



EMILY HARRIS FOUNDATION

ANNUAL REPORT

2022 TO 2023

Emily Harris Foundation
Registered Charity Number 1196802
Annual Report and Financial Statement
For the Year Ended 30th June 2023

Legal and Administrative Information

Charity Number:	1198602
Legal Status:	Registered Charity in England and Wales – Standard Registration
Aims and Objectives:	<p>A) To advance education and training in relation to healthcare by such means as the trustees consider appropriate.</p> <p>B) To relieve persons who are in conditions of need or hardship and to relieve the distress caused thereby on such occasions as the trustees think fit.</p> <p>C) To advance the health and well-being of individuals working within healthcare by such means as the trustees consider appropriate</p>
Activities:	<p>The charity raises funds for use in three areas.</p> <p>A) To provide grants to nursing staff at the King’s Mill Hospital Neonatal Unit to attend training and conferences.</p> <p>B) To provide a hardship fund for families with a baby on the unit.</p> <p>C) To provide support for the well-being of staff who work in King’s Mill Hospital Neonatal Unit.</p>
Board of Trustees:	Kenneth Daly (Chair of Trustees) Martin Dillon Clare Lund Daniella Coles Matthew Carr
Foundation Manager:	Clare Harris
Date of Formation:	16 th March 2008 (as Charity No. 1127191)
Date of Registration:	26 th November 2021 (as Charity No. 1196802)
Registered Address:	64 Emerson Drive, Clipstone Village, Mansfield, Nottinghamshire, NG21 9AX
Auditor	Revd. Robert Howard Jones F.C.M.A., C.G.M.A.

Contents

	Page
President's Statement	3
Chair of Trustees Statement	4
Annual Report for Year Ended 30 th June 2023	About Emily Harris Foundation 5
	Our Aims 5
	Review of 2022/2023 6
	Plans for the Future 8
	Thanks and Acknowledgements 9
Financial Review 2022/2023	Income 10
	Use of Funds 11
	Remuneration 12
Statement of Trustees' Responsibilities	13

It continues to be my privilege to serve as President of the Emily Harris Foundation. The year has been another successful one with a focus on restructuring the Charity to help us be in a position to continue to move the Foundation forward in the upcoming years.

The dedication and commitment of the Trustees who voluntarily give so much of their time and support to Clare in her duties is greatly appreciated. The success of the Charity only happens because of these people so I would like to take this opportunity to thank them.

As always, a huge thank you goes to all of our wonderful supporters. So many people have continued to help us over the last year despite the challenging financial times that we live in. It never ceases to amaze us how generous people are either through organising fundraising themselves or by supporting the events that we organise.

There is an excitement and continued optimism for the year ahead. While the Foundation will continue the support that we currently offer, opportunities to expand the support that we are able to provide to staff and families within Mansfield and the wider areas will be pursued.



N A Harris
President



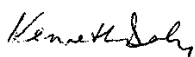
This last year has once again been a successful one, culminating in the Foundation achieving an award from the Chair of Sherwood Forest Hospitals Trust in recognition of the support given by the Foundation (i.e. Clare) to the babies, parents and staff of the Neonatal Intensive Care Unit at Kings Mill Hospital.

We are grateful to the continued support of so many individuals and businesses who have been very generous in both attendance at fund-raising events and sponsorship of various initiatives.

Clare has worked very hard to develop a network of contacts which already has begun to pay dividends and given her new role as Independent Neonatal Parent Voice Lead this can only assist the Foundation as we seek to expand the support we give to families and NICU staff in other areas.

The Trustees wish to express their sincere thanks to Clare for all her hard work and of course the Harris family as a whole for their commitment to this project. My personal thanks go to my fellow Trustees for their enthusiasm and support throughout the year.

We are confident that in the coming year the Foundation will go from strength to strength and continue to provide much needed “little extras” which will help families and staff who are on the Unit.



