

Rape and Sexual Abuse Support Centre
P.O. Box 383
Croydon
CR9 2AW
Telephone: 0208 683 3311



***REPORTS & FINANCIAL STATEMENTS
FOR THE YEAR ENDED***

31ST MARCH 2019

Charity No - 1085104

Company No - 4113588

LEGAL AND ADMINISTRATIVE INFORMATION FOR THE YEAR TO 31 MARCH 2019

Status:

Rape and Sexual Abuse Support Centre is a company limited by guarantee and a registered charity governed by its memorandum and articles of association.

Administrative information:

Charity Name:	Rape and Sexual Abuse Support Centre (RASASC)
Charity Registration Number:	1085104
Company Registration Number:	4113588
Registered Office:	P.O. Box 383, Croydon, CR9 2AW
Telephone:	0208 683 3311
Freephone Helpline:	0808 802 9999
Email:	info@rasasc.org.uk
Website:	www.rasasc.org.uk

Trustees:

Diane Ovenden	Chair/Treasurer
Lucy Aitkens	
Nicki Fraser	Vice Chair
Saima Hirji	
Dr. Carol McNaughton-Nicholls	Secretary
Ruth Tedros	

Senior Management Team:

Yvonne Traynor	Chief Executive
Laura Joanknecht	Counselling Coordinator
Rosa Knight	Helpline Coordinator
Jayne Bullough	Training Coordinator
Francesca Jarvis	Senior ISVA
Stephanie Scott	Outreach

Independent Auditor:

Harmer Slater Limited, Salatin House,
19 Cedar Road, Sutton, SM2 5DA

Bankers:

CAF Bank Limited, 25 Kings Hill Avenue, Kings Hill, West
Malling, Kent ME19 4JQ

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 MARCH 2019

The Board of Trustees are pleased to present their report together with the audited financial statements of the charity for the year ended 31st March 2019 which are also prepared to meet the requirements for a trustees' report and accounts for Companies Act purposes.

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 law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Governing Document:

RASASC was set up in 1985 and became a company limited by guarantee in 2000. The articles and memorandum were updated in 2006. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

The purpose of the charity is set out in our Memorandum and Articles of Association:

- To relieve the suffering and distress of women who have suffered rape and sexual assault however long ago

The aims of the charity:

- To offer an all female professional service to female survivors of sexual violence to give information, referral guidance and support.
- To offer a holistic therapeutic service to survivors with highly qualified specialist therapists.
- To provide information, assistance and support to survivors accessing the Criminal Justice System.
- To offer support in the community to marginalised groups of women and girls.
- To increase the knowledge and awareness of the effects of sexual violence, through training, workshops, lectures and committees.
- To engage the media and other professionals to challenge the myths regarding sexual violence against women and girls.
- To work preventatively with young people, highlighting the natures of sexual violence, the effects and strategies of perpetrators and to understand consent.
- To recruit, train and support all our workers to provide RASASC's core services and to understand the nature of violence against women and girls
- To offer a Freephone National Helpline to support survivors, their friends and family.
- To recruit and train volunteers
- To treat everyone as equals, regardless of ethnicity, socio-economic status, religion, culture, sexuality, or disability.
- To end Violence against Women and Girls.

Ensuring our work delivers our aims:

We review our aims, objectives and activities yearly. Every month key management staff meets to discuss and ensure that the aims of the charity are being carried out successfully. Monthly Board Reports are sent to the Trustees to keep them informed of progress. The review looks at the success of each key activity and the

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 MARCH 2019 (*CONTINUED*)

benefits they have brought to the people we seek to help. We have referred to the public benefit guidance from the Charities Commission when reviewing our practices.

Our Core Values:

Honesty, Respect and Empowerment. By supporting our clients in a respectful and non-judgmental way, we give them the time and space to explore their feelings, take control over their direction and decisions and make informed choices about their future. We believe that by breaking the silence of violence, survivors will feel less isolated and will value themselves for the unique individuals that they are.

The Main Objectives for the year:

The main objective of the charity is to ensure that our specialist and professional services are freely available to female survivors of sexual violence who live in the 12 South London Boroughs:

- Providing a woman only service from a comfortable and anonymous building to ensure the safety of our clients
- Offering outreach services to improve accessibility for survivors
- Keeping abreast of new legislation, guidance, and practice.
- Ensuring that all workers receive continuing professional development training in order to offer a first-rate service to survivors
- Applying the Rape Crisis (England and Wales) National Service Standards
- Working in partnership with other agencies
- Engaging survivors and using their feedback to provide client focussed services
- Increasing our engagement with disadvantaged young people
- To ensure sustained funding for all services

Standards of Service to which we are committed:

- To provide a women only service for female survivors of sexual violence.
- To provide a professional and specialist helpline service every day of the year.
- To respond professionally and appropriately to requests for information and advice about sexual violence.
- To respond professionally to requests for information regarding other agencies within 24 hours.
- To provide fully trained, qualified workers and experienced staff & volunteers.
- To engage independent specialist practitioners for CPD on subjects relevant to our work.
- To provide in depth accredited in-house training to our volunteers, staff and counsellors.
- To recruit workers who reflect the diversity of London and who are the most qualified.
- To respond in a timely fashion to all requests for information and support.
- To monitor and evaluate our services regularly and make changes whenever necessary.
- To elicit feedback from service users and act on information to improve our services.
- To work within the RASASC Empowerment Model.
- To provide client focussed services.

