

Annual Review



2020-2021

OUR PATRONS:
CHRISSIE JACKSON, NINA NANNAR AND GEORGINA
HOLLOWAY

FACTS



Police statistics show Norfolk Police receive an average of over 50 calls a day related to domestic abuse. We also know that:



**1 IN 3
WOMEN**

will experience domestic abuse in their lifetime



**1 IN 5
MEN**

will experience domestic abuse in their lifetime



**1 IN 3
LGBT PEOPLE**

will experience domestic abuse in their lifetime



**1 IN 5
CHILDREN**

have been exposed to domestic abuse



**2
WOMEN**

are killed **each week** as a result of domestic abuse



**30
MEN**

are killed **each year** as a result of domestic abuse



**EVERY
MINUTE**

Police in the UK receive a domestic abuse related call

ABOUT LEEWAY

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Leeway was established in 1974 with the help of a £200 start-up grant from Norwich City Council. Over the past four decades the charity has grown from those humble beginnings and we now have eight safe houses and a team of more than 90 people providing advice, support and information to adults, children and young people experiencing domestic abuse in Norfolk and Suffolk.

END OF YEAR 2020 – 2021 SERVICES DELIVERED



We are proud to say that we supported 19,561 adults, children and young people in 2020-21. It's been a really busy year and we know that demand for our services will continue to grow in the coming year.

	Professionals	Women	Children	Men	Totals
Advice and Support (service users)		6,652		76	6,728
Advice and Support (professionals)	3,120	-	-	-	3,120
Refuges		165	161	-	326
C.A.Y.P.O.			80	-	80
Outreach		994	568	-	1,562
Advocacy (IDVA)		2,297	1,418	260	3,975
Suffolk Advocacy (IDVA)		1,697	1,336	163	3,196
Children's Groups		-	-	-	-
Training	574	-	-	-	574
TOTALS	3,694	11,805	3,563	499	19,561

Emma Corlett

Chairperson

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2020/2021 was a challenging year for Leeway due to the Covid-19 pandemic. I would like to pay tribute to all our staff who have worked tirelessly to ensure that victims continued to receive support throughout this time.

Leeway's financial strategy for 2020/2021 was to continue increasing sustainable resources for potentially challenging times ahead. This has been very much at the forefront of the work undertaken by the CEO and Senior Management team during the pandemic. Several contracts which were due to come to an end in 2020/2021 were successfully extended. We also secured funding for the provision of some new services to ensure victims of domestic abuse were able to access support during this difficult time.

I extend our thanks to commissioners and grant funders who have been responsive and have supported our creative and flexible approach to providing support within the constraints of lockdown and other restrictions. This ensured that we closed any gaps in service and that staff and service users have access to IT equipment and connectivity to provide and access services remotely.

The Management Committee, CEO and the senior management team have worked hard over the last 12 months to manage financial uncertainty created by the Covid19 pandemic. Our ability to hold fundraising events was severely impacted, however this was mitigated through securing additional grant funding and private donations. We have been able to maintain the level of frontline staff and reach greater numbers of victims.

Leeway is one of East Anglia's leading providers of domestic abuse services and has been continuously developing and extending our services over the last few years. We are due to open another safehouse in West Norfolk in 2021, bringing our refuge and safehouse accommodation up to 9 properties providing 60 bed spaces for women and children fleeing domestic abuse. In addition, we currently have the ability to spot purchase alternative safe accommodation for both females and males with a Norfolk connection.

The Management Committee continues to explore future options for ensuring our long-term sustainability, including the options of having more direct control over our refuge accommodation. This work is in the early stages, and we appreciate the support of our partner WISH in the early development of long-term plans

I am very proud of how the whole staff team pulled together and continue to respond to the challenges posed by the pandemic. I extend thanks to them for their positive 'can do' attitude and creativity shown to swiftly adapt ways of working and of reaching people in such challenging circumstances.

