

GLOUCESTERSHIRE RAPE AND SEXUAL ABUSE CENTRE

ANNUAL REVIEW
APRIL 2019 – MARCH 2020

here
for
you

**RAPE AND
SEXUAL ABUSE CENTRE
GLOUCESTERSHIRE**



Sexual Violence against older women project

- Relieve the emotional, psychological and/or physical distress of people who have experienced sexual violence, especially women and girls
- Educate the public about the nature and extent of sexual violence and its impact, especially on women and girls

AIMS

“GRASAC has helped change my life. An amazing organisation. Megan is fab, the power programme was fantastic. Thank you”

“I cannot express, in words alone how grateful I am for the support I have received from this service. I have never experienced anything like it. Nothing has ever been too much trouble and I’ve been treated with dignity and respect throughout.”



Sexual violence is devastating at any age

Rape, sexual assault, sexual harassment or unwanted touching are all forms of sexual violence.

You deserve support.



We're here for you

**RAPE AND
SEXUAL ABUSE CENTRE
GLOUCESTERSHIRE**

01452 526 770
support@glosrasac.org.uk
www.glosrasac.org

- All names used for survivors who have used GRASAC's services are fictitious.
- Unless stated otherwise the artwork was produced by survivors attending the art group.

FOREWORD BY THE CO-CHAIRS OF THE BOARD OF TRUSTEES

We write this foreword during a period of lockdown due to COVID 19, when GRASAC's work has become more important than ever – as there is evidence of an increase in abuse particularly impacting women. The need for our work is always present: in 2019, 284 people were brave enough to report rape offences to the police in Gloucestershire[1]. 11 saw their case go to court. Many more never reported. The need to both support survivors, and their friends and family, and to be part of the movement to end sexual violence worldwide, has never been more acute.

As such we are proud to be part of a national and international network of organisations working for change. Our services have recently been reassessed against the Rape Crisis England and Wales National Service Standards and we are pleased to report that GRASAC not only passed with flying colours but has also been asked to train other centres. During the year we also took time to look ahead and develop our priorities for the future, including a new strategic plan in which we reaffirmed GRASAC's aims as noted on the previous page.

We pay tribute to GRASAC's dedicated staff and volunteers who have shown amazing resilience and worked exceptionally hard to ensure we can continue to offer a high-quality service at all times, but particularly during the Covid-19 lockdown, and who always look for new opportunities to improve our reach and impact.

[1] Reference: Gloucestershire Live (2020) Rise in rape reports and low prosecution levels leads to new sexual violence advisers for Gloucestershire Available at <https://www.gloucestershirelive.co.uk/news/gloucester-news/rise-rape-reports-low-prosecution-3948243>

MARY ROBINSON & DR LOUISE LIVESEY
Co-Chairs of the board of trustees

14%
increase in
referrals to
our ISVA
services

16%
increase in
referrals to
our
emotional
support
services

15%
increase in
referrals of
children to
our
services

96% of
survivors
rated the
support
received as
excellent

29%
increase in
the
number of
support
sessions
provided

TRUSTEES

Gloucestershire Rape and Sexual Abuse Centre's board of trustees meets bi-monthly and is an active team in all aspects of our work from policy making to volunteering.

Mary Robinson – Co-Chair

I have a background in human rights and NGO management. I am a Director of GCPS Consulting which specialises in child protection and safeguarding and an Independent panel member for the Judicial Appointments Commission.

Dr Louise Livesey – Co-Chair

I have a day job teaching Criminology at the University of Gloucestershire. My passion is challenging sexual violence through research, teaching and activism. I joined the trustee board in 2016.

Jo Adams – Treasurer

I am an ACA accountant with 20 years' finance experience. I want to use my skills to help GRASAC continue to be successful in the invaluable service it provides.

Vicky Boroughs

I am now retired. My work as a Probation Officer and then as a Trade Union Regional Organiser for Women and Equalities' has given me considerable relevant experience to support the work of GRASAC.

Jessica Smith

I am passionate about supporting women and girls who are subjected to sexual violence. I hope to use my skills as a solicitor to help GRASAC continue to strengthen its invaluable services.

Sam Hanly

I have been a volunteer with GRASAC since 2014 on both the helpline and providing one-to-one support. As a volunteer trustee, I act as a conduit between the board and volunteers.

Amy Norton

I am Head of Equality, Diversity and Inclusion at the Office for Students, the independent regulator for higher education in England. I am keen to combine my professional and personal commitment to tackling sexual violence.

Eleanor Hutchinson

I have over 15 years of experience in Human Resources and Organisational Development. I work in local government in Gloucestershire.

Heather Cole and Jo Draper resigned from the board of trustees during the year. Both Heather's and Jo's work has been invaluable and we take this opportunity to thank them on behalf of our staff, volunteers and survivors.

VOLUNTEERS

GRASAC continues to value the huge contribution of its volunteers and in particular for staffing the helpline which can be onerous. Although all prospective volunteers undertake GRASAC's training programme before staffing the helpline, as well as undertaking a period of shadowing, taking calls independently can be stressful. The volunteer training course is an accredited course presented by staff and trustee board members. Volunteers are more widely supported by GRASAC's staff on a day-to-day basis. As well as undertaking compulsory external supervision, volunteers have the opportunity to participate in continuous professional development and relevant training opportunities. This is delivered termly through presentations on a range of subjects that enhance knowledge to support the service.

"Volunteering at GRASAC is very rewarding. It's vital work and nice to know that you're making a difference in someone's life. The team of staff and volunteers are some of the best people you'll meet, and the training and CPD opportunities are fantastic"



**Volunteers
have given
708 Hours to
GRASAC**

**Volunteers are
an integral
part of the
fundraising
committee**

**26 volunteers
completed 42
hours of
accredited
training**

**Volunteers
have engaged
by attending
awareness
raising events**

**GRASAC held
a well
attended
Christmas
craft thank
you event for
volunteers**

OVERVIEW OF THE YEAR BY DIRECTOR, MAGGIE STEWART

It has been an exceptionally busy year for GRASAC. In April we moved premises to the centre of Gloucester following the sale of the building we were occupying. The new premises have been well received by clients, volunteers, staff and visitors and although moving premises presented an unexpected challenge at the time, the GRASAC team negotiated the obstacles faced and the current premises will meet any additional client need in the coming year.

