

Company number: 04323961

Charity Number: 1091732

Bradford Rape Crisis and Sexual Abuse Survivors Service

Report and financial statements
For the year ended 31st March 2019

Bradford Rape Crisis and Sexual Abuse Survivors Service

Reference and administrative information

for the year ended 31st March 2019

Company number 04323961

Charity number 1091732

Registered office and operational address 3rd Floor Auburn House
Upper Piccadilly
Bradford
West Yorkshire
BD1 3NU

Trustees Trustees, who are also directors under company law, who served during the year and up to the date of this report were as follows:

Cas Heron	Chair
Lisa Hilder	Treasurer
Angela Carrington	
Ruth Ingram	Resigned 02/01/2019
Alison Berkeley-Hill	
Karen Louise Raynor	Appointed 21/01/2019

Key management personnel

Jackie Hancox	Manager HR & Operations
Elaine Peaker	Manager HR & Operations. (The temporary nature of Elaine's employment was removed by Trustees in November 2018 and her post is subject to funding).

Bankers

Co-operative Bank plc
Olympic House
6 Olympic Court
Montford Street
Salford
M5 2QP

Ecology Building Society
7 Belton Road
Silsden
Keighley
West Yorkshire
BD20 0EE

Nationwide
PO Box 3
5-11 St George St
Douglas
Isle of Man
IM99 1AS

Independent Examiner

Catherine Hall FCCA DChA
Slade & Cooper Limited
Greenfish Resource Centre
46-50 Oldham St
Manchester
M4 1LE

Bradford Rape Crisis and Sexual Abuse Survivors Service

Trustees' annual report

for the year ended 31st March 2019

The trustees present their report and the unaudited financial statements for the year ended 31st March 2019. Included within the trustees' report is the directors' report as required by company law.

Reference and administrative information set out on page 1 forms part of this report. The financial statements comply with current statutory requirements, the memorandum and articles of association and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Objectives and activities

Objects

Bradford Rape Crisis & SASS is established for charitable purposes only, in particular Bradford Rape Crisis & SASS is established:

- To relieve the mental and physical distress of women survivors of rape and sexual assault
- To promote education and research in the Bradford area into the subject of rape and sexual assault and its effects on women and girls, whether they be medical, social and/or psychological.

Activities undertaken for public benefit in relation to objects

The trustees review the aims, objectives and activities of the charity each year. This report looks at what the charity has achieved and the outcomes of its work in the reporting period. The trustees report the success of each key activity and the benefits the charity has brought to those groups of people that it is set up to help. The review also helps the trustees ensure the charity's aims, objectives and activities remained focused on its stated purposes.

The trustees have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing the charity's aims and objectives and in planning its future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that have been set.

Our objectives are achieved through the provision of specialist sexual violence support services for women and girls from a confidential office-base in Bradford and a variety of outreach locations:

Helpline: a woman who will listen, provide emotional support and useful information.

Telephone: 01274 308270

Text only: 07435 752 975

Email: contactus@brcg.org.uk

Counselling & art therapy: free and confidential with no pre-set limits on the number of sessions, delivered at our Rape Crisis Centre and Bevan Healthcare.

Advocacy & Support: ISVA service providing support throughout the criminal justice system and a specialist service for refugee & asylum seeking women who have experienced sexual violence.

Jyoti services: specialist services for Black, Asian & Minority Ethnic (BAME) women and girls delivered by BAME women including assessments, counselling, Helpline and shared support groups.

Shared support groups: on-going informal support groups building resilience and mutual support.

Young Women & Girls Groups: For young women & girls aged 14-18 years old who are at risk of further exploitation, violence and abuse.

Mindfulness: regular courses.

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Outreach to schools: one to one emotional support sessions for young women and girls in schools.

Survivors Voice & engagement – supporting women and girls who have experienced sexual violence to have a voice & influence

Sexual Violence Prevention – delivering sexual violence prevention workshops (SELFIE) in schools and running events, activities, workshops and groups in the wider community.

Training offered:

- a) Working with female survivors of sexual violence.
- b) Working with BAME women and girl survivors of sexual violence including Sexual violence awareness workshops by and for BAME women
- c) Impact of Child Sexual Abuse
- d) Working with Refugee and Asylum Seeking women survivors of sexual abuse

Bradford Rape Crisis & SASS works at a strategic level to improve the response to women and girl survivors of sexual violence locally, regionally and nationally.

All services are free.

Achievements and performance

The charity's main activities and who it tries to help are described below. All its charitable activities focus on supporting women and girl survivors of sexual violence and are undertaken to further Bradford Rape Crisis and Sexual Abuse Survivors Service's charitable purposes for the public benefit.

