

Trustees' Annual Report for the period

Period start date

Period end date

From

01

04

20 17 To

31

03

2018

THE DEBENHAM PROJECT (DEMENTIA - CARING FOR THE CARERS)			
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Names of the charity trustees who manage the charity

1	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	L JACKSON	CHAIRMAN		
2	R W R COCKERTON	TREASURER		
3	DR P FIELDER	TRUSTEE		
4	M ROUSE	TRUSTEE		
5	MRS G SHACKLOCK	TRUSTEE		
6	R.BLACKWELL	TRUSTEE		
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Names of the trustees for the charity, if any, (for example, any custodian trustees)

Name	Dates acted if not for whole year		

Names and addresses of advisers (Optional information) Type of adviser Name Address Name of chief executive or names of senior staff members (Optional information)

Section B Structure, governance and management

Description of the charity's trusts

Type of governing document	TRUST DEED
How the charity is constituted	TRUST
Trustee selection methods	ELECTED BY EXISTING TRUSTEES

Additional governance issues (Optional information)

You **may choose** to include additional information, where relevant, about:

- policies and procedures adopted for the induction and training of trustees;
- the charity's organisational structure and any wider network with which the charity works:
- relationship with any related parties;
- trustees' consideration of major risks and the system and procedures to manage them.

Relationships with related organisations: The charity is committed to providing support services, information and advice, and referral to professional organisations. It does this by setting up services and activities which are managed and run by local volunteers but which seek to "draw in" the professional support capability of the local authorities, the NHS, and the major charities when appropriate. Many of our activities and services have, in previous years, been provided with informal collaboration involving these organisations. However, as was stated in our previous reports, due to the continuing financial uncertainty and cutbacks in funding by the local authorities this is no longer feasible. Thus the charity has become entirely staffed by volunteers and depends upon retired volunteers with relevant professional experience to fill the shortfall.

Additionally, the statutory authorities have been reluctant to significantly rebalance expenditure from crisis management and intervention care provision to local support and prevention i.e. they continue to concentrate on the management of dementia (and the elderly frail) by short term clinical solutions. This is a major failure of the statutory health and social care sector, which will significantly limit the successful development and sustainability of this, and other less well developed, community-based dementia support charities elsewhere in the county (and nationally). It doesn't present a significant financial risk to this charity at this time. However, in as much as it needs to consider how to fund recent (the one-to-one professional involvement that reduces and delays hospital admissions and/or permanent commitment to residential care), it remains a concern. It is also a source of worry that this suggests there is still a reluctance to treat community-based care as a

priority.

The joint NHS/Adult Care commissioners for Suffolk, during 2016/17, adjusted their existing dementia support funding in a positive direction. They recommissioned their dementia care services and introduced in April 2017 a county-wide service called "Dementia Together". This service, where possible, is based upon providing locality-based voluntary dementia support services for carers and cared-for which are directly supported by a professionally staffed central hub. This is an innovative approach which we hope will ultimately replace the informal collaborative relationships that have supported the charity hitherto.

The charity has supported this development by directly involving key people in the planning of "Dementia Together", and commitment to its implementation. We have no idea how this will affect the funding and work of the charity in the medium to long term. However, we are members of the "Operational Management group" which will ensure that the Debenham Project is fully consulted, included in any plans for the provision of support in our catchment, and that the Project's independence is assured. In addition, our relationship with "Dementia Together" has created a limited amount of funding which has been used for a new initiative – "Please Tell Me" - in the field of reminiscence therapy.

Nevertheless, the trustees remain concerned that the underlying culture of the NHS, Local Authorities, and major charities will continue to fund/encourage a top-down care-management organisation rather than the much more flexible, person-centred and responsive bottom-up model that is central to the way The Debenham Project operates.

Section C

Objectives and activities

Summary of the objects of the charity set out in its governing document

TO RELIEVE THE NEEDS, AND TO PROMOTE AND PROTECT THE GOOD HEALTH OF PERSONS SUFFERING FROM DEMENTIA, AS WELL AS THEIR CARERS AND FAMILY, IN PARTICULAR BUT NOT EXCLUSIVELY, BY ASSISTING IN THE PROVISION OF SUPPORT, SERVICES, RESPITE AND GUIDANCE TO THE CARERS AND FAMILY OF SUCH PEOPLE. IT IS RECOGNISED THAT THIS OBJECT MAY BE FURTHERED BY EITHER GIVING SUPPORT OR SERVICES DIRECTLY TO THE CARERS, OR THOSE WITH DEMENTIA, OR JOINTLY IN DEBENHAM AND IN ITS IMMEDIATE NEIGHBOURHOOD.