Staff

The team has been extended during the year and we welcomed to the service two additional Specialist Support Workers, two Children's and Young Person's ISVAs and a maternity cover Monitoring and Evaluation Officer. GRASAC's permanent Monitoring and Evaluation Officer is now on maternity leave and gave birth to a beautiful son that we have had the pleasure of being introduced to.

Staff continue to offer one-to-one emotional support, e-mail support, take helpline calls and present group work in order to provide individually tailored pathways of support for those accessing the service. GRASAC's Independent Sexual Violence Advisors provide advocacy and guidance to women, men and children pursuing justice through the criminal courts. A pilot project of offering emotional support to men is underway.



"You've made me feel safe to laugh, cry, be angry, sad, and to dissociate without any consequences. Thank you from the bottom of my heart."

The team provided over 1500 one to one sessions across the service

Policy and Education

Not only does GRASAC support clients more directly, we are also involved more generally in awareness raising, educational and preventative work. During the year GRASAC has delivered five training sessions to more than 180 professionals across the county and we have also responded to a number of requests to work directly with schools and colleges on subjects ranging from dispelling rape myths to understanding and recognising healthy relationships. We have continued to work with Cheltenham Borough Council in response to their positive messages, campaign during race week in March and have again been involved with events in connections with International Women's Day. Each year we arrange a Reclaim the Night march, rotating the venue, and this was held in Cheltenham in November.

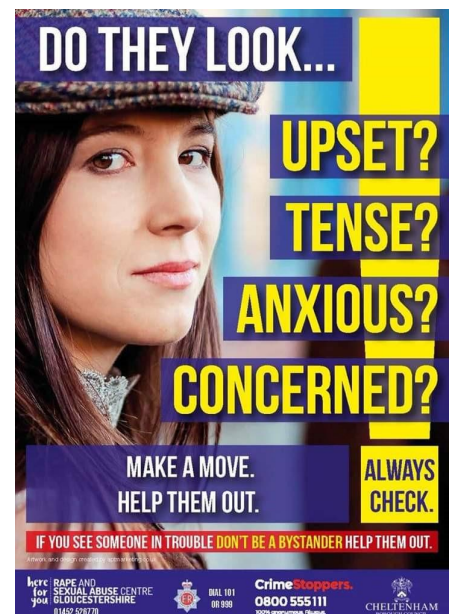
The continued need for support

You will see from the statistics, support pathways and information regarding the services GRASAC provides noted in the report, that there is both an on-going and ever-increasing demand that outstrips supply. We are working with partners to support those women over 55 as we have identified specific needs for this group. However we continue to do our very best within the resources that we have and I would like to thank all donors, statutory and non-statutory funders for their continued support – financial details are noted later in the report.

Remote provision of GRASAC services

As the financial year ends, GRASAC services are moved to remote support due to the global pandemic. This has been achieved with only a 48-hour pause in services, which is a credit to the staff, volunteers and providers of our telephone and IT services. It was also easier through the completion of a digital transformation project that preceded the pandemic.

MAGGIE STEWART
Director



HELPLINE & EMAIL SUPPORT

For women and girls who have
experienced sexual violence

01452 305421

**Please see our website for the current
helpline hours**

support@glosrasac.org.uk

You can use our Helpline & Email
Support without telling us who you are.
We will listen and support you.

here : RAPE AND
for : SEXUAL ABUSE CENTRE
you : GLOUCESTERSHIRE

www.glosrasac.org

THE SERVICE

Our services are free, confidential and non-judgemental and form part of a comprehensive care pathway for survivors of rape and sexual violence.

The impact of sexual violence is both immediate and long-term. GRASAC's services enable survivors to manage the impact that sexual violence had on them, and to move on from, their experiences.

We provide emotional and practical support as well as advocacy for survivors. We also provide advice and information to family, friends and professionals supporting survivors of sexual violence.

CASEWORK

Our Specialist Support Workers deliver a 24-session model of one-to-one support for survivors.

Our Team of Independent Sexual Violence Advisors provide advocacy and guidance to women, men and children pursuing justice through the criminal courts.

Volunteer support workers are a crucial part of the team. Our helpline is staffed by our dedicated volunteers. In addition some of the volunteer team have taken on additional training to deliver one-to-one emotional support.

SUPPORT PATHWAYS

Support is available through our telephone helpline, face-to-face sessions and a group activity programme. There are also ongoing telephone, text and email support services available.

ONE TO ONE EMOTIONAL SUPPORT

Sessions are offered face-to-face, over the telephone, at the centre, or at appropriate locations across the county.

"I would like to say thank you. I have gained a peace with what has happened to me which doesn't mean I will never feel triggered or upset or scared again but that I can understand myself better."

Help promote our helpline and email support services using the pull out poster in the centre page


GROUPWORK

Our group programme offers a variety of group activities for survivors to attend. It is open to all female survivors, regardless of whether they have accessed any of our other services. There are friendship groups held in Gloucester, Stroud, Cheltenham, Tewkesbury and the Forest of Dean. We also offer a monthly creative art group in Gloucester.

The Family and Friends Group is for anyone who is supporting someone who has been affected by sexual violence. GRASAC recognises that family /friends can be crucial to a survivor's healing journey, but it can affect their own health and wellbeing

This year we have increased our group work programme and now provide an additional Art group for female survivors aged 55+. We also introduced a Hope and Cope group programme for women on our waiting list as well as running a 12-week Power Programme.