Telephone & text Help line

The Help line is often the first contact point for a woman or girl survivor who may also wish to access other services offered by Bradford Rape Crisis & SASS. Women, girls and staff in agencies can contact us by phone, text or email. Live Help line sessions are provided across the week Monday to Friday in a mix of mornings afternoons and evenings. Two afternoons a week are dedicated to BAME women and girl survivors and those Jyoti help line sessions are staffed by BAME women. The Help line team consists of experienced staff employed by Bradford Rape Crisis & SASS. The help line supports women and girls who have been effected by sexual violence at any time in their lives including adult women survivors of child sexual abuse who are dealing with the long term impact of repeated rapes, violence and abuse, women who were raped as adults in the past and are needing support now and women and girls who have recently been raped and may want to access our ISVA service. Workers in a wide range of statutory and voluntary & community sector services contact the Help line to discuss and make referrals to our services. Some of the survivors who use the help line are dealing with the severe impact the sexual violence has had on their mental health. From 1st April 2018 to 31st March 2019 the help line worked with 507 survivors and there were 5,266 help line contacts with survivors and agencies.

Referrals Team

The team provides assessments and support into our services. Urgent and immediate needs are responded to and where appropriate women and girls are signposted or referred to other agencies for additional support. BAME women and girls are offered the choice of a BAME counsellor to provide the assessment. From 1st April 2018 to 31st March 2019 the referral team provided 368 assessments for 274 women and girls.

Ongoing face to face support services

From 1st April 2018 to 31st March 2019 516 women and girl survivors had support from counselling, therapy, emotional support and advocacy services. 167 women and girls accessed the counselling, therapy and outreach to schools services, 121 women and girls accessed advocacy and support services and 98 women and girls accessed group work.

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for the year ended 31st March 2019

Counselling, Art Therapy and Outreach to Schools Services

Bradford Rape Crisis & SASS provides counselling and therapy at our Rape Crisis Centre including a dedicated Jyoti counselling service for BAME women and girls by BAME counsellors. We provided a counselling service specifically for refugee, asylum seeking and trafficked women at Bevan Healthcare GP practice. We also provided one to one emotional support sessions at schools by qualified counsellors for girls and young women who the school safeguarding teams are aware of. Typically these girls and young women cannot travel to the city centre after school and maybe only contactable via the school Safeguarding lead. During this year our Art Therapist moved from Bradford and we did not have the financial resources to replace her. All counsellors and Art therapists employed by Bradford Rape Crisis & SASS are qualified to diploma level or above, have completed specialist sexual violence training and have monthly external and in-house clinical supervision including group supervision. Bradford Rape Crisis & SASS works within BACP's Guidelines and Ethical Framework. BAME women and girl survivors are offered counselling with a BAME counsellor. We provide women & girls centred counselling, therapy and emotional support that is an empowering and non-pathologising alternative to statutory services. We aim to support women and girls to gain more control over their lives. We provide crisis, short, medium and long term support and pre-trial therapy on the basis of what a woman or girl needs. The impact of sexual violence on women and girl's lives is pervasive, sometimes overwhelming and often insidious. We work with survivors on any issue they choose, regardless of when the abuse occurred. From 1st April 2018 to 31st March 2019 the counselling, art therapy and outreach to schools services provided 2,698 sessions for 167 women and girls.

Advocacy and Support Services

Bradford Rape Crisis & SASS provides Independent Sexual Violence Advisors (ISVA) Service and Refugee, Asylum seeking & trafficked women (RASTW) Advocacy & Support Service as well as advocacy for women and girls when needed in our other services. ISVAs are survivor-focused advocates who work with victims of serious sexual crimes to enable them to access the support and services they need in the aftermath of the abuse they have experienced and throughout the criminal justice process from the reporting stage right through to court and applying for criminal injuries compensation. Bradford Rape Crisis & SASS provides a dedicated advocacy & support service and shared support group for refugee, asylum seeking & trafficked women (RASTW) survivors of rape, sexual exploitation and abuse. The aim of the service is to enable women to achieve safety by gaining Leave to Remain in the UK and increase their resilience in order to cope with the years of uncertainty and negative decisions and judgements by the Home Office that attack their credibility and do not acknowledge their traumatic experiences. From 1st April 2018 to 31st March 2019 the ISVA service provided 3,777 contacts with survivors and agencies and the RASTW Advocacy & Support service provided 2,838 contacts for 167 women and girls. This included face to face sessions, telephone & text support, accompanying to appointments, support at court, support letters and emails & telephone calls with agencies.

