

EUROPEAN ONCOLOGY NURSING SOCIETY

FINANCIAL STATEMENTS

FOR THE YEAR ENDED

31 MARCH 2013

Registered Charity Number: 802484

**haysmacintyre
Chartered Accountants
Registered Auditors
London**

EUROPEAN ONCOLOGY NURSING SOCIETY

YEAR ENDED 31 MARCH 2013

CONTENTS	Page
Reference and administrative information	1
Report of the Board of Trustees	2
Auditors' Report	13
Statement of Financial Activities	14
Balance Sheet	15
Notes to the Financial Statements	16

EUROPEAN ONCOLOGY NURSING SOCIETY

REFERENCE AND ADMINISTRATIVE INFORMATION

BOARD MEMBERS (TRUSTEES) April 2012-March 2013

Birgitte Grube (Denmark)	President
Sultan Kav (Turkey)	Past President
Erik van Muilekom (The Netherlands)	President Elect
Daniel Kelly (UK)	Treasurer
Mary Wells (UK)	Board Secretary
Paul Trevatt (UK)	Board member (Communications)
Françoise Charnay-Sonnek (France)	Board member (Advocacy)
Lena Sharp (Sweden)	Board member (Research)
Anita Margulies (Switzerland)	Board member (Education)

EXECUTIVE DIRECTOR

Clair Watts

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EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES

FOR THE YEAR ENDED 31 MARCH 2013

The Board of Trustees submits its report together with the financial statements for the year ended 31 March 2013. This report is prepared in accordance with the Charities Act 2012 and the Statement of Recommended Practice *Accounting and Reporting by Charities* (SORP 2005), issued in March 2005 by the Charity Commission, and applicable accounting standards.

The financial statements are prepared in euros which are considered to be the functional currency of the charity.

REFERENCE AND ADMINISTRATIVE INFORMATION

Names of the trustees, the address of the Secretariat and details of the charity's advisers are given on page 1.

STRUCTURE, GOVERNANCE AND MANAGEMENT

The European Oncology Nursing Society (EONS), founded in 1984, comprises individual cancer nurses, national oncology nursing societies and institutions and agencies in Europe involved in cancer care. Through 32 national oncology nursing societies from 31 European countries and 21 institutions and agencies who are members of EONS, approximately 23,000 cancer nurses are represented. Another 140 individual nurses are members of the society. EONS had 1 sustaining industry member in 2012-2013.

Membership fees in 2012-13 remained at the same levels as for 2011-12 and 2010-11 with cancer nursing societies located in lower GDP countries being reduced. Those countries whose GDP was 75% or less than the European average (as provided by Eurostat) had their membership fee reduced by that same percentage. This decision was designed to ensure that as many nurses as possible retained access to EONS information and networking channels, despite the financial crisis. For the remaining Societies, the fee remains at a very low rate, typically €360-900 per year. The membership fee for individual nurses also remained the same at €35 (without EJON subscription), a low rate. These fee rates make access to the society, and all of its knowledge, essentially open to all European cancer nurses.

EONS is governed by an Executive Board. The current members of the Executive Board are the Trustees of the charity. They are listed on page 1. Clearly defined election processes were developed and shared with the full membership in advance of the election process to aid transparency and retain member trust in the open process. In February 2013 full Members were invited by email to submit nominations for the roles of President-Elect, Treasurer, Board Member Education and Board Member Advocacy. Candidates were invited from the full membership and votes were cast by the voting members. The result would be approved at the September 2013 General Meeting, to be held in Amsterdam, The Netherlands. Further governance information related to the period can be found here: http://www.cancernurse.eu/about_eons/organisation.html

On joining, new Trustees continue to be given current "welcome" packs, which include the EONS constitution, by-laws, conflicts of interest and declarations of interest statements, Charity Commission Trustee pack, details of society activities as well as the Board member role descriptions / responsibilities documents. In addition, Board members are briefed on their role annually and offered training appropriate to their specialised Board roles.

During the reporting period, the Trustees gave of their time freely and received reimbursement only for actual travel costs incurred in attending the required four Executive Board meetings, one Advisory Council, one General Meeting plus one Annual Congress. No honoraria or bursaries were paid for their expertise. In addition they chaired working groups, participated on projects and other congress activities on an *ad hoc* voluntary basis as appropriate to their skills and time availability. There was one exception to this policy; the President was paid €10,000 during the year in recognition of her considerable work time. The payment is described in the by-laws, forms part of the Presidential role description and was agreed by the Board in February 2012.

The Executive Director role remained a part-time post providing day-to-day management of the activities of the Society as well as leadership and strategic direction for all financial resources and promotion of the society. As a member of the senior management team, the post holder was accountable for financial information and direction to enable the Executive Board to maintain a financially viable position for the society.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

STRUCTURE, GOVERNANCE AND MANAGEMENT (continued)

In addition to the Executive Director, the team consists of a second part-time employee, Mr Rudi Briké, in the role of Office Manager as well as seven self-employed experts working on a part-time project basis:

- Book-keeper – Mrs Loureen Pierce
- Projects manager & 30th anniversary event coordinator – Mrs Mariska Mooijekind
- Website & SharePoint manager – Dr Steve Rowett
- Magazine production editor - Mr Jim Boumelha
- Magazine design editor & photographer – Mr Jason Harris
- Magazine medical editor - Mrs Catherine Miller
- Newsletter editor & Social media manager - Mrs Kate Griffin

Congress management services continued to be purchased from an external provider, ECCO, a Belgian-based not for profit association established to assist cancer NGOs.

