



FOOTESTEPS
FOUNDATION

FOOTESTEPS FOUNDATION

REGISTERED CHARITY NUMBER: 1196432

Report of the Trustees and Financial Statements

For the period ending 31st March 2025

Legal and Administrative Details

Footesteps Foundation presents the report of its Board of Trustees and financial statements for the year ended 31 March 2025.

Trustees' Annual Report for the period

From 01/04/2024 to 31/03/2025
Period start date Period end date

Charity name: FOOTESTEPS FOUNDATION

Charity registration number: 1196432

Governing document : CIO

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

Email: info@footestepsfoundation.org

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

The Trustees as at 30/03/2025

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

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 CIO, established for the public benefit, has objectives 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 ensure that our health and social care night workers are skilled, valued, and kept 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.

Following the resignation of our charity director, discussions were held to determine the charity's future. The closing payments for this role included **£954** for wages and pension contributions and **£234.39** to HMRC in tax.

At the beginning of May 2024, Footesteps received its final donation from London Cyrenians Housing Ltd of **£20,000** to support the Charity. This raised our charity account to just over **£40,000**. Because of this last donation, Footesteps will need to be self-funded, and this will need to be made a priority.

Considerations were given to exploring opportunities related to existing contacts at two NHS trusts, St. George's Hospital NHS Trust and West London NHS Trust.

Initial discussions, in May 2024, had been taking place with the Health & Safety lead at St George's Hospital, with a view to the Trust piloting a training package of their choice provided by Footesteps. It was hoped that if the pilot was successful, St George's would act as advocates to promote Footesteps with other NHS Trusts.

It was clear that St George's recognised the correlation associated with night staff and fatigue, and through relationships developed with Professor Steven Lockley at Surrey University, it was proposed that the Charity could act as a facilitator for the SAFER programme.

An additional option was to progress the delivery of training regarding Mindfulness for night staff through Nidra Yoga specialist Kate Rock with West London NHS Trust. This is known as TMR, i.e. 'The Mindful Reset'.

The **SAFER Programme** (Sleep Alertness Fatigue in Emergency Responders) is an initiative that aims to provide sleep education and screening for sleep disorders to healthcare workers, to highlight and reduce fatigue. It offers actionable next steps and advice for improvement. Developed by Professor Steven Lockley of the University of Surrey, the Sleep, Alertness, and Fatigue in Emergency Responders Program (SAFER) draws on his extensive 25-year research on sleep and circadian rhythms.

A study at Harvard Medical School, led by Professor Lockley, implemented similar education and screening programs for police officers and firefighters. Shockingly, over a third of active-duty personnel were found to be at risk of sleep disorders without their knowledge.

Further studies within the program demonstrated significant improvements in long-term health among hundreds of active-duty personnel who sought treatment for sleep disorders. In one instance, a fire department saw a nearly 50% reduction in long-term disability days and a 24% decrease in the likelihood of workplace accidents or injuries.

During the Spring and Summer months of 2024, the Footesteps Foundation website and branding continued to be developed with commissioned support from Solomon Productions, a contemporary creative agency based in London, specialising in developing and supporting brand strategy, visual identity, and marketing campaigns. This was a company that Footesteps had used previously and was charged a reasonable fee of **£500.00** for their work. New elements were added to the website platform maintained by Wix.com for **£230.40**.

It was intended for the pilot to commence in July and again in September. The aim is that Footesteps will be a gateway or springboard for potentially 16,000 staff being signposted to the SAFER program site. This will be the first in the world when all three elements of the SAFER programme, i.e. screening, rotas and environmental analysis, will be engaged by one organisation.

In tandem with the SAFER programme, the charity conducted a series of meetings with West London NHS Trust after being invited to provide a presentation to present on the experiences of a bereaved family of Mental health homicide, a patient safety learning, by the Head of Patient Safety and Clinical Lead for High Secure & Forensic Services. The presentation was for the Specialist Community Forensic Teams (SCFT) annual conference and training day. This also provided an opportunity for the charity to highlight our work on both the Mindful Reset pilot and SAFER programme.

The Mindful Reset (TMR) pilot would offer ward-based staff the opportunity to have individual (online link via Footesteps to Mindful Reset Website hosted by Kate Rock) guided 10-minute reset sessions each night shift by a qualified practitioner focussing on breathing, relaxation and mindfulness. Participants would be asked to rate aspects of their wellbeing before the 3-month pilot and again at the close of the programme via an online questionnaire on the Footesteps website. This could provide data to the trust on staff's perceived improvements in their wellbeing, e.g. better sleep, fewer mistakes, lower stress, etc., therefore improving staff and patient safety.

On 3rd October 2024, the SAFER programme was launched at St George's Hospital, with a presentation by Professor Lockley to a diverse audience of medical personnel. The charity was represented by two trustees supporting Prof. Lockley. To assist with the promotion and marketing of the SAFER programme, we employed the services of a printing company called Harlow Solutions for 1000 flyers/leaflets with our new branding for **£161.98**.

In November, Footesteps was able to finalise payments to the wages administrator Fosden Consulting for the sum of **£ 3,273.43**. In addition, at the beginning of 2025, Verdant Accounts (certified independent examiner) audited the charity accounts for the trustees' annual 2023/24 return for the sum of **£480.00**.

