



**CHARITY COMMISSION**  
FOR ENGLAND AND WALES



## **Trustees' Annual Report for the period**

**From 1<sup>st</sup> January 2023**

**to 31<sup>st</sup> December 2023**

**Charity name: International Collaboration for Community Health Nursing Research (ICCHNR)**

**Charity registration number: 1197492**

## **Objectives and Activities**

	SORP reference	
Summary of the purposes of the charity as set out in its governing document	Para 1.17	<p>ICCHNR was registered in 1995 and operated as Former Charity Number 1042880 up to 31.12.2022. In 2022 ICCHNR was approved as a CIO, Charity, Number, 1197492</p> <p>The charity was set up to achieve the following objectives:</p> <ul style="list-style-type: none"><li>a. Demonstrate the value of community health care nursing research for improving the quality of health care.</li><li>b. Advance and share knowledge of community health care nursing practice through research.</li><li>c. Increase personal commitment by community nurses to evidence-based practice.</li><li>d. Encourage the appropriate use of research for community nursing.</li><li>e. Promote awareness of the contribution of community health care nursing to healthy public policies and alliances.</li></ul> <p>ICCHNR's objectives as a Foundation Charitable Incorporated Organisation are to: the following objectives:</p> <ul style="list-style-type: none"><li>a. Advance education for the benefit of the public concerning community health nursing with a view to improving the quality of such care for the benefit of the public.</li></ul>

		b. Promote research into community health nursing and to disseminate the useful results of such research.
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.	Para 1.17 and 1.19	Working in partnership with other global and local community nursing organisations such as the Queen's Nursing Institute (QNI) with a particular emphasis on Low- and Middle-Income countries (LMICs) to disseminate and generate evidence and research-based practice through organising conferences; awarding small grants to community nurses to undertake research projects and attend ICCHNR's international conferences; organise the annual Lisbeth Hockey Memorial Lecture.
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	Para 1.18	The Trustees are made aware of their responsibilities and attention drawn to the Charity Commission guidance on public benefit.

#### **Additional information (optional)**

You may choose to include further statements where relevant about:

	SORP reference	
Policy on grant making	Para 1.38	N.A
Policy on social investment including program related investment	Para 1.38	N.A
Contribution made by volunteers	Para 1.38	The ICCHNR Management Committee (up to 15 members) and wider membership (currently 52 members) are drawn upon to contribute to the achievement of the Charity's aims
Other		

## Achievements and Performance

	SORP reference	
Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.	Para 1.20	Recruitment Drive to increase membership Strengthening Partnership working National Health Service England (NHSE) December 2022 Community Nursing Awards: 4 Award winners; 3 Commendations Queen's Nursing Institute (QNI) November 2023 Lisbeth Hockey Memorial Lecture Communication and Marketing Strategy Website Review and Renewal Supporting project development and dissemination Raising and maintaining the profile of community nurses worldwide with a particular emphasis on LMICs

### Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	Para 1.41	N.A
Performance of fundraising activities against objectives set	Para 1.41	N.A
Investment performance against objectives	Para 1.41	N.A
Other		

## Financial Review

Review of the charity's financial position at the end of the period	Para 1.21	1/1/2023 - 31/12/2023: Total Income £11,292.74 Total Expenditure £9371.46 Net Profit £1921.28
Statement explaining the policy for holding reserves stating why they are held	Para 1.22	To draw on the reserves to fund regular administrative support, organisation of conferences, public lectures, project awards to community nurses; scholarships for community nurses from LMICs.
Amount of reserves held	Para 1.22	Opening Reserves: £24,627.78 Closing Reserves: £26,549.06
Reasons for holding zero reserves	Para 1.22	N.A
Details of fund materially in deficit	Para 1.24	N.A
Explanation of any uncertainties about the charity continuing as a going concern	Para 1.23	N.A

### Additional information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	Para 1.47	Charitable donations and Endowments; membership subscriptions; Partnership working
Investment policy and objectives including any social investment policy adopted	Para 1.46	N.A
A description of the principal risks facing the charity	Para 1.46	Ability to recruit a substantial cohort of younger generation national and international community nurses to reflect the global workforce to ensure and sustain a dynamic and active membership
Other		

## Structure, Governance and Management

Description of charity's trusts:		
Type of governing document (trust deed, royal charter)	Para 1.25	Foundation constitution
How is the charity constituted? (e.g unincorporated association, CIO)	Para 1.25	Charitable Incorporated Organisation (CIO)
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Para 1.25	Call for applications from global and national community nursing organizations and networks. Candidates submitted CVs and were shortlisted and interviewed by the ICCHNR President, former President, Co-Directors, and pre-CIO Trustees. Once appointed Trustees signed a Declaration Letter. These methods will be formalised into a standard operating procedure.

### Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	Para 1.51	Pre-interview briefings and meetings. We propose to introduce Induction Packs for new Trustees and management committee members
The charity's organisational structure and any wider network with which the charity works	Para 1.51	The trustees meet formally 4 times per Annum. Minutes and key actions are documented for each meeting. Wider networks include the ICCHNR Management Committee (up to 15 members) and wider ICCHNR membership (currently 52 members)
Relationship with any related parties	Para 1.51	We have active relationships with professional nursing, community nursing and health visitor organisations in UK and internationally
Other		

## Reference and Administrative details

Charity name	International Collaboration for Community Health Nursing Research
Other name the charity uses	ICCHNR
Registered charity number	1197492

Charity's principal address	Centre for Health Services Studies University of Kent Canterbury CT2 7NZ

### Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Dr Emina Hadziabdic Associate Professor Linnaeus University Sweden	Trustee		ICCHNR Co-Directors, President and foundation Trustees
2	Dr Yvonne Parry, Associate Professor Flinders University, Australia	Trustee		
3	Dr Deborah Stamps Founder and chief executive officer of Deborah Stamps Consulting, LLC, New York	Trustee		
4	Professor Pam Smith Emerita Professor, Nursing Studies, University of Edinburgh	Chair of Trustees		
5	Professor Gina Higginbottom, Emeritus Professor of Ethnicity and Community Health University of Nottingham	Co-Director and Trustee		
6	Professor Sally Kendall Professor of Community Nursing and Public Health University of Kent	Co-Director and Trustee		
7	Professor Rosamund Bryar Professor Emeritus Community and Primary Care Nursing, City University	Trustee and interim Treasurer		
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Corporate trustees – names of the directors at the date the report was approved

Director name		
Professor Sally Kendall	Co-Director ICCHNR	
Professor Gina Higginbottom	Co-Director ICCHNR	

Name of trustees holding title to property belonging to the charity

Trustee name	Dates acted if not for whole year	
	N.A	

## Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	N/A
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	N/A
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	N/A

### Additional information (optional)

#### Names and addresses of advisers (Optional information)

Type of adviser	Name	Address

#### Name of chief executive or names of senior staff members (Optional information)

Professors Sally Kendall MBE and Gina Higginbottom MBE, Co-Directors; Dr Barbara Stilwell, President

## Exemptions from disclosure

Reason for non-disclosure of key personnel details

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## Other optional information

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## Declarations

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

Signed on behalf of the charity's trustees

Signature(s)	<i>Pamela A. Smith</i>	
Full name(s)	Pamela Ann Smith	
Position (eg Secretary, Chair, etc)	Chair of Trustees	
Date	15 October 2024	



## **International Collaboration for Community Health Nursing Research (ICCHNR)**

<b>SUMMARY OF RECEIPTS &amp; PAYMENTS 2023</b>				
<b>INCOME</b>		<b>£</b>	<b>£</b>	
Subscriptions		1,223.87		
Donations		9,990.00		
Bank Interest		<u>78.87</u>		
<b>TOTAL INCOME</b>			<b>11,292.74</b>	
<b>EXPENDITURE</b>				
<b>Awards/Sponsorships</b>		(2,837.00)		
<b>Event Costs</b>				
Strategy Mtg Edinburgh	(1,600.94)			
Lisbeth Hockey Lecture Cardiff	<u>(1,609.50)</u>			
<b>subtotal Events</b>		(3,210.44)		
<b>Overhead Costs</b>				
Staff Costs	(2,338.00)			
Website Costs	(568.00)			
Printing	(130.00)			
Trustee lunches for invited international visitors	<u>(288.02)</u>			
<b>Subtotal Overhead</b>		<u>(3,324.02)</u>		

<b>Costs</b>				
<b>TOTAL EXPENDITURE</b>			<b>(9,371.46)</b>	
<b>NET PROFIT</b>			<b>£ 1,921.28</b>	
<b>BANK BALANCES</b>		<b>Opening 1/1/23</b>	<b>Closing 31/12/23</b>	<b>Movement</b>
Current Account		0.00	121.24	121.24
Reserve Account		24,627.78	26,427.82	1,800.04
<b>TOTAL</b>		<b>24,627.78</b>	<b>26,549.06</b>	<b>1,921.28</b>