Strategic Development

The European Oncology Nursing Society is an independent, not for profit pan-European organization dedicated to the support and development of cancer nurses. We develop projects that enhance nurses' skills, provide opportunities for networking and sharing of good practice, as well as raise the profile of European cancer nursing across Europe. Oncology nurses are central to the provision of quality care received by cancer patients and their families and our activities focus on educating, supporting and empowering them, therefore enabling them to provide the best patient care possible.

The Society recognizes the diverse aspects of nursing across Europe and strives to work towards equitable basic training and continuing education for nurses in the area of cancer nursing. To this end, EONS enhances educational programmes through an accreditation programme, initiates clinical projects and provides support for nursing research. The activities of EONS are directed toward empowering cancer nurses to attain due recognition as specialists in their country.

The strength of EONS comes from its co-operation with a wide range of multi-disciplinary, multi-professional and patient organizations. These collaborations enable EONS members to optimize the nursing contribution to cancer care in Europe - a goal which can only be achieved through effective two-way engagement.

By working collaboratively with cancer and healthcare organisations from around the globe, EONS delivers its CARE strategy through high-profile networking events, accredits and develops post-degree European education programmes, offers mentoring grants for career enhancement as well as builds clinical research projects with and for its Members. Through our topical congresses, we also provide a forum where oncology nurses, especially those working in developing countries, can stay connected to the latest developments and ensure that their current and future educational and career needs are met. EONS also brings the European oncology nurse's unique, practical viewpoint to the education, research and policy debates. EONS, therefore, acts as a platform, giving voice to oncology nurse's needs, and offers them the opportunity to develop their skills such that they can shape a healthier future for European citizens.

With this background in mind, the EONS Executive Board, supported by agreement from its Advisory Council and General Meeting, sets the organization's strategic direction and develops its yearly activity plans and budget.

The EONS Board reviewed and updated the Strategy and Relationship Management Plan during the EONS Board meeting in February 2013. The review focused on assessing the changing educational needs of cancer nurses and the changing environment in which they work. The EONS Board agreed that the existing CARE strategy remained valid and addressed members' needs. In addition to the CARE strategy the Board have agreed to promote a specialised area of interest each year. The adopted annual theme for 2012-13 was 'Assisting developing countries' and a specific budget and project lead was allocated to deliver activities in that area.

Vision

That all people affected by cancer across Europe will benefit from the care of well educated, well informed and highly competent cancer nurses, who will play a central role in providing support, promoting health and improving clinical outcomes.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

Mission

Working in partnership to develop and promote excellence in cancer nursing practice through education, research, leadership and support to cancer nurses across Europe.

Values

Our values are that we are an inclusive and credible organisation, which aims to provide effective and practical support to all members across Europe.

The strength of EONS comes from its co-operation with a range of multidisciplinary organisations with which it collaborates to optimise the nursing contribution to cancer care in Europe. The Society recognises the diverse aspects of nursing across Europe and strives to work towards equitable basic training and continuing education for nurses in the area of cancer nursing. The activities of EONS are directed toward empowering cancer nurses to attain due recognition as specialists.

CARE Strategy

The CARE strategy foundations are:

- Communication
- Advocacy
- Research
- Education

The CARE strategy allows translation of the vision and mission into defined activities that meet the needs of nurses. It provides the Board with a clear framework within which to organise those work packages.

A working group (WG) was established for each of the four CARE strategic areas. The terms of reference, objectives, activity plans and members of the each Working Group can be found on the website.

General: http://www.cancernurse.eu/about_cons/workingandtaskgroups.html

Communication: <http://www.cancernurse.eu/communication/workinggroup.html>

Advocacy: <http://www.cancernurse.eu/advocacy/workinggroup.html>

Research: <http://www.cancernurse.eu/research/workinggroup.html>

Education: <http://www.cancernurse.eu/education/workinggroup.html>

The WGs are chaired by a minimum of one Board member and are supported by a projects manager. The WGs undertake a limited number of activities which they deliver themselves plus they monitor and offer support to the Task Groups (TGs) assigned to them.

Communication

EONS communicates regularly with its members through a variety of tools and services.

The monthly newsletter is emailed direct to members and provides the latest updates on European news, events, projects as well as other useful information sources. The quarterly magazine, which examines a different theme in each edition, can be downloaded direct: http://www.cancernurse.eu/communication/cons_magazine.html EONS has an official journal, the European Journal of Oncology Nursing (EJON), which is published five times a year by Elsevier. Members are granted free access to the digital editions: <http://www.cancernurse.eu/communication/ejon.html>

Advocacy

EONS is one of the six professional cancer societies that founded the umbrella organisation, European CanCer Organisation (ECCO). The organisation provides a collective political voice in Europe. EONS is also a member of several other organisations, such as ESNO (European Specialist Nurses Organisation) which consists of associations from both European Nursing Specialist and Nursing Interest Groups, and UICC (Union for International Cancer Control) which tackles the growing cancer crisis on a global scale. EONS has MoU (Memorandums of Understanding) with several organisation; ISNCC, ONS, EANO, ESO, ESMO and MASCC and partners many others to deliver projects e.g. ECPC, SIOPE, TCT.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

Research

Various grants are distributed through a peer-reviewed application process. They facilitate European nurse research initiatives. One of the priorities is to develop a European cancer nursing research network which will enable wider collaboration, participation and sharing of research evidence as well as build a body of research and development expertise. In summer 2012 EONS held a research proposal writing workshop in Stockholm, Sweden, with great success, training ten nurse researchers from six European countries. This event will be repeated in May 2014.

