

# Foundation of Nursing Studies

(A registered charity and private company limited by guarantee)

## Trustees' Report and Accounts

For the year ended 31 January 2007

Company Number: 358949

Registered Charity Number 1071117

Trustees' Report and Accounts  
For the year ended 31 January 2007

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**\*\*Note:** the Foundation of Nursing Studies Board of 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 2007

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### **1. Administrative Information**

#### **1.1 Charity Address**

32 Buckingham Palace Road, London, SW1W 0RE

#### **1.2 Trustees**

Professor Jennifer Hunt Hon.DSc, M.Phil, BA (Hons), RGN (Co-Chairman)  
Mrs Gillian Stephens BSc (Hons), RGN, HV, Cert.Health Econ (Co-Chairman)  
Mr Alan Masters LLB  
Sir Ron De Witt KB, MA, BA (Hons), DipN, RN.  
Professor Dickon Weir-Hughes, O.St.J., Ed.D., MA., BSc (Hons), RN, FRSH  
Ms Caroline Clarke (Appointed March 2007)

#### **President**

Dr James Bevan MB, MRCGP

#### **Patrons**

Mrs Elizabeth Tompkins  
Baroness Cumberlege of Newick in the County of East Sussex, CBE, DL  
Mrs Elizabeth Stallwood RGN, RM

#### **1.3 Chief Executive Officer & Company Secretary**

Mrs Theresa Shaw RGN, BA (Hons), RNT

#### **1.4 Main Bank Account & Investment Account**

Kaupthing Singer & Friedlander Ltd, 1 Hanover Street, London, W1S 1AX  
Kaupthing Singer & Friedlander Investment Management Ltd, 1 Hanover Street, London, W1S 1AX

#### **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 28<sup>th</sup> May 1987 and Memorandum of Association, registered with Companies House on 18<sup>th</sup> June 1998.

#### **2.2 Organisational Structure**

The Board of Trustees meets 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**

The Trustee Board elects all new Trustees. Potential new Trustees are nominated by existing Board members and following submission of curriculum vitae usually meet the Chairman and/or a Trustee with the CEO to explore if they have the necessary skills to contribute to the charity's development. New Trustees are given an information pack, which includes annual accounts, Board reports and minutes from the last year.

## **2.4 Risk Management**

The Trustee Board reviews 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. The ongoing and most significant risk to the charity is financial, and the Board has continued to monitor closely external and internal financial management systems. During this year the Board of Trustees actively sought to recruit a Treasurer Trustee resulting in an appointment which commenced in the new financial year. Over the next year the CEO with support from the new Treasurer will evaluate systems for financial and associated risk management. Additionally there are plans to seek external and independent advice on investment management.

## **3. Objects, Aims and Activities**

### **3.1 Objects and Aims of the Charity**

The Trust Deed details the objects of the charity, which in summary are to advance the nursing profession, promote the use of research and improve and develop nursing practice. To achieve its objects the charity works UK-wide and across healthcare practice to:

- Support and reward nurses leading the improvement and development of healthcare practice
- Encourage and facilitate practice based development and research that leads to improvement in patient care
- Enable nurses to use effective strategies to lead sustainable development and change in healthcare practice
- Influence strategy and policy development that supports practice based development and research
- Provide a central resource for networking and sharing practice based development and research activity

### **3.2 Overview of Activities**

The charity objects are realised through four interlinked activities:

#### **3.2.1 Advancing Healthcare Practice**

This activity supports individual practitioners and teams to focus on:

- The evidence needed to support development and change in practice including listening to the perspective of patients
- How the process of change and implementation will be facilitated
- How change and development in practice can be sustained
- Effective ways of supporting colleagues to develop new ways of working
- How improvements in patient care will be evaluated

This is achieved through three key programmes of work.