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 MARCH 2019 (*CONTINUED*)

Public Benefit Statement:

Current estimates show that one in four women in the UK have suffered from some form of sexual violence. This year we supported through our front-line services over 4,000 women and girls who have suffered from some form of sexual violence. Our services are free at the point of delivery and are offered to female survivors of sexual violence to help them on the road to recovery and to receive unbiased information. The National Helpline provides support and information to survivors, their families and friends in England and Wales. The office is fully operational and accepts calls from Monday to Friday 10am to 6pm. Visits and therapy are by appointment only. All front-line workers must have an enhanced DBS check and successfully complete our accredited sexual violence training.

Our Services:

Freephone National Helpline: Is open every day of the year from 12 to 2.30pm and 7pm to 9.30pm, from Monday to Friday it is also open from 3pm to 5.30pm supporting women and girls from 13 years old who have suffered from any form of sexual violence either recently or in the past, their families and friends. The Helpline offers emotional support, practical information and referral guidance. 7,350 people called the line this year.

Therapeutic Services: Our therapeutic service has been accredited by the British Association of Counselling and Psychotherapy (BACP) for the past 5 years. Based on our Empowerment Model, long term (up to a year) therapy is offered from Monday to Friday 9am to 8pm, by appointment, with one of our nineteen specialist qualified therapists. Each weekly session lasts for 50 minutes. Outreach therapy in Kingston, Greenwich, Bexley and Southwark, Crawley and at our Croydon base. Six free sessions of Body therapy are offered to clients at the Croydon base. Short term grounding sessions are offered to survivors going through the Criminal Justice System. All therapists receive Clinical Supervision in line with the BACP requirements and regular CPD training throughout the year. Over 1,000 clients were supported this year and we provided 8,500 counselling sessions.

Independent Sexual Violence Advocates (ISVAs): Our ISVAs have all successfully completed the accredited ISVA Masters Course at the University of Worcester. Our Four ISVAs provide unbiased information about the legal processes to female survivors (over 12) of sexual violence so that they can make an informed decision about whether to report to the police. For survivors who have reported to the police, the ISVAs keep them fully informed about the case progress, terminology and stages of investigation with the aim of making the wait for the trial as stress free as possible. We show clients around the Criminal Court, explain the different roles and the procedures and at their request will sit behind them during the trial. Our IDSVA at the Family Justice Centre, a drop-in service for survivors of domestic violence, also attends MARAC meetings, child protection conferences and provides a client centred service for women and their children. Supported 251 survivors this year.

Outreach Service: Works in partnership with other organisations and provides initial emotional and information based sessions with marginalised survivors who may be involved in sex work, be ex-offenders, using drugs and alcohol to cope, migrant women or women who are homeless. The Outreach Worker at the Family Justice Centre is the first point of contact with women who drop into the service looking for help, risk assessing and processing the case to the appropriate department for optimum assistance and support. Supported over 300 clients this year.

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 MARCH 2019 (CONTINUED)

Training and Prevention: Based on our front-line experience over the past 34 years, our team of six trainers offer awareness raising talks, training and workshops to statutory and non-statutory organisations about sexual violence, the myths and effects and how best to support survivors. We provide workshops in schools, universities, and pupil referral units to educate young people about sexual violence, to dispel the myths and to understand consent. In partnership with the London Centre for Personal Safety, we offer Women focussed Self Defence Classes to empower women. This year the team worked with 2,684 multi-agency, education and youth professionals and 2,863 – young people.

Internal Training: All front-line workers have to successfully complete the 12 week accredited Sexual Violence training course accredited by the Open College Network (9 credits at level 3 - equivalent to an A level) The course includes all forms of violence against women and girls, the effects, myths, perpetrator information, and how to support survivors using our Empowerment Model. A modified version of the training course over 10 weeks is given to qualified Counsellors/Therapists which they must successfully complete before working with clients. Accredited CPD training is given throughout the year on subjects such Dissociative Identity Disorder, Trauma and Attachment, Art Therapy, working multi-Culturally, Body Therapy, delivered by specialist practitioners.

Rape Crisis Surrey & Sussex: Funding from the Ministry of Justice enabled us to open a sister organisation based in Crawley, serving survivors who live in East Surrey and West Sussex. The services include, long term therapy, an ISVA Service, a Female Genital Mutilation expert who works with women at risk of FGM, and an Outreach Service for hard to reach communities.

Advisory Services: We offer specialist advice to the media, television productions, theatre and film productions, national newspapers, dramatists, authors and screen writers when sexual violence is included in the production. Email service for survivors providing referral information and support. Supported over 305 clients this year.

Volunteers: RASASC relies heavily on the goodwill of volunteers who are essential to the success of RASASC. Volunteers work on the National Helpline, carry out administrative duties, Bookkeeping and campaigning. Because of the confidential nature of our work, all volunteers must complete an application form and provide two referees. Helpline Volunteers must undergo our twelve-week accredited training course successfully before working on the helpline.