Group Work

Bradford Rape Crisis & SASS provides two Shared Support Groups one for Refugee, Asylum Seeking and Trafficked women and a Jyoti shared support groups for Punjabi and Urdu speaking BAME women where women can speak in their first language. Shared Support groups are ongoing drop-in groups that help women build mutual support and resilience. Bradford Rape Crisis & SASS also provides two after school Girls Groups for girls and young women survivors who are vulnerable to further exploitation and abuse. The Girls Groups run the length of a school year. In addition regular Mindfulness courses are run that have been especially adapted to be suitable for female survivors of sexual violence. From 1st April 2018 to 31st March 2019 98 women and girls attended groups run by BRC&SASS.

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Sexual Violence Prevention and Supporting survivors to have a voice & influence

Bradford Rape Crisis & SASS provided sexual violence prevention workshops in 5 schools working with 1,276 young people. During Safeguarding week we organised a joint event with White Ribbon campaign and Sharing Voices on Working proactively with men to prevent sexual violence. We took 57 women and young women to Million Women Rise march against male violence against women and girls in London, mainly survivors of violence and abuse. The Bradford Rape Crisis Facebook page continued to raise awareness about sexual violence and publicise how people can be involved in combating rape and sexual abuse.

Beneficiaries of our services

Bradford Rape Crisis & SASS supported 588 women and girl survivors in this financial year. 73 were supported solely by the help line service. The Help line assisted 3 male survivors to get support and 516 women and girls received face to face support services.

Age at referral	
13-15	52
16-17	27
18-24	95
25-34	163
35-44	115
45-54	57
55-64	18
65-74	1
Not stated	61

Ethnicity	
White British (English, Welsh, Scottish, N. Irish)	253
White European	21
Dual heritage/multiple ethnic groups	10
Asian/Asian British (including Indian, Pakistani, Bangladeshi, Chinese and any other Asian background)	139
Black/African/Caribbean/Black British	56
Other ethnic Group (including Arab)	15
Not stated	95

Mental health illness	235
Long term illness health condition	29
Physical disability/impairment	33
Learning difficulty	19
Speech Impairment	1
Blind/Visual impairment	4
Deaf /Hearing impairment	3

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109 women and girls who used our services reported work and education difficulties as an impact of the sexual violence they experienced.

119 women and girls who used our services reported drug and alcohol abuse as an impact of the sexual violence they experienced.

40 women and girls who used our services reported homelessness as an impact of the sexual violence they experienced.

Women and girls gave information about the impact of the services they had received through before and after questionnaires.

Outcome: better health and well-being

Feel better about themselves 82%

Understand more about how the sexual violence has affected them 99%

Have better coping skills and strategies 73%

Taking better care of self 65%

Feel more in control of their emotions 75%

Outcome: more in control of their lives

Better understanding of their situation and knows what they can do about it 99%

Able to decide what to do about the sexual violence they have experienced 89%

Able to make decisions about their future 91%

More confident 77%

More able to make everyday decisions 55%

Outcome: more able to assert their rights

Knows what their rights are and what they are entitled to 99%

Enough information to engage with criminal justice system 66%

Enough information to engage in civil proceedings 51%

Outcome: more able to access further support

Knows what resources are available to them 99%

Been able to access the support they needed 99%

Outcome: more able to develop and maintain positive relationships

More able to trust people 54%

More able to feel close to people 50%

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Financial review

Funding from the 31st March 2019 for the next financial year is in place. The Local Authority, Clinical Commissioning Groups, West Yorkshire Police & Crime Commissioner, Ministry of Justice and Lloyds Bank Foundation Trust continue to fund the direct service delivery. Also in place is a small Community Tampon Tax grant via Two Ridings Community Trust for Mindfulness and a grant from Rape Crisis England & Wales through the Weaving the Web project for work supporting referrals. We continue to be funded by Comic Relief's Sustainability Grant to develop an unrestricted income project and a Digital Transformation Grant from Rape Crisis England & Wales. A Local Authority grant ceased on 30th September 2019 as this money was put into the tender for Specialist Domestic & Sexual violence Services. The tender model was based on a response to domestic violence. The competitive tendering worked against a broader partnership between domestic and sexual violence services. Bradford Rape Crisis & SASS was not part of the winning consortium for this tender. However, our funding from the CCGs has increased. A different local Authority grant of twelve months from the Controlling Migration Fund is funding sexual violence prevention work in schools until 31st December 2019. The Trustees receive regular financial management reports and funding reports and will make decisions about service levels based on the actual and forecast income and expenditure.

At the end of March 2019, the total charity funds were £240,593. £73,313 of which were restricted funds brought forward.