The first is the **Small Projects Programme** which, supports for up to one year, local projects and initiatives that aim to develop healthcare practice and improve patient care in any branch of nursing, midwifery and specialist community public health. A particular strength of the programme is a commitment to nurture practitioners who may be less experienced in developing practice and harness their enthusiasm for improving patient care. During this year the programme has supported a number of practice developments, which have made a difference to the care of patients. These include, reducing hospital acquired infections, improving nutrition for residents in care home settings and promoting normal birth.

During March and April 2006, an in-depth evaluation of the programme was undertaken with a wide range of stakeholders. The findings indicated strong support for the programme especially its commitment to supporting nurses in clinical practice. A copy of the full report can be downloaded from the website: [http://www.fons.org/ahcp\\_evaluations.asp](http://www.fons.org/ahcp_evaluations.asp). The programme continues to be supported by a grant from the Burdett Trust for Nursing.

The second programme of work is the **Developing Practice Programme** which offers support to nurse-led teams committed to implementing evidence in practice over a one to two year period. The programme helps teams to acquire the skills they need to continuously evaluate their work and improve it. FoNS identifies specific areas of practice that require development and works directly with the project teams. The following initiatives were enabled as part of this programme:

i. The Developing Practice for Healthy Ageing Programme (funded by Pfizer) 2004 - 2006

Over a two year period, four nurse-led teams were supported to explore and develop ways of improving the care of older people. The projects included:

- Improving the health choices for older people at the Oxford Radcliffe Hospitals NHS Trust
- Implementing nurse-led exercise programmes for inpatients on rehabilitation wards for older people at the King's College Hospital NHS Trust, London
- Establishing activity and lifelong learning for older persons on intermediate care wards at the University Hospitals Coventry and Warwickshire NHS Trust
- Establishing an activity and culture centre within a sheltered housing scheme in Sheffield in collaboration with Sheffield Hallam University.

For full details of all the projects visit the website: [http://www.fons.org/healthy\\_ageing/about.asp](http://www.fons.org/healthy_ageing/about.asp)

Evaluation of the programme revealed that it gave the projects a higher profile. More importantly, the direct facilitation, support, workshops and opportunity to network and share with others helped the teams increase their effectiveness and their personal development. A copy of the full report can be downloaded from the website: [http://www.fons.org/ahcp\\_evaluations.asp](http://www.fons.org/ahcp_evaluations.asp).

ii. Developing Practice for Thrombosis Prevention (funded by Sanofi Aventis)

The Developing Practice for Thrombosis Prevention Programme (DTPPP) aimed to optimise in-hospital patient care through the introduction of effective venous thromboembolism risk assessment strategies and administration of appropriate thromboprophylaxis in line with national and international guidelines. Working in collaboration with Sanofi Aventis, FoNS offered a programme of support to nurse-led project teams in six NHS Trusts. As part of the evaluation, the teams reported that being involved in the programme had encouraged them to keep their projects moving despite the complex context many of them were working in. They also learnt about and tried to use new tools and approaches for developing practice and benefited from the opportunity to share experiences with other project participants. A full report can be downloaded from the website: <http://www.fons.org/Thrombosis/about.asp>

The third programme is the **Practice Based Development and Research Programme**. In January 2006, FoNS was delighted to announce the launch of a new partnership with the General Nursing Council Trust. For several years the GNCT have provided support to FoNS and over time the shared values of the two organisations have become more evident. Both organisations are committed to advancing nursing practice and improving patient care; FoNS through its support of a range of practice development initiatives and GNCT through its research funding programme. Mindful of each others experience and shared values, the two organisations have formed a partnership to support a new and much needed programme which will enable and fund nurses to undertake practice based research with the explicit purpose of developing practice and improving patient care. This programme aims to support nurse-led healthcare teams in clinical practice who have identified an aspect of care that needs improving and are committed to working in a systematic way to develop and change practice through research. The programme can offer:

- 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
- Funding
- Support with sharing and publication

The Trustees of both organisations are particularly pleased that this partnership will enable more resources to be focused on practitioner-led, practice-based development and research projects. This partnership will play to the strengths of each organisation to support developments in practice to improve patient care. The partnership and programme will be subject to ongoing evaluation with reports provided annually.