K M Daly
Chair of Trustees



About Emily Harris Foundation

The Emily Harris Foundation was originally founded in 2008 by Neil and Clare Harris in memory of their daughter Emily Harris who died at the age of 5 months in 2007. In November 2021, the charity re-registered with the Charities Commission as a Charitable Incorporated Organisation (CIO) in order to give it a stronger legal structure. Since 1st July 2022, the Emily Harris Foundation has operated under this new structure.

Neil and Clare believed that they were very blessed to spend the short time with Emily that they did. Many people during her life and after she had died said what an inspiration she had been with her determination and her spirit.

Neil and Clare knew then that they had the opportunity to keep her memory and name living on; to inspire others and to repay some of the wonderful care that they as a family received from the King's Mill Neonatal Unit. Family and friends joined Neil and Clare as trustees to form the original board of trustees.

The aims of the charity arose from conversations with senior staff members within the unit and personal experiences of having a baby receiving care on a Neonatal unit and within other hospital settings. When reviewing the structure of the charity, the aims were also reviewed and are now as follows:

1) To provide financial support for King's Mill Hospital Neonatal unit staff members, who wish to undertake further training and where the funding is not able to be supported by the NHS.

By supporting the professional development and training of staff, a long term benefit will be received by all babies who are, and will be, cared for on the unit.

2) To provide financial relief, in cases of hardship, for families with babies receiving care on the King's Mill Hospital Neonatal unit.

By providing practical support to parents, the stress caused by their situation can be eased in some small way.

3) To provide support for the mental health and well-being of the staff who work for King's Mill Hospital Neonatal unit.

By supporting the mental health and well-being of staff, we can help to ensure a consistency of care for the baby's cared for on the unit and support the hospital in its duty of care to staff.

Review of 2022/2023 activities

It has been another exciting year for the Emily Harris Foundation with the charity completing its first full year under the new structure. This has enabled us to become an employer, with our Foundation Manager joining the payroll from April 2023. Our grateful thanks go to Voluntary Action Sheffield for their support in setting up this system and for their on-going support with undertaking our payroll requirements.

I cannot fail to mention at the outset of this report, the wonderful way the year ended for us, with an invitation to the Sherwood Forest Hospitals NHS Foundation Trust Staff Excellence Awards, where the Emily Harris Foundation was presented with the Chair's Award. It was great to see the charity recognised in this way and to see and hear how much our work is appreciated, not just by those directly benefiting on the neonatal unit, but by the wider hospital community. Thank you to Claire Ward, the Chair of Sherwood Forest Hospitals NHS Foundation Trust for choosing us as the recipient of her award.



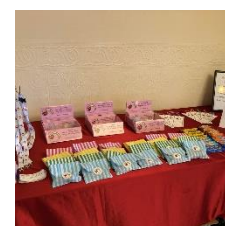
Presentation of the Award



The Chair Award

Despite the on-going pressures we are all facing with the aftermath of the Covid Pandemic and the cost of living crisis, we have been amazed to see that our fundraising has not been adversely affected this year – the generosity of those who support us has continued to astound us and we have recorded another bumper year of income, alongside great attendance at our fundraising events. We were delighted to reach a fabulous milestone just prior to Christmas of raising over £250,000 since the charity began. This resulted in East Midlands Today filming a feature which was shown at the beginning of February and which can be viewed [here](#) for anyone who missed it! We are now well on the way to reaching £300,000 and look forward to celebrating more milestones in the months and years to come.

One of the highlights of the year was our very popular race night, with the Rufford Pub again providing the venue and fabulous chip butties! We also held another great Curry Night at the Mangrove in November, repeated our Last Mile Together in January around King's Mill Reservoir, had some remote fun with the World Cup Competition and Christmas Quiz and also had a stand at the annual Renfest Festival in Rainworth back in July.



