



EMILY HARRIS FOUNDATION

ANNUAL REPORT

2020 TO 2021

Emily Harris Foundation
Registered Charity Number 1127191
Annual Report and Financial Statement
For the Year Ended 30th June 2021

EMILY HARRIS FOUNDATION

Legal and Administrative Information

Charity Number:	1127191
Legal Status:	Registered Charity in England and Wales – Standard Registration
Aims and Objectives:	A) To advance education and training in relation to healthcare by such means as the trustees consider appropriate. 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.
Activities:	The charity raises funds for use in two areas. A) To provide grants to nursing staff at the King’s Mill Hospital Neonatal Unit to attend training and conferences. B) To provide a hardship fund for families with a baby on the unit.
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
Date of Registration:	15 th December 2008
Registered Address:	64 Emerson Drive, Clipstone Village, Mansfield, Nottinghamshire, NG21 9AX
Auditor	Revd. Robert Howard Jones F.C.M.A., C.G.M.A.

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President's Statement

For many of us there has been significant changes over the last 12 months and it has been no different for the charity. It was with sadness that I stood down as Chair of Trustees earlier this year due to a potential conflict of interest as is mentioned in the annual report. This was a role that I had held since the inauguration of the Foundation in 2008. However, I was extremely honoured when I was invited by the new Trustees to become the first President of the Foundation.

I am delighted with the appointments of the new Trustees. They bring a whole wealth and range of experiences and knowledge to the table. I know that the future of the Foundation is in extremely safe hands as they continue to work with Clare Harris to move forward in this new era.

I would also like to offer my personal thanks to the Trustees that have served to date and built the Foundation up to be what it is today and has helped so many families and nurses. You have played a crucial role in this.

I look forward to the year ahead and seeing what the future holds.

Wishing everyone associated with the charity a happy and successful year ahead.



A handwritten signature in black ink, which appears to read 'N A Harris'. The signature is written in a cursive, flowing style.

N A Harris
President

It was a bit of a surprise but a great honour to have been invited to join the Board of Trustees and to become its Chair.

The charity has certainly become a welcome addition to the work of the Neo-Natal Unit and the knowledge that we have been able to help new parents in some small way at a difficult time in their lives.

The contribution to the well-being of parents and staff in the Unit made by Clare and Neil when they decided to set up the charity in memory of Emily cannot be underestimated and our Trustees are dedicated to continuing this good work in the future.

We are grateful to all our supporters and fund-raisers for their magnificent efforts during the past year and hope that we can all work together to bring even more effective support to the people who need it.



Kenneth Daly

K M Daly
Chair of Trustees

About Emily Harris Foundation

The Emily Harris Foundation was 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. They 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. The aims are:

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.

Our strategy

Over the last 13 years, our aims have been to provide further education and support to the Neonatal staff in addition to that provided by the NHS; and to make life as comfortable as possible for the families who have a baby on the Neonatal Unit. We have tried to achieve this through constant communication with members of staff on the Neonatal unit and with families who are on the unit or have had children on the unit.

Review of 2020/21 activities

When I wrote our Annual Report last year, we were four months into the Coronavirus Pandemic and little did any of us think that a further twelve months later, we would still be living with restrictions. Whilst the vaccination programme continues to travel at speed and we can perhaps begin to see the light at the end of the tunnel, it is likely that the impact of this global pandemic will be felt for many months and years to come. Our thoughts remain with those who have been affected in any way through bereavement, illness, loss of employment and isolation.

Sadly, the impact has been felt on the Neonatal Unit, with visiting being stopped from the beginning of the pandemic. It still remains the case that only parents of babies on the unit can attend and as such, siblings, other family members and friends are still unable to meet their new addition until they are allowed home. At the peak of the pandemic, only mums were allowed to be with baby – an incredibly upsetting and stressful time for families when support from a partner, dad and other family members is so crucial. We are proud to continue to fund vCreate, an app that enables staff to send video and photo updates of baby, which at least enabled some contact to be maintained. Reviews of visiting arrangements remain on-going and it is hoped that siblings and maybe grandparents will be able to return in the next few weeks.