### 3.2.2 Networking and Sharing

This area of work actively encourages practitioners to share the development and research work they are engaged in through:

- **The FoNS Website**

The website is the primary platform for communicating our activities. Monitoring of web-statistics suggest it is increasingly valued by healthcare practitioners seeking information on improving patient care. Over the year, there were 130,989 visits to the site averaging 11,000 visits per month. The majority of visitors access the FoNS website directly (approx 100,000). This would indicate that users are already aware of the website, or they are entering using direct links from publicity. Others access via the Google, msn and yahoo search engines.

After the home page, the top 5 pages to be visited were:

- Awards page ([www.fons.org/re\\_current.asp](http://www.fons.org/re_current.asp))
- Small projects programme page ([www.fons.org/ahcp\\_funding.asp](http://www.fons.org/ahcp_funding.asp))
- Dissemination series index page ([www.fons.org/ns\\_reports.asp](http://www.fons.org/ns_reports.asp))
- Patient falls project page ([www.fons.org/patient\\_falls/projects.asp](http://www.fons.org/patient_falls/projects.asp))
- E-news page ([www.fons.org/ns\\_eneews.asp](http://www.fons.org/ns_eneews.asp))

- **The FoNS Electronic News**

The FoNS' e-newsletter and e-news alerts offer an effective means of reaching nurses in practice with information about how FoNS can help with practice development and improvement. There are currently 5,458 subscribers

- **The Developing Practice Improving Care Dissemination Series**

To encourage the spread of proven developments and frameworks for change that will help reduce the geographical variations in care, FoNS actively disseminates the projects it supports to healthcare settings across the UK. The series is now in its 4<sup>th</sup> volume and continues to be sent free of charge to all National Health Service and Primary Care Trust Nurse Executives and Nursing/Medical Libraries. Reports can be downloaded from the website and this has proved popular; from 1<sup>st</sup> April 2005 to 31<sup>st</sup> March 2006, 19,161 Dissemination Series reports were downloaded from the FoNS website. Additionally, a single fee lifetime subscription is available to those who wish to receive a personal printed copy of each report.

Over the year there were 38,169 hits on the Dissemination Series reports. The most popular reports were:

Volume 1 Number 1 Reducing Patient Falls in an Acute General Hospital (5,549 hits)

Volume 1 Number 2 Breaking Bad News (2,525 hits)

Volume 2 Number 8 Children's Pain Assessment: Implementing Best Nursing Practices (1,655 hits)

Volume 1 Number 10 Partnership in Care: The Implementation of a Model of Nursing Documentation (1,506 hits)

Volume 1 Number 7 Establishing Clinical Supervision in Prisons (1,318 hits)

### 3.2.3 Rewarding Excellence

FoNS continues to acknowledge and raise the profile of the excellent work of nurses, midwives and specialist community public health nurses and the innovative ways in which they achieve high quality care. Through the biannual awards programme FoNS recognises and rewards practitioners who demonstrate achievement and excellence in developing practice. It also ensures that innovations that improve healthcare are shared widely and that the profile of practice based development, research and evaluation is highlighted. The awards include:

- **The Mallabar Award:** for nurses, midwives and specialist community public health nurses who have developed good practice initiatives that have improved patient care - funded by FoNS
- **The Richard Tompkins Award for Nurse-Led Care :** for nurses, midwives and specialist community public health nurses who have developed nurse-led initiatives that improve the accessibility and responsiveness of services for patients - funded by the Tompkins Foundation
- **Birmingham Hospital Saturday Fund (BHSF) Award for User Involvement in Care:** for nurses, midwives and specialist community public health nurses who have worked in partnership with patients, carers or other users to develop practice initiatives - funded by BHSF
- **The Elsevier Award for the Evaluation of Healthcare Practice:** for nurses, midwives and specialist community public health nurses who have undertaken a project that demonstrates how developments in healthcare practice can be evaluated - funded by Elsevier Publishing

A total of 81 entries were received for the FoNS Awards 2006 which took place on 30th January 2007 at the Barber Surgeons Hall in London. The audience enjoyed an insightful address about the importance of nurses and nursing from our special guest Ms Martha Lane-Fox. The awards were presented by Professor Dame Jill Macleod Clark, who congratulated all the finalists on their innovations and FoNS on continuing to champion and support development and research in clinical practice.