Merch for sale at the Race Night

As always, we couldn't do what we do without the incredible support of those businesses and individuals who raise money for us and continue to show generosity despite the challenges they face. We have had people complete the London Marathon, Great North Run, Scotland Coast to Coast, Strathpuffer 24 challenge and many other things over the year – too many to mention but we are so grateful for every penny raised.



The start of Strathpuffer 24



Donation from Tesco



Completed Scotland Coast to Coast



Sibling Teddy Bears

As always, we are continuously looking for new ways to support the unit and this year we were given a donation to purchase teddy bears for siblings who are visiting their baby brother or sister. These have been hugely popular and we have just placed an order for a further 100 teddies to be given out over the coming year!

We have continued to provide families with gift bags on special occasions throughout the year, and this year these have included Mothers' Day, Fathers' Day, Easter and the King's Coronation. These bags are always very well received by families who like to get involved with the celebrations!



Coronation Bags



Pens for all staff

The hospital also continue to make requests for things that will enhance their care of the babies or that will help to promote important information so some other items we have been able to purchase this year have included an ice machine for the parents flats and pens for all the staff to use which remind them of the steps to take to encourage breast feeding and the expression of breast milk.

This year has also seen Clare making greater contacts with the wider network and becoming involved with the Local Maternity and Neonatal Systems. She has recently been appointed the Independent Neonatal Parent Voice Lead and is excited to be able to carry out this role for 3 days a month alongside running the charity. It is hoped that both roles will complement each other and that Clare's new position will enable her to explore further our options for expanding our support to neonatal units across Nottinghamshire.

Plans for the future

As mentioned above, Clare is now involved at a local level, making contact with other units in Nottinghamshire and working closely with the Local Maternity and Neonatal System. Over the next 12 months, she will continue this work, alongside her new role as the Independent Neonatal Parent Voice Lead in order to establish what, if any, support we can offer to other neonatal units in Nottinghamshire. This is an exciting prospect and one that we hope will enable the charity to expand and develop as we seek to support more families and make life a little easier for them as they travel the neonatal journey. We will continue our close liaison with staff on the neonatal unit at King's Mill to ensure that our priority remains supporting them and will be open to any new ideas they have for us to work with them.

We are now fully established under our new legal structure and will continue to operate under this as well as being a legal employer for the foreseeable future.

Fundraising will continue to come from a variety of sources – individual donations, business donations and events – both organised by ourselves and by others. We remain mindful of the on-going cost of living crisis and the pressures that individuals are under at the present time. However, we are also mindful that in this situation, our support is needed more than ever and we will ensure that our funds are maintained through grant funding and the use of our reserves if needed.

We will continue to explore new ways of connecting with our supporters and donors and keep abreast of new initiatives for charities to grow and develop.

Thanks and Acknowledgements

We would like to extend a huge thanks to the many people who choose to support our work each year; their continued dedication and generosity enables us to fund the services that make such a difference to the staff of the Neonatal Unit and to families with babies on the unit. We are confident that with the ongoing support of all of the fantastic fundraisers, donors and organisers, we can seek to provide a wider range of support and look to expand our provision to other units and families. We are also incredibly grateful for the ongoing support of our Board of Trustees, who have given so much of their time this year as well as their considerable knowledge and skills.

Whilst we cannot name individually all those who have supported us over the past 12 months, we would like to offer our sincere thanks to the following organisations that have supported our work over the past year, as well as the many hundreds of families, doctors, nurses and other individuals who have made such a difference to our work:

Barnsley Catenians
Teversal Women's Institute
Mansfield & Dukeries Catenians
Haywood Oaks Golf & Country Club
Tesco
Co-op
St Philip Neri Catholic Primary School
Golden Cod
Lloyds Bank
Kings Mill Hospital Pharmacy
Methodist Women in Britain, Ollerton
Social Little Bird
The Rufford Pub
Wilsons Carpets
Mental Health Fitness UK
Mansfield Amateur Operatic Society
Niras
The Mangrove
Abbey Gates School
Asda
Clipstone Youth Club

Financial Review 2022/2023

As mentioned above, despite the on-going cost of living crisis and the financial pressures so many are feeling at present, we have been astonished and humbled that we have recorded another year of income exceeding £30,000. We have also managed to spend more, thereby contributing to our target of using our reserves for the work they were intended for. Income for the year was £31,154.70 with expenditure reaching £33,588.13.