Education

Education is very important in oncology since treatment, prevention, detection and late outcomes are moving forward at a rapid pace. EONS is committed to educational initiatives which enable cancer nurses to develop new skills and knowledge for practice, relevant to 21st century cancer care. EONS shares expertise in relation to educational expertise and practice development and support clinical initiatives that promotes education.

EONS educational projects, toolkits and guidelines offer cancer nurses practical evidence and guidance on best practice, which can be used to improve quality outcomes for patients.

In short, EONS ensures that European cancer patients and their families will benefit from the care of well educated, perceptive and proficient cancer nurses. More information on the EONS strategy can be found here: http://www.cancernurse.eu/about_eons/strategy.html

In order to ensure that the strategy is appropriate and the activities derived from it valuable, the EONS Advisory Council and the EONS Executive Board meet annually and for many consecutive years the meeting place had been in Brussels, Belgium. The November 2012 meeting of the Advisory Council took place in Ljubljana, Slovenia, from Thursday 22 November to Saturday 24 November 2012 and included a clinical visit. The meeting was very well received with active participation from twenty three Advisory Council delegates, representing sixteen Oncology Nursing Societies. Post-meeting the Board agreed to continue with the roving November Advisory Council and a bidding process was developed in early 2013 for the member societies to act as host. For the November 2013 Advisory Council, Oporto in Portugal was selected.

In addition, all members meet annually at the EONS General Meeting, held in conjunction with its annual congress. In 2012, the EONS General Meeting & Networking Breakfast took place during the EONS-8 Spring Convention, Geneva, Switzerland, on Friday 27 April from 08.00-09.30. The agenda for the meeting, the minutes and the presentations are available under the 'Further Information' section at:

http://www.cancernurse.eu/about_eons/general_meeting.html

The discussions undertaken at these time points, together with several open communication tools, surveys and contacts throughout the year ensure that the Executive Board is able to concentrate its resources on the implementation of activities that best meet the needs of its membership and thereby deliver the best help possible to European patients.

In 2012-13 EONS further implemented 'society of societies' project which was initiated in the previous financial year. This activity meant that members of national societies would automatically become an EONS member. As the membership fee did not change, this meant that national societies could offer free European membership of EONS as an added bonus when their members purchased national membership. In addition, several very significant further benefits were identified for the new members by this model: (i) ability to offer them reduced registration fees at both EONS Spring and EMCC congresses, (ii) ability to offer them direct emailing of news updates (iii) direct access to EONS education programmes & e-learning (no need purchase individual membership). For EONS, the benefits were hoped to be enhanced linkages with national societies, increased access to new active nurses engaged on projects, a more satisfied membership and maintenance of the EMCC congress income due to the ability to identify EONS nurse attendees.

Risk Assessment

The Trustees have examined the principal areas of the Society's operations and carried out a formal risk assessment in accordance with Charity Commission guidance. It was agreed that a more in depth risk assessment activity would be schedule for 2014 to link with the arrival of the new Board. The Board considered the major risks faced in each of the areas of organisational activity and established what action, if any, needed to be taken to mitigate these risks. The Society takes appropriate professional advice when necessary and in 2013 consulted with both UK and Belgian financial authorities to ensure EONS fully understood the consequences of changes taking place at ECCO. Given the information available EONS position remained unchanged. Further advice will be needed as the ECCO situation develops and EONS will ensure to consult and respond to all relevant advice.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

EONS Sustaining Members

Due to significant changes in the pharmaceutical compliance environment collaboration with the pharmaceuticals industry has become very limited. As there remains only one sustained membership (Novartis oncology) it was no longer possible to fund the production of the EONS magazine during this period. Awards, small workshops, travel grants and achievement prizes were retained through central core funding. New sources of funding are being sought to support these activities in the future.

In 2012-2013 EONS granted sustained membership to Novartis oncology. EONS acknowledges their generous support of the Society in their role as sustaining member.

To obtain further information on EONS and its activities, please contact the EONS Secretariat (eons.secretariat@cancernurse.eu) or visit the society website (www.cancernurse.eu). The website has become the main first point of contact for anyone wishing to learn about the work of the society. It has been founded on the ethos that almost all updates should be available on the public website and not hidden in a members-only area. It is updated almost daily and as such is an excellent source of information on the latest opportunities for members, progress with projects and topics of interest to cancer nurses across Europe.

HIGHLIGHTS AND ACHIEVEMENTS

EONS-8 Spring Convention

The EONS-8 Spring Convention took place from 26-27 April 2012 in Geneva, Switzerland. The Convention theme was 'Share, inspire and connect' with European cancer nurses working in the field of cancer care, education and research. For further information on the Scientific Programme and to see presentations and pictures related to this event, please go to: <http://www.cancernurse.eu/communication/eons8.html>

EONS NGO engagements

In 2012-2013 EONS established memoranda of understanding and collaborated with several societies (selected key engagements listed):

ONS	on the Europeanization of symptom management education toolkits
EAU/ EAUN	on a prostate cancer project
ESO	in MSc Masterclass courses, development of e-grandrounds, participation on scientific Board
MASCC	joint session at congress
ISNCC	on internationalising education materials, on tobacco cessation project, participation on Board
EANO	in joint session at congress, sharing e-learning materials
ECCO	in congresses, education and policy development, participation on Board & other committees
ECPC	in joint workshop sessions.
Europa Uomo	on a prostate cancer project
ESNO	on a project to understand cancer nurses educational needs across Europe,
ESMO	to develop joint clinical guidelines
EHMA	engaging in congress programme