From the nine finalists, the following four winners were selected:

**Mallabar Award**

Jane McKeown, Sheffield Care Trust for 'Improving nutritional status for people with mental health needs'.

**Richard Tompkins Award for Nurse Led Care** (Supported by Mrs Elizabeth Tompkins)

Enrique Castro Sanchez, Camden PCT for 'Modernising HIV outpatient care'.

**Birmingham Hospital Saturday Fund Award for User Involvement** (Supported by Birmingham Hospital Saturday Fund)

Sara Hamill and Mel Gannon, James Cook University Hospital for 'The young people's unit'.

**Elsevier Award for Practice Evaluation** (Supported by Elsevier)

Angela Thompson, Addenbrooke's Hospital for 'Reducing healthcare associated infections using the take five initiative'

A supplement reporting on each winning project can be downloaded from:

[http://www.fons.org/ns/Dissemination\\_series\\_reports/DissSeriesSuppl3.pdf](http://www.fons.org/ns/Dissemination_series_reports/DissSeriesSuppl3.pdf)

In addition, FoNS remain committed to supporting specialist awards for members of the following professional networks:

- The Developing Practice Network
- The National Network for Learning Disability Nurses

### 3.2.4 Facilitation and Collaboration

• Expert Facilitation

This is a key part of the work of FoNS and involves helping others to be more effective, achieve their goals and develop skills to facilitate future change. Facilitation is provided by telephone and email, as well as through the projects and initiatives FoNS supports and funds as part of its advancing practice work. In 2006, FoNS' experienced practice development facilitators have worked directly with a small number of organisations seeking support for practice based development and research initiatives, including Cavan General Hospital, Cavan, Republic of Ireland and The Royal Jubilee Maternity Services, Royal Hospitals, Belfast.

• Collaborative Working

FoNS believes that working collaboratively with like-minded partners is the most effective way of achieving development on a more strategic level and influencing policy. Over the last year, FoNS has continued its involvement in a number of exciting collaborations that aim to strengthen commitment to practice-based development and research. These include, the International Practice Development Collaborative (IPDC) and the Practice Development Colloquium: A co-operative inquiry for the development of a framework for practice development. Both involve professional and academic partners from across the world, including University of Ulster, RCN, Fontys University (Holland), Monash University (Australia), Wellington University (New Zealand), Central Coast Health and Newcastle University (Australia). The IPDC has delivered residential schools in England, Scotland, Northern Ireland, Holland, Australia and New Zealand, the week long programme 'Fostering a Culture of Effectiveness through Practice Development' provides an opportunity for nurses leading practice development to focus on their own role in enabling a workplace practice culture that is patient-centred and committed to development and improvement.

FoNS continues to liaise with other similar charitable organisations to encourage sharing of ideas and explore ways in which joint working would enable more effective use of resources.

### **3.3 Fundraising**

As part of the objectives developed for the year FoNS worked actively to developing a fundraising strategy. FoNS applied for and was awarded with a grant from the Charities Aid Foundation (CAF) which funded a CAF consultant to review and support this work. A report from the review process indicated that FoNS' fundraising applications, strategy development and draft business plan were of a high standard. Areas for development included, nurturing strategic partnerships, placing greater emphasis on evidence of achievements and increasing trustee involvement in fundraising development.