Communications: Through our Website, Facebook page, Monthly Newsletter and twitter account.

Structure, Governance and Management:

The Directors of the Company are also Trustees of the Charity. The names of the Directors who served during the year and up to the date of approval of these financial statements are:

Diane Ovenden

Lucy Aitkens

Nicki Fraser

Saima Hirji

Dr Carol McNaughton-Nicholls

Ruth Tedros

Margaret Wrightson (appointed 22 May 2019)

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 MARCH 2019 (*CONTINUED*)

In an effort to have an eclectic skills base amongst the Board of Trustees, Trustees are recruited based on the expertise and the time they can offer to RASASC. All Board members give their time voluntarily and do not receive any benefits from RASASC. They are all obliged to sign a Conflict of Interest declaration form.

Currently, we have seven Board of Directors (a maximum of nine) who have experience in law, research and violence against women and girls, human resources, the voluntary sector, media and public relations and finance. At the end of one year the Board of Directors must stand down. Potential applicants for the Board provide their CVs to the members and are elected every year at the AGM. All elected Directors are given information on how to be a Trustee issued by the Charities Commission and the NCVO.

Subsequently, the Trustees must undertake our Sexual Violence training which covers all aspects of violence against women and girls, our ethos and the work we do. They are also invited to attend the In-house Training courses.

The Trustees hold Board meetings every 6 weeks with the CEO having received reports from all senior managers about their departments and up to date summarised management accounts produced by the Treasurer and Bookkeeper. Any outcomes from the Board meetings are fed back to senior management at their monthly progress meetings. The Board of Trustees have sub groups when certain issues need clarification and decisions, i.e. Salaries sub-group, finance sub-group, Risk Assessment sub-group. Strategy meetings with senior management are held annually and budgets agreed thereafter for the following year. All policies and procedures of the organisation must be agreed and signed off by the Board of Trustees and any Child Protection or Data Protection issues are immediately referred to the Board.

Risk Management:

The Board of Trustees have examined the major strategic, business, fraud, money laundering and operational risks which the charity faces and confirm that systems have been established to ensure regular reports, policies & procedures are produced so that the necessary steps can be taken to lessen these risks. The Risk Assessment and Mitigation Record is reviewed every year and updated by the Board of Trustees with the CEO. It contains assessments of Finances, Data Protection, Client Confidentiality, Maternity Safety, Fraud, Health and Safety of Clients and Staff, IT, Board of Trustees Liability, Insurances. Adherence to the BACP Code of Ethics and Practice and the National Occupational Standards set by Rape Crisis (England and Wales) are paramount to the ethos and practice of RASASC and ensures a quality and standard of delivery of all our services.

Organisational Structure:

The Board of Trustees are responsible for the Finances, strategic direction and the policies and practices of the organisation. A 360° assessment process is in place for all staff, sessional workers and volunteers and administered at their annual appraisals.

The CEO is responsible for the day to day provision of all services and each of the six department has a lead Coordinator who is the Line Manager for their own team. The CEO is responsible for ensuring the organisation maintains its professional standards and reaches key targets and line manages the Coordinators. External Clinical Supervisors are employed to ensure that front line workers are debriefed and working ethically in line with BACP guidelines. Administrators are

REPORT OF THE TRUSTEES FOR THE YEAR TO 31 MARCH 2019 (*CONTINUED*)

responsible to each department and salaries are managed by an independent salaries clerk and a qualified external volunteer Bookkeeper uses SAGE to record the day to day financial activities.

Accreditation:

To ensure the standards of delivery and practice, RASASC has been accredited as a Therapy Centre by the British Association of Counselling and Psychotherapy, is a Member of the Helplines Association, adheres to the National Occupational Standards set by Rape Crisis (England and Wales). Is a member of NCVO, received a Highly Commended Award for Services for Disadvantaged Communities from the City of London (recognised by the European Business Awards), Investing in Volunteers Award, Beacon Status from the London Borough of Croydon, Helpline Worker of the Year from the Telephone Helplines Association, Voluntary Group of the Year from Croydon Council and have been instrumental in many governmental task groups to ensure the voices of survivors are heard.

Reserves Policy:

Our policy is to maintain sufficient reserves to cover the running costs of the organisation for 3 months.

Investment Policy:

Under the Memorandum and Articles of Association, the charity has the power to make any investments which the Board of Trustees see fit. The Board of Trustees invests surplus funds in high interest yielding accounts.

Financial Review:

The Charity relies on grants to fund its work which are liable to fluctuations from year to year. The Charity relies for most of its funding from local and central government and from generous donations from the public.

Trustees' Responsibilities in Relation to the Financial Statements:

The charity's Board of Trustees are responsible for preparing a Board of Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the charity Board of Trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including income and expenditure, of the charity for that period. In preparing those financial statements, the Board of Trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgments and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards and statements of recommended practice have been followed subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on a going concern basis unless it is inappropriate to presume that the charity will continue in business.

The Board of Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and enable them to

ensure that the financial statements comply with the Companies Act 2006. It is also their responsibility to safeguard the assets of the company and hence to take reasonable steps to prevent and detect fraud and other irregularities.