Reserves policy

Reserves are held to cover:

- a. Employment related legal responsibilities such as pensions, redundancy, sickness and maternity
- b. Salaries & running costs should there be a gap in funding for existing staff and services
- c. Underwriting costs where grants, commissions or contracts are paid in arrears
- d. Underwriting running costs & salaries in the 1st quarter of the financial year due to late confirmation of funding
- e. Costs related to developing services to meet the needs of women & girl survivors
- f. Investing in the financial resilience of the organisation
- g. Costs related to delivering against BRC&SASS Aims & Objectives should other funding not be available.
- h. Winding down costs & legal liabilities should the organisation be unsustainable

This policy and the level of reserves has been reviewed in accordance with a risk assessment. Trustees agreed that in 2019/20 £133,949 for employment related legal responsibilities such as pensions, redundancy, sickness and maternity is required to be held. Demands on reserves will be considered on a case by case basis according to the reserves policy. Should the organisation lose 20% of funding at any one time £78,272 would be required over 9 months (on the basis of £100% in Q1, 25% Q2 & Q3) whilst replacement funding was sort.

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Trustees' annual report

for the year ended 31st March 2019

Structure, governance and management

The organisation is a company limited by guarantee, first registered on 16th November 2001 number 04323961 and registered as a charity on 24th April 2002 number 1091732. It took over the assets, liabilities and undertakings of Bradford Rape Crisis Group, an unincorporated charity established in 1982 on 4th April 2002.

The company was established under a memorandum of association which established the objects and powers of the charitable company and is governed under its articles of association.

Members of the charity guarantee to contribute an amount not exceeding £1 to the assets of the charity in the event of winding up. The total number of such guarantees at 31st March 2019 was 5 (2018:5). The trustees are members of the charity but this entitles them only to voting rights. The trustees have no beneficial interest in the charity.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in note 7 to the accounts.

Bradford Rape Crisis & SASS aims to recruit Trustees who have experience of working with women and girl survivors of rape and sexual abuse, experience of the voluntary sector and who have relevant management skills to offer. Trustees are appointed by Members of the organisation at the AGM and by existing members of the Trustees at Trustee meetings. One third of Trustees must retire at each AGM, those longest in office retiring first. Membership of the organisation is open to any volunteer who is interested in promoting the objects of the Charity, has been supporting the organisation through voluntary work for more than three months, applies to the Charity in the form required by the Trustees and is approved by the Trustees. New Trustees are given an induction pack and offered relevant training opportunities as they arise e.g. Bradford CVS training programme.

Trustees are Trustees of the Charity, Directors of the Company and Members of the organisation. They meet 8-10 times a year; working groups are established when necessary.

Bradford Rape Crisis & SASS is a member of Rape Crisis England & Wales and has been validated as achieving the RCEW National Service Standards. Bradford Rape Crisis & SASS is also an organisational member of the British Association for Counselling and Psychotherapy (BACP).

Related parties and relationships with other organisations

Bradford Rape Crisis & SASS has activated a Trading Arm, Daizybell LTD, in order to generate our own unrestricted income and be less reliant on public bodies commissioning and grant funding which is subject to changes in the political environment.

Bradford Rape Crisis & SASS formed the West Yorkshire Sexual Violence Action Partnership (WYSVAP) with other specialist sexual violence organisations in West Yorkshire. In order to provide a partnership approach to supporting survivors/victims of sexual violence, that is strategically-led, transparent and accountable, offering sustainable and consistent services that are evidence-informed in relation to equity, need, accessibility and cost effectiveness, and that is well publicised to survivors/victims, person-centred and strives to meet the needs of all victims. The Partnership is a vehicle for:

1. Co-operative working between members to improve service-provision for survivors/victims of sexual violence and to work towards the elimination of sexual violence in all its forms.
2. Enabling member organisations to submit joint funding bids and contract for tenders that further their own objectives and to which they can contribute effectively
3. Innovations and synergy in service effectiveness and development

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4. Supporting the ongoing operation and development of member organisations
5. Enabling the effective use of resources

Risk management

Trustees receive a risk reports in relation to finances, funding, staffing and service delivery at each Trustee meeting. Trustees conduct an annual risk review in addition to a rolling review of risk. Risks identified include:

- The PCC's review of sexual violence support services for W Yorkshire leads to reduction or loss of funding.
- The outcome of the tender for Bradford District Specialist Domestic & Sexual Violence Services gives legitimacy to non-specialist organisations saying they can deliver in our sector.
- NHS funding and transition to accountable care organisations require building relationships and working with new criteria/ new structures that may not fit with BRC&SASS values and approach.
- Competitive tendering creates division rather than collaboration between VCS organisations.
- Competitive tendering favours generic services that say they can deliver to 'everyone' rather than specialist single sex services designed to meet the needs of survivors of violence and abuse.
- Lack of medium to longer term funding creates uncertainty and instability in the staff team