Generating income through fundraising continues to be a priority. Offering supporters the opportunity to participate in a recycling scheme, fundraising events such as parachuting and donation through shopping schemes have generated small amounts of income and importantly increased awareness of our need for funding. Successfully securing funds however, remains challenging and the Board acknowledges the need to explore wider avenues for income generation including enterprise opportunities.

### **3.4 Future Development**

FoNS remains firmly committed to supporting nurses, advancing nursing and improving patient care with a clear remit for supporting practice development and implicit within this practice based research. The four key activities through which FoNS delivers its support to nursing and healthcare, namely, advancing healthcare practice, networking and sharing, rewarding excellence and, facilitation and collaboration have proved to be much valued but also demand a high level of resource and expertise.

During the last year we have made good progress toward achieving our objectives. The launch this year of a new strong partnership with a similar charity reflects a commitment to collaborative working as a means of achieving our aims more effectively. Over the next year further work to strengthen this partnership and foster others will be a high priority. We have also made a number of positive steps to evaluate our work and the outcomes of this have increased our focused on what is important for the nurses we support. The review of fundraising helped us develop and focus our fundraising strategy and provided impetus for future developments. In the forthcoming year FoNS plans to:

- Strengthen existing partnerships
- Seek out new collaborations
- Explore opportunities for enterprise

## **4. Financial Review**

The full audited accounts for the financial year 2006-07 follow from page 11.

### **4.1 Trustees' responsibilities in relation to the financial statements**

Company law requires the Trustees to prepare financial statements that give a true and fair view of the state of affairs of the company/charity and of the profit and loss of the company/charity at the end of the financial year. In preparing those financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Make sound judgments and estimates that are reasonable and prudent
- Prepare the financial statements on the going concern basis unless it is appropriate to presume that the company/charity will continue in business

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company/charity and enables them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

In accordance with company law, as the charity's Trustees (and Company Directors), we certify that so far as we are aware, there is no relevant audit information of which the charity's auditors are unaware; and as the Trustees of the charity we have taken all the steps that we ought to have taken in order to make ourselves aware of any relevant audit information and to establish that the charity's auditors are aware of that information.



FOUNDATION OF NURSING STUDIES  
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was moved into government bond to increase the accessibility of funds and reduce further the potential financial risk associated with investment in the stock-market.

**4.3 Reserves Policy**

The Board have agreed a 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 policy is subject to ongoing review.

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

Signed: Jennifer M. Hunt  
Full Name: JENNIFER M. HUNT  
Title: PROFESSOR  
Date: 12/9/07

## INDEPENDENT AUDITORS' REPORT

### TO THE MEMBERS OF THE FOUNDATION OF NURSING STUDIES

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We have audited the accounts of the Foundation of Nursing Studies for the year ended 31 January 2007 set out on pages 11-17. The accounts have been prepared under the accounting policies set out on page 13.

This report is made solely to the company's members, as a body, in accordance with section 235 of the Companies Act 1985. 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 trustees and auditors

As described on page 8-9, 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' Annual Report and the accounts in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the accounts in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the accounts give a true and fair view and are properly prepared in accordance with the Companies Act 1985. We also report to you if, in our opinion, the Trustees' Annual Report is not consistent with the accounts, if the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

We read other information contained in the Trustees' Annual Report, and consider whether it is consistent with the audited accounts. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the accounts. Our responsibilities do not extend to any other information.

#### Basis of opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the accounts. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the accounts, and of whether the accounting policies are appropriate to the charity'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 accounts 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 accounts.

#### Opinion

In our opinion the accounts:

- give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice of the state of the charity's affairs as at 31 January 2006 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended; and
- have been properly prepared in accordance with the Companies Act 1985
- the information given in the Trustees Annual Report is consistent with the accounts.

H.W. Fisher & Company  
Chartered Accountants and Registered Auditor  
Acre House, 11-15 William Road, London NW1 3ER

Signed: .....

Date: .....