Statement of Disclosure of Information to Auditors:

We, the Board of Trustees of the charity who held office at the date of the approval of these Financial Statements, as set out above, each confirm so far as we are aware, that:

- there is no relevant information, as defined by Charities Act 2011, being information needed by the auditor in connection with their reports, of which the company's auditors are unaware; and
- we have taken all the steps that we ought to have taken as Board of Trustees in order to make ourselves aware of any relevant information and to establish that the company's auditors are aware of that information.

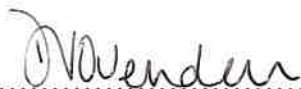
Auditors

Harmer Slater Limited have expressed their willingness to continue in office. A resolution to reappoint Harmer Slater Limited will be approved at the forthcoming Annual General Meeting.

Small company provisions

The Board of Trustees have taken advantage of the small companies' exemptions provided by sections 414B and 415A of the Companies Act 2006 from the requirement to prepare a strategic report and in preparing the Board of Trustees' report on the grounds that the charitable company is entitled to prepare its accounts for the year in accordance with the small companies' regime.

Approved by the Board of Trustees on 14 Oct 2019 and signed on their behalf by:



.....
Diane Ovenden, Chair, Board of Trustees

INDEPENDENT AUDITORS REPORT TO THE BOARD OF TRUSTEES OF RAPE & SEXUAL ABUSE SUPPORT CENTRE

OPINION

We have audited the financial statements of Rape and Sexual Abuse Support Centre for the year ended 31 March 2019 which comprise the Statement of Financial Activities (including income and expenditure account), the Balance Sheet and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102-The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2019 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice, including FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland"; and
- have been prepared in accordance with the requirements of the Charities Act 2011.

BASIS FOR OPINION

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

CONCLUSIONS RELATING TO GOING CONCERN

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' (who are also directors of the charitable company for the purpose of the company law) use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

OTHER INFORMATION

The other information comprises the information included in the Trustees' Report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information.

Our opinion on the financial statements does not cover the other information and we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

MATTERS ON WHICH WE ARE REQUIRED TO REPORT BY EXCEPTION

We have nothing to report in respect of the following matters in relation to which the Charities (Accounts and Reports) Regulations 2008 require us to report to you if, in our opinion:

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

RESPONSIBILITIES OF THE TRUSTEES

As explained more fully in the Statement of Trustees' Responsibilities (set out on page 6), the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

AUDITOR'S RESPONSIBILITIES FOR THE AUDIT OF THE FINANCIAL STATEMENTS

We have been appointed as auditor under section 145 of the Charities Act 2011 and report in accordance with the Act and relevant regulations made or having effect thereunder.

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

As part of an audit in accordance with ISAs (UK), we exercise professional judgment and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the company financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our

opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the company's internal control.
- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by the directors.
- Conclude on the appropriateness of the trustees' use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the company's ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor's report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor's report. However, future events or conditions may cause the company to cease to continue as a going concern.
- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statements represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

USE OF OUR REPORT

This report is made solely to the charitable company's trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Records) Regulations 2008. Our audit work has been undertaken so that we might state to the charitable company's trustees those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's trustees as a body, for our audit work, for this report, or for the opinions we have formed.



Harmer Slater Limited, Statutory Auditor

Salatin House
19 Cedar Road
Sutton, Surrey
SM2 5DA

14 October 2019

Harmer Slater Limited is eligible for appointment as auditor of the charity by virtue of its eligibility for appointment as auditor of a company under section 1212 of the Companies Act 2006.

**Statement of Financial Activities
(including income and expenditure account)
for the year ended 31 March 2019**

	Notes	Unrestricted Funds £	Restricted Funds £	2019 £	2018 £
Incoming Resources					
Income from:					
Donations and legacies	3	31,129	-	31,129	44,843
Charitable activities					
Grants receivable	4	750	898,049	898,799	701,664
Other income	5	106,674	-	106,674	75,151
Investment income		590	-	590	219
Total Income		<u>139,143</u>	<u>898,049</u>	<u>1,037,192</u>	<u>821,877</u>
Expenditure on:					
Charitable activities	6	-	814,858	814,858	791,811
Governance	7	43,174	-	43,174	82,139
Total Expenditure		<u>43,174</u>	<u>814,858</u>	<u>858,032</u>	<u>873,950</u>
Net surplus (deficit) for the year		95,969	83,191	179,160	(52,073)
Reconciliation of Funds:					
Total Funds brought forward		<u>640,855</u>	<u>7,339</u>	<u>648,194</u>	<u>700,267</u>
Total Funds carried forward		<u>736,824</u>	<u>90,530</u>	<u>827,354</u>	<u>648,194</u>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure relates to continuing activities.