Funds held as custodian trustee on behalf of others

There are no funds held as custodian trustee on behalf of others.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Trustees' annual report

for the year ended 31st March 2019

Statement of responsibilities of the trustees

The trustees (who are also directors of Bradford Rape Crisis and Sexual Abuse Survivors Service for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

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

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable 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 the going concern basis unless it is inappropriate to presume that the charity will continue in operation

The trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 13/12/2019 and signed on their behalf by

Cas Heron

Chair

Independent examiner's report
to the trustees of
Bradford Rape Crisis and Sexual Abuse Survivors Service

I report to the charity trustees on my examination of the accounts of the company for the year ended 31st March 2019 which are set out on pages 12 to 29.

Responsibilities and basis of report

As the charity trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Catherine Hall FCCA DChA
Slade & Cooper Limited
Green Fish Resource Centre, 46-50 Oldham Street
Manchester, M4 1LE
18th December 2019

Bradford Rape Crisis and Sexual Abuse Survivors Service

Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2019

	Note	Unrestricted funds £	Restricted funds £	Total funds 2019 £	Total funds 2018 £
Income from:					
Donations and legacies	3	576	-	576	447
Charitable activities:	4				
Supporting women and girls who have experienced sexual violence		203,378	463,227	666,605	556,565
Investments	5	1,366	-	1,366	1,256
Total income		205,320	463,227	668,547	558,268
Expenditure on:					
Charitable activities:	6				
Supporting women and girls who have experienced sexual violence		185,348	410,101	595,449	638,135
Total expenditure		185,348	410,101	595,449	638,135
Net income/(expenditure) for the year	8	19,972	53,126	73,098	(79,867)
Transfer between funds		(3,952)	3,952	-	-
Net movement in funds for the year		16,020	57,078	73,098	(79,867)
Reconciliation of funds					
Total funds brought forward		151,260	16,235	167,495	247,362
Total funds carried forward		167,280	73,313	240,593	167,495

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

Bradford Rape Crisis and Sexual Abuse Survivors Service
Company number 4323961

Balance sheet as at 31 March 2019

	Note	2019	2018
		£	£
Fixed assets			
Tangible assets	13	1,692	1,596
Total fixed assets		1,692	1,596
Current assets			
Debtors	13	9,045	4,312
Cash at bank and in hand		254,650	222,569
Total current assets		263,695	226,881
Liabilities			
Creditors: amounts falling due in less than one year	14	(24,794)	(60,982)
Net current assets		238,901	165,899
Total assets less current liabilities		240,593	167,495
Net assets		240,593	167,495
The funds of the charity:			
Restricted income funds	16	73,313	16,235
Unrestricted income funds	17	167,280	151,260
Total charity funds		240,593	167,495

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 14 to 28 form part of these accounts.

Approved by the trustees on 13/12/2019 and signed on their behalf by:

Lisa Hilder - Treasurer

Cas Heron - Chair

Bradford Rape Crisis and Sexual Abuse Survivors Service
Statement of Cash Flows
for the year ending 31 March 2019

	Note	2019 £	2018 £
Cash provided by/(used in) operating activities	20	31,823	(25,060)
<i>Cash flows from investing activities:</i>			
Dividends, interest, and rents from investments		1,366	1,256
Purchase of tangible fixed assets		(1,108)	(674)
Cash provided by/(used in) investing activities		258	582
Increase/(decrease) in cash and cash equivalents in the year		32,081	(24,478)
Cash and cash equivalents at the beginning of the year		222,569	247,047
Cash and cash equivalents at the end of the year		254,650	222,569

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019

1 Accounting policies

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

a 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) issued on 16 July 2014 (as updated through Update Bulletin 1 published on 2 February 2016) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Bradford Rape Crisis and Sexual Abuse Survivors Service meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

There are no key judgments which the trustees have made which have a significant effect on the accounts. However, judgments that have been made are described in the financial review of the Trustees' report.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c 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 a provision of a specified service is deferred until the criteria for income recognition are met.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

d Donated services and facilities

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. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

e 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.

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g 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:

- Expenditure on charitable activities includes the costs of services 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.

h Allocation of support costs

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 which support the charity's programmes and activities. 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 7.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

i Tangible fixed assets

Individual fixed assets costing £200 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Furniture and Equipment	25%
-------------------------	-----

j Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k 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.

l Creditors and provisions

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.

m 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.

n Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 9. There were no outstanding contributions at the year end. The costs of the defined contribution scheme are included within support and governance costs and allocated to the funds of the charity using the methodology set out in note 7.