*H W Fisher & Company*  
3/10/07

## Statement of financial activities

Year ended 31 January 2007

	Notes	Unrestricted Funds £	Restricted Funds £	Total 2007 £	Total 2006 £
<b>Incoming resources</b>					
Incoming resources from generated funds					
Voluntary income:					
Gifts and Donation	2	75,876	-	75,876	78,967
Sponsorship and Project Grants	3	-	86,929	86,929	110,427
Activities for generating funds	4	187	-	187	138
Investment income	5	10,418	-	10,418	9,597
Incoming resources from charitable activities	6	5,955	-	5,955	9,490
Other incoming resources	7	216	-	216	-
<b>Total incoming resources</b>		<b>92,652</b>	<b>86,929</b>	<b>179,581</b>	<b>208,619</b>
<b>Resources expended</b>					
Costs of generating funds:					
Costs of generating voluntary income		27,610	-	27,610	22,623
Investment management costs		2,067	-	2,067	2,142
Charitable activities	9				
Advancing Healthcare Practice		-	66,216	66,216	144,365
Networking and Sharing		8,718	4,548	13,266	18,626
Rewarding Excellence		7,402	24,653	32,055	5,483
Facilitating and Collaboration		52,095	-	52,095	25,972
Governance costs		7,072	-	7,072	7,345
<b>Total resources expended</b>		<b>104,964</b>	<b>95,417</b>	<b>200,381</b>	<b>226,556</b>
Net income resources before other					
Recognised gains or losses		(12,312)	(8,488)	(20,800)	(17,937)
Gains on investment assets	13	6,671	-	6,671	52,157
<b>Net movement in funds</b>		<b>(5,641)</b>	<b>(8,488)</b>	<b>(14,129)</b>	<b>34,220</b>
Fund balances at 31 January 2006					
		228,009	56,083	284,092	249,872
<b>Fund balances carried forward</b>		<b>222,368</b>	<b>47,595</b>	<b>269,963</b>	<b>284,092</b>

**Balance Sheet**

Year ended 31 January 2007

	Notes	2007 £'s	2007 £'s	2006 £'s
<b>Fixed assets</b>				
Tangible Assets	12	1,180		1,560
Investments	13	199,085		256,236
<b>Total fixed assets</b>			<b>200,265</b>	<b>257,796</b>
<b>Current assets</b>				
Debtors	14	14,865		11,014
Cash at bank		115,486		32,615
<b>Total current assets</b>		<b>130,351</b>		<b>43,629</b>
<b>Liabilities</b>				
Creditors: Amounts falling due within one year	15	60,653		17,333
<b>Total current liabilities</b>		<b>60,653</b>		<b>17,333</b>
<b>Net current assets</b>			<b>69,698</b>	<b>26,296</b>
<b>Total assets less current liabilities</b>			<b>269,963</b>	<b>284,092</b>
<b>Funds</b>				
Restricted income funds	16		47,595	56,083
Unrestricted income funds			222,368	228,009
<b>Total funds</b>			<b>269,963</b>	<b>284,092</b>

The accounts were approved by the Board of Trustees on .....12/9..... 2007 and signed on their behalf by:

Signed: Jennifer M. Hunt  
 Full Name: JENNIFER M. HUNT  
 Title: PROFESSOR

## Notes to the Accounts

Year ended 31 January 2007

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### 1 Accounting policies

#### Basis of preparation

- The accounts are prepared under the historical cost convention and comply with the Companies Act 1985.
- 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 24% per annum