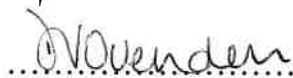
Balance Sheet
(Company no. 04113588)
As at 31 March 2019

	Notes	2019 £	2018 £
Fixed Assets			
Tangible assets	13	90,367	96,332
Current Assets			
Debtors	14	118,273	176,149
Cash at bank and in hand		<u>636,269</u>	<u>398,047</u>
		<u>754,542</u>	<u>574,196</u>
Creditors: amounts falling due within one year	15	<u>(17,555)</u>	<u>(22,334)</u>
Net Current Assets		736,987	551,862
Total Assets less Liabilities		<u>827,354</u>	<u>648,194</u>
The Funds of the Charity			
Restricted Funds	19	90,530	7,339
Designated Unrestricted Funds	21	90,367	96,332
General Unrestricted Funds	21	646,457	544,523
Total Funds carried forward		<u>827,354</u>	<u>648,194</u>

The financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies regime as set out in Part 15 of the Companies Act 2006 and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The Board of Trustees are satisfied that the company was entitled to exemption from audit under section 477 of the Companies Act 2006 and that members have not required an audit in accordance with section 476 of the same act. However, an audit is required in accordance with section 144 of the Charities Act 2011.

These financial statements were approved and authorised for issue by the Trustees on ~~14 OCT 2019~~ and signed on their behalf by:



.....
Diane Ovenden – Chair, Board of Trustees

The notes on pages 15 to 28 form an integral part of these financial statements.

Statement of Cash Flows

For the year ended 31 March 2019

	Note	2019 £	2018 £
Cash flows from operating activities:			
Net cash used in (provided by) operating activities	27	<u>247,614</u>	<u>94,134</u>
Cash flows from investing activities:			
Purchase of tangible fixed assets		(9,392)	(108,493)
Disposal of tangible fixed assets		<u>-</u>	<u>9,590</u>
Net cash used in investing activities		<u>(9,392)</u>	<u>(98,903)</u>
Change in cash and cash equivalents in the reporting period		<u>238,222</u>	<u>(4,769)</u>
Cash and cash equivalents at the beginning of the reporting period		<u>398,047</u>	<u>402,816</u>
Cash and cash equivalents at the end of the reporting period		<u>636,269</u>	<u>398,047</u>

Notes to the Financial Statements For the year ended 31 March 2019

1 Accounting policies

The principal accounting policies adopted, judgements and key sources of estimation or uncertainty in the preparation of the financial statements are as follows:

a) Going concern

The charity's ability to continue as a going concern is dependent on its success in raising funds from government, other public authorities and donations, none of which can be guaranteed. The volume of services that can be provided is directly dependent on funding levels. The trustees remain in regular contact with sponsoring public authorities and government departments to secure the ongoing financial support for the charity's operations in the foreseeable future. On this basis the assessment of the trustees is that the charity is a going concern.

b) Basis of accounting

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 – (Charities SORP(FRS102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Rape and Sexual Abuse Support 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 note(s).

The functional currency of the charity is considered to be pounds sterling (£) because that is the currency of the primary economic environment in which it operates. The financial statements are presented in pounds sterling (£).

c) Incoming resources

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.

Incoming resources from donations and legacies are recognised when there is evidence of entitlement, receipt is probable and the amount can be reliably measured.

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, such as service agreements, attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably.

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.

d) **Resources expended**

Expenditure is recognised when a liability is incurred. Funding provided through contractual agreements is recognised as services are supplied and when a constructive obligation arises that results in the payment being unavoidable.

Costs of generating funds are those costs incurred in attracting voluntary income, and those incurred in trading activities that raise funds.

Governance costs include those incurred in the governance of its assets and are primarily associated with constitutional and statutory requirements.

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs. These costs have been allocated between cost of raising funds and expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 8.

e) **Fund accounting**

The funds held by the charity are either:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds – these are funds which can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

f) **VAT**

The charity is not registered for VAT and accordingly expenditure includes VAT where appropriate.

g) **Tangible fixed assets and depreciation**

Tangible fixed assets are stated in the balance sheet at cost, less any subsequent accumulated depreciation and subsequent accumulated impairment losses. The cost of tangible fixed assets includes directly attributable incremental costs incurred in their acquisition and installation.

Depreciation has been charged so as to write off each asset over its anticipated economic useful life. The following rates have been used:

Computers, office equipment	- 33% straight line
Improvements to leasehold property	- over 15 years straight line

h) Leases

Leases in which substantially all the risks and rewards of ownership are retained by the lessor are classified as operating leases. Payments made under operating leases are charged to the statement of financial activities on a straight line basis over the period of the lease.

i) Debtors

Debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost, less provision for impairment. A provision for the impairment of debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the debt.

j) Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

k) Financial Instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

l) Creditors

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

2 Legal status of the charity

The charity is a company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity.

3 Income from Donations and Legacies

	Unrestricted Funds £	Restricted Funds £	2019 £	2018 £
Legacies	-	-	-	252
Gifts and donations	<u>31,129</u>	<u>-</u>	<u>31,129</u>	<u>44,591</u>
	<u>31,129</u>	<u>-</u>	<u>31,129</u>	<u>44,843</u>

Income from donations and legacies during 2018 was all unrestricted

4 Income from Charitable Activities

	Unrestricted Funds	Restricted Funds	2019	2018
Grants				
London Borough of Croydon	-	54,995	54,995	64,370
London Councils	-	60,058	60,058	60,058
Mayor's Office Policing & Crime	-	395,000	395,000	400,000
Solace Women's Aid	-	19,183	19,183	19,183
John Cowan Foundation	750	-	750	1,000
M of J Rape Support Fund	-	106,285	106,285	102,228
Children in Need	-	35,775	35,775	24,500
Labour Party	-	10,499	10,499	8,748
Women & Girls Network	-	86,985	86,985	5,894
Rosa Fund	-	30,000	30,000	=
Brook Trust	-	40,000	40,000	=
Rape Crisis England & Wales	-	59,269	59,269	=
Barnados	-	-	-	15,682
	<u>750</u>	<u>898,049</u>	<u>898,799</u>	<u>701,664</u>

Income from charitable activities in 2018 was made up of £5,228 in unrestricted funds and £696,436 in restricted funds.