The Debenham Project was proposed in April 2009, publicly launched in October of that year, and granted charitable status in January 2010.

With regard to the guidance issued by the Charity Commission on public benefit, the charity/project has developed a unique community-based approach to the support of carers of those with symptoms of dementia, and those they care for. The wide range of current services and activities (see below), created to help carers who are (or are close to) having to cope with the 24/7 care of a partner, father, mother, friend, or neighbour with dementia, have achieved viability, and medium to longer-term sustainability.

The charity was asked to address the problems that dementia presents to our community and, especially, to those who care for someone with the illness. In less than 18 months, it provided a comprehensive range of services which were, and continue to be, second to none in Suffolk (and probably in the UK) in their breadth and focus on the individual in need of help. By April 2018 these included:

The provision of information and advice, dementia awareness, 3 individual monthly social lunch clubs, fortnightly activities and social sessions, a fortnightly carers' club and info café, a weekly chair-based fit club, linking to respite care provision, support for those involved in diagnosis, supporting a small independent self-employed professional carers network, an informal transport network for medically related appointments, reminiscence therapy, a professional care and domestic help register, a one-to-one support network, integration with the countywide dementia support service, and frequent special events.

The charity has continued to maintain its support according to the needs of local family carers and those who they care for and to further develop its activities and services. At the end of March 2018 there were 46 current carers, 26 past carers, 40 cared-for and 39 other elderly frail persons who participated in the services and activities of the project. Full descriptions of these services can be found on the charity's website. They are staffed by volunteers but, at the same time, seeking to utilise when needed the best skills of retired professionals and support from other agencies. (However, please see our comments above regarding the impact of Suffolk County Council policies and procedures). We believe that the project has created a model that can be applied to other rural communities, and experience that can be shared with other groups who wish to do something similar.

Since its inception, the project has provided advice and guidance to various bodies, community groups and other organisations with regard to our approach and how others may learn from our experiences. Its unique approach is one which is common-sense in its localisation, and effective in its focus on the problem at a personal level. We regularly receive (and respond to) requests to share our expertise with communities seeking to develop their own local dementia support activities. Our publication "The Four Mile Rule and Other Lessons" (http://www.the-debenham-project.org.uk/downloads/articles/2016/4milerule.pdf) has been particularly welcomed by academics and practitioners at local, regional, and national levels with also interest in the project from several international contacts.

It has also provided input to strategic discussions and reports concerning the problems that dementia presents to rural communities at county,

Summary of the main activities undertaken for the public benefit in relation to these objects (include within this section the statutory declaration that trustees have had regard to the guidance issued by the Charity Commission on public benefit)

regional and national levels. It continues to be recognised as exemplar in the field of community-based support for those (carers and cared-for) who are living with the impact of dementia on their lives. The project has argued for the need for dementia to be considered as distinctly different from mental health and, as such, should have an independent voice. The charity has worked with other key organisations in creating a unique "Dementia Forum" within the national "Healthwatch" structure.

From the unique standpoint of this community-based health and social care project, and its previous research, it continues to argue for a more cost effective approach to the care of all elderly and frail people in rural communities. There is evidence that this is slowly bearing fruit, notably in the initiation of the new Suffolk-wide "Dementia Together|" service based on a network of community-based voluntary projects supported by a professional hub.

The already high profile at local, regional and national levels has been maintained through our network of academic, government, and other professional contacts leading to the project being routinely quoted as an exemplar of good practice and requests by a wide range of organisations to learn from the project's experiences. The project has been regularly referred to and requested to discuss its approach and achievements, including recent contacts with a major U.S. based international health and care provider, and with a leading research group at North Western State University (U.S.).

For a full description of the project visit:

www.the-debenham-project.org.uk

5

The Debenham Project - 4th Edition - May 2018

Additional details of objectives and activities (Optional information)

Grantmaking: The project has not made grants to individuals or organisations. The trustees have no plans to change this policy. However, the policy of providing its services free to participants, or at a nominal (subsidised) cost, has continued.