In this financial year the workplace nominated pension scheme was the people's pension for the whole financial year. The plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan a pension fund which is then converted into a pension upon the employee's normal retirement year age when eligible for a state pension. The total expense ratio of the plan is 1.5% and this is deducted from the investment fund annually. The trust has no liability beyond making its contributions and paying across the deductions for the employee's contributions

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales 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. The registered office address is disclosed on page 1.

3 Income from donations and legacies

	Unrestricted £	Restricted £	Total 2019 £	Total 2018 £
Donations	576	-	576	447
Total	576	-	576	447
<i>Total by fund 31 March 2018</i>	447	-	447	

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

4 Income from charitable activities

	Unrestricted £	Restricted £	Total 2019 £
Supporting women and girls who have experienced sexual violence			
Bradford Council	90,000	9,500	99,500
NHS Bradford Districts CCG	-	158,930	158,930
Two Ridings Community Foundation	-	9,598	9,598
Lloyds TSB	-	25,000	25,000
Police and Crime Commissioner for West Yorkshire	50,000	79,005	129,005
Comic Relief	-	63,223	63,223
Ministry of Justice	-	91,102	91,102
Rape Crisis E&W	17,000	26,869	43,869
The Brook Trust	45,000	-	45,000
Other income	1,378	-	1,378
Total	203,378	463,227	666,605
Previous Reporting Period	Unrestricted £	Restricted £	Total 2018 £
Supporting women and girls who have experienced sexual violence			
Bradford Council	90,000	17,500	107,500
HM Prison Service	57,000	-	57,000
NHS Bradford Districts CCG	-	83,930	83,930
Police and Crime Commissioner for West Yorkshire	50,000	113,011	163,011
Comic Relief	-	40,000	40,000
Ministry of Justice	-	87,624	87,624
Lloyds Enable Fund	-	15,000	15,000
Other income	2,500	-	2,500
Total	199,500	357,065	556,565

All income from other trading activities is unrestricted.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

5 Investment income

	Unrestricted £	Restricted £	2019 £	2018 £
Income from bank deposits	1,366	-	1,366	1,256
	<u>1,366</u>	<u>-</u>	<u>1,366</u>	<u>1,256</u>

All investment income is unrestricted

6 Analysis of expenditure on charitable activities

	Supporting women and girls who have experienced sexual violence £	Total 2019 £	Total 2018 £
Staff costs	475,637	475,637	513,120
Operational Costs	116,623	116,623	121,170
Depreciation	1,012	1,012	1,948
Governance costs (see note 7)	2,177	2,177	1,897
	<u>595,449</u>	<u>595,449</u>	<u>638,135</u>
		2019 £	2018 £
Restricted expenditure		410,101	374,355
Unrestricted expenditure		185,348	263,780
		<u>595,449</u>	<u>638,135</u>

All Expenditure is on supporting women and girls who have experienced sexual violence

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

7 Analysis of governance and support costs

	Basis of apportionment	Support £	Governance £	Total 2019 £
Accountancy fees	Governance	-	1,662	1,662
Members Travel and Subsistence	Governance	-	515	515
		<hr/>	<hr/>	<hr/>
		-	2,177	2,177
		<hr/>	<hr/>	<hr/>
	Basis of apportionment	Support £	Governance £	Total 2018 £
Accountancy fees	Governance	-	1,482	1,482
Members Travel and Subsistence	Governance	-	415	415
		<hr/>	<hr/>	<hr/>
		-	1,897	1,897
		<hr/>	<hr/>	<hr/>

8 Net income/(expenditure) for the year

This is stated after charging/(crediting):	2019 £	2018 £
Depreciation	1,012	1,948
Operating lease rentals:		
Other	859	607
Independent examiner's fee	1,470	1,470
	<hr/>	<hr/>

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

9 Staff costs

Staff costs during the year were as follows:

	2019 £	2018 £
Wages and salaries	422,310	445,815
Social security costs	32,643	36,024
Pension costs	20,684	22,281
Redundancy and termination costs	-	9,000
	<hr/>	<hr/>
	475,637	513,120
	<hr/>	<hr/>
Allocated as follows:		
Charitable activities	475,637	513,120
	<hr/>	<hr/>
	475,637	513,120
	<hr/>	<hr/>

No employees has employee benefits in excess of £60,000 (2018: Nil).

The average number of staff employed during the period was 19 (2018: 21).