5 Other Income

	2019	2018
	£	£
Training income	96,647	39,461
Miscellaneous income	<u>10,027</u>	<u>35,690</u>
Total	<u>106,674</u>	<u>75,151</u>

Other income received during 2018 was entirely unrestricted.

6 Analysis of expenditure on Charitable Activities

	Unrestricted	Restricted	2019 Total	2018 Total
	£	£	£	£
Counselling				
Counsellors' fees and staff costs	-	200,632	200,632	182,068
Specialist counsellors	-	37,530	37,530	36,535
Group counsellors	-	4,037	4,037	2,940
Research	-	5,447	5,447	1,750
Other costs	-	8,312	8,312	5,105
Support costs	-	<u>74,313</u>	<u>74,313</u>	<u>56,876</u>
	-	<u>330,271</u>	<u>330,271</u>	<u>285,274</u>
Helpline				
Operators	-	76,415	76,415	75,911
Telephone	-	6,550	6,550	12,730
Other costs	-	1,982	1,982	3,380
Support costs	-	<u>51,533</u>	<u>51,533</u>	<u>45,391</u>
	-	<u>136,480</u>	<u>136,480</u>	<u>137,412</u>
Advocacy				
Staff costs	-	99,805	99,805	96,059
Other costs	-	1,265	1,265	1,830
Support costs	-	<u>34,171</u>	<u>34,171</u>	<u>30,062</u>
	-	<u>135,241</u>	<u>135,241</u>	<u>127,951</u>
Training and Operations				
Trainer's fees	-	89,865	89,865	117,096
Other costs	-	1,827	1,827	2,958
Support costs	-	<u>34,171</u>	<u>34,171</u>	<u>30,062</u>
	-	<u>125,863</u>	<u>125,863</u>	<u>150,116</u>
Outreach				
Staff costs	-	86,070	86,070	90,023
Other costs	-	<u>933</u>	<u>933</u>	<u>1,035</u>
	-	<u>87,003</u>	<u>87,003</u>	<u>91,058</u>
Total Spend				
Charitable Activities	-	<u>814,858</u>	<u>814,858</u>	<u>791,811</u>

Expenditure on charitable activities in 2018 was made up of £95,375 from unrestricted funds and £696,436 from restricted funds.

7 Governance costs

	2019 £	2018 £
Bank charges	71	60
Audit fees	1,828	1,800
Legal and professional fees	7,655	1,431
Transfer of assets to Crawley	-	9,381
Governance costs	<u>33,620</u>	<u>69,467</u>
	<u>43,174</u>	<u>82,139</u>

8 Support costs

	Staff costs £	Premises £	Other costs £	2019 Total £	2018 Total £
Counselling	32,517	19,635	22,161	74,313	56,876
Helpline	21,678	14,025	15,830	51,533	45,391
Training & Operations	16,258	8,415	9,498	34,171	30,062
Advocacy	16,258	8,415	9,498	34,171	30,062
Governance	<u>21,678</u>	<u>5,610</u>	<u>6,332</u>	<u>33,620</u>	<u>69,467</u>
	<u>108,389</u>	<u>56,100</u>	<u>63,319</u>	<u>227,808</u>	<u>231,858</u>

Support costs have been allocated using the following estimates:

	Chief Executive's / Admin costs	Other costs
Counselling	30%/30%	35%
Helpline	20%/20%	25%
Advocacy	15%/15%	15%
Training & Operations	15%/15%	15%
Governance	20%/20%	10%

Estimates for allocating support costs are reviewed annually.

9 Employee Information

Staff costs

	2019	2018
	£	£
Wages and salaries	433,330	431,389
Social and security costs	42,913	43,203
Pension costs, defined contribution scheme	<u>6,458</u>	<u>4,793</u>
Wages and salaries	<u>482,701</u>	<u>479,385</u>

The average number of full – time equivalent employees (including casual and part time staff) during the year was as follows:

	2019 Number	2018 Number
Counselling	2	2
Helpline	1	1
Advocacy	3	4
Outreach	3	3
Support	2	2
Training and Operations	<u>2</u>	<u>2</u>
	<u>13</u>	<u>14</u>

Fees/expenses are charged by Counsellors, Helpline workers, Volunteers and Supervisors.

There was 1 employee with emoluments above £60,000.

None of the trustees received any remuneration or reimbursement of expenses during the year.