CASE STUDY



Charlotte has worked collaboratively with her ISVA to access suitable support for her complex mental health needs including Dissociative Identity Disorder. They are working together to create an information card that Charlotte can carry around with her to explain her diagnosis to others if she is in a situation where she is dissociative, and it is difficult to communicate her needs. The ISVA, with permission from Charlotte, has provided intelligence and guidance to the police so that they can support her if she comes into contact with them. She has often called them for assistance when she is distressed and confused. This has enabled Charlotte to be better understood by the police in these situations. The ISVA has helped to manage her expectations of the criminal justice process and has clearly explained each stage as she has been updated about case progression by the police. Charlotte has also been offered emotional support and she is able to access GRASAC's confidential helpline. A safety and support assessment has been carried out to help identify her support needs and to ensure that she receives the care and understanding she requires at this time.

FUNDRAISING

Our fundraising committee made up of volunteers and staff continue to work hard organising events throughout the year. The committee have raised almost £12,000 this year which is an increase of 30% on the previous year. The auction has now become our main annual fundraising event and over £10,600 was raised at the October auction. Anyone wishing to be added to the mailing list to be kept up to date with details of our fundraising events please contact fundraising@glosrasac.org.uk. We would like to thank the fundraisers for their excellent and continued work.

I have had therapy outside of GRASAC, but have to say that I felt most understood and supported by you. The best way I can describe your ways of working is trauma informed

CASE STUDY

Steph came to the service after experiencing childhood sexual abuse by a family member. The impact of the trauma for Steph had been anxiety, depression, self-harm and an inability to relax. A family rift had occurred as Steph is not believed and she became anxious when she saw her family members. Steph had control issues with her own family as she was worried about losing them. Steph also felt that she had no friends she could trust.

Through engaging in one-to-one emotional support sessions Steph has learnt some coping strategies that help her manage her fears and anger. She is now valuing herself and gaining confidence and said, "the shadows have lightened." Steph now believes she's not to blame for the abuse and can recognise and value herself rather than trying to change other's perceptions.



FINANCIAL OVERVIEW

In 2019-20 GRASAC's funders were



OPCC
Office of the Police &
Crime Commissioner
for Gloucestershire

The
Commissioner's
Fund
Breaking the cycle of crime



Ministry
of Justice

THE
BROOK TRUST
FUND



**RAPE
CRISIS**
England & Wales



Gloucestershire
Clinical Commissioning Group



Soroptimist
International
Great Britain & Ireland



Supported by
BBC
Children
in Need

We thank all of our funders, donors and individual supporters this year.

GRASAC Statement of Financial Activities for the year ending 31 March 2020

Income:

Police and Crime Commissioner	£269,872
NHS	£56,336
Ministry of Justice	£44,800
Brook Trust	£44,701
Children in Need	£39,739
Lloyds Bank Foundation	£25,094
Community Foundation Tampon Tax	£10,000
Rape Crisis England & Wales	£2,024
Comic Relief	£1,000

Restricted Funds carried over from 2018-19 (with funders permission)	£80,320
Donations and legacies	£23,242
Income generating activities	£2,881
Total Income	£600,009

Expenditure:

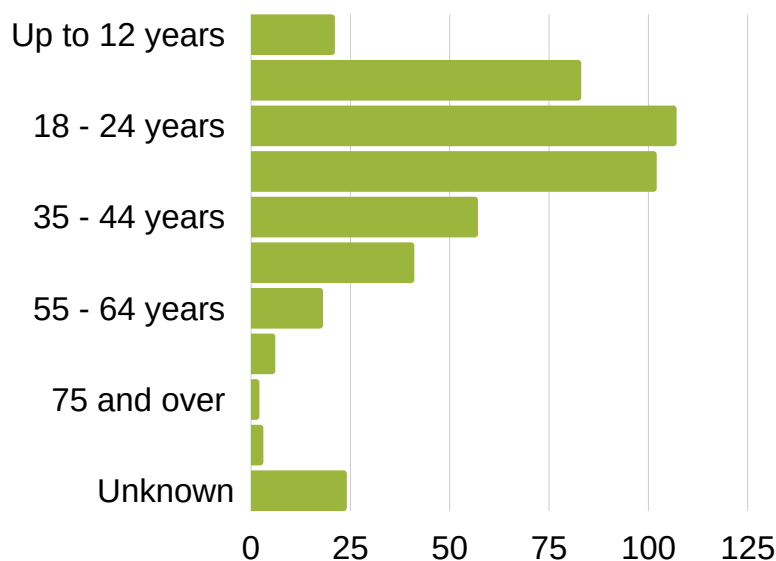
Staff costs	£353,034
Volunteer costs	£11,456
Office costs	£53,634
Administrative costs	£23,410
Total Expenditure	£441,534
Net Income	£158,475

Net Income split:

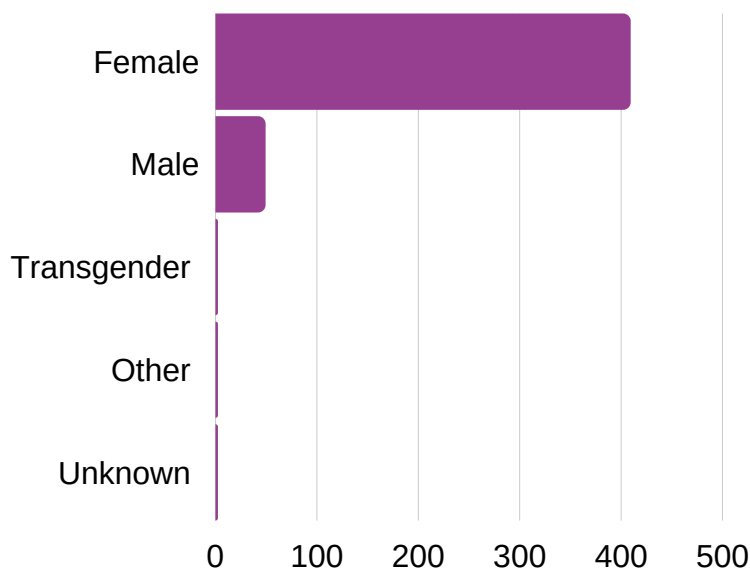
Restricted funds carried over to 2020-21 (with funders permission)	£119,114
Unrestricted funds transferred to reserves	£39,361
	£158,475