The average full time equivalent number of staff employed during the period was 14(2018: 16).

The key management personnel of the charity comprise the trustees and the Management team. The total employee benefits of the key management personnel of the charity were £106,371 (2018: £96,823).

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

10 Trustee remuneration and expenses, and related party transactions

Three (2018; Three) members of the management committee received travel and subsistence expenses during the year of £515 (2018:£415).

Aggregate donations from related parties were £Nil(2018: £Nil).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2018: nil).

One member of the management committee remuneration during the year (2018: Two).

Ruth Ingram £2,500 was paid for a safeguarding review and any expenses relating to the safeguarding review.

2018: Elaine Peaker stepped down as a trustee in order to provide temporary management cover. She was paid on the same salary scale that applies to all BRC&SASS staff £4082.69.

Legal authority for this payment is within the charity's memorandum and articles of association approved by the Charity Commission

The Charity has a subsidiary Daizybell Ltd; a company ltd by guarantee registered in England & Wales on 05/12/2014 no.9343476. The company was dormant for this period and consolidated accounts are not required to be prepared. Trustees decided that BRC&SASS would be making a soft loan of 0% interest to Daizybell. The rationale being that the simplest process that maximises the benefits to BRC&SASS is best. The initial loan will be small and no Directors will be receiving any financial benefits. The outstanding balance of this loan at the year end was £3,500.

11 Government grants

The government grants recognised in the accounts were as follows:

	2019 £	2018 £
Bradford Council	99,500	107,500
NHS Bradford Districts CCG	158,930	83,930
Police and Crime Commissioner for West Yorkshire	129,005	163,011
Ministry of Justice	91,102	87,624
	<hr/>	<hr/>
	478,537	442,065
	<hr/>	<hr/>

There are no unfulfilled conditions and contingencies attaching to these grants.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

12 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 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 Fixed assets: tangible assets

Cost	Equipment & Furniture £	Total £
At 1 April 2018	14,956	14,956
Additions	1,108	1,108
Disposals	-	-
	<hr/>	<hr/>
At 31 March 2019	16,064	16,064
	<hr/>	<hr/>
Depreciation		
At 1 April 2018	13,360	13,360
Charge for the year	1,012	1,012
Disposals	-	-
	<hr/>	<hr/>
At 31 March 2019	14,372	14,372
	<hr/>	<hr/>
Net book value		
At 31 March 2019	1,692	1,692
	<hr/>	<hr/>
<i>At 31 March 2018</i>	<i>1,596</i>	<i>1,596</i>
	<hr/>	<hr/>

13 Debtors

	2019 £	2018 £
Trade debtors	-	120
Other debtors	3,230	3,000
Prepayments and accrued income	5,815	1,192
	<hr/>	<hr/>
	9,045	4,312
	<hr/>	<hr/>

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

14 Creditors: amounts falling due within one year

	2019 £	2018 £
Other creditors and accruals	24,794	15,982
Deferred income	-	45,000
	<hr/>	<hr/>
	24,794	60,982
	<hr/> <hr/>	<hr/> <hr/>

15 Deferred income

	2019 £	2018 £
Deferred grant brought forward	45,000	-
Grant received	-	45,000
Released to income from charitable activities	(45,000)	-
	<hr/>	<hr/>
Deferred grant carried forward	-	45,000
	<hr/> <hr/>	<hr/> <hr/>

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

16 Restricted Funds

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2019 £
Supporting women and girls who have experienced sexual violence					
Comic Relief	(609)	63,223	(42,118)	-	20,496
Jyoti	2,963	-	-	-	2,963
Ministry of Justice: Rape Support Fund	(1,811)	91,102	(90,167)	876	-
NHS Airedale, Wharfedale & Craven; Bradford City; and Bradford Districts CCG Collaboration	(1,767)	158,930	(157,210)	47	-
Police and Crime Commissioner for West Yorkshire	(2,826)	79,005	(77,232)	1,053	-
Community Safety Fund	12,785	-	(12,785)	-	-
Lloyds Enable	7,500	-	(7,500)	-	-
Two Ridings Community	-	9,598	(16)	-	9,582
Bradford Council	-	9,500	(5,362)	-	4,138
Lloyds Invest	-	25,000	(5,333)	-	19,667
Rape Crisis England and Wales	-	26,869	(12,378)	-	14,491
Total	16,235	463,227	(410,101)	3,952	73,313