#### Investment valuation

- Investments are quoted at the market mid price value

## Notes to the Accounts

Year ended 31 January 2007

	Unrestricted Funds £	Restricted Funds £	Total 2007 £	Total 2006 £
<b>2. Gifts and Donations</b>				
Tompkins Foundation	50,000	-	50,000	50,000
LJC Fund Ltd	10,000	-	10,000	-
Westminster Foundation	9,134	-	9,134	8,570
General Nursing Council Charitable Trust	-	-	-	5,000
Rosalyn and Nicholas Springer Charitable Trust	1,000	-	1,000	1,000
J A Nasmyth Trust	2,000	-	2,000	-
Richard Amis Trust	500	-	500	-
Reuben Brothers Foundation	500	-	500	-
Coutts Charitable trust	500	-	500	-
Slater Foundation Ltd	250	-	250	500
Levy Foundation	-	-	-	1,000
Garth Construction	-	-	-	500
Eranda Foundation	-	-	-	10,000
Other donations	446	-	446	739
Gift Aid Received from Donations	1546	-	1546	1,658
	<b>75,876</b>	<b>-</b>	<b>75,876</b>	<b>78,967</b>
<b>3. Sponsorship and Project grants</b>				
Mrs E Tompkins – Awards	-	5,000	5,000	-
Elsevier Ltd – Awards	-	2,000	2,000	1,000
Birmingham Hospital Saturday Fund – Awards	-	2,600	2,600	-
Tower Homes – Awards	-	500	500	-
Metropolitan Homes – Awards	-	500	500	-
General Nursing Council Charitable Trust	-	10,000	10,000	-
Haberdashers	-	10,000	10,000	-
Rayne Foundation	-	5,000	5,000	-
Age Endeavour Fellowship	-	5,000	5,000	-
Edwina Mountbatten Trust	-	5,000	5,000	-
Freemason's Grand Charity	-	-	-	10,000
Burdett Trust for Nursing	-	41,329	41,329	40,352
Herbert and Peter Blagrove Charitable Trust	-	-	-	10,000
Cleopatra Trust	-	-	-	3,000
Sanofi Aventis	-	-	-	46,075
	<b>-</b>	<b>86,929</b>	<b>86,929</b>	<b>110,427</b>
<b>4. Activities for generating funds</b>				
3 <sup>rd</sup> Party Commissions			12	-
Website commissions			-	16
Recycling income			175	122
			<b>187</b>	<b>138</b>
<b>5. Investment income</b>				
Dividends received			7,250	6,872
Bank interest			3,168	2,725
			<b>10,418</b>	<b>9,597</b>

## Notes to the Accounts

Year ended 31 January 2007

	Total 2007 £	Total 2006 £	
<b>6. Incoming resources from charitable activities</b>			
Consultancy	5,877	8,500	
Book Sales	78	990	
	5,955	9,490	
<b>7. Other Incoming resources</b>			
Sale of fully depreciated software	216	-	
	216	-	
<b>8. Breakdown of cost of charitable activities</b>			
	Activities undertaken directly	Grant of Funding Activities	Total
<b>Activities</b>			
Advancing Healthcare Practice	51,716	14,500	66,216
Networking and Sharing	4,548	-	4,548
Rewarding Excellence	16,653	8,000	24,653
Facilitating and Collaboration	-	-	-
	72,917	22,500	95,417
<b>9. Charitable Activities</b>			
	Rewarding Excellence	Advanced Practices	Total
<u>Analysis of Grants</u>			
Cambridge University Hospital NHS Trust	1,000	-	1,000
South Tees Hospitals NHST	2,000	-	2,000
Camden PCT	2,000		2,000
Wokingham PCT	1,000		1,000
Sheffield Hospitals Charitable Trust	2,000		2,000
Bolton Hospitals NHST	-	5,000	5,000
Neurological Conditions Project (Portsmouth City Teaching PCT)	-	2,000	2,000
Isle of Wight NHS PCT	-	1,500	1,500
Horton Cross Nurses Development	-	1,500	1,500
Older Peoples Training & Education Team (University Hospitals of Leicester NHST)	-	1,500	1,500
Oxford Radcliffe Hospitals NHS Trust	-	1,500	1,500
Trust Fund 2071 (Doncaster and Basset Law Hospitals NHS Foundation Trust)	-	1,500	1,500
<b>Total Grants</b>	<b>8,000</b>	<b>14,500</b>	<b>22,500</b>