Clare too has been restricted in terms of visiting the hospital – Cake & Chat has been intermittent depending on lockdowns, tiers, testing and vaccinations, but since the end of April, she has been able to return on a weekly basis. Homemade cakes are still forbidden but individually wrapped ones from the supermarket are an adequate replacement for now! Despite not having a regular presence, she has maintained contact with the unit



throughout and we have maintained as much support for families and staff as has been possible. Welcome Packs have been delivered to the main entrance when Clare has been unable to enter, bus vouchers and meal vouchers have continued to be provided when the venues have been open. Whilst face to face training has not resumed, on-line learning and conferences have taken their place and we were delighted to be able to fund five nurses to attend the virtual Reason Conference at the end of June.

We are incredibly humbled and grateful to all those who have continued to donate, raise money and support us in so many ways over the past 12 months. Like so many charities, we are solely reliant upon the generosity of our supporters to enable us to carry out our work and to see that this has not diminished despite the huge pressures on everyone as a result of the impact of COVID-19 is astonishing. Whilst we haven't been able to carry out any face to

face fundraising activities this year, we have embraced the world of virtual fundraising, taking part in a Virtual Balloon Race and hosting our very first Virtual Quiz! Thank you to everyone who took part in those events. We hope to continue with some virtual fundraising in the future as we received feedback from supporters who were delighted to be able to join from all over the country and even the world!

The Captain Tom 100 Challenge took place in May, inviting people to take part in a challenge around the number 100. One of our fabulous trustees decided to walk for 100 minutes every day during May, a great achievement with the help of plenty of plasters and foot cream! One of our youngest supporters also baked 100 cakes although they had all been eaten by the time Clare met him for the cheque presentation!!



Jack with his Cakes



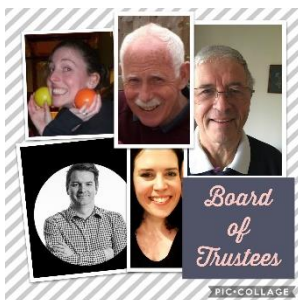
Clare & Jack with his cheque



Danni on one of her walks

Christmas saw us launch our range of Alternative Gifts – a great alternative to a present for that person in your life who is so difficult to buy for! We have a range of items from £3 to £150 that you can purchase to support our work. We use the money from your donation to buy that item and you receive a card to give to your friend or family member to tell them what you have bought on their behalf! Click [here](#) to visit our shop and find out more!

One of the major changes for us this year has been to create a new Board of Trustees. This has been part of our on-going plan to develop the Charity and move towards becoming a Charitable Incorporated Organisation (CIO). We extend our thanks to all those who have



served on our previous board and we know that many will remain fully involved and committed to the charity. Thank you to Michael Harris, June Brown, Peter Simcock and John Yarrien. Due to a potential conflict of interest, Neil Harris has also stepped away from the Board of Trustees but has taken up a position as President of the Charity. Clare Harris remains the Foundation Manager. We are delighted to welcome Ken Daly as our Chair of Trustees, along with Martin Dillon, Clare Lund, Daniella Coles and Matthew Carr as Trustees. All bring wonderful commitment and expertise to the board and we look forward to them helping to develop the charity in the years to come.

Plans for the future

In 2021-2022 we will continue the process of becoming a CIO. In order to do this, we have to register as a new charity and then close the old charity down. We will retain the same name and there will be a record held with the Charities Commission to acknowledge the transition. Once the new charity is established, we will review how we meet our objectives and establish any new ways of supporting the families and staff on the neonatal unit.

Fundraising to enable us to carry out our work will continue to come from a variety of sources. We are mindful that individual donations may reduce as part of the impact of the Coronavirus pandemic and grant funding is also going to be highly sought after by many charities seeking to recoup lost fundraising from the last sixteen months. As such, we will seek to use our reserves where fundraising falls short and continue to explore other ways of generating funds.