WHO AND HOW WE HELP

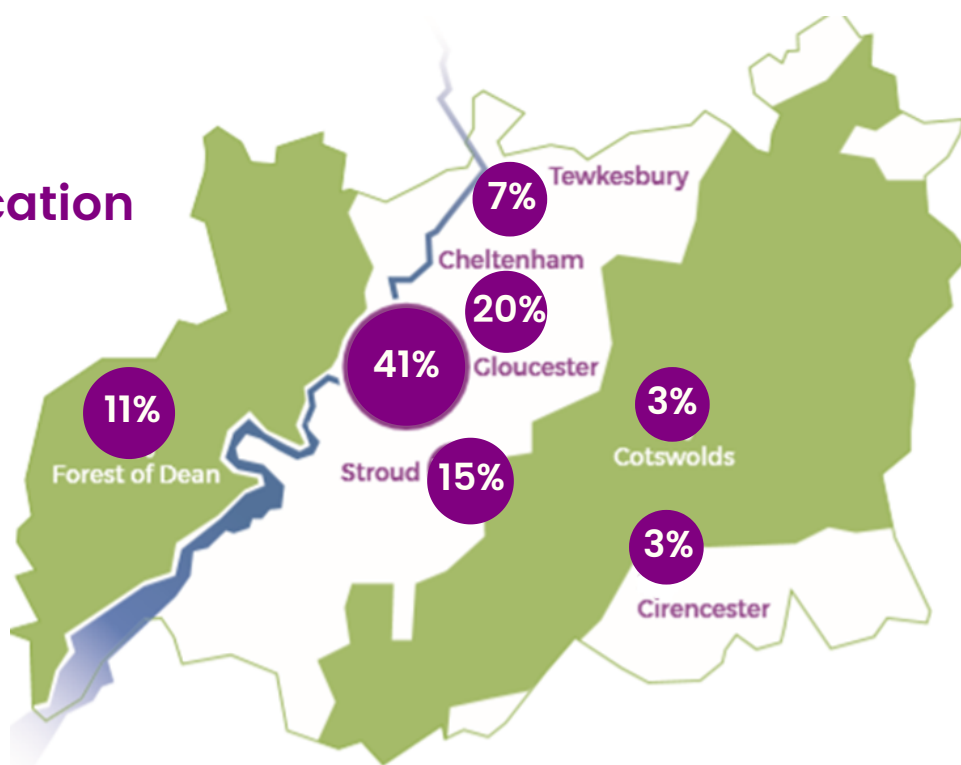
Age



Gender



Location



70% of survivors felt more confident in themselves after support

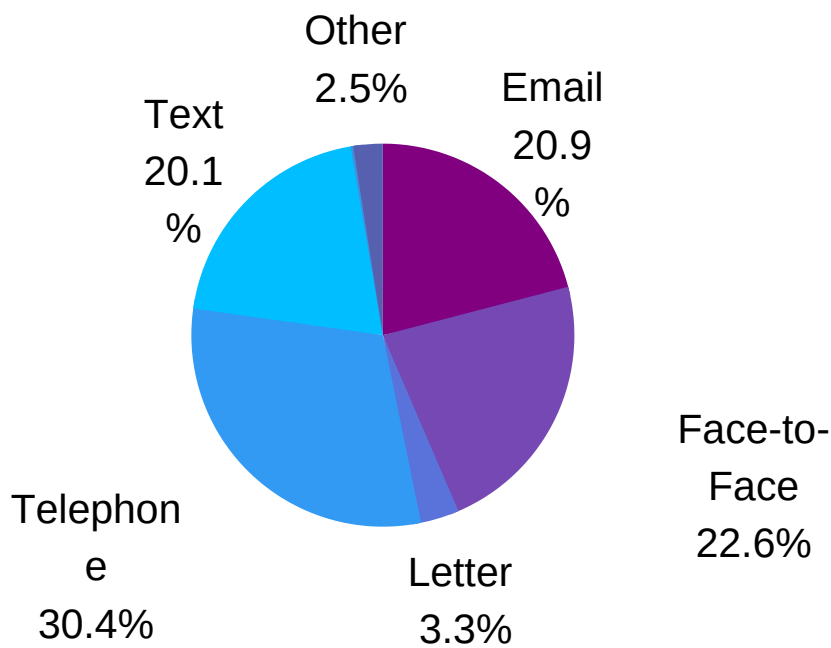
GRASAC supported over 1200 people this year

Over 7000 contacts were made with survivors across the service

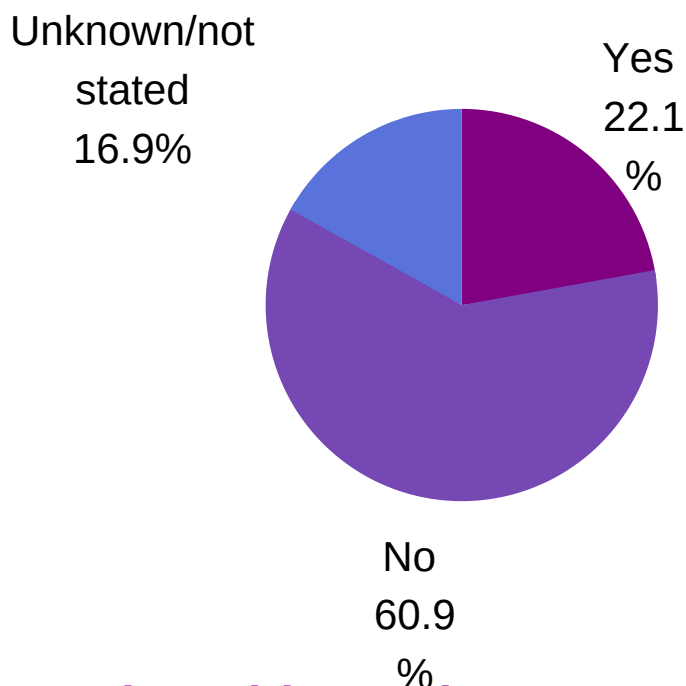
400 women accessed support from the helpline

