



FOOTESTEPS FOUNDATION

REGISTERED CHARITY NUMBER: 1196432

Report of the Trustees and Financial Statements

For the period from registration 05 November 2021 to 31 March 2023

Verdant Accountants
Chartered Certified Accountants
20-22 Wenlock Road
London
N1 7GU

FOOTESTEPS FOUNDATION

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Reference and Administrative Details

Footesteps Foundation presents the report of its Board of Trustees report and independent examined financial statements for the year ended 31 March 2023.

Trustees' Annual Report for the period

From 05/11/2021 to 31/03/2023
Period start date Period end date

Charity name: FOOTESTEPS FOUNDATION

Charity registration number: 1196432

Charity registered address: 172 Bridge Avenue
Hanwell
London
W7 3AR

Email: info@footestepsfoundation.org

Website: <https://www.footestepsfoundation.org/>

The Trustees as at 31/03/2023

Michael Foote	Chair
Coral Williams	Treasurer
Tracey Dann	
Jacqueline Foote	
Christopher Newton	
Caroline Bishop	
Paul Coleman	

Independent Examiner: Chaweevan Williams FCCA, Verdant Accountants Limited
Chartered Certified Accountants 20-22 Wenlock Road London N1 7GU

Bankers: The Co-operative Bank p.l.c., P.O. Box 101, 1 Balloon Street, Manchester M60 4EP.

Objectives and Activities

Summary of the purposes of the charity as set out in its governing document

The object of the CIO is, for the public benefit, to promote and protect the physical and mental health of people who work night shifts in health and social care roles, in particular, but not exclusively by providing training and advice.

The charity aims to have our health and social care night workers skilled, valued and safe.

Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.

Since the charity's registration, in November 2021, the trustees have collaborated with West London NHS Trust to organise a joint conference to raise awareness of some of the risks faced by the beneficiaries, i.e., night-time staff who are –

providers of health and adult care support and

providers of health and social care for mental health services and

service users who benefit from that support.

In preparation for the conference the charity engaged with subject matter experts (SME's) specialising in:

- the impact on bereaved families that have lost loved ones through mental homicide,
- expert advice on personal security,
- health and well-being fitness sessions for night-time sedentary work and
- government advisor on relational security in specialist mental healthcare facilities.

During this period the trustees were able to use the knowledge and experience of a family member to create and launch the 'Footesteps Foundation website. This allowed for the implementation of freely available video content focussed around, personal and physical safety, health and well-being and an introduction to relational security in the form of interview podcasts.

Footesteps Foundation was publicly launched at the *Night time Health & Social Care Conference* on 6th July 2022 held at the Holiday Inn, Brentford. The agenda included presentations from some of the SME's mentioned earlier and as part of blended learning videos and group activities were included.

The attendees included social and healthcare staff from the private and public sectors. Their roles included hostel care staff and managers, clinical psychiatrists, forensic social workers and specialist community forensic staff that are engaged in shift work especially at night.

The following benefits of the conference were.

- Raise awareness of the security and health risks to night working particularly, for health and social care staff working in the mental health sector.

- Share experiences of staff and service users working nights
- Identify solutions to improve personal security, health and well-being in the workplace.
- Networking to gain a better understanding the different nighttime roles
- To discuss and record the concerns and priorities of the beneficiaries.

At the conclusion of the conference feedback was collated from the attendees and this highlighted that they now recognised valuable learning about the potential risks to their personal safety and health, how to improve relational security with patients / service users and how to stay alert and active during the night shift.

The attendees praised the charity for organising the event and they were provided with health and well-being merchandising as a token gift. Merchandising costs totalled £1,600.

This therefore, provides a broader benefit to the wider community engaged in mental health.

The feedback provided some emerging themes.

1. Health & Wellbeing - acknowledging the impact of working nights and what support could provide.
2. Having a voice with commissioning bodies on the risks faced by staff and lobbying for change.
3. Innovate and best practice support for night staff with online training.

As a consequence, these themes will be the focus of the charity for year 2.

In order to achieve this, consideration is being given to employing a charity director to coordinate the appropriate resources.

Their role will assist the charity in securing funding so that the charities services can be financed by grants, donations and paid memberships that maybe individual and / or corporate. Members will be able to access online training, information and guidance and safety product reviews.