Through these collaborations EONS is able to deliver higher quality specialised products at lower costs thereby freeing up funds to support additional activities whilst increasing the visibility of the society and building stronger network with its NGOs.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

HIGHLIGHTS AND ACHIEVEMENTS (continued)

EONS Magazine

EONS communicates regularly with its members through a variety of tools and services. The EONS Magazine examines a different theme in each edition, providing a library of resources that builds with time. In 2012-2013 the themes were European Healthcare Policy (Spring 2012) and Survivorship & Rehabilitation (Summer 2012). Further editions were not possible due to the need to find a new editor and funding limitations. Trying to find the most suitable candidate i.e. someone with cancer nursing expertise as well as publications expertise, proved challenging. In late 2012, it was agreed to broaden the search to include candidates from beyond the nursing field. Advertisement of the broadened remit took place in early 2013 and Helen Oswald was appointed to the position of Editor-in-Chief.

Two editions of the magazine are planned for 2013. The first will be on the theme of 'rare cancers' and will be produced in time for the European Cancer Congress scheduled in Amsterdam in September 2013. Print and electronic copies will be made available for this edition. The second edition will take as its theme: 'The European Cancer Congress'. Copies of the magazine can be downloaded direct from this site: http://www.cancernurse.eu/communication/eons_magazine.html

EONS Newsletter

In 2012 EONS launched its first directly emailed newsletter for members. Each edition carried highlights from EONS Board, organisation and activities plus European news, International congresses and society features. An edition is emailed monthly to those members who have provided their email address; it currently reaches around 6000 nurses. By late 2013 it is hoped to fine-tune the content of the editions through encouraging the readership to share their preferences through the newsletter survey. The invitation to participate in the survey is provided with every edition of the newsletter. The newsletter is provided only to members and so is not available via the website.

EONS Education

In April 2012, during the EONS Spring Convention, two workshops were run to deliver the Post-basic Curricula in Breast Cancer Care and Lung Cancer Care training to nurses. Both were extremely well-attended and scored highly on the congress attendee assessments. As a result, the Executive Board reviewed the purpose of the EONS Spring Convention and made changes to the format of the programme to include significantly more 'hands-on' learning at the event and drive it towards becoming an education-only event in time for 2014. The breast care curriculum was translated into German and French in 2013.

The target courses provide nurses with fundamental education on the targeted therapies in use for the treatment of cancers. Workshops delivered by national oncology nursing societies continued to deliver this re-launched updated, EONS education programme. Translations into languages beyond the English language core document were developed. To learn more about the target training programme: <http://www.cancernurse.eu/education/target.html>

It was agreed with the European School of Oncology that a joint ESO-EONS Masterclass would again be developed for Spring 2013. The Masterclass offered masters level specialist clinical nurses an intensive 5-day training programme in the latest oncology techniques. The 2013 Masterclass took place from 16-21 March 2013 in Ermatingen, Switzerland. The course received a good number of strong applications and 25 nurse training places were funded. For details of the training programme, attendees and faculty please visit the website: <http://www.cancernurse.eu/education/masterclass2013.html>

Side effects of radiotherapy e-learning course

Radiotherapy is an important treatment modality in the management of cancer. Over 60% of individuals receive the therapy either as part of curative treatment or as a part of palliative therapy. To support nurses in dealing with the side effects of radiotherapy, EONS launched a new pilot online course on this topic in September 2010. This pilot course really hit the target and the large number of applications showed there is really a need for this kind of educational opportunity. A second course was completed in May 2012, and a third course started in November 2012. The courses each ran for 10 weeks and required around 3-4 hours study per week. The learning format was that of mentor-supported, active learning. All EONS online educational courses can be found here: <http://www.eonslearning.com/>

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

HIGHLIGHTS AND ACHIEVEMENTS (continued)

EONS accreditation

The end of 2012 saw a programme of review for the accreditation programme. Options to consider creating a spin-out stand-alone review council were under discussion. Through the accreditation of education courses the quality of nursing care can be raised across Europe increasing the effectiveness of treatments and thereby helping to reduce the effect of disparities in access to the latest, expensive treatments – for this reason it represents an important part of EONS work. In this reporting period 5 accreditations were approved of which there were 3 educational events, 1 education programme of study and 1 distance learning events. Three applications were in English and 2 applications in the German language. To learn more about the accreditation process follow this link:

http://www.cancernurse.eu/education/about_accreditation.html

EONS awards & grants

The following awards were made in 2012-13:

Lifetime Achievement Award: This award is made from the Executive Board and marks an outstanding personal and professional contribution made by an individual to the field of Oncology Nursing. The award honours individuals who, during their working lifetime, acted as an inspirational leader and whose achievements contributed to EONS or to oncology nursing. Professor Nurgün Platin, Professor of Nursing at the Hacettepe University School of Nursing, Ankara, Turkey, received the Lifetime Achievement Award 2012. The award was given for her role as a leader and pioneer in oncology nursing in Turkey and for her contribution and devotion to the development of cancer nursing practice in her own country and internationally. She received the award at the EONS General Meeting on Friday 27 April, 2013 during the EONS-8 Spring Convention, Geneva, Switzerland.