94 survivors accessed our group programmes

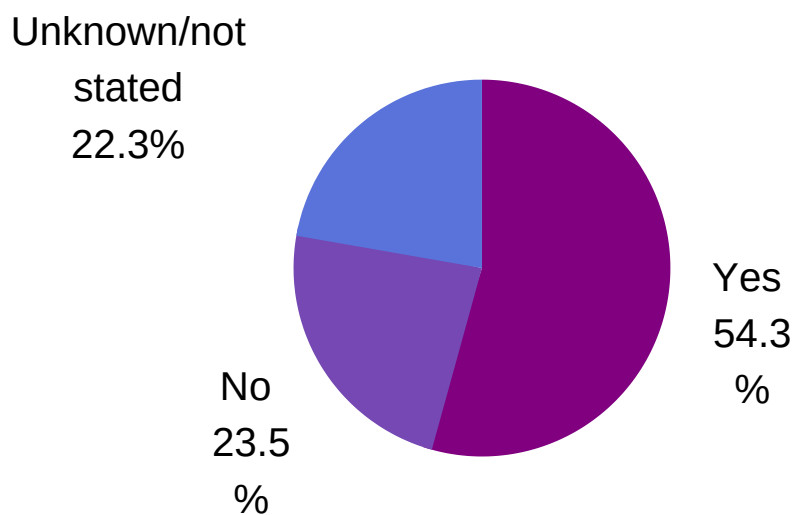
Type of contact



Disability



Mental Health needs



26% reported multiple incidents of sexual violence

14 sessions were delivered to over 600 young people within schools

We received 197 emails to our anonymous email service

62% of survivors reported to the police

68% of survivors felt more empowered to act

CONTACT DETAILS

PO BOX 16, GLOUCESTER, GL4 0RU
WWW.GLOSASAC.ORG
INFO@GLOSASAC.ORG.UK
01452 305421

HELPLINE: 01452 526770
SUPPORT EMAIL: support@glosrasac.org.uk
TWITTER: @GLOSASAC
FACEBOOK: @GLOSASAC

GLOUCESTERSHIRE RAPE AND SEXUAL ABUSE CENTRE IS AN
INDEPENDENT CHARITY. REGISTERED NO. 1155902

here for you RAPE AND
SEXUAL ABUSE CENTRE
GLOUCESTERSHIRE

RAPE
CRISIS
England & Wales



Registered Charity Number: 1155902
Registered Company Number: CE000857

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
For the Year Ended 31 March 2020

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements For the Year Ended 31 March 2020
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Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements For the Year Ended 31 March 2020
Charity Information

Trustees

Trustees who served during the year and up to 1

Joanna Adams	Treasurer	
Victoria Boroughs		
Heather Cole		Resigned 31 March 2020
Joanne Draper		Resigned 31 March 2020
Sam Hanley	Volunteer Representative	
Eleanor Hutchison		
Dr Louise Livesey	Co-Chair	
Amy Norton		
Mary Robinson	Co-Chair	
Jessica Smith	Volunteer Representative	

Key management personnel:

The key management personnel during the fina

Maggie Stewart	Director
Magda Gulcz-Hayward	Service Manager

Independent Examiner

Griffiths Marshall
Beaumont House
172 Southgate Street
Gloucester
GL1 2EZ

Bankers

Unity Trust Bank
4 Brindley Place
Birmingham
B1 2JB

Registered office

47 Longsmith Street
Gloucester
Gloucestershire
GL1 2HT

Registered charity number:	1155902
Registered company number:	CE000857

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements For the Year Ended 31 March 2020
Trustees Report

The Trustees present their report and examined financial statements for the year ended 31 March 2020.

The 'charity information' set out on page 1 form part of this report.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015).

Objectives and activities

Purpose and aims

The charity's purposes, as set out in the objects contained in the company's memorandum of association, are:

To relieve the emotional, psychological and/or physical distress of people who have experienced sexual violence, especially women and girls; and

To educate the public around the nature and extent of sexual violence and its impact on people, especially on women and girls.

GRASAC has four strategic aims:

1. To relieve the emotional, psychological and/ or physical distress of people, especially women and girls, who have experienced sexual violence.
2. To empower people, especially women and girls, to find their own way of living in a future unconnected to their traumatic past.
3. To educate the public about the nature of sexual violence and its impacts, especially on women and girls.
4. To be part of the movement towards a world free of sexual violence.

The focus of our work

The strategic aims 1 and 2 focus on the services we deliver to survivors. Strategic aims 3 and 4 focus on our work to educate and to change society. Our approach to achieving these aims is informed by four principles:

1. Our services are of high quality: clients must be confident that they will receive an excellent service; we have achieved the National Service Standards and aspire to exceed them.
2. We will grow so we can reach under-served women and girls in Gloucestershire who have often waited years to be heard we will evidence need through improved data collection so we can widen our service provision.
3. Our services need to be sustainable: all survivors, especially women and girls, deserve access to stable specialist services; we will continue to make the case for long-term, dedicated funding and will ensure our organisation is robust.
4. We need to be informed by the voices of survivors; their experiences and voices must be heard, and we will continue to promote survivors' rights.

Financial review

Financial summary

Income in the year totalled £476,488 (2019: £495,186) of which £450,564 (2019:£442,231) came from grant funding from a number of different bodies (see note to the financial statements). These funds were used to provide a range of services - including the Independent Sexual Violence Advisers, one-to-one support, helpline, e-mail, text and on-line support to relieve the trauma and distress of those who have experienced sexual violence.