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 provide a wider range of support. 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.

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:

Ravenshead Rotary
Yusen Trading
Co-operative Community Fund
Miller Knight
Western Power Distribution
St. Mary's Catholic Primary School, Maltby
St. Patrick's Catholic Primary School, Mansfield
Terracycle
Centre Parcs
Lincolnshire Co-op
Asda
Integrated Food Projects

Financial Review 2020/2021

As mentioned above, despite the on-going Coronavirus pandemic, we have seen another healthy year in terms of income and our expenditure exceeded this for the first time in three years. It has been an aim of the charity to spend more of our reserves and as such, we are pleased to have been able to do this, even in a small way, during this financial year. Income for the year was £21,944.28 with expenditure reaching £22,747.56.

Income

The major income sources this year were:

Co-Operative Community Fund – We were delighted to be one of the Charities supported by the Co-Operative Community Fund from October 2019 to October 2020. We received just under £1600 in November for the final instalment of this fundraising, taking the total raised to £2495.45.

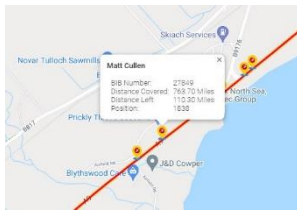
Virtual Balloon Race – Over 100 people bought balloons to virtually race across Europe in a bid to travel the furthest in seven days. Almost £800 was raised with our top three balloon owners receiving a prize for their achievement.

Alternative Gifts – We launched our range of Alternative Gifts before Christmas and they proved hugely popular as Christmas Gifts. To date £756 worth of gifts have been purchased and used by us in our work. They remain available all year round from our on-line shop.

Captain Tom 100 Challenge – This national campaign was launched in May to coincide with what would have been Sir Captain Tom Moore's 101st birthday. A total of over £500 was raised by supporters signing up to this challenge.

Standing Orders – We have had 14 regular donors this year who contribute to the charity through standing orders on either a monthly or weekly basis. 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 done other fundraising for us but are too many to list here. We sincerely thank all of these people for all of their efforts. Here is a flavour of what other people have been doing to raise funds this year.



Matthew Cullen is running the distance from Land's End to John O'Groats in the year. He's almost there already!



Parents dressed as Santa, a Unicorn and a Dinosaur walked the streets around Stanton Hill at Christmas!



Cory Marsh decorated his garden with Christmas lights as part of his on-going fundraising for us.

Use of Funds

vCreate – This has continued to be a very popular provision in the unit with families sharing how receiving video updates of their babies when they cannot be with them has helped immensely. It has been invaluable during the periods of time when visiting has been severely restricted this year. We have funded this for a fourth year at a cost of £4320. If there are any businesses out there who would be interested in sponsoring this app, please do contact us for more information.

Counsellor – Paula continues to be a valuable resource offering psychological support to parents on the unit. During lockdown, she very generously offered virtual support at no cost to the charity and we are now hoping she will be able to resume face to face counselling. We have paid £137 towards her hours on the unit during this financial year.

Staff Training – As mentioned above, face to face training and conferences have all been cancelled this year but we have been able to fund five nurses to access the Virtual Reason Conference at a cost of £300 and look forward to hearing their feedback.

Nursing Chairs & Flats – One of the on-going things we do is to provide nursing chairs to the unit and also bedding and accessories for the flats area. As we can no longer source the nursing chairs, we have an upholsterer who is able to re-cover the existing chairs. We hope to report on the completion of this project in next year's annual report. We have purchased new bedding this year which is well received by parents staying on the unit.

In addition, we have continued to provide the essential items that are the core everyday services, providing 152 Welcome Bags, 32 Bus Vouchers and 20 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 project 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.

Clare Harris
Foundation Manager
Date: 1st July 2021

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.