	Grants & other Income	Charitable expenditure	Balance at 31 January 2014
FoNS Improving Practice Programmes*				
Practice Based Development and Research (General Nursing Council for England and Wales)	38,685	45,000	(2,510)	81,175
Patients First (Burdett Trust for Nursing)	208,541	193,037	(240,839)	160,738
Creating Caring Cultures	28,965	-	(17,928)	11,037
Evaluation of Creating Caring Cultures	19,729	-	(19,729)	-
ANM&HVR Project Fund	-	200	-	200
Richard Tompkins Scholarship	-	5,000	(3,302)	1,698
	295,920	243,237	(284,309)	254,848

*FoNS Improving Practice Programmes support individual practitioners and teams to focus on improving patient care, through the small grants, developing practice programmes and expert facilitation.

16. Designated funds	Balance at 1 February 2013	Incoming Funds	Charitable Expenditure	Balance at 31 January 2014
Estate of Kathleen Jacques	16,474		-	16,474

Designated Funds: FoNS received a legacy from the late Kathleen Jaques. After careful consideration, The Board decided that this fund should contribute to new developments such as web-based Centre of Nursing Innovation which would enable greater use of FoNS support, education and resources among nurses and nurse led teams.

Notes to the Accounts

Year ended 31 January 2014

	Restricted Funds £	Designated Funds £	Unrestricted Funds £	Total 2014 £
17. Analysis of net Assets between funds				
Fund balances at 31 January are represented by:				
Fixed assets	180,195	-	-	180,195
Current assets	103,090	16,474	149,002	268,566
Creditors: amounts falling due within one year	(28,437)	-	-	(28,437)
	254,848	16,474	149,002	420,324
18. Operating Leases				
On 31 January 2014 the charity was committed to making the following payment under non-cancellable operating leases in the year to 31 January 2015				
Operating leases which expire:				
Between two and five years		-		21,093
		-		21,093