Expenditure in the year totalled £441,534 (2019: £370,873) of which £439,411 (2019: £370,873) related to charitable activities. Of this amount spent on charitable activities, the most sizeable is on staff costs which totalled £334,045 (2019: £244,037).

Total reserves as at 31 March 2020 were £330,486 (2019: £295,532) of which £186,128 (2019: £146,767) was unrestricted and £144,358 (2019: £148,765) was restricted and unavailable for the general purposes of the charity. Of the unrestricted funds none have been designated (2019: none).

The excess of unrestricted reserves over and above our required reserves level will be committed to operations going forward.

Reserves policy

The level of income retained in reserves is based on a realistic assessment of contractual obligations to staff (i.e. maternity, sickness and redundancy pay), running cost contingencies, winding up and dilapidation costs, risk management and any unanticipated reductions in income.

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements For the Year Ended 31 March 2020
Trustees Report

Due to the nature of GRASACs work, particularly with our vulnerable clients, it is vital that counselling and support are completed for each client in a sensitive and timely manner. Therefore, the running costs contingency is significant and represents an estimate of six months of skeleton operating costs prioritising the continuation and safe ending of 1-1 emotional and support work being actively provided by the organisation. Any clients on our waiting list will be contacted and signposted to other services.

Statement on going concern

After reviewing the charity's forecasts and projections and its reserves, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements

The main risk to organisation's ability to continue as a going concern is the loss of significant funding. In order to mitigate this risk, the organisation have implemented a fundraising plan which increases its work with other funding bodies and diversify our portfolio of funders. We continue to develop the internal structure of the organisation to ensure that it is lean and adaptable.

Structure, governance and management

Governing document

The charity is a Charitable Incorporated Organisation. It is a charity registered with the Charity Commission. Anyone aged over 18 years of age can become a member of the charity and there are currently 37 members (2019: 39).

Appointment of Trustees

Trustees are elected by members of the charity or co-opted and elected at General Meetings. The two volunteer representatives are full trustees but must declare a conflict of interest where there are matters being discussed that relate to their capacity as volunteers.

Trustee induction and training

All new Trustees receive an induction into the work of the charity as well as an introduction into the role of a trustee and its responsibilities. The induction process for new Trustees also includes training and development days. Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

Organisation

The Board of Trustees, which cannot have less than three or more than twelve members, administers the charity. The Board of Trustees normally meets every second month. A Director is appointed by the Trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the Director has delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance, employment and service delivery related activities.

Conflicts of interest

None of the Trustees receive remuneration or other benefit for their work with the charity. Any connection between a trustee or senior manager and a potential employee, supplier or service provider must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party.

As part of the recruitment process all Trustees complete a Conflict of Interest statements. At each Board meeting, all Trustees must declare any changes to their conflicts of interest.

Remuneration policy

The pay of all staff is reviewed annually and where normally (funding permitted) increased in accordance with inflation and annual earnings.

Pay benchmarking is carried out periodically and where required for recruitment of new posts through internet searching for similar posts and discussion with partner agencies delivering sexual violence services across the country in the Rape Crisis network.

Risk management

The Trustees hold a Risk Register documenting the major risks facing the charity along with mitigating actions. This is reviewed on a regular basis as part of the rolling timetable of the Board of Trustees. The following are considered by the Board of Trustees to be 'red' risks meaning that there is a high probability of them occurring and, if this were to happen, there would be a significant impact on the organisation:

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements For the Year Ended 31 March 2020
Trustees Report

- Loss of key personnel

GRASAC has a comprehensive HR policy framework and development plans in place. All key management positions are currently filled. The policy is for key personnel to have an extended notice period which would allow sufficient time for recruitment.

- Loss of significant funding

The strategic plan includes a funding plan, which is reviewed by the Board of Trustees in their bi-monthly meetings. The funding plan is reviewed and updated on an annual basis.

- External strategy

Changes in the external environment due to the current health pandemic could not have been foreseen but we are continuing to work with all current funders and potential funders to ensure future financial security. With this exception, we are following the action plan set out in the three year strategy.

Plans for future periods

GRASAC has identified the following strategic priorities for 2020/21:

- to relieve the distress of people who have experienced sexual violence;
- to empower people to find their own way of living in future;
- to educate the public about the nature of sexual violence and its impact; and
- to be part of the movement towards a world free of sexual violence.

Trustees' responsibilities

The Trustees (who are also directors for the purposes of Company law) are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each 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, including the income and expenditure for that period. In preparing the 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;
- State whether applicable UK accounting standards have been followed subject to any material departures disclosed and explained in the financial statements; and
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that they are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Disclosure of information to the Independent Examiner

In so far as the Trustees are aware at the time of approving our Trustees' annual report:

- There is no relevant information, being information needed by the Independent Examiner in connection with preparing their report, that the Independent Examiner is unaware; and
- The Trustees, having made enquiries of fellow directors and the Independent Examiner that they ought to have individually taken, have each taken all steps that she is obliged to take as a director in order to make herself aware of any information relevant to the Independent Examination and to establish that the Independent Examiner is aware of that

By order of the Board of Trustees:

Joanna Adams
Treasurer

GLOUCESTER RAPE & SEXUAL ABUSE CENTRE

INDEPENDENT EXAMINER'S REPORT

TO THE TRUSTEES OF GLOUCESTER RAPE & SEXUAL ABUSE CENTRE

I report on the accounts of the for the year ended 31 March 2020.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed.

It is my responsibility to:

- (i) examine the accounts under section 145 of the 2011 Act;
- (ii) to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act; and
- (iii) to state whether particular matters have come to my attention.

Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (a) which gives me reasonable cause to believe that in any material respect the requirements:
 - (i) to keep accounting records in accordance with section 130 of the 2011 Act; and
 - (ii) to prepare accounts which accord with the accounting records and comply with the accounting requirements of the 2011 Act;have not been met; or
- (b) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Stephen Humphries ACA
Independent Examiner

Griffiths Marshall
Chartered Accountants

Beaumont House
172 Southgate Street
Gloucester
GL1 2EZ

Dated: 15 November 2020

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Statement of financial activities for the year ended 31 March 2020

	Notes	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £	Total Funds 2019 £
Income and endowments from:					
Donations and legacies	2	22,642	600	23,242	48,839
Charitable activities	3	-	450,564	450,564	442,231
Other trading activities	4	2,040	-	2,040	3,803
Other		-	641	641	313
		<u>24,682</u>	<u>451,806</u>	<u>476,488</u>	<u>495,186</u>
Expenditure on:					
Raising funds	5	(2,123)	-	(2,123)	-
Charitable activities	6	-	(439,411)	(439,411)	(370,873)
		<u>(2,123)</u>	<u>(439,411)</u>	<u>(441,534)</u>	<u>(370,873)</u>
Net income/ (expenditure)		22,559	12,395	34,954	124,313
Transfers between funds		16,802	(16,802)	-	-
Net movement in funds		<u>39,361</u>	<u>(4,407)</u>	<u>34,954</u>	<u>124,313</u>
Reconciliation in funds					
Total funds brought forward		146,767	148,765	295,532	171,219
Total funds carried forward		<u>186,128</u>	<u>144,358</u>	<u>330,486</u>	<u>295,532</u>

The statement of financial activities includes all gains and losses recognised in the year. All income and expenditure derive from continuing activities.

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Statement of Financial Position as at 31 March 2020

	Notes	2020 £	2019 £
Current assets			
Debtors	11	6,317	1,667
Cash at bank and in hand		327,520	306,176
Total current assets		333,837	307,843
Creditors: amounts falling due within one year	12	(3,351)	(12,311)
Net current assets		330,486	295,532
Net assets		330,486	295,532
The funds of the charity			
Unrestricted funds		186,128	146,767
Restricted income funds		144,358	148,765
Total charity funds		330,486	295,532

The trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime.

Approved by the Board of Trustees on [] October 2020 and signed on its behalf by:

Joanna Adams, Treasurer

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Statement of Cash Flows for the year ended 31 March 2020

	Notes	2020 £	2019 £
Cashflows from operating activities			
Net income for the reporting period		34,954	124,313
<i>Adjustments for:</i>			
Decrease/ (increase) in debtors		(4,650)	(1,667)
Increase/ (decrease) in creditors		(8,960)	(4,003)
		<u>21,344</u>	<u>118,643</u>
Change in cash and cash equivalents in the reporting period		21,344	118,643
Cash and cash equivalents at the beginning of the reporting period		306,176	187,533
Cash and cash equivalents at the end of the reporting period		<u>327,520</u>	<u>306,176</u>

**Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Notes to the Accounts for the year ended 31 March 2020**

1 Summary of significant accounting policies

Basis of preparation

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Gloucestershire Rape and Sexual Abuse Centre meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The charity reported a cash inflow of £34,954 (2019: £124,313 inflow) for the year.

Closing reserves as at 31 March 2020 were £330,486 (2019: £295,532), of which £186,128 (2019: £146,767) were unrestricted.

The Trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The Trustees are therefore of the view that the charity is a going concern.

Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met.

Donated services

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102) the general volunteer time is not recognised in the financial statements. Refer to the Trustees' annual report for more information about their contribution.

Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are amounts which the funder has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Expenditure is classified under the following activity headings:

Costs of raising funds and their associated support costs.

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Notes to the Accounts for the year ended 31 March 2020

Expenditure on charitable activities includes the costs associated with the provision of services to service users along with the production of materials and educational activities undertaken to further the purposes of the charity and their associated support costs.

Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

Debtors

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

Creditors

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

Pensions

Contributions to defined contribution plans are expensed in the period to which they relate.

2 Income from donations and legacies

	2020 £	2019 £
Gifts	23,242	48,839
Grants of a general nature	-	-
	<u>23,242</u>	<u>48,839</u>

The Charity benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS102 and the Charities SORP (FRS102), the economic contribution of general volunteers is not recognised in the accounts.

3 Income from charitable activities

	2020 £	2019 £
Restricted funds (note 13)		
Police and Crime Commissioner	269,872	204,680
NHS CCG	56,336	57,000
Ministry of Justice	44,800	30,370
Brook Trust	-	44,701
Children in Need	39,739	-
Lloyds Bank Foundation	25,094	25,000
Community Foundation Tampon Tax	10,000	-
Rape Crisis England and Wales	2,224	36,169
Ethical Giving (Cheltenham)	1,500	14,333
Awards for All - Big Lottery	-	10,000
St James Place	-	10,000
Comic Relief	1,000	9,978
Total income from charitable activities	<u>450,564</u>	<u>442,231</u>

4 Income from other trading activities

	2020 £	2019 £
Unrestricted funds		
Provision of training courses	<u>2,040</u>	<u>3,803</u>

5 Expenditure on raising funds

In the year ended 31 March 2020, expenditure of £2,123 (2019: £nil) was incurred on raising funds, all of which was unrestricted. This was for venue hire, fundraising and promotional materials in relation to the annual auction.

There are no support costs associated with these activities in either the current or prior year.

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Notes to the Accounts for the year ended 31 March 2020

6 Expenditure on charitable activities

	Charitable activities £	Support costs £	2020 Total £	2019 Total £
Staff costs	273,345	60,700	334,045	244,037
Support and development (staff and volunteers)	13,996	1,517	15,513	9,917
Travel and subsistence (staff and volunteers)	10,827	1,442	12,269	11,534
Consultants	280	-	280	34,808
IT and telephone costs	8,490	6,201	14,691	14,309
Rent and office costs	1,181	38,002	39,183	24,940
Insurance	-	825	825	1,247
Printing, postage and stationery	3,559	986	4,545	3,331
Promotion	2,547	496	3,043	4,978
Equipment and maintenance	2,787	3,980	6,767	11,530
Professional fees	-	6,213	6,213	9,328
Event costs	928	555	1,483	554
General expenses	-	35	35	57
Governance	-	259	259	48
Bank charges	-	260	260	255
	<u>317,940</u>	<u>121,471</u>	<u>439,411</u>	<u>370,873</u>

7 Independent Examiner's remuneration

	2020 £	2019 £
Independent Examination fees	<u>993</u>	<u>948</u>

8 Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel

	2020 £	2019 £
Salaries and wages	297,440	220,234
Social security costs	15,289	8,108
Pension costs	<u>21,316</u>	<u>15,695</u>
	<u>334,045</u>	<u>244,037</u>

No employees had employee benefits in excess of £60,000 (2019: None). Pension costs are allocated to funds in proportion to the related staffing costs incurred.