Income

The major income sources this year were:

Mansfield & Dukeries Catenians – Our grateful thanks to our local Catenians who have supported us with on-going fundraising throughout the year and made a donation of £1306.

Barnsley Catenians – As a result of the Mansfield & Dukeries Catenians supporting us, the Barnsley Circle also chose to make a donation, generously giving us £1050.

Co-Op Community Fund – Having been chosen as a charity for the year for the Co-op Community Fund, we were delighted to receive a total of £3049.53 which will be used to pay for the Counselling Service we continue to provide.

Haywood Oaks Golf & Country Club – Following the collection and re-sale of lost golf balls, we were generously given a donation of £300!

Tesco – We were fortunate to be part of the blue tokens scheme at Tesco again this year and received £1000 towards our funding of the breast pumps for the neonatal unit. We also received £220 from the book stall in the Jubilee Way store where we were able to hold a bucket collection which raised a further £275.

Sporting Achievements – This year saw 2 London Marathons with the 2022 event taking place in October and 2023 back to the traditional month of May – over the two events we had 3 runners taking part who between them raised an incredible £3305.54. We also had 5 runners in the Great North Run who raised £2686.72. We also had a group of guys complete the Strathpuffer 24 event, raising £780 in the process and then a former neonatal dad and his friend completed the Scotland Coast to Coast, raising £802.57. Thank you to you all!

Race Night – As mentioned above, our ever popular Race Night was another resounding success with over 70 people cheering on their horses and enabling us to raise £1244.52.

Standing Orders – We have had 13 regular donors this year who contribute to the charity through standing orders on either a monthly or weekly basis. Their generous giving has totalled £2811.60 this year. If this is something you feel you could consider, we would love to hear from you! It is great to have the security of regular income each month.

There have also been many individuals and groups who have donated or undertaken other fundraising for us but are too many to list here. We sincerely thank all of these people for all of their efforts.

Use of Funds

vCreate – For the sixth year we have been happy to support the provision of the vCreate App that enables parents to receive photograph and video updates of their baby when they cannot be with them. It is something that is very much appreciated by families and the staff who are able to share important moments in a baby's journey. If there are any businesses out there who would be interested in sponsoring this app at a cost of £4320, please do contact us for more information.

Counsellor – Our fabulous counsellor, Paula, has continued to visit the unit on a regular basis and also continues to offer support virtually if parents wish to use this option. She is also offering counselling post-discharge to parents who need that extra support once they have gone home. We have paid £1125 towards her hours on the unit during this financial year.

Staff Training – Staff training continues to be a mixture of face to face and virtual, but we have been able to fund 3 members of staff to attend the Baby Friendly Initiative conference later this year at a total cost of £630.

Gifts for Parents & Staff – As already noted, we have continued to offer gift bags for families at various occasions throughout the year, including Christmas, Mother's Day, Easter, King's Coronation and Father's Day. We have also provided books for the babies on Kangaroo Care Day and teddy bears for siblings. The total cost of all the gifts to the unit has been £2054.20.

In addition, we have continued to provide the essential items that are the core everyday services, providing 173 Welcome Bags, 69 Bus Vouchers and 60 Meal Vouchers for the local pub during this financial year.

Remuneration

The Foundation's Trustees comprise the key management personnel of the charity. They are charged with directing, controlling, running and operating the charity on a day to day basis. The Trustees are not remunerated. The pay of the Foundation Manager is continued to be reviewed annually.

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.

Auditors

Revd. Robert Howard Jones F.C.M.A., C.G.M.A. was appointed as auditor of the accounts.