10 Net income resources

This is stated after charging:

	2019	2018
	£	£
Depreciation	15,357	13,603
Auditors' remuneration – Audit fee	1,828	1,800

11 Related party transactions

The charity enjoys a close working relationship with entities which provide funding to enable the charity to carry out its charitable objectives. The following is a summary of funding provided by these entities:

Revenue funding	2019 £	2018 £
Mayor's Office for Policing & Crime	395,000	400,000
London Borough of Croydon	54,995	64,370
Ministry of Justice Rape Support Fund	106,285	102,228
London Councils through Solace	19,183	19,183
London Councils through Women's Aid	60,058	60,058
Children in Need	35,775	24,500
Women & Girls Network	86,985	5,894
Rape Crisis England & Wales	59,269	-
Brook Trust	40,000	-
Rosa Fund	30,000	-
Barnados	-	15,682

All the above funding was received in the form of performance-related grants to provide services and have been included in the financial statements under incoming resources from charitable activities.

There were no other outstanding balances with related parties as at 31st March 2019 (2018: £nil).

12 Corporation Taxation

As a charitable company, Rape and Sexual Support Centre 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 objects. No tax charges have arisen in the charity.

13 Tangible Fixed Assets

	Computer Equipment	Office Equipment	Improvements To Leasehold Property	Total
	£	£	£	£
Cost				
At 1 April 2018	28,110	28,547	90,555	147,212
Additions	<u>3,392</u>	<u>6,000</u>	<u>-</u>	<u>9,392</u>
At 31 March 2019	<u>31,502</u>	<u>34,547</u>	<u>90,555</u>	<u>156,604</u>
Depreciation				
At 1 April 2018	23,674	21,169	6,037	50,880
Provision for the year	<u>3,349</u>	<u>5,971</u>	<u>6,037</u>	<u>15,357</u>
At 31 March 2019	<u>27,023</u>	<u>27,140</u>	<u>12,074</u>	<u>66,237</u>
Net Book Value				
At 31 March 2019	<u>4,479</u>	<u>7,407</u>	<u>78,481</u>	<u>90,367</u>
At 31 March 2018	<u>4,436</u>	<u>7,378</u>	<u>84,518</u>	<u>96,332</u>

14 Debtors

	2019 £	2018 £
Grants receivable	40,472	119,101
Other debtors	68,760	48,034
Prepayments	<u>9,041</u>	<u>9,014</u>
Other debtors	<u>118,273</u>	<u>176,149</u>

15 Creditors: amounts falling due within one year

	2019 £	2018 £
Other creditors	9,183	12,408
Other tax and social security	<u>8,372</u>	<u>9,926</u>
	<u>17,555</u>	<u>22,334</u>

16 Transfers between funds

Designated funds show the current use or expected future use of unrestricted funds in the financial statements as decided by the trustees. Transfers are made between unrestricted general funds and designated funds to reflect changes in these funds.

Transfer of funds from unrestricted funds to restricted funds reflects own and external funding contributions required to meet specific project funding requirements.

17 Pension Scheme

Defined contribution pension scheme

The charity operates a defined contribution pension scheme. The assets of the scheme are held separately from those of the company in an independently administered fund. The pension cost charge for the year represents contributions payable by the company to the scheme and amounted to £6,458. Contributions totaling £1,059 (2018 : £1,074) were payable to the scheme at the end of the year and included in payables.

18 Analysis of movements in restricted funds

	Balance at 1 April 2018 £	Incoming resources £	Outgoing resources £	Transfer to Unrestricted funds £	Balance at 31 March 2019 £
Advocacy	1,818	165,500	135,241	-	32,077
Helpline	1,486	169,826	136,480	-	34,832
Counselling	502	341,443	330,271	-	11,674
Training	1,679	126,000	125,863	-	1,816
Outreach	1,225	95,280	87,003	-	9,502
Crawley	<u>629</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>629</u>
	<u>7,339</u>	<u>898,049</u>	<u>814,858</u>	<u>-</u>	<u>90,530</u>

Previous year

	Balance at 1 April 2017 £	Incoming resources £	Outgoing resources £	Transfer to Unrestricted funds £	Balance at 31 March 2018 £
Advocacy	1,818	120,951	120,951	-	1,818
Helpline	1,486	128,412	128,412	-	1,486
Counselling	502	260,274	260,274	-	502
Training	1,679	102,241	102,241	-	1,679
Outreach	1,225	84,558	84,558	-	1,225
Crawley	<u>629</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>629</u>
	<u>7,339</u>	<u>696,436</u>	<u>696,436</u>	<u>-</u>	<u>7,339</u>

Restricted funds are to be used only for the following specific purposes:

Advocacy – provision of unbiased information concerning the criminal justice system to female survivors of sexual violence by Independent Sexual Violence Advocates.

Helpline – offers emotional support, practical information and referral guidance to women and girls from 13 years old who have suffered any form of sexual violence either recently or in the past, their families and friends.

Counselling – these funds are used to provide therapeutic services to clients by specialist qualified therapists.

Training – offers awareness raising talks, training and workshops to statutory and non-statutory organizations about sexual violence, the myths and effects, and how best to support survivors.

Outreach – provision of initial emotional and information based sessions with marginalised survivors.

