

## Trustees' Annual Report for the period

From	Period start date			To	Period end date		
	1st	January	2018		31 <sup>st</sup>	December	2018

### Section A Reference and administration details

<b>Charity name</b>	Tissue Viability Society (TVS)
<b>Registered charity number</b>	1041915 and 1180844* (*Charitable Incorporated Organisation from 26/11/18)
<b>Charity's principal address</b>	c/o The Clinical Trials Research Unit, University of Leeds, Leeds, LS2 9JT

**Names of the charity trustees who manage the charity. Trustees are elected by the board or members.**

	Trustee name	Office (if any)	Dates acted if not for whole year
1.	Ray Samuriwo	Chair	Since 2014, Vice Chair April 2016, Chair since April 2017
2.	Linda Primmer	Vice Chair	Since 2014, 2 <sup>nd</sup> term 2017, Vice Chair since April 2018
3.	Nikki Stubbs	Treasurer	Since 2017
4.	Frances Spratt	Deputy Treasurer & Regional Study Day lead	Since 2014, 2 <sup>nd</sup> term 2017
5.	Una Adderley		Since 2015, 2 <sup>nd</sup> term 2018
6.	Tina Chambers	Conference lead	Since 2012, 2 <sup>nd</sup> term 2015 with 2 years as Chair and 1 year as Vice Chair
7.	Sarah Gardner	Co-Vice Chair & Treasurer Legs Matter lead	Since 2016
8.	Jemell Geraghty	Co-Vice Chair & Treasurer Legs Matter lead	Since 2016
9.	David Hibbitt	Industry representative	Since 2018 (initially co-opted April 2018, full Trustee from November 2018 after formation of new Charitable Incorporated Organisation)
10.	Louise McKeeney		Since 2017, resigned February 2018
11.	Clare Morris	Industry representative	1 <sup>st</sup> term 2012, 2 <sup>nd</sup> term 2015, stepped down April 2018
12.	Kumal Rajpaul		Since 2014, 2 <sup>nd</sup> term 2017, resigned October 2018
13.	Heidi Sandoz		1 <sup>st</sup> term 2011, 2 <sup>nd</sup> term 2014 with 2 years as Chair and 2 years as Vice Chair
14.	Ian Shurville	Industry representative	Since 2017, resigned February 2018
15.	Julie Sturges		Since 2014, 2 <sup>nd</sup> term 2017
16.	Joanna Swan		Since 2018
17.	Gill Sykes		Since 2016
18.	Connie Traynor		Since 2017

19.	Pauline Vyse		Since 2016
20.	Katie Williams		Since 2018
21.	Sarah Westcott	Industry representative	Since 2018

## Section B Structure, governance and management

### Description of the charity's trusts

Type of governing document <small>(erg. trust deed, constitution)</small>	Constitution
How the charity is constituted <small>(e.g. trust, association, company)</small>	A Council of Trustees
Trustee selection methods <small>(e.g. appointed by, elected by)</small>	Appointed by Council or elected by membership depending upon number of available places and number of applicants.

## Section C Objectives and activities

<b>Summary of the objects of the charity set out in its governing document</b>	<p>The objectives for which the Society is established are to promote learning and advance public education in the study of tissue viability and do all such things as may be conducive to improve standards in tissue viability as a multi-professional activity.</p>
<b>Summary of the main activities undertaken for the public benefit in relation to these objects</b>	<p>All Trustees are aware of the public benefit guidance issued by the Charity Commission and have had regard to this when making decisions to undertake activities.</p> <p><b>1. Membership</b> Our membership numbers have continued to remain steady during 2018 and we currently have over 460 members. The membership receives regular e-newsletters to keep them informed of TVS, national and international news.</p> <p>The TVS recognises that students are the future of tissue viability, wound care and associated specialities. We are constantly encouraging student membership and offer a reduced membership fee and conference delegate fee to students.</p> <p><b>2. Sponsorship</b> Part of the TVS's strategy continues to be to support our members to develop their knowledge and expertise. We offered a total of 10 sponsored places to qualified healthcare professionals, researchers, academics, students and postgraduates to attend the TVS annual conference in 2018 as well as 2 sponsored places to attend both the European Wound Management Association (EWMA) 2018 conference in Krakow, Poland and the European Pressure Ulcer Pressure Advisory Panel (EPUAP) 2018 conference in Rome, Italy. We also offered a free</p>

place to our annual conference as a prize for a Facebook competition related to promoting the international Stop Pressure Ulcer Day.

### **3. Conference**

The TVS's conference continues to be the key event of the Society's year. In 2018, the annual conference was held in Newcastle and was attended by 292 delegates, with 50 exhibiting companies and 119 exhibitors. Within the TVS's annual conference the third WReN scientific meeting was held and a further 51 WReN-only delegates attended this event.