The following grants were awarded in 2012-13:

The **Major Research grant** 2012 of €30,000 was awarded to Manuela Eicher and team, School of Health, Fribourg - University of Applied Science Western Switzerland for the project:

“Testing the feasibility and efficacy of two different intensities of an intervention to enhance Resilience and to reduce Supportive Care Needs in Cancer Patients: A Phase II Trial (RESIL-Trial).” A summary of the project is available at:

http://www.cancernurse.eu/awardsgrants/major_research_grant.html

Two **Clinical Travel grants** of €2,500 enable nurses the chance to travel to a centre of oncology nursing excellence. Two Clinical Travel Grants were awarded in 2012:

- Brendan Noonan, lecturer practitioner in the School of Nursing and Midwifery University College Cork, Brookfield Health Sciences Complex, Ireland, for a site visit to the University Hospital Aintree, Liverpool, UK, November 2013.

- Gianluca Catania, A.O.U. San Martino - IST Istituto Nazionale per la Ricerca sul Cancro, Italy, for a site visit to St. Christopher Hospice - Outpatient / Inpatient Unit, UK, January 2013. Gianluca outlined the results of his clinical visit during the EONS Award session at the European Cancer Congress in Amsterdam in September 2013.

http://www.cancernurse.eu/awardsgrants/clinical_travel_grant.html

The **Research Travel Grant** was initiated in early 2013 with the aim to enable a novice or established researcher to spend time with an established researcher or research group in another country, in order to build collaborations and facilitate research proposal development. Each of the two grants on offer will provide €3,000 to cover accommodation, travel and incidental expenses during the research visit. More details here:

<http://www.cancernurse.eu/awardsgrants/researchtravelgrant.html>

Further details of all award and grant winners can be found on the EONS website:

<http://www.cancernurse.eu/awardsgrants/index.html>

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

HIGHLIGHTS AND ACHIEVEMENTS (continued)

EONS Projects

Every year EONS develops new research and education project to address nurses' unmet needs. These projects are funded through a variety of sources including pharmaceutical educational grants. Importantly, the source of funding does not affect the work delivered since all projects are designed and delivered by the nurses themselves therefore no conflicts of interest exist regarding the quality of the educational outputs. Projects that are not EONS nurse-driven in all aspects of the work are not accepted for EONS engagement.

EPAAC (European Project for Against Cancer): this EONS / European Commission funded Joint Action commenced in February 2012. It was designed to foster collaboration between all European organisations whose target is to reduce the incidence of cancer in Europe. The project runs for 3 years and has partners from across 41 European countries. EONS nurses will deliver a symptom management toolkit as part of work package 7 (Healthcare). EONS nurses will also contribute to other clinical work packages.

In 2012-13, EONS work focused on the Europeanization and implementation of a Putting Evidence into Practice (PEP) tool developed by the Oncology Nursing Society (ONS) in the US. In phase one, five panels of experts were created to evaluate and adapt the PEP guidelines in the management of five clinical symptoms: radiodermatitis, lymphedema, dyspnea, peripheral neuropathy and pain through three steps:

- a. Independent review of the ONS PEP on each symptom
- b. Peer review of the proposed changes by each review team
- c. Consolidation of the final recommendations in the EuroPEPs material during a meeting by the PEPs symptom group leads in Geneva on the 27th April 2013.

The EuroPEPs will be translated into German, Dutch and French.

In phase two, a first implementation workshop was organised in September 2012 in Brussels where the edited and printed EuroPEPs material was introduced to a selected group of practicing cancer nurses and their manager. The workshop was attended by 15 nurses and their managers. A faculty of experts and practitioners shared evidence and best practice on symptom management guideline development and implementation. A second implementation workshop is scheduled to take place in October 2013 in Brussels, Belgium.

For the latest developments on this project visit: <http://www.cancernurse.eu/education/epaac.html>

PSA project: an multi-partner (EONS, ECCO, Amgen) funded on-going project. This multi-phase project was designed to better understand the training needs of nurses and doctors working in the area of prostate cancer. Phase 1 consisted of surveys of cancer nurses and junior doctors and was completed in Feb 2012. Phase 2 started in Feb 2013 with a patient survey. The work was developed in collaboration with Europa Uomo. Results can be found here:

http://www.cancernurse.eu/research/prostate_cancer.html

The first phase of research surveyed nurses and young oncologists and urologists. On-line surveys in Denmark, France, Ireland, Netherlands, Spain, Turkey and the UK examined working practices, skills, confidence, knowledge and education requirements.

The second research phase of PrEP was a survey across the same seven countries amongst men who have had a diagnosis of prostate cancer. The survey was available on-line and in paper format in October and November 2012 and top line results were made available in early 2013. The survey asked about men's treatment, supportive care needs, quality of life and experiences of care from hospital nurses and doctors.

Invitations to respond to the survey were disseminated through prostate cancer support groups throughout the countries involved. An EONS member in each county is working as a project manager to promote the survey amongst the patient networks and health professionals who work with patients outside of the clinical settings.

EONS is working on PrEP in collaboration with EAUN, ECCO, EAU, Europa Uomo and Amgen. The research phases have been coordinated and managed by the University of Surrey together with Middlesex University in the UK. For the latest developments on this project visit: http://www.cancernurse.eu/research/prostate_cancer.html

Member survey

In late 2012 funds were set aside to develop and analyse the results from a membership survey aimed at better understanding member's needs and tailoring services more appropriately. The survey included questions relating to the four CARE strategic areas and biennial congresses as well as governance, access and language issues. The survey was circulated in early 2013 via the website, newsletter and member mailing lists. More than 280 responses were received. The analysis would be made in 2013 with the aim to share the findings at the November 2013 Advisory Council meeting.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

Breakthrough Cancer Pain project: a Nycomed/Takeda/EONS funded project. An EONS BTCP Working Group working group consisting of 7 oncology nurses from 7 European countries as well as an advisory panel of 4 breakthrough pain healthcare experts has worked on developing this project since 2010. A survey amongst oncology nurses in 12 European countries demonstrated an unmet educational need. In 2012-13 three articles were accepted for publication in peer-reviewed journals and two presentations at International congresses were made to communicate these findings to European nurses. A breakthrough pain management guideline and clinical pocket guide were also developed. In early 2013 a workshop using the tools was under development. The pilot workshop would be run at the EAPC in Prague in May 2013 to test the materials. The full training workshop would be offered at the European Cancer Congress in Amsterdam in September 2013. The latest information on this project can be found at: <http://www.cancernurse.eu/research/breakthroughcancerpain.html>

Listed above is a selection of activities that EONS volunteers delivered in the period April 2012-March 2013. To view all activities please visit the EONS website.