As ever, the Management Committee would like to thank the organisations and individuals who have given so generously to enable Leeway to continue to offer services across Norfolk and Suffolk. Their contributions play a vital role in the continued health of our Charity.

Our three patrons – Chrissie Jackson, Nina Nannar and Georgina Holloway – continue to support us and we extend to them a huge thank you. Our patrons play a crucial role in raising both the profile of Leeway and awareness of domestic violence and abuse.

A huge part of our success is the result of the hard work, enthusiasm and commitment of our employees. We are incredibly lucky to have such a dedicated staff team whose skills are supported and enabled so effectively by our CEO Mandy Proctor. Leeway is also fortunate to have a large number of people who give their time freely to the Charity, whether as volunteers or members of the Management Committee. Their contribution is valuable and appreciated.

My thanks go to our partners, supporters and to Mandy Proctor CEO, our staff, our volunteers, our Management Committee members, our patrons and our funders for their role in making 2020/2021 such a great year and the contribution they have made to the lives of the people who access our services.

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Mandy Proctor

Chief Executive

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2020/2021 has been a very challenging year for Leeway due to Covid19. We have seen Advice and Support referrals increase dramatically and we have worked tirelessly with our funding commissioners and supporters to not only maintain the current levels of service, but also to extend some of our services that were due to finish as the funding came to an end. Through careful strategic and financial action planning, we have managed to raise funding to increase the level of services in order to meet the growing demand for them, mostly caused by Covid19 lockdowns. Leeway's financial strategy for 2020/2021 was to continue increasing sustainable resources for challenging times ahead.

In addition, Leeway has successfully achieved Leading Lights and Investors in People accreditations. We also have the National Women's Aid standards and will be looking to take the organisation through a review to achieve the standards for a further three years over this coming year 21-22.

Key Performance and Strategy

Residential Services, Community Based Services and Business and Central Services continue to be the structure which oversees the variety of service provision across Norfolk and Suffolk provided by Leeway. The service managers, Margaret Hill, Charlotte Richardson, Emma Nurse and Trudy Lock, take an active role in the development and strategic direction within the organisation, networking and working with our commissioners, service users and stakeholders, alongside myself. The senior management team has been very successful this year in obtaining £1.526 million worth of additional service contracts and have worked very hard to increase the funding and services during the Covid 19 Pandemic which has had the effect of demand outstripping supply. I am very pleased to say that this has been a positive outcome especially with the challenges that Leeway and many other charities faced through the Covid pandemic.

We have continued to work very successfully during the Pandemic in partnership with the Norfolk Office of the Police and Crime Commissioner ("Norfolk OPCC") and Norfolk Constabulary and the Suffolk Office of the Police and Crime Commissioner ("Suffolk OPCC") to provide and extend the high risk IDVA Services across Norfolk and Suffolk. Both Norfolk OPCC and Suffolk OPCC have been very proactive in working together with Leeway to ensure the services would meet the need for victims/survivors across the districts during the pandemic. The Norfolk OPCC successfully extended contracts which were due to come to an end including Norfolk Independent Domestic Violence Advocacy Service (IDVA) – working with victims assessed as being at high risk of further harm, Project Safety Net +, a migrant domestic abuse project, working with Norfolk Community Law Service and Project Anchor, a project for adults with complex needs across Norfolk. They also provided additional funding to provide two Outreach Workers for 12 months in Great Yarmouth and Broadland, a full-time worker to enhance our advice and support line with the introduction of the web chat line, 3 x 37 hour Young Person Domestic Abuse Workers and a Complex Needs IDVA Specialising in support for older victims and those with additional complex needs.