You **may choose** to include further statements, where relevant, about:

- policy on grantmaking;
- policy programme related investment;
 - contribution made by volunteers.

Volunteers: This is, primarily, a volunteer-based enterprise. However, it is recognised that volunteers cannot replace the professional support staff employed by the charities, local authorities and NHS. Whilst our previous policy was to seek informal collaboration with key professional charities, due to the current Suffolk County Council policies, these organisations are no longer able to offer such support^{1,2}. Thus, what the project is able to do is very much governed by the number, the motivation, and the experience of its own volunteers³. In this we are indeed fortunate. The project has received a tremendous amount of goodwill from the community and this is reflected in a very healthy volunteer base. There are currently a total of 75 regular volunteers with a further 40 local people who have offered their support on an occasional basis. It is the project's policy that we seek to avoid asking volunteers to do more than about ½ day per fortnight and so prevent the unsustainable situation of the "few who do it all". We are also fortunate in being able to call upon a small group of volunteers who, prior to retirement, have been senior professionals delivering frontline support in general practice, community and other nursing disciplines, social work and dementia advisory services, etc. These have successfully delivered our "One to One" support service.

Policy programme related (external) investment: The trustees repeat their concern that the statutory authorities (particularly the Suffolk County Council in collaboration with NHS Suffolk) are failing to give priority to community-based dementia support and crisis prevention

- 1. They consider this as a major restriction in the potential for this and other local/community charities to respond to the current and future needs and essential support of the elderly frail.
- 2. They also continue to criticise Suffolk County Council's unwillingness to fund the ongoing expenses of volunteers and project costs as creating a negative image and a serious barrier to effective engagement with the community. In its conversations with those in other areas, it is clear that it is not a unique situation and we ask the Charities Commission to investigate.
- 3. However, they have been pleased by the initiation of "Dementia Together" Suffolk's new dementia support service which seeks to encourage and engage with community-based projects and dementia action alliances although this represents only a redirection of existing funding, and a very limited response to the needs of carers of those with dementia and those they care for.

Section D

Achievements and performance

Section D

Achievements and performance

Summary of the main achievements of the charity during the year

This accounting period covers the activities of the charity from 1 April 2017 to 31 March 2018. The project has matured but also continues to evolve and grow, supporting existing services, adding new services and activities, and developing its reputation and influence in the field.

Highlights of the Year 2017 / 2018

Services:

Project continues to meet a target of an "afternoon a fortnight" level of support i.e. now 200+ person sessions per month "One to One" support service initiated.

"Get you There" transport for hospital and medically related appointments provided 120+ trips for 26 participants.

Dementia Friendly Communities:

Debenham continues to be one of the UK's leading dementia friendly rural communities.

All High Street businesses display "Working to become Dementia Friendly" window stickers together with Debenham Project collection boxes. High school student involvement/work placement in Carers Club and Info Café.

Funding:

Finances remain very good in terms of spontaneous local contributions, community fund-raising and donations. Local sources have financed 79% of the expenditure. The remaining balance (£1740) has been transferred from reserves.

Financial engagement by the statutory authorities continues to be a concern.

Working with Others:

Healthwatch – Initiation and membership of "Suffolk Dementia Forum" - a Suffolk-wide expert advisory group.

Successful collaboration with Sue Ryder and other community-based organisations in successfully bidding for the new Suffolk-wide contract for the peri-diagnosis dementia support service.

Dementia Together launched – our "One-to One" service forms the local customer facing element.

Collaborative project to initiate "Please Tell Me" life history and reminiscence support.

Volunteer and Service Statistics:

Volunteers continue to offer their time - 100+.

75 people give their time on a regular or occasional basis, and about another 30 can be called on if required.

Cameo, Carers Club and info Café (fortnightly), Fit Club (weekly), Way Back When and 3 individual Lunch Clubs (monthly), Transport (on demand) and One to One support (as required).

Participants (excl.Transport): Carers and Cared For (86), Past Carers (26), Other Elderly Frail (39).

. Overall, near to full capacity at 220 person sessions per month. Support to about 64% of families coping with dementia, plus others who are frail and elderly, in the catchment.