FUTURE PLANS

The EONS Executive Board propose to continue to support the development of more user-friendly communication tools with which to better engage the membership. These include the further development of the website to reflect the new WG activities, improvements to the emailed monthly newsletter, creation of the first position papers and the launch of activities designed to increase and widen volunteer engagement.

The new style EONS education congress will require close working between the Board and all members thus, the coming Advisory Council meetings will be delivered at venues across Europe, hosted by the relevant national society, in collaboration with local clinical centres.

Change will continue to ensure workshops and training endeavours deliver easy access to the most up to date information for all European nurses. The outcomes from projects will be consolidated and published in 2013-14; a limited number of key new activities will be started. This reflects a cautious approach to increased engagement in response to the continuing effects of the changed financial climate, reduced income from sustaining members as well as the need to strategically reflect on the impact of deliverables. 2013-14 will be a year where activities will be reviewed in light of new opportunities that present themselves and future plans will be scoped and developed in order to deliver the best possible benefits for the membership.

PUBLIC BENEFIT

The Trustees have paid due regard to the guidance of the Charity Commission on public benefit when reviewing the charity's aims and objectives and in planning its activities. In particular, before engaging in new activities they have considered how these activities will contribute to the society's objectives as well as the public good.

EONS addresses charitable purposes b, d, f, and j as laid out in the Charities Act:

- b) the advancement of education;
- d) the advancement of health or the saving of lives;
- f) the advancement of the arts, culture, heritage or science;
- j) the relief of those in need, by reason of youth, age, ill-health, disability, financial hardship or other disadvantage;

There are clear benefits to EONS actions. They include:

- giving medical care to people who are sick;
- giving an education;
- promoting the efficiency of other charities.

The society annually reviews its aims following the guidance to Trustees in the matter of public benefit reporting. EONS Trustees act with regard to the guidance, as it is provided in their welcome packs as a core document when they are elected to their roles. EONS work addresses its current charitable aims and its beneficiaries are appropriate to those aims. See pages 3-4 for details of the mission, vision, values and strategy. Since all of the activities that are approved for engagement must align with the CARE strategy, which in turn must meet address the mission statement, it follows that all activities address the society's charitable aims.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

PUBLIC BENEFIT (continued)

The aims are structured so as to identify not only the direct recipients of the education and knowledge EONS delivers (i.e. nurses) but also the indirect recipients (i.e. the cancer patients and their families). These groups make up a significant proportion of the public at large. Although EONS is a membership organisation, access is far from limited. Every step has been taken to ensure equitable and easy access by nurses from across all parts of Europe, no matter what their financial circumstance. Some examples are provided below.

Restricting access to information is kept, as a matter of policy, to a minimum. Only a very limited number of highly technical education tools have restricted access and even these are available on request and would not be unreasonably withheld.

In addition to the activities listed above, further examples of EONS activities and/or changes to activities in the reporting period demonstrate that the society continues to examine and amend its actions in order to better meet its charitable aims:

- **Website:** The society provides open access to all of its knowledge through its ever-developing communication tools. The website does not have a member's only area is updated weekly and requires no password to access content. This ensures that the latest information is available to the general public and members alike. This is in line with the members' wishes as well as the public benefit.
- **Membership structure & education access:** Through the change in membership policy to create a society of societies, all EONS education courses are now automatically available to nurses from across Europe without the need to pay a membership fee to join the society. Due to the decrease in training leave at hospitals and the reduction in available funds to attend training courses EONS aims to examine the uptake of online learning by its members and identify which topics and members would most benefit by the use of this tool.
- **Membership fee:** The decrease in EONS membership fees for low GDP countries was designed to further increase access to EONS services for those nurses that live in less well developed or financially hard-hit countries. In addition, the membership fees from societies and individuals are deliberately set at a very low rate (see page 2) to ensure wide access and engagement are possible for all.
- **Collaboration with other professional NGOs:** EONS spends its money wisely by developing new education projects or activities with other not for profit associations representing different aspects of healthcare field and its allied professions. By these means it ensures that the product not only costs less to deliver but also becomes meaningful to more members of the clinical team, ensuring all healthcare professionals are working optimally and collaboratively.
- **Access to nurse networks:** EONS training and networking opportunities are organised on a pan-European basis ensuring that nurses are never far from a meeting. The latest policy change, i.e. to move the Advisory Council meeting, will further improve access to peers. Such activities increase the ability of nurses to join education events and therefore decrease inequalities in access to new knowledge that would translate into better clinical practice.

FINANCIAL REVIEW

The Statement of Financial Activities shows net outgoing resources for the year to 31 March 2013 of €392,492 compared with net incoming resources of €213,291 in 2012; the deficit principally reflects the additional project work carried out in the year which has been funded by income generated from the ECCO conference in 2012. These conferences, which generate significant income for EONS, take place every two years.