The charity has received approximately, £27,781 in funding for this reporting period:

May 2022 – Received £20,000 which is part 1 of a 3-year charitable donation from London Cyrenians Housing (LCH) to assist the charity in becoming established and is subject of the charity receiving satisfactory annual auditing. (Years 2 = £20,000 and Year 3 = £10,000)

September 2022 - friends and family completed the Ealing Half Marathon raising over £630

January 2023 - Babcock colleagues, Trustees, family and friends embarked on a 13.1 mile 'Winter Walk' covering the iconic sights in London. A Babcock employee organised the walk and obtained Babcock sponsorship for printed t-shirts, to raise awareness and funding to the sum of £4,100.00. Footesteps spent just over £400.00 on promotional baseball caps and drawstring bags to assist 25 walkers encourage donators on the streets of London.

January 2023 – The charities patron, celebrity and actor, Chizzy Akudolu, took and part in the TV quiz show 'Pointless Celebrities' partnered with fellow actor Colin Salmon. After winning the show Chizzy donated her share of the prize money of £1,500.00 to our charity.

Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit

In exercising their powers and duties, the trustees of Footesteps Foundation have complied with their duty to have due regard to the guidance on public benefit as published by the Charity Commission.

Financial Review

Review of the charity's financial position at the end of the period

In its first year of operation the charity opted to extend its Accounting Reference Date (ARD) to a 17-month period, from 05 November 2021 to March 2023. During this period the charity successfully raised unrestricted funds of £27,781. Charitable expenditure for the period was £5,943, with a healthy cash balance of £24,593 at year end and with unrestricted reserves balance of £21,838 at the end of the financial period.

The Charity has been bestowed with a donation of £60,000 over a three-year period by London Cyrenians Housing (LCH) to help carry out its objectives. Plans are in place to recruit a part-time charity director, to manage the day-to-day direction of the charity to achieve its objectives and to raise more income for the charity by tendering for commissioned contracts and other fundraising activities, ensuring the organisation's growth and sustainability. To that end consideration is also being given to developing the current website to make it more user-friendly and to extend its reach to new audiences and potential donors.

Statement explaining the policy for holding reserves stating why they are held

It is Footesteps policy to hold approximately 3 months' reserves for operational purposes to pay staff, maintain the website for business as usual and pay for any assigned projects. Our policy is to hold 3 months minimum in operational reserves and 3 months residual salaries for paid staff.

A description of the principal risks facing the charity

It is anticipated that as the charity grows and staff are employed that there is a risk staff wages may not be met if the charity does not meet its objective of raising sufficient funds from donations, grants or paid membership.

Structure, Governance and Management

Charitable Incorporated Organisation (CIO)

Trustees are elected to post by the board of trustees.

All trustees on induction are provided with:

- Charity Commission Guidance for Trustees (PDF)
- CIO – Governance document

- All policies & procedures documents

The charity is formed of seven trustees from diverse backgrounds and experience. The charity trustees include two family members related to the victim of the homicide that generated the formation of the charity. There are also two friends of the victim who are social worker and estate agent with bookkeeping experience, a CEO of a charity (LCH) and two independent solicitors. The charity does not work with any wider network at this stage.

There is a son of the trustee family members who volunteers his time to maintain the charity website. The two trustee family members are husband (Michael Foote - chair) and wife Jacqui Foote (account signatory). There are no conflicts of interest regarding remuneration as the charities financial management policy deals with independent trustee authorisations for expenditure.

Footesteps Foundation would like to thank London Cyrenians Housing for their donation to start the charity and for their continued support. We would also like to express our appreciation to all those who have taken part in fundraising and those who have donated to support our cause.

The trustee declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees



Michael Foote
Chair
30 January 2024

FOOTESTEPS FOUNDATION

Independent Examiner's Report

For the period from registration 05 November 2021 to 31 March 2023

Independent Examiner's Report

I report to the Trustees on my examination of the accounts of Footesteps Foundation for the period from registration 05 November 2021 to 31 March 2023.