## Notes to the Accounts

Year ended 31 January 2007

	2007	2006
<b>10. Employees</b>		
<b>Number of employees</b>		
Average number of employees was:		
Charitable Activities	3	2
	<u>3</u>	<u>2</u>
<b>Employment costs</b>		
Wages and Salaries	81,397	72,315
Social security costs	8,410	8,447
Pension Costs	4,437	4,767
<b>Total Costs</b>	<u>94,244</u>	<u>85,529</u>
There were no employees earning over £60,000		
<b>11. Auditors remuneration</b>		
	<u>1,175</u>	<u>2,700</u>
<b>12. Tangible assets</b>		
		Computers & Office equipment
Cost as at 1 February		2007
Additions		15,860
		-
<b>Cost as at 31 January</b>		<u>15,860</u>
Depreciation as at 1 February		14,300
Depreciation for the year		380
<b>Depreciation as at 31 January</b>		<u>14,680</u>
<b>Net book value as at 31 January</b>		<u>1,180</u>
<b>13. Investments</b>		
Carrying value (market value) 1 February 2006	256,236	210,132
Additions at cost	51,860	7,332
Disposals at carrying value	(115,682)	(13,374)
Net gain on revaluation	6,671	52,146
<b>Market Value 31 January 2007</b>	<u>199,085</u>	<u>256,236</u>
<b>Historical cost of Investments</b>		
Opening value	212,535	205,203
Closing Value	<u>185,447</u>	<u>212,535</u>



## Notes to the Accounts

Year ended 31 January 2007

	2007	2006		
<b>14. Debtors</b>				
Other debtors	10,565	7,082		
Prepayments & accrued income	4,300	3,932		
	<u>14,865</u>	<u>11,014</u>		
<b>15. Creditors</b>				
Tax and social security costs	2,508	2,378		
Other creditors	2,463	10,255		
Accrued charges & deferred income	55,682	4,700		
	<u>60,653</u>	<u>17,333</u>		
<b>16. Restricted funds</b>				
	Balance at 1 February 2006	Grants & other income	Charitable expenditure	Balance at 31 Jan 2007
<u>Rewarding Excellence</u>				
Tower Homes	-	500	(500)	-
Metropolitan Homes	-	500	(500)	-
Elsevier Award	-	2,000	(2,000)	-
Birmingham Hospital Award Fund	-	2,600	(2,600)	-
Mrs Tompkins	-	5,000	(5,000)	-
	-	<u>10,600</u>	<u>(10,600)</u>	-
<u>Advancing healthcare practice</u>				
Age Endeavour Fellowship	-	5,000	-	5,000
Edwina Mountbatten Trust	-	5,000	-	5,000
Rayne Foundation	-	5,000	-	5,000
Pfizer	13,127	-	(8,127)	5,000
General Nursing Council Trust	-	10,000	-	10,000
Burdett Trust for Nursing	8,221	41,329	(42,205)	7,345
Colyer-Fergusson	242	-	(242)	-
Haberdashers	5,000	-	(5,000)	-
Herbert and Peter Blgrave Charitable Trust	8,457	-	(6,750)	1,707
Sanofi Aventis	14,586	-	(14,586)	-
	<u>49,633</u>	<u>66,329</u>	<u>(76,910)</u>	<u>39,052</u>
<u>Networking and sharing</u>				
Freemasons Grand Charity	6,450	10,000	(7,907)	8,543
	<u>56,083</u>	<u>86,929</u>	<u>(95,417)</u>	<u>47,595</u>

- **Advancing healthcare practice:** Supports individual practitioners and teams to focus on improving patient care, through the small grants and developing practice programmes
- **Networking and sharing:** 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
- **Rewarding excellence:** The FoNS biannual awards programme acknowledges and raises the profile of the excellent work that nurses do in practice and the innovative ways in which they achieve high quality patient care
- **Facilitation and collaboration:** Offers direct expertise and help to nurses wanting to improve patient care and works in partnership with others to increase the effectiveness of its work