A handwritten signature in dark ink, which appears to read 'Clare Harris'.

Clare Harris
Foundation Manager
Date: 7th July 2023

Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Trustees' Report and the accounts. 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;
- State whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the accounts; and
- Prepare the accounts on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the Charity. 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.

In so far as the Trustees are aware:

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

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charity's website.



CHARITY COMMISSION
FOR ENGLAND AND WALES

Charity Name
Emily Harris Foundation

No (if any)
1196802

Receipts and payments accounts

CC16a

For the period
from

Period start date
01/07/2022

To

Period end date
30/06/2023

Section A Receipts and payments

	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A1 Receipts					
Donations	7,878	-	-	7,878	17,004
Fundraising Events	2,894	-	-	2,894	2,158
Fundraising by Others	16,501	-	-	16,501	13,595
Grants	-	1,000	-	1,000	2,250
Gift Aid Claim	1,908	-	-	1,908	943
Other Income	974	-	-	974	995
	-	-	-	-	-
	-	-	-	-	-
Sub total (Gross income for AR)	30,155	1,000	-	31,155	36,945
A2 Asset and investment sales, (see table).					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total receipts	30,155	1,000	-	31,155	36,945
A3 Payments					
Neonatal Staff Training	630	-	-	630	425
Counsellor	-	1,125	-	1,125	740
Charitable Activities	14,300	-	-	14,300	17,163
Fundraising Expenses	1,293	-	-	1,293	976
Salaries	13,212	-	-	13,212	12,552
Merchandise	1,174	-	-	1,174	153
Other Expenses	1,855	-	-	1,855	2,674
	-	-	-	-	-
	-	-	-	-	-
Sub total	32,464	1,125	-	33,589	34,683
A4 Asset and investment purchases, (see table)					
	-	-	-	-	-
	-	-	-	-	-
Sub total	-	-	-	-	-
Total payments	32,464	1,125	-	33,589	34,683
Net of receipts/(payments)	- 2,309	- 125	-	- 2,434	- 2,262
A5 Transfers between funds	-	-	-	-	-
A6 Cash funds last year end	-	-	-	-	-
Cash funds this year end	- 2,309	- 125	-	- 2,434	- 2,262

Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
B1 Cash funds	Current Account	35,338	10,339	-
		-	-	-
		-	-	-
	Total cash funds	35,338	10,339	-
	(agree balances with receipts and payments account(s))	Agreement Error	Agreement Error	OK
B2 Other monetary assets	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Endowment funds to nearest £
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
		-	-	-
B3 Investment assets	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
			-	-
			-	-
			-	-
			-	-
			-	-
B4 Assets retained for the charity's own use	Details	Fund to which asset belongs	Cost (optional)	Current value (optional)
	Merchandise	Unrestricted	-	-
	Stock for Charitable Purposes	Unrestricted	-	-
	Equipment	Unrestricted	-	-
			-	-
			-	-
			-	-
			-	-
			-	-
			-	-
B5 Liabilities	Details	Fund to which liability relates	Amount due (optional)	When due (optional)
			-	
			-	
			-	
			-	
			-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name	Date of approval	
		Kenneth Daly	08/07/2023	
		Clare Lund	08/07/2023	

Independent Examiner's Report to the Trustees of
Emily Harris Foundation
For year ending 30 June 2023

I report to the Trustees on my examination of the accounts of Emily Harris Foundation (the charity) for the year ending 30 June 2023.

Responsibilities and Basis of Report

As the Trustees of the charity 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 charity's accounts carried out under Section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under Section 145(5)(b) of the Act.

Independent Examiner's Statement

I have completed my examination. I confirm that no 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 charity as required by Section 130 of the Act; or
2. The accounts do not accord with those records.

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.

Signed _____ **Date** 19/08/2023 _____

Revd. Robert Howard Jones F.C.M.A., C.G.M.A.

Auditor/Examiner