Reserves at 31 March 2013 consisted of unrestricted funds of €1,027,294 (2012: €1,419,786). Restricted income of €105,174 has been fully utilised in the year.

EUROPEAN ONCOLOGY NURSING SOCIETY

REPORT OF THE BOARD OF TRUSTEES (continued)

FOR THE YEAR ENDED 31 MARCH 2013

FINANCIAL REVIEW (continued)

Reserves policy

The free reserves of the Society at 31 March 2013, which consist of unrestricted funds less the net book value of fixed assets, amounted to €1,026,232 (2012: €1,416,822). The Trustees consider that the Society should maintain minimum reserves of about €500,000, given the projections for the next two years. Given the present economic position and the current uncertainties regarding future grant income, the trustees consider it prudent to retain reserves in excess of that amount. The balance is available for spending on the Society's core activities of communication, research and education. The Board is looking at developing suitable projects for utilising the balance of these funds over the next few years.

STATEMENT OF TRUSTEES' RESPONSIBILITIES

The Trustees are responsible for preparing the Trustees' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England & Wales requires the trustees to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources of the charity for that period. In preparing these financial statements, 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 accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the provisions of the trust deed. 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.

AUDITORS

A resolution proposing the re-appointment of haysmacintyre as auditors to the Society will be put to the Annual General Meeting.

On behalf of the Board of Trustees



Birgitte Grube
President

29 JANUARY 2014

INDEPENDENT AUDITORS' REPORT TO THE TRUSTEES OF EUROPEAN ONCOLOGY NURSING SOCIETY

We have audited the financial statements of European Oncology Nursing Society for the year ended 31 March 2013 which comprise the Statement of Financial Activities, the Balance Sheet and the related notes. The financial statements have been prepared under the accounting policies set out therein. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charity's members, as a body, in accordance with Section 144 of the Charities Act 2011 and regulations made under section 154 of that Act. Our audit work has been undertaken so that we might state to the Charity's trustees those matters we are required to state to them in an Auditors' Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity's trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Trustees' Responsibilities Statement, the trustees are responsible for the preparation of financial statements which give a true and fair view.

We have been appointed as auditor under section 144 of the Charities Act 2011 and report in accordance with regulations made under section 154 of that Act. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charity's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the trustees; and the overall presentation of the financial statements. In addition, we read all the financial and nonfinancial information in the Trustees' Report to identify material inconsistencies with the audited financial statements. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

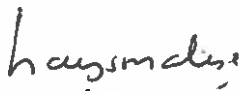
In our opinion the financial statements:

- give a true and fair view of the state of the charity's affairs as at 31 March 2013, and of its incoming resources and application of resources for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Charities Act 2011 requires us to report to you if, in our opinion:

- the information given in the Trustees' Report is inconsistent in any material respect with the financial statements; or
- sufficient accounting records have not been kept; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not received all the information and explanations we require for our audit.


haysmacintyre
Chartered Accountants
Registered Auditors

26 Red Lion Square
London WC1R 4AG

30 JANUARY 2014

EUROPEAN ONCOLOGY NURSING SOCIETY

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE YEAR ENDED 31 MARCH 2013

	Notes	Unrestricted 2013 €	Restricted 2013 €	Total 2013 €	Total 2012 €
INCOMING RESOURCES					
<i>Voluntary income</i>					
Grants		-	1,214	1,214	17,731
<i>Incoming resources from generated funds:</i>					
Bank interest		10,293	-	10,293	14,501
<i>Charitable Activities</i>					
Subscriptions		33,445	-	33,445	86,890
Projects		42,982	103,960	146,942	22,321
Royalties		1,920	-	1,920	20
Conferences		15,045	-	15,045	535,378
Accreditation and Education Income		4,000	-	4,000	10,305
Total incoming resources		<u>107,685</u>	<u>105,174</u>	<u>212,859</u>	<u>687,146</u>
RESOURCES EXPENDED					
Financing costs	1	2,185	-	2,185	(2,722)
<i>Charitable Activities</i>					
Projects		98,145	103,960	202,105	60,525
Grants		43,426	1,214	44,640	75,656
Membership services	2	316,215	-	316,215	296,759
<i>Governance</i>	5	40,206	-	40,206	43,637
Total resources expended		<u>500,177</u>	<u>105,174</u>	<u>605,351</u>	<u>473,855</u>
Net (outgoing)/incoming resources for the year		(392,492)	-	(392,492)	213,291
Balance brought forward at 1 April 2012		<u>1,419,786</u>	-	<u>1,419,786</u>	<u>1,206,495</u>
Balance carried forward at 31 March 2013		<u>€1,027,294</u>	<u>€-</u>	<u>€1,027,294</u>	<u>€1,419,786</u>

The notes on pages 16 to 18 form part of these financial statements.

The above amounts are shown in euros.

EUROPEAN ONCOLOGY NURSING SOCIETY

BALANCE SHEET

AS AT 31 MARCH 2013

	Notes	2013 €	2012 €
FIXED ASSETS			
Tangible assets	6	1,062	2,964
CURRENT ASSETS			
Debtors	7	43,179	611,829
Cash at bank		1,156,610	936,553
		<u>1,199,789</u>	<u>1,548,382</u>
Creditors	8	(173,557)	(131,560)
NET CURRENT ASSETS		<u>1,026,232</u>	<u>1,416,822</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>€1,027,294</u>	<u>€1,419,786</u>
Represented by:			
Unrestricted Funds	9	1,027,294	1,419,786
Restricted Funds	9	-	-
		<u>€1,027,294</u>	<u>€1,419,786</u>

The financial statements were approved and authorised for issue by the Board on 29 JANUARY 2014 and signed on its behalf by:



Birgitte Grube
President

The above amounts are shown in euros.