Existing services: All the existing services have successfully provided support to family carers and those they care for as evidenced by the continued high level of participation.

New services: The project has been able to implement the following:

The project has launched and established a new and innovative support service called "One to One" which offers individual support from retired health and social care professionals.

As a founder member of the county-wide "Dementia Together"

Achievements and performance

service the project now offers one-stop integration with the Suffolk's health and social care professional support services. This provides simple access to not only professional advice, information and holistic assessment, but also rapid involvement of crisis support when needed.

Family carers, relatives and care home providers now have access to a new support tool (whose inventor has been funded and supported by The Debenham Project) - "Please Tell Me" - which helps maintain relationships and communication using the principles of reminiscence theory and life history development.

Dementia Friendly Communities: The Debenham Project continues to be recognised as a leading "dementia friendly community" in the county and region and, as such, continues to promote dementia awareness, and active support within the catchment. All local businesses support the project by displaying the "Dementia Friendly Communities" logo and promoting our collecting boxes in their premises. The project is also committed to encouraging other rural communities to be proactive in developing local dementia care.

Recognition: The project continues to enjoy a positive profile, not only at the local/regional level, but also at national level. It is regularly cited as an example of community-based good practice in dementia support. However, this year, as a community focussed charity, we have not sought to further raise our profile beyond Suffolk.

Funding: The project has established a sound core funding position through to Autumn 2019 and beyond. In the 2017/18 financial year income and expenditure were broadly as anticipated with income of £6550 (9% below budget) and expenditure of £8300 (6.6% below budget). Leading to a deficit of £1740 to be found from the reserves. The charity is particularly fortunate that the local community (individuals, businesses, and organisations) has, over the years, increasingly supported our work (and without asking!) and has donated a substantial proportion of our funding. This has greatly reduced the overhead of active fundraising and bidding for support from charitable foundations and funds. The reserves have been maintained at a level of £21,000 sufficient to not only ensure long-term (5 years +) sustainability at its current level of activity, but also to permit significant investment for its future development.

Outreach: The project has given further presentations and advice to several other communities in rural areas of Suffolk that are interested in providing local dementia support. It also significantly contributed to the debate concerning the future of dementia care and support in the county though engagement/consultation exercises. This helped both the initiation of a new county-wide approach to dementia support ("Dementia Together") and the creation of an expert "Dementia Forum" within Suffolk Healthwatch.

Overall: Broadly, the project continues to successfully evolve, and maintain a position at the forefront in the provision of local care and support services for those whose lives are affected by dementia. It has maintained its philosophy of "getting on and doing something" and "relating locally, directly and personally to those in need". The Debenham Project is recognised as a model of successful community-based dementia support well beyond Suffolk and the Eastern Region.

Section D	Achievements and performance				
	1. The Trustees ask the Charity Commission to consider the				
	impact of significantly reduced Government/Local Authority/NHS funding, relative to the increasing numbers of elderly frail				
	persons, on communities, charities and voluntary care				
	organisations.				
*					

Section E

Financial review

Brief statement of the charity's policy on reserves

In earlier years The Debenham Project has used reserved funds for specific new projects i.e. disability facilities, research, and project development. However, as in the previous accounting period, we have not sought "reserved" funding for "new" and "externally controlled" activities, and have concentrated on ensuring that we can continue to deliver and evolve our core objectives. This policy has still allowed and supported innovative initiatives such as "Please Tell Me".

The trustees are unanimous in the need to protect the sustainability of the project by seeking to maintain reserves sufficient to the cover core costs for a minimum of 2 years beyond the end of the this accounting period i.e to April 2020.

Details of any funds materially in deficit

None

Further financial review details (Optional information)

You **may choose** to include additional information, where relevant about:

- the charity's principal sources of funds (including any fundraising);
- how expenditure has supported the key objectives of the charity;
- investment policy and objectives including any ethical investment policy adopted.

Funding: The charity has achieved a sound funding position based upon the distinction between "core funding", funding for "special projects", and "private donations".