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

16 Restricted Funds (Continued)

Previous reporting period	Balance at 1 April 2017	Income	Expenditure	Transfers	Balance at 31 March 2018
	£	£	£	£	£
Supporting women and girls who have experienced sexual violence					
Comic Relief	-	40,000	(40,609)	-	(609)
Jyoti	2,963	-	-	-	2,963
Ministry of Justice: Rape Support Fund	-	87,624	(89,435)	-	(1,811)
NHS Airedale, Wharfedale & Craven; Bradford City; and Bradford Districts CCG Collaboration	-	83,930	(85,697)	-	(1,767)
Police and Crime Commissioner for West Yorkshire	-	113,011	(115,837)	-	(2,826)
Community Safety Fund	30,562	17,500	(35,277)	-	12,785
Lloyds Enable	-	15,000	(7,500)	-	7,500
Total	33,525	357,065	(374,355)	-	16,235

Comic Relief - An advocacy and support service for refugee and asylum seeking women who have experienced sexual violence and to build longer term sustainability of BRC&SASS.

Jyoti - specialist services for BAME women and girls delivered by BAME women including assessments, counselling, Helpline and shared support groups.

Ministry of Justice: Rape Support Fund - to provide dedicated emotional and practical support services for female victims of rape and other forms of sexual abuse aged thirteen or over, who have experienced rape or sexual abuse at any point in their life, to help them cope and, as far as possible, recover from the harm they have experienced.

NHS Airedale, Wharfedale & Craven; Bradford City; and Bradford Districts CCG Collaboration - To provide specialist sexual violence services and emotional support to young women survivors of sexual violence.

Police and Crime Commissioner for West Yorkshire; Victim & Witness & Criminal Justice Delivery - to provide emotional & practical support to victims of sexual violence to help them cope with the impact of crime and, as far as possible, recover from the harm they have experienced, to provide emotional and practical support to BME victims of sexual violence to help them cope with the impact of crime and, as far as possible, recover from the harm they have experienced (JOYTI Project) and for Child Sexual Abuse (CSA) support services. .

Community Safety Fund- For sexual violence prevention work.

Lloyds Enable – to fund a feasibility study and support the management and Trustees to develop their skills in social enterprise.

Two Ridings Community Fund – Mindfulness for women and girls sexual violence survivors.

Rape Crisis England & Wales – for tasks related to digital transformation.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

Analysis of movement in unrestricted funds

17

	Balance at 1 April 2018 £	Income £	Expenditure £	Transfers £	As at 31 March 2019 £
General fund	117,976	205,320	(185,348)	(3,952)	133,996
Contingency Fund	33,284	-	-	-	33,284
	<u>151,260</u>	<u>205,320</u>	<u>(185,348)</u>	<u>(3,952)</u>	<u>167,280</u>
Previous reporting period	Balance at 1 April 2017 £	Income £	Expenditure £	Transfers £	As at 31 March 2018 £
General fund	180,553	201,203	(263,780)	-	117,976
Contingency Fund	33,284	-	-	-	33,284
Rape Support Fund	-	-	-	-	-
	<u>213,837</u>	<u>201,203</u>	<u>(263,780)</u>	<u>-</u>	<u>151,260</u>

Name of	Description, nature and purposes of the fund
General fund	The free reserves after allowing for all designated funds
Contingency Fund	Designated by the management committee for redundancy, maternity and long term sickness provision
Rape Support Fund	The Ministry of Justice provided additional funding to be spent over a 15 month period for direct and frontline support to females aged 13 and over who are or have been victims of rape and sexual violence.

Bradford Rape Crisis and Sexual Abuse Survivors Service

Notes to the accounts for the year ended 31 March 2019 (continued)

Analysis of net assets between funds

18	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	1,692	-	-	1,692
Net current assets/(liabilities)	132,304	33,284	73,313	238,901
Total	133,996	33,284	73,313	240,593
19 Operating lease commitments				

The charity's total future minimum lease payments under non-cancellable operating leases is

	Property		Equipment	
	2019 £	2018 £	2019 £	2018 £
Less than one year	16,905	-	1,140	1,074
One to five years	29,584	-	2,854	3,222
Over five years	-	-	-	-
	46,489	-	3,994	4,296

20 Reconciliation of net movement in funds to net cash flow from operating activities

	2019 £	2018 £
Net income/(expenditure) for the year	73,098	(79,867)
Adjustments for:		
Depreciation charge	1,012	1,948
Loss/(profit) on sale of fixed assets	-	-
(Gains)/losses on investments	-	-
Dividends, interest and rents from investments	(1,366)	(1,256)
Decrease/(increase) in stock	-	-
Decrease/(increase) in debtors	(4,733)	(2,107)
Increase/(decrease) in creditors	(36,188)	56,222
Net cash provided by/(used in) operating	31,823	(25,060)