In February 2025, Julie Quinn was elected and confirmed as a trustee. Prof. Lockley reported that the SAFER program response had dwindled, with not many completing the survey and suggested increasing promotion of the program during the timely **'Sleep Awareness' week from 9th to 15th March 2025**. Previous experience has shown that face-to-face engagement has provided better outcomes for participation. Unfortunately, due to scheduling, we were unable to participate in the Sleep Awareness week; it is alternatively planned for July 2025. A few activities were also planned for the TMR to coincide with the **National Night Shift Workers Day on 14th May 2025**. This included a focus on using mainstream social media to promote our events. This was at a cost of **£172.45**, and in addition, there were further leaflet printing costs for **£88.09**.

Financial Review

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

Charitable expenditure for this period was £6,296, with a healthy cash balance of £41,002 at year-end and with an 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. In May, LCH, who have since rebranded to just.org.uk, provided the last donation of £20,000. The employment of a part-time charity director, even for a short period, was proven to be a success. During their nine-month employment, they attended conferences and seminars and engaged with other night-time charities, extending our profile and developing potentially new working relationships, such as the SAFER programme. In addition, the charity was able to use the funds to rebrand (see new logo) and develop the charity website, giving it a fresher and up-to-date perspective.

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 of residual salaries for paid staff.

A description of the principal risks facing the charity

It is anticipated that, despite concerted efforts to engage with NHS trust staff to improve their health and well-being, especially in the workplace, due to low morale and funding, the pilot programmes being launched may have low participation.

Structure, Governance and Management

Charitable Incorporated Organisation (CIO)

Trustees are elected to the 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 eight (8) trustees from diverse backgrounds and experiences, including the appointment of our previously employed charity director. The Charity trustees also 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, one is a full-time social worker and part-time student studying for the bar, and the other is an estate agent with bookkeeping experience and training to be an accountant, a CEO of a charity (just.org.uk) and two independent solicitors. The Board is satisfied that there are no conflicts of interest. The Charity does not work with any wider network at this stage.

There are now two sons of the trustee's family members who volunteer their time, with one designing and maintaining the Charity website and the other managing promotions and social media. 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 Charity's financial management policy deals with independent trustee authorisations for expenditure.

Footesteps Foundation would like to thank London Cyrenians Housing, (just.org.uk), for their donations to the charity since its inception and for their continued support.

The trustee declares that they have approved the trustee's report above.

Signed on behalf of the charity's trustees



Michael Foote

Chair

21 January 2026

FOOTESTEPS FOUNDATION

For the period 1st April 2024 to 31st March 2025
STATEMENT OF FINANCIAL ACTIVITIES & BALANCE SHEET

	Apr-24 to Mar-25	Apr-23 to Mar-24	Apr-22 to Mar-23
Income			
From Donations and Charitable Activities	20,010	20,864	27,781
Total Income	20,010	20,864	27,781
Expenditure			
Charitable Expenses	(6,296)	(18,170)	(5943)
Total resources expended	(6,296)	(18,170)	(5943)
Net Income	13,714	2,695	21,838
Reconciliation of Funds			
Total Funds Bought forward	24533	21,838	-
Total Funds Carried Forward	38247	24,533	21,838
	Balance Sheet		
Debtors	0	0	0
Cash at bank	41,002	27,288	24,593
Cash in hand	0	0	0
	41,002	27,288	24,593
Accruals			(2,755)
Net current assets (Liabilities)	41,002	27,288	21,838
Reserves and Funds	41,002	27,288	21,838

**Income Resources from donations and Charitable Activities
Breakdown**

	Apr-24 to Mar-25	Apr-23 to Mar-24	Apr-22 to Mar-23
London Cyrenians Housing	20,000	20,000	20,000
End SH UK/ Cheetah Pointless	-	-	1,500
Just Giving	-	832	5,605
UK Online Giving			155
Other individual Donations (Adyen N.V & Amazon Europe Core)	10	33	521
Total Income Resources	20,010	20,864	27,781

Charitable Expenses - Breakdown

Publicity/Promotions	423		2,800
Venue Hire			100
Website-Mailbox & Hosting	931	381	288
Professional fees	3753	1,321	2,755
Overheads	1188	16,468	
Total Expenses	6296	18,170	5,943

Approved by Trustees and signed on their behalf



Michael Foote

Chair

21 January 2026

FOOTESTEPS FOUNDATION

For the year ended 31st March 2025
Trustees Annual Report

Trustees Responsibilities

The Trustees are responsible for preparing the Trustees Annual Report and Financial Statements in accordance with applicable law and regulations.

In preparing these financial statements, the trustees are required to;

- a) select suitable accounting policies and then apply them consistently;
- b) observe the methods and principles in the Charities SORP;
- c) make judgements and accounting estimates that are reasonable and prudent;
- d) state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- e) prepare the financial statements on the going concern basis unless it is inappropriate to presume the charity will continue in operation.

Approved by the Trustees and signed on their behalf by;



Michael Foote

Chair

21 January 2026