The notes on pages 16 to 18 form part of these financial statements.

EUROPEAN ONCOLOGY NURSING SOCIETY

ACCOUNTING POLICIES

FOR THE YEAR ENDED 31 MARCH 2013

The financial statements have been prepared in accordance with applicable Accounting Standards and the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005).

The Trustees have decided, after reviewing the financial activities of the charity, that the Euro as the functional currency of the charity. Accordingly, the financial statements are prepared in that currency.

The particular policies adopted are described below:-

a) **Accounting Convention**

The financial statements have been prepared under the historical cost convention.

b) **Expenditure**

Expenditure is analysed in accordance with the activities of the charity. Support and administration costs, which comprise those costs incurred in running the charity, have been allocated on the bases of estimated time incurred by staff.

c) **Fixed Assets**

Fixed assets are recorded at cost or, in cases where fixed assets have been donated to the charity, at valuation at the time of donation. Fixed assets are depreciated by 25% per annum on a straight line basis.

d) **Donations and Grants**

Donations and grants are included in the financial statements for the period when they are receivable.

e) **Funds**

Unrestricted Funds

These funds are expendable at the discretion of the trustees in furtherance of the objects of the charity.

Restricted Funds

These funds can only be used for particular revenue or capital purposes specified by the donor.

f) **Cash Flow Statement**

The trustees have taken advantage of the exemptions given in Financial Reporting Standard No 1 and have chosen not to prepare a cash flow statement.

g) **Foreign currency**

Society transactions are carried out primarily in euros and pounds sterling. Foreign currency balances at the year end are translated into euros at the rate ruling on the balance sheet date. Transactions in currencies other than euros are translated at an estimated average rate for the year.

EUROPEAN ONCOLOGY NURSING SOCIETY

NOTES TO THE FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2013

1. FINANCING COSTS

Financing costs include exchange losses of €970 (2012: gains of €3,860) arising during the year.

2. MEMBERSHIP SERVICES

	2013 €	2012 €
Conference costs	14,632	16,079
Newsletter	6,053	19,918
Membership support costs	225,888	199,665
Accreditation and educational costs	18,165	20,718
Development of website	5,883	13,864
Advertising and branding	10,806	8,085
Subscriptions payable	2,767	3,290
Communication & enhancement	205	4,205
Partnership & network building	18,402	10,935
Working groups expenses	13,414	-
	<u>€316,215</u>	<u>€296,759</u>

3. MEMBERSHIP SUPPORT COSTS

	2013 €	2012 €
Staff and consultancy costs	193,985	166,512
Meetings (including travel)	4,840	4,265
Office costs	23,422	23,665
Depreciation	1,902	2,529
Other costs, net of recoveries	1,739	2,694
	<u>€225,888</u>	<u>€199,665</u>

4. STAFF COSTS

Staff costs consist of the remuneration of two part-time staff who were employed by the Society and associated costs and include salaries totalling €111,651, social security costs of €29,828 and pension contributions of €4,288.

€10,000 was payable to the President, in respect of her commitment to the Society for the year ended 31 March 2013.

5. GOVERNANCE COSTS

	2013 €	2012 €
Board meetings	31,458	36,249
Audit fee	7,954	6,130
Elections costs	794	1,258
	<u>€40,206</u>	<u>€43,637</u>

Executive Board meetings include the costs of the General Meeting and Advisory Council meetings and associated travel costs. Trustees received no remuneration during the year for their role as trustees. Included in Board meetings is €9,691 payable to trustees as reimbursement for expenses incurred in travelling to Board meetings.

EUROPEAN ONCOLOGY NURSING SOCIETY

NOTES TO THE FINANCIAL STATEMENTS (continued)

FOR THE YEAR ENDED 31 MARCH 2013

6.	TANGIBLE FIXED ASSETS			Office equipment €	
	Cost				
	At 1 April 2012			10,114	
	Additions in year			-	
	At 31 March 2013			<u>10,114</u>	
	Depreciation				
	At 1 April 2012			7,150	
	Charge for the year			1,902	
	At 31 March 2013			<u>9,052</u>	
	Net book value				
	At 31 March 2013			<u>€1,062</u>	
	At 31 March 2012			<u>€2,964</u>	
7.	DEBTORS		2013 €	2012 €	
	Sundry debtors and prepayments		<u>€43,179</u>	<u>€611,829</u>	
8.	CREDITORS		2013 €	2012 €	
	Accruals and deferred income		<u>€173,557</u>	<u>€131,560</u>	
9.	FUNDS	At 1 April 2012 €	Incoming Resources €	Outgoing Resources €	At 31 March 2013 €
	<i>Restricted funds</i>				
	Amgen				
	- Target project	-	59	(59)	-
	- Prostate Cancer review	-	28,241	(28,241)	-
	- Awards	-	1,214	(1,214)	-
	BTCP	-	75,660	(75,660)	-
		<u>-</u>	<u>105,174</u>	<u>(105,174)</u>	<u>-</u>
	<i>Unrestricted Funds</i>	1,419,786	107,685	(500,177)	1,027,294
		<u>€1,419,786</u>	<u>€212,859</u>	<u>€(605,351)</u>	<u>€1,027,294</u>
10.	CAPITAL COMMITMENTS				

There were no commitments for capital expenditure at 31 March 2013 (2012: CNil).