Historically the annual conference has been one of the largest sources of income for the TVS. However, the financial contribution of the conference to the Society's income fell significantly from £25,056 in 2017 to £8,000 in 2018. Changes to industry sponsorship to attend conferences as a result of the ABHI/EUCOMED regulations significantly impacted the organisation of the TVS's conference. More than 80% of the delegates to the TVS conference had previously been directly funded by industry. However, as this was no longer permitted under the new regulations, Trustees decided that the Society should directly fund free places and educational grants realising that this was the only way many of our members would be able to attend. This increase in the number of free places funded by the TVS resulted in a significant fall in income from the conference. In total the TVS awarded 48 free places and 25 educational grants; in addition 8 companies agreed to fund unrestricted educational grants administered by the TVS's conference organisers, to enable delegates to attend the conference.

Following the 2018 conference, the TVS revised its strategy and funding model to generate more income from other sources in order to secure a more stable financial footing. A new model of Corporate Sponsorship with three different levels, A, B and C, includes educational grants for delegates to attend the conference within each price band as well as a donation to the Society to support its charitable activities. The three largest contributors to the TVS's revenue in 2018 were the Journal of Tissue Viability (approximately £22,000), Corporate Sponsorship (approximately £21,000) and member subscriptions (approximately £13,000).

### **4. Project work/Consultations**

The TVS is regularly approached by external organisations to offer opinion or consultation on work they may be doing. Largely this kind of work is undertaken without consulting the membership but we are always mindful that we represent our membership when we respond.

Project work and consultations this year have included:

- ❖ *Legs Matter Campaign* In 2017 Trustees identified a need for a collaborative project to improve the quality of care relating to lower limbs (legs) and feet. The Society decided to help fund the Legs Matter collaboration with other key UK organisations with an interest in improving the quality of care to the lower limbs and feet that is delivered to patients and the public. A key part of the campaign is to increase awareness of, and interest in improving, the quality of care to prevent and treat lower limb and foot related issues.

This campaign is in line with the Society's strategic goal for engagement with a wider multidisciplinary team and also introduces our membership to the latest research and knowledge.

The TVS set aside £20,000 to help fund this campaign which contributed to the cost of Pink Marketing to provide the secretariat function of the network as well as the cost of developing and managing a website, the recruitment of corporate partners to the campaign, the preparation and sharing of e-communications and promotional materials. The Legs Matter Campaign was formally launched at the TVS conference in Newcastle in 2018 and the Trustees actively involved in the campaign are Una Adderley, Sarah Gardner, Jemell Geraghty and Kate Williams.

The campaign's website legsmatter.org is up and running and can be accessed by both patients, the public and health care professionals. Its content is reviewed regularly by coalition members and there are now nearly 9,000 users of the website. The campaign has a wide range of resources that can be requested for free and 500 action packs have been sent out in the past year. On social media, Legs Matter has 1,367 Twitter followers and 572 on Facebook.

In 2018 the Legs Matter Campaign won the Urgo Foundation Award, which supported the launch of the campaign. The success of the campaign has gained national and international recognition and to support the campaign financially in the future Legs Matter now has 5 platinum corporate partners and 4 silver corporate partners.

Legs Matter has developed and supported a multidisciplinary membership within the coalition, recognising the importance of such a collaboration, which includes TVNs, vascular nurses, podiatry and lymphoedema specialists. To ensure that Legs Matter has a clear public benefit, 4 patient partners are included within the coalition group, contributing equally to the discussions and decision-making.

The Legs Matter coalition has presented and/or exhibited at 10 conferences in 2018 and has published on different aspects of care of the lower limb in a variety of clinical journals. Legs Matter is starting to be recognised nationally and has been mentioned in various documents including the 'All parliamentary group on vascular and venous disease – Saving limbs, saving lives'.

- ❖ Wounds Research Network (WReN): The Society has recognised that there needs to be a greater network of researchers who are engaged in wound management research. This links directly to the TVS's strategic goal for engagement with a wider multidisciplinary team and also introduces our membership to the latest research and knowledge. To this end, the TVS continues to support the Wounds Research Network (WReN) which was launched in 2014. In 2018 the TVS funded Pink Marketing to provide the secretariat function of the network, manage and develop the website, produce e-communications and promotional materials. This also included organising the WReN scientific meeting within the TVS conference programme for 2018. The cost for PINK's services for WReN is approximately £17,400 for 2018.
- ❖ NHS England: NHS England continues to lead a programme of change for the wound care population of England. Several Trustees are key members of the steering committees, work streams and task forces within this programme. The TVS is supporting the attendance of Trustees by covering expenses

where needed.

- ❖ ***Pressure ulcers and safeguarding:*** The TVS has continued to work with the Department of Health's (DH) Safeguarding for Adults Lead to publish the paper *Safeguarding Adults Protocol: When Pressure Ulcers require a Safeguarding Enquiry*. There were some unfortunate delays whilst achieving agreement with other collaborative organisations, however, the final document was published by DH in January 2018.