Core Funding: To run and continue to develop the main services of the project has cost, averaged over the lifetime of the project, about £8,500 pa. The trustees believe this to be a reasonable budget figure which enables the project to both sustain its existing voluntary support services and activities, and also to develop the project for the medium and longer-term. In the initial years, funding was granted from local (district) authority sources (with a total grant of approximately £26,500 over 3 years). Since the inception of the project we have been fortunate to receive significant charitable donations from organisations, individuals, and companies eg AXA insurance. Sports Relief, Comic Relief, the Co-op, and Yorkshire B/S. More recently an increased proportion of our funds have come through private donations see below. However, the Trustees continue to be concerned, in the general sense, that the local authorities and NHS are exceptionally reluctant to provide longer-term core funding to community projects such as this one, despite the fact that such projects are directly supporting the mission of adult care services and enabling them to reduce their costs of service provision. This reluctance also includes setting constraints on the funds endowed for dementia support and the elderly frail which are administered by Suffolk Community Foundation, and aimed at encouraging voluntary health and care i Ojecia.

Special Projects: The trustees continue with the priority of The Debenham Project to provide the best local support and care that we can. They believe that, as a mature project, those activities and services that are already offered represent "the best we can do". "Special projects", "New Projects" and "Wider Engagements" must not conflict with this but must be shown to encourage improvement in <u>local</u> dementia support for carers and those with the illness. Therefore, in 2017/18 we have not specifically sought funding for new services, preferring to focus on the sustainability on our existing activities together with some evolution within the current framework. However, we did seek (and obtain) funding for a project to explore the concept and benefits of the "Please Tell Me" life history initiative.

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March 2013

Private Donations: To date, the project has been very fortunate that it hasn't needed to set a high priority on fundraising. It has continued to receive a significant amount of unsolicited funds from individuals and local organisations in recognition of the value to the local community of the work of the project, and donations made in memoriam. This has enabled us to not only resource our group and individual support activities and services, but also to provide funding for special events throughout the year.

Regarding the long-term financial sustainability of the charity, the trustees remain concerned that, without the local authorities and the CCGs becoming committed to the on-going support of voluntary community-based dementia support organisations, the long-term sustainability may be at risk. The likelihood is that the current and future potential funding shortfall in the statutory health and social care sector will ultimately place demands upon family carers and the voluntary sector that are unsustainable. This is anticipated by the trustees as the Project needing to consider employing professional staff in order to mitigate the resulting reduction in statutory provision of care - with a resulting impact on its finances.

The trustees are agreed in the policy of maintaining the charity's reserves at a level of between 1 and 2 years annual expenditure.

Section F

Other optional information

Additional information is available on the project's website at www.the-debenham-project.org.uk.

Additionally, the reader might like to access "Breaking the Mould" - http://www.the-debenham-project.org.uk/downloads/articles/breakingthemould.pdf.

The project's long term aims, and the concepts, ideas, and business model of "The Vision of Caring" can be found at: http://www.the-debenham-project.org.uk/downloads/steeringdocs/A Vision of Caring rltse7.pdf

Section G

Declaration

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

Signed on behalf of the charity's	trustees	
Signature(s)	Inda Jacks	
Full name(s)	TACKSON TACKSON	
Position (eg Secretary, Chair, etc)	CHAR	
Date	10/12/18	