Additional funding was received from the Suffolk OPCC for Project Safety Net Plus in Suffolk from September 2021 – March 2022 to continue to provide support to migrant victims of domestic abuse in Suffolk. The Suffolk OPCC and partners including Leeway, Suffolk Police, Suffolk County Council and Health also jointly completed a bid for the Ministry of Justice IDVA uplift funding and we were successful in this bid which provided funding for increased staffing hours in the high-risk service. We have been awarded funding for an additional 4 specialist IDVAs (Court IDVA, Minority communities IDVA, Young person's IDVA and Male IDVA) to complement and enhance the service provision that we are already providing and complete some work around filling the gaps for marginalised service users who may be reluctant to access services/ or not know that they exist. Due to the delays in receiving the funding and recruitment there has been an underspend within the Ministry of Justice funding, and the Suffolk OPCC have agreed to fund an Administration worker until 30/09/22 to provide business support to the team. The OPCC has also provided contingency funds for both Project Safety Net and The IDVA Service which has allowed us to provide emergency items for people in need, and they have also funded the mobile phone project for high-risk service users who did not have access to a safe mobile phone or phone credit to be able to access support in Suffolk. This allowed us to purchase a number of phones/ phone top ups to be able to issue to service users who need them.

Suffolk Local Welfare assistance scheme provided Leeway with £250.00 of gas and electricity vouchers to provide to Suffolk service users who were in financial crisis.

We are delighted to be awarded Leading Lights status, and we are the first domestic abuse organisation in Suffolk to be awarded this accreditation.

We worked closely in partnership during the pandemic and continue to work with Norfolk County Council and Key Housing Associations to provide Refuge accommodation, some of which are self-contained flats and others which are communal safehouses. We now have 8 refuges and safehouses across Norfolk.

Across both the counties we continue to work successfully in partnership with many agencies from both the Statutory and Voluntary sectors delivering a multi-agency response to domestic abuse.

Our dedicated Outreach workers continue to be funded by Broadland District Council and Norwich City Council, however funding contracts for these comes to an end in 21-22. The National Lottery Community Fund also continues funding for the provision of Outreach and Community Services across West Norfolk and Breckland.

During the Covid Pandemic lockdowns, although we were unable to host our normal fundraising events, I am pleased to say we exceeded our targets on general fundraising from general donations, income from virtual fundraising events, crowdfunding and corporate sponsorship. We were also very successful at generating income from trust fund applications which helped, for example, to allow us to expand some of the capacity of the Advice and Support line when demand for our services increased dramatically.

We revamped our domestic abuse awareness and DASH risk assessment training programmes to make them virtual and developed pilot training sessions on specialist subjects such as financial abuse, abuse during Covid19 and children and young people. These virtual training sessions have been a great success and we will be incorporating them into our training programme in the upcoming year.

Looking Forward

Given the many challenges that we have successfully overcome over the last year, we now have new ways of working which will come into effect if there are any future lockdowns. We have new policies and procedures in place relating to different ways of working in the Pandemic.

There has been a delay due to the Pandemic in opening a new five-bedroom communal refuge in West Norfolk, working in partnership with Freebridge Housing Association which will bring our refuge provision to 9. This is now on track to open shortly.

We are now getting back to doing in-person fundraising events, always keeping in line with government advice, and hope you will all consider supporting us by attending our events where possible.

We are extending our virtual training programme to include the new specialist training on children and young people, as well as developing new bite size training sessions on specialist subjects.

We plan to build upon the raising awareness of the impact of domestic abuse through the local media and with the support of our Patrons.

We hope we can work towards providing better service provision across the two Counties for people living with or fleeing domestic abuse. We will continue to work with partners current and new, service users and stakeholders to offer and deliver a holistic, person-centred approach, for victims of domestic abuse to meet their support needs.

We have a positive outlook for 2021/2022 and hope to raise more sustainable income as well as further expand our services to support more domestic abuse cases in Norfolk and Suffolk.

Special Thanks

We are extremely grateful for the invaluable support and the funding we receive from the many organisations, individual donations/sponsors and trust funds, which have all been essential in helping to maintain Leeway's services.

I would like to thank all the co-ordinators, staff and volunteers for their continuing hard work and commitment to Leeway and to thank the senior managers - Margaret Hill, Norfolk Community Services Manager, Charlotte Richardson, Suffolk Services Manager, Trudy Lock, Residential Services Manager and Emma Nurse, Business and Central Services Manager – for their ongoing support to myself and their dedication and commitment to Leeway, particularly during the last year which has been, a very difficult, albeit successful period.