### **5. Journal of Tissue Viability**

The Society's journal, the *Journal of Tissue Viability* (JTV), is a high quality, peer reviewed journal that has an international readership. It is free to members and available to purchase by non-subscribers.

The JTV has continued to grow since 2018 and the journal now has a spine rather than staples. The number of articles submitted to the journal was 110 in 2018. The journal's impact factor has increased to 1.925 in 2018 from 1.263 in 2017 and the score that the journal has for the amount of times that its articles are cited has increased from 1.63 to 2.68 according to Cite Score. The JTV's ranking now stands at 15/118 in the nursing category and 32/64 in the dermatology category. The journal is available in 9,833 libraries around the world with over 4,000 active accounts online in 2018. These active accounts downloaded over 77,375 journal articles via ScienceDirect, plus there were over 4,453 full-text downloads on the journal's homepage and another 5,493 full-text downloads on Clinical Key.

### **6. Regional Study Days**

The TVS Regional Study Days are organised by a team of 3 Trustees: Tina Chambers, Fran Spratt and Heidi Sandoz with the support of the TVS administrator and PINK. In 2018 5 Regional Study Days were arranged and delivered. We are proud of our ability to organise and deliver these informative days. Study Days are put on free to the requesting organisation and are seen as a valuable resource. The TVS funds the speaker fees and expenses, the costs of which are off-set by a small exhibition. The number of Regional Study Days held in 2018 was more than the 4 held in 2017. Our education working group is currently reviewing the delivery of Regional Study Days with a view to increasing the number that we deliver and the number of people that attend. The TVS's Education working group has further reviewed presentation content. Managerial and governance processes are being developed to support those involved in the delivery of the days. To a large extent these days are presented by TVS Trustees however at times we are grateful for external support, often from local TVNs, to help deliver the programme. We would like to thank all those who have helped with Study Days over the last year. The Trustees decided that they would commit to organising and delivering a minimum of 6 regional study days a year with the option of delivering further Regional Study Days if any request were received from 2019 onward.

### **7. Wider public engagement and public benefit**

The TVS's website houses a contact us function. This can be used by anyone who visits the TVS's website. For the year 2018 we received around 100 requests via this function. These requests are triaged by the administrator and fielded to TVS Trustees who respond on a rotational basis. The types of enquiries remain similar year on year and include: the public seeking clinical advice; professionals seeking advice; other organisations seeking collaboration; training enquiries; membership enquiries, media enquiries.

The TVS contract PINK to support their wider administrative needs including conference organisation, managing the TVS's website, e-communications and marketing literature. In addition, PINK helped to secure 11 Corporate Sponsors at three different levels, i.e. Corporate A, Corporate B or Corporate C sponsors, providing an income of £22,000 for the TVS. There are 3,330 people subscribed to receive our e-newsletter which is produced by PINK.

TVS Trustees have attended 11 other national and international conferences as exhibitors to raise the Society's profile and attract membership from a broader professional base than nursing alone.

The TVS's website attracts a lot of traffic and has had 97,308 visitor sessions in 2018 – visitors spent an average of 2 minutes 26 seconds on our website. PINK also manage the TVS's Twitter and Facebook accounts. By year-end followers of the TVS's Twitter account had increased 39.3% to 3,582. A positive response to our Facebook page saw an 11.4% increase by the end of 2018 to 2,045 followers. Both of these sites attract high levels of engagement and are used to promote the Society's activity and both national and international news.

## Section D

## Achievements and performance

### Summary of the main achievements of the charity during the year

The Society changed its charitable status and constitution by registering with the Charity Commission as a Charitable Incorporated Organisation (CIO) on 26/11/18.

The TVS improved its governance processes by setting up a risk register to ensure that the Society manages risks appropriately in light of the changes to our funding model as a result of ABHI/EUCOMED regulations. The TVS also restructured its Corporate Sponsorship model as a result of the changes in the level of income generated from sponsorship by commercial organisations.

TVS Trustees have supported a number of projects such as the Legs Matter Campaign and the Wounds Research Network (WReN) that are consistent with key elements of our strategy. We have also been supporting NHS England and NHS Improvement wound care quality improvement programmes.

## Section E

## Financial review

### Brief statement of the charity's policy on reserves

The Trustees are committed to maintaining financial reserves equivalent to two years' running costs.

### Details of any funds materially in deficit

The Society is not currently in deficit

## Section F

## Other optional information

The Society's Board of Trustees is currently revising the TVS's funding model and strategy in order to place the society on a more secure financial footing. The TVS made a relatively modest profit of approximately £8,000 on the Conference 2018 largely as a result of reduced industry support for the conference arising from the implementation of ABHI/EUCOMED regulations.

## Section G

## Declaration

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

Signed on behalf of the charity's trustees

Signature(s)		
Full name(s)	Dr Ray Samuriwo	
Position (e.g. Secretary, Chair, etc.)	Chair of the Board of Trustees	
Date	17/04/2019	