Responsibilities and basis of report

As the charity trustees of Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Where the charity's gross income exceeded £250,000 I am qualified to undertake the examination by being a Fellow of the Chartered Association of Certified Accountants which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the Trust as required by section 130 of the Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Chaweevan Williams FCCA
Verdant Accountants Limited
Chartered Certified Accountants
20-22 Wenlock Road
London N1 7GU

Date: 31 January 2024

FOOTESTEPS FOUNDATION

STATEMENT OF FINANCIAL ACTIVITIES

For the period from registration 05 November 2021 to 31 March 2023

			Total Unrestricted Funds 2023 £	Total Funds 2022 £
INCOMING RESOURCES	<u>Notes</u>			
Incoming resources from charitable activities	2		27,781	0
Total incoming resources			<u>27,781</u>	<u>0</u>
 RESOURCES EXPENDED				
Charitable expenses	3		(5,943)	0
Total resources expended			<u>(5,943)</u>	<u>0</u>
 NET INCOME/ (EXPENDITURE)				
Net income / (expenditure)			21,838	0
 RECONCILIATION OF FUNDS				
Total funds brought forward			<u>0</u>	<u>0</u>
TOTAL FUNDS CARRIED FORWARD			<u>21,838</u>	<u>0</u>

All funds for the year 2023 were unrestricted.

FOOTESTEPS FOUNDATION

BALANCE SHEET

As at 31 March 2023

	Notes	2023 £	2022 £
CURRENT ASSETS			
Debtors	4	0	0
Cash at bank		24,593	0
Cash in hand		0	0
		<u>24,593</u>	<u>0</u>
Amounts falling due within 1 year:			
Accruals	5	(2,755)	0
Net current assets (liabilities)		<u>21,838</u>	<u>0</u>
TOTAL NET ASSETS		<u><u>21,838</u></u>	<u><u>0</u></u>
RESERVES AND FUNDS			
Unrestricted funds		<u>21,838</u>	<u>0</u>
		<u><u>21,838</u></u>	<u><u>0</u></u>

Approved by the trustees and signed on their behalf on 30 January 2024 by:



Michael Foote
Chair & Trustee

FOOTESTEPS FOUNDATION

NOTES TO THE ACCOUNTS

For the period from registration 05 November 2021 to 31 March 2023

1 ACCOUNTING POLICIES

1.1 BASIS OF ACCOUNTING

The financial statements have been prepared under the historical cost convention and in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015); Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Companies Act 2006.

1.2 FUND ACCOUNTING

Unrestricted funds are available for the use at the discretion of trustees in furtherance of the general objectives of the charity.

Restricted funds are those funds which are to be used in accordance with specific restrictions imposed by donors which have been raised by the charity for particular purposes. The cost of raising and administering such funds are charged against the specific fund.

All income is included in the statement of financial activities when the charity is entitled to the income and the amount can be Quantified with reasonable accuracy.

1.3 EXPENDITURE

Expenditure has been recognised in the accounts on an accrual basis including post balance date liabilities.

All expenditure that includes any VAT which cannot be fully recovered, and is reported as part of the expenditure to which it relates

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Other costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the examination fees (where applicable) and costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the SOFA on a basis designed to reflect the use of the resource. Costs relating to a particular activity are allocated directly, others are apportioned on an appropriate basis as seen by the Trustees.

FOOTESTEPS FOUNDATION

NOTES TO THE ACCOUNTS (Continued...)

For the period from registration 05 November 2021 to 31 March 2023

	2023	2022
	£	£
2 INCOMING RESOURCES FROM CHARITABLE ACTIVITIES		
DONATIONS		
London Cyrenians Housing	20,000	0
End SH UK/Cheetah Pointless	1,500	0
Just Giving Donations	5,605	0
UK Online Giving	155	0
Other Individual Donations	521	0
Total Incoming Resources	27,781	0
3 CHARITABLE EXPENSES		
Publicity/Promotion	2,800	0
Venue Hire	100	0
Website – Mailbox & Hosting	288	0
Accountancy & Examination Fees	2,755	0
Total Resources Expended	5,943	0

FOOTESTEPS FOUNDATION

NOTES TO THE ACCOUNTS (Continued...)

For the period from registration 05 November 2021 to 31 March 2023

	2023	2022
	£	£
4 DEBTORS		
Misc	0	0
Total Debtors	<u>0</u>	<u>0</u>

	2023	2022
	£	£
5 CREDITORS & ACCRUALS		
Accruals	2,755	0
Total Creditors & Accruals	<u>2,755</u>	<u>0</u>