For the financial year ended 31 March 2020, the key management personnel of the charity were: Trustees, Director and Service Delivery Manager. The total employee benefits of the key management personnel of the charity were £70,646 (2019: £66,913).

The Trustees were not paid and did not receive any other benefits from employment in the year (2019: £Nil). No trustee received payment for professional or other services supplied to the charity (2019: £Nil).

9 Staff numbers

The average headcount for the reporting period was 16 staff (2019: 15). The average number of full-time equivalent employees (including casual and part-time staff) during the year was 12.5 (2019: 12).

The average number of full-time staff was 4 (2019: 3) and the average number of part-time staff was 12 (2019: 12) in the reporting period.

10 Corporation tax

Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Notes to the Accounts for the year ended 31 March 2020

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

11 Debtors	2020	2019
	£	£
Prepayments and accrued income	150	1,667
Other debtors	6,167	-
	<u>6,317</u>	<u>1,667</u>
12 Creditors: amounts falling due within one year	2020	2019
	£	£
Accruals	2,765	5,976
Other creditors	585	6,335
	<u>3,351</u>	<u>12,311</u>

13 Analysis of charitable funds

	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2020 £
Unrestricted funds					
Unrestricted fund	146,767	24,682	(2,123)	16,802	186,128
Restricted funds					
Brook Trust	44,701	-	(44,701)	-	-
NHS Clinical Commissioning Group	33,502	56,336	(46,364)	-	43,474
Children in Need	-	39,739	(23,437)	-	16,302
Community Foundation Tampon Tax	-	10,000	-	-	10,000
Comic Relief	-	1,000	(1,000)	-	-
Groups (donations)	7,538	1,500	(1,941)	-	7,097
Lloyds Foundation	18,750	25,094	(25,094)	-	18,750
Ministry of Justice	9,533	44,800	(34,673)	-	19,660
Police and Crime Commissioner	10,134	271,114	(252,173)	-	29,075
Rape Crisis England and Wales	24,607	2,224	(10,029)	(16,802)	-
Total charity funds	148,765	451,806	(439,412)	(16,802)	144,358

Name of restricted funds	Description, nature and purpose of funds
Brook Trust	Funding to support additional specialist support work and monitoring.
NHS Clinical Commissioning Group	Funding to be used for the provision of specialist support services with the aim to reduce the waiting lists.
Children in Need	Funding for a Children's Independent Sexual Violence Adviser (ISVA).
Community Foundation Tampon Tax	Funding to support the Volunteer Co-ordinator role, volunteer course and BAME work.
Comic Relief	Funding from the Sexual Violence and Older Women project to develop an appropriate service across the whole area.
Groups (donations)	Funding to provide additional services, such as friendship and arts and craft groups.
Lloyds Foundation	Funding for the Director's role.
Ministry of Justice	Funding to support staff salaries, including Office Manager and Monitoring.
Police and Crime Commissioner	Funding for the ISVA service, volunteer expenses, rent, CSA and Rural Support
Rape Crisis England and Wales	Funding was awarded from the Digital Transformation Fund to invest in the improvement and development of our internal infrastructure.
NHS England (through the PCC)	To develop a male support service for 2019-20.

Analysis of charitable funds for year ended 31 March 2019

Balance at 1 April 2018 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2019 £
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Gloucestershire Rape and Sexual Abuse Centre
Board of Trustees Annual Report and Financial Statements
Notes to the Accounts for the year ended 31 March 2020

Unrestricted funds					
Unrestricted fund	97,928	48,839	-	-	146,767
Restricted funds					
Brook Trust	-	44,701	-	-	44,701
NHS Clinical Commissioning Group	27,240	57,000	(50,738)	-	33,502
Awards for All - Big Lottery	-	10,000	(10,000)	-	-
St James Place	-	10,000	(10,000)	-	-
Comic Relief	9,977	9,978	(19,955)	-	-
Groups (donations)	13,680	18,449	(24,591)	-	7,538
Lloyds Foundation	-	25,000	(6,250)	-	18,750
Ministry of Justice	-	30,370	(20,837)	-	9,533
Police and Crime Commissioner	22,394	204,680	(216,940)	-	10,134
Rape Crisis England and Wales	-	36,169	(11,562)	-	24,607
Total charity funds	73,291	446,347	(370,873)	-	148,765

14 Analysis of net assets between funds

	Unrestricted funds £	Restricted funds £	Total £
Cash at bank and in hand	186,128	141,392	327,520
Current assets	-	6,317	6,317
Current liabilities	-	(3,351)	(3,351)
	186,128	144,358	330,486

15 Related party transactions

There were no related party transactions in the financial year ended 31 March 2020 (2019: £Nil).

16 Capital commitments

At 31 March 2020, the organisation had £Nil (2019: £Nil) capital commitments.

17 Financial instruments

	2020 £	2019 £
Financial assets		
Cash	327,520	306,176
Other debtors	6,167	-
Total financial assets	333,687	306,176
Financial liabilities		
Credit cards	585	-
Total financial liabilities	585	-

18 Legal status of the Charity

The charity is a Charitable Incorporated Organisation. In the event of the charity being wound up, the members have no liability to contribute to its assets and no personal responsibility for settling its debts and liabilities.