19 Analysis of movements in unrestricted funds

	Balance at 1 April 2018 £	Incoming resources £	Outgoing resources £	Balance at 31 March 2019 £
Designated funds - Property	<u>96,332</u>	-	<u>5,965</u>	<u>90,367</u>
General funds	<u>544,523</u>	<u>139,143</u>	<u>37,209</u>	<u>646,457</u>
Total Unrestricted funds	<u>640,855</u>	<u>139,143</u>	<u>43,174</u>	<u>736,824</u>

Previous year

	Balance at 1 April 2017 £	Incoming resources £	Outgoing resources £	Balance at 31 March 2018 £
Designated funds				
Property	11,032	85,300	-	96,332
Building work	60,639	-	60,639	-
Office equipment	25,340	-	25,430	-
IT/Communications	7,148	-	7,148	-
Moving expenses	<u>6,718</u>	<u>-</u>	<u>6,718</u>	<u>-</u>
	<u>110,877</u>	<u>85,300</u>	<u>99,845</u>	<u>96,332</u>
General funds	<u>582,051</u>	<u>40,141</u>	<u>77,669</u>	<u>544,523</u>
Total Unrestricted funds	<u>692,928</u>	<u>125,441</u>	<u>177,514</u>	<u>640,855</u>

Name of unrestricted fund

Description, nature and purpose of fund

General funds The 'free reserves' after allowing for designated funds

Designated funds:

Property The designated property fund represents the net book value of tangible fixed assets as these funds are tied up and are unavailable for general use by the charity.

20 Analysis of net assets between funds

	General Fund	Restricted Funds	Total
	£	£	£
Fixed assets	90,367	-	90,367
Current assets	664,012	90,530	754,542
Current liabilities	<u>(17,555)</u>	<u>-</u>	<u>(17,555)</u>
	<u>736,824</u>	<u>90,530</u>	<u>827,354</u>
Previous year			
Fixed assets	96,332	-	96,332
Current assets	566,857	7,339	574,196
Current liabilities	<u>(22,334)</u>	<u>-</u>	<u>(22,334)</u>
	<u>640,855</u>	<u>7,339</u>	<u>648,194</u>

21 Lease Commitments

The charity's total of future minimum lease payments under non – cancellable operating leases at 31 March 2019 is as follows:

	2019 Total	2018 Total
	£	£
Payable:		
Within one year	40,000	40,000
Later than one year and not later than five years	183,500	183,500
More than five years	<u>239,250</u>	<u>239,250</u>
	<u>462,750</u>	<u>462,750</u>

The amount of non – cancellable operating lease payments recognised as an expense during the year was £40,000 (2018: £30,367)

22 Post Balance Sheet Events

There were no post balance sheet events to be noted after 31 March 2019.

23 Reconciliation of Net Income to Net Cash Flow from Operating Activities

	2019	2018
	£	£
Net income/(deficit) for the reporting period	179,160	(52,073)
Adjustments for:		
Depreciation charges	15,357	13,603
(Increase)/decrease in debtors	57,876	134,114
Increase/(decrease) in creditors	<u>(4,779)</u>	<u>(1,510)</u>
Net cash used in (provided by) operating activities	<u>247,614</u>	<u>94,134</u>

**The following pages do not form part of the
statutory financial statements**

Profit and Loss Account

	2019 £	2018 £
Income	1,037,192	821,877
Deduct Expenses:		
Establishment expenses	56,101	54,171
Staff Costs and fees for services provided	719,093	715,364
Communication and publication	28,482	32,270
Subsistence, travel and motor expenses	6,702	7,712
Sundry expenses	22,743	37,801
Legal, professional and audit	9,483	3,231
Financial	71	60
Depreciation	15,357	13,603
Loss on disposal of fixed assets	-	357
Transfer of assets to Crawley	<u>-</u>	<u>9,381</u>
	<u>858,032</u>	<u>873,950</u>
Net surplus/(deficit) before taxation	<u>179,160</u>	<u>(52,073)</u>
 Overheads – direct		
Helpline	70,194	70,333
Counselling	237,806	217,440
Advocacy	97,992	94,791
Training and Operations	89,865	117,096
Outreach	84,995	89,385
Supervision	17,702	15,588
Telephone	7,277	14,145
Legal and professional fees – allowable	7,655	1,431
Audit fees	1,828	1,800
Transfer of assets to Crawley	<u>-</u>	<u>9,381</u>
	<u>615,314</u>	<u>631,390</u>

Profit and Loss Account

	2019 £	2018 £
Overheads – Indirect		
Rent	40,000	30,637
Water Rates	258	201
Electricity & gas	5,016	5,831
Insurance	3,084	3,888
Cleaning	5,452	4,684
Repairs and maintenance	2,291	960
Cost of moving	-	7,970
Loss on disposal of fixed assets	-	357
Wages and salaries	113,836	107,415
Staff training	4,314	2,432
Recruitment costs	2,389	884
Telephone	1,725	2,780
Stationery	18,552	14,750
Advertising	928	595
Travelling expenses – staff	6,702	7,712
Sundry expenses – allowable	20,444	35,186
Subscriptions – allowable	<u>2,299</u>	<u>2,615</u>
	<u>227,290</u>	<u>228,897</u>
 Financial		
Bank and credit card charges	71	60
 Depreciation		
Computer equipment	3,349	2,596
Office equipment	5,971	4,970
Improvements to leasehold property	<u>6,037</u>	<u>6,037</u>
	<u>15,357</u>	<u>13,603</u>