LEEWAY DOMESTICE VIOLENCE AND ABUSE SERVICES

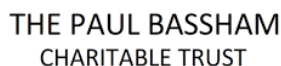
(A company limited by guarantee)

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2021

	Unrestricted Funds 2021 £	Restricted Funds 2021 £	Total Funds 2021 £	Total Funds 2020 £
Income From:				
Donations and legacies	116,252	24,771	141,023	47,275
Charitable activities	198,998	2,749,756	2,948,754	2,542,158
Other trading activities	35,054	-	35,054	9,769
Investments	4,578	-	4,578	2,367
	<hr/>	<hr/>	<hr/>	<hr/>
Total income	354,882	2,774,527	3,129,409	2,601,569
	<hr/>	<hr/>	<hr/>	<hr/>
Expenditure on:				
Raising funds	863	-	863	27,552
Charitable activities	340,003	2,526,306	2,866,309	2,960,398
	<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure	340,866	2,526,306	2,867,172	2,987,920
	<hr/>	<hr/>	<hr/>	<hr/>
Net income/(expenditure)	14,016	248,221	262,237	(386,351)
Transfers between funds	218,176	(218,176)	-	-
	<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds	232,192	30,045	262,237	(386,351)
	=====	=====	=====	=====
Reconciliation of funds:				
Total funds brought forward	123,897	604,362	728,259	1,114,610
Net movement in funds	232,192	30,045	262,237	(386,351)
	<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward	356,089	634,407	990,496	728,259
	=====	=====	=====	=====



We would like to say a huge thank you to all of the individuals, Charitable Trusts and organisations who are too numerous to list, who have supported us throughout the year!



**Tara Getty
Foundation**



For free confidential advice



Helpline **0300 561 0077**



admin@leewaynwa.org.uk

www.leewaynwa.org

[@leewaynwa](https://www.facebook.com/leewaynwa)

[@LeewayDV](https://www.youtube.com/channel/UC...)



LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

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LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Mrs A E Brighton (resigned 18 June 2020)
Mr S Burke (resigned 1 December 2020)
Mr M J Cotton
Ms S Demetriou (appointed 1 December 2020)
Mrs B Horner (appointed 1 December 2020)
Mrs S Gibb, Vice Chair
Dr J K Hollows
Mrs J C Leggett
Ms E Corlett, Chair
Ms F R Ainsworth
Ms E Broom (resigned 1 December 2020)
Mrs A Graves

Company registered number 03208084

Charity registered number 1079214

Registered office William House (C/O Fosters)
19 Bank Plain
Norwich
Norfolk
NR2 4FS

Independent auditors MA Partners Audit LLP
Statutory Auditor
7 The Close
Norwich
Norfolk
NR1 4DJ

Bankers Santander
2nd Floor
The Bell
Orford Hill
Norwich
Norfolk
NR1 3QB

Barclays Bank PLC
5/7 Red Lion Street
Norwich
Norfolk
NR1 3QH

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
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TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the audited financial statements of company for the year 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by subsequent Update Bulletins.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The objective of Leeway Domestic Violence & Abuse Services ("Leeway") is to provide temporary accommodation and other services to adults and children who are subject to domestic abuse. Leeway has established policies covering all specific services and functions provided by the organisation.

b. Strategies for achieving objectives

To achieve our objectives we aim to:

- Improve the health and wellbeing of adults and children using the service;
- Promote empowerment and self determination for adults and children using the service;
- Keep the needs of service users central to the service delivery and ensure services evolve to meet changing needs;
- Develop diverse services to meet the needs of diverse communities;
- Provide tailored services that meet the specific needs of children;
- Share best practice and promote effective multi agency working;
- Educate and raise awareness throughout society that domestic abuse is not acceptable.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Leeway carries out these objectives by providing:

- **Domestic Abuse Helpline** – skilled workers who listen to what people have been experiencing, providing advice, support and discussing options. Referrals to Leeway's other services or external agencies can be made, along with 24 hour emergency referrals and admissions;
- **Refuge and safe house accommodation** – secure and friendly, short term, supported accommodation for women and children;
- **Outreach Support** – provides advice, emotional and practical support to women who are still in an abusive relationship and to those who have recently left;
- **Independent Domestic Abuse Advocacy (IDVA) Service** – supporting victims of domestic abuse at high risk of repeat victimisation;
- **Children Services (under 18's)** – a range of services designed to help under 18's come to terms with their experiences and an educational programme to teach young people about how to stay safe and recognise types of behaviour that are not acceptable;
- **Male Victim Service** – provides advice, emotional and practical support to men who are still in an abusive relationship and to those who have recently left;
- **Power to Change Programme** – a supportive group for women to build their self confidence and recognise healthy relationships;
- **Project Safety Net +** – working with Norfolk Community Law Service (NCLS) to offer practical and emotional support to adults from migrant communities living with or fleeing domestic abuse, including short term emergency accommodation & immigration options advice;
- **Project Anchor** - Practical and emotional support for adults with complex needs across Norfolk. Anchor project will spot purchase accommodation across Norfolk to ensure that anyone who escapes domestic abuse has access to a safe space with immediate crisis accommodation and support when they need it, eliminating the current postcode lottery for services;
- **Multi Agency & Corporate Training around Domestic Abuse.**

d. Main activities undertaken to further the company's purposes for the public benefit

The Trustees confirm that, in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Leeway's charitable purposes satisfy both public and benefit aspects. All the above activities were identified to be beneficial for the public as a whole over 47 years of service.

Domestic abuse became an extensive problem of our society and it cannot be specified by type or agenda. Leeway had been giving support to women and children for many years, when the need for male services became apparent. As from 2010 Leeway broadened its objectives to become more versatile and we are proud to exercise our expertise in a variety of cases involving male and female victims as well as providing education programmes to children and young people.

Domestic Abuse Awareness and Practical Application to DASH training became an integral part in educating professionals working with the public. The Office of the Police and Crime Commissioner for Norfolk recognised the need for such education and has been supporting Leeway in this initiative.

Leeway keeps evidence of public benefit in the form of documented cases and statistics. Trustees of Leeway believe that the main charitable purpose of the organisation is so clearly beneficial that it requires very little evidence to prove it.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

a. Key performance indicators

The Statement of Financial Activities for the year ended 31 March 2021 shows an increase in income of £527,840 and a decrease in expenditure of £120,748. Surplus reported at the end of March 2021 is £262,237; deficit for the previous year (2019/2020) was £386,351.

2020/2021 was a challenging year for Leeway due to Covid19. However, we managed to work with our funding commissioners and supporters to not only maintain the current levels of service, as some services were due to end during Covid, but raise funding to increase the level of services in order to meet the growing demand for them, mostly caused by Covid19 lockdowns. Leeway's financial strategy for 2020/2021 was to continue increasing sustainable resources for challenging times ahead. Several contracts, which were coming to an end in 2020/2021 were successfully extended including Norfolk Independent Domestic Violence Advocacy Service (IDVA) – working with victims assessed as being at high risk of further harm, Project Safety Net +, a migrant domestic abuse project, working with Norfolk Community Law Service and Project Anchor, a project for adults with complex needs across Norfolk. We have a positive outlook for 2021/2022 and hope to raise more sustainable income as well as further expand our services to support more domestic abuse cases in Norfolk and Suffolk.

b. Review of activities

Leeway worked hard over the last 12 months to manage financial uncertainty created by the Covid19 pandemic. The organisation's key aim of minimising any loss of front-line staff has been achieved, despite some significant services funding due to end and not having the ability to run our planned fundraising income events, that support our vital services. This has enabled the organisation to maintain vital support for those affected by domestic abuse.