THE DEBENHAM PROJECT	1133501

Receipts and payments accounts

For the period Period start date from 01-Apr-17 To 31-Mar-18

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Section A Receipts and payr	nents				
	Unrestricted funds	Restricted funds	Endowment funds	Total funds	Last year
	to the nearest £	to the nearest £	to the nearest £	to the nearest £	to the nearest £
A4 Descripto	to the hearest L	to the hearest a	to the nearest 2	to the hear out a	to and nounced a
A1 Receipts	2,768			2,768	1,627
Donations with gift aid	433		-	433	1,057
Other Donations	1,008			1,008	1,090
Gift aid received and recoverable from hmrc	684	-		684	766
Fit Club Contributions	167			167	1,500
Donations made in Memoriam (ex with gift aid)	1,262			1,262	856
Travel Donations			<u> </u>	1,202	1,000
Comic Relief Donation	•	-	-		500
Yorkshire Building Society	-				1,615
Virgin Money Giving	57	-	-	57	500
East of England COOP	550			550	300
Collection Boxes	5	-	-	5	10
Interest	- 3		-		600
Discord Donation				6,934	11,120
Sub total (Gross income for AR)	6,934	-	-	6,934	11,120
A2 Asset and investment sales.					
(see table)	-	-	-		
Sub total	-	-			
Sub total					
Total receipts	6,934	-	-	6,934	11,120
•					
A3 Payments					
Printing and Stationery		-	-		-
Cameo Club	700	-	-	700	626
Postage	21	-	-	21	-
Project Management	586	-	-	586	547
Info Cafe Carers Club	1,490	•	-	1,490	1,558
Fitness Club	1,169	-	-	1,169	1,290
Refreshments	331	-	-	331	247
Gift aid adjutment re prior years	317			317	-
Insurances	484	-	-	484	1,776
Other	100	-	•	100	261
Telephone Line	558	-	-	558	996
Way Back When	602	-	-	602	49
Volunteer Travel Costs	1,056	-	-	1,056	780
Rent Dove Cottage	1,200	-	•	1,200	1,200
Computer equipment and software		-		-	
Subscription		-	-	-	-
Sub total	9.644	-	 	-	-
Sub total	8,614	-		8,614	9,331
A4 Asset and investment purchases,					
(see table)					
			-	-	
Sub total		-	-		
				_	-
Total payments	8,614	-	-	8,614	9,331
Not of receipts //					
Net of receipts/(payments) A5 Transfers between funds	(1,680)	-	-	(1,680)	1,790
AS Transfers between funds	-	- 1	-	-	-
A6 Funds last year end Funds this year end	20,318 18,638	2,380 2,380	-	22,698 21,018	20,909 22,698

Section B Statement of ass	ets and liabilit	ties at the end	of the period	And the second	
Section B Statement or ass	Details	Unrestricted	Restricted funds	Total funds	Last year
Categories	Details	funds to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	NATWEST	19,032	2,380	21,412	20,886
	DEPOSIT ACCOUNT NATWEST CURRENT	698		698	3,964
	ACCOUNT				
	CASH IN HAND	100	-	100	100
	Total cash funds	19,830	2,380	22,210	24,950
		Unrestricted funds	Restricted funds	Total funds	Last year
	Details	to nearest £	to nearest £	to nearest £	to nearest £
B2 Other monetary assets	EAST OF ENGLAND	256	-	256	199
	GIFT AID RECOVERABLE	1,686	-	1,686	996
	OUTSTANDING LODGEMENTS	466	-	466	42
		-	-		-
	Total monetary assets	2,408	-	2,408	1,237
		Unrestricted funds	Restricted funds	Total funds	Last year
	Details	to nearest £	to nearest £	to nearest £	to nearest £
B3 Liabilities	UNPRESENTED CHEQUES	3,600	-	3,600	3,489
			-	-	
	Total link liking	3,600	-	3,600	3,489
Funds at year end	Total liabilities	18,638	2,380	21,018	22,698
Signed by one or two trustees on behalf of all the trustees	Sign	atura		Seroke Tackson	Date of approval
			COOKER.	Manerys	10/12/11
Notes to the receipts and payments acc	1900				
Note 1 Accounting policy 1. These accounts have been prepared on a different basis from the statements prepared for the year ending 31 March 2015 because SORP 5 was withdrawn and replaced with SORP 2015 FRS 102. The new SORP is considerably more complex and it was considered by the Trustees that it would not be cost effective to produce such statements for a Charity with a total income below the Charity Commission filing threshold. It was decided to produce accounts using the receipts and payment option and exempt from the new SORP disclosure requirements. However, under SORP 5 the trustees elected to adopt the accruals basis of accounting and the accounts for 2017/18 are transition accounts showing Gift Recoverable as a debtor and this should stop once this amount has been collected and future Gift Aid receipts will be shown as income.					
Note 2 Details of certain items of expenditure 2.1 Trustee expenses					
Number of trustees who were paid expen	nses	This year	Last year		
Nature of the expenses		expenses associated with running the	Expenses associated with running the		
Total amount paid		£2,956.00	£2,918.00		
2.2 Fees for examination or audit of the a Please provide details of the amount pair		vtornal constinu of			
. Touce provide details of the amount par	a ioi ally statutory e	This year	Last year		

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Independent examiner's or auditors' fees for reporting on Other fees (for example: advice, consultancy, accountancy