Being one of East Anglia's leading providers of domestic abuse services Leeway has been continuously expanding over the last few years and we are due to open another safehouse in West Norfolk in 2021, bringing our refuge and safehouse accommodation up to 9 properties.

Leeway has successfully achieved Leading Lights, National Women's Aid and Investors in People accreditations.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

c. Factors relevant to achieve objectives

Leeway is aware of the following factors which may affect the way it operates. These factors are outside of the organisation's control:

- National and Global economic stability.
- Government issues and austerity.
- Changes to law, e.g. bringing new regulations.
- Grant Policies.
- Natural disasters.
- Epidemics and pandemics, such as Covid19.

Factors, which can be controlled by the organisation:

- Efficient and economical management of resources.
- Providing comfortable working environment and practicing best management techniques to ensure high morale and motivation within all levels of employees.
- Employees acting in best interests of Leeway and Leeway's customers, exercising appropriate skills and duty of care.
- Appropriate and professional communications with funders, other agencies and suppliers of Leeway.
- Representation and enhancement of Leeway's values outside of the organisation.

d. Fundraising activities and income generation

Leeway exceeded its targets for income generation and fundraising in 2020/2021. The total donations and fundraising income amounted to £171,458, which is £114,414 higher than 2019/2020. This comprised of general donations, income from virtual fundraising events, crowdfunding, and corporate sponsorship.

The trust fund officer was very successful generating £56,050 income from trust fund applications to support the vital services, such as our advice and support line.

The senior management team were extremely successful in obtaining £1,526,533 of new and continuation service contracts in order to meet the growing demand for services during Covid19.

Other services for which income was raised include domestic abuse training sessions.

e. Investment policy and performance

Leeway's approach to investments is to maximize benefit of resources, where appropriate. Investments are very carefully considered and not aimed to generate a profit. Investments are approved with the view to sustain the financial performance of the organisation and to mitigate risks.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

During these uncertain times with Covid19 we have ensured that we continue to provide the much needed services for people living with domestic abuse. We have adapted our services to offer virtual support where possible, worked with funding commissioners to ensure that any gaps in service are covered and that the staff and service users have access to IT equipment and secured continuation funding for services that were due to end during lockdown.

b. Reserves policy

Leeway has been able to continue its policy of maintaining funds at a level that equates to approximately three months expenditure. This provides sufficient funds to cover direct expenditure. Leeway's current free reserves are £239,478 (2019/2020 - £24,613).

c. Principal risks and uncertainties

Leeway's fundraising strategy and plans are regularly reviewed and updated. Such reviews ensure that we fully diversify funding to mitigate the risk of over dependence on one source of income. Leeway has exceeded its income generation targets for 2020/21 and will continue to accumulate financial resources in the upcoming year in order to ensure that we can mitigate any potential funding cuts.

d. Financial risk management objectives and policies

Leeway has a robust risk management policy, procedure and register that is updated regularly to identify any potential areas of financial risk and ensure that appropriate systems are in place to mitigate them.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

e. Principal funding

Over the years, Leeway has built up a broad income stream drawing from many areas of funding to spread risk and to avoid excessive dependency on any single source of finance.

In 2020/21 the main sources of charitable funding were:

- £2,749,756 from grant income
- £192,387 from service charges
- £171,458 from donations and fundraising

In 2020/2021 Leeway has received funds from a number of charitable trusts and foundations and is very grateful for their support: Coop East of England, Inspiration Trust, Saffron Housing, Norfolk Community Foundation, Moncrief Trust, Mickleham Trust, Norwich Charitable Trust, Suffolk Community Foundation, Bridgewater Charitable Trust, Tara Getty Foundation, The Hamead Trust, Souter Charitable Trust and Hardy Jewson Charter.

We are grateful for financial support provided to us by various organisations and individuals, this support was critical to us achieving sustainability, enhancing existing services and starting new initiatives.

A proportion of donations are received as gifts in kind: the food and goods such as toys are subsequently distributed to Leeway's service users. Leeway is grateful for the general public support in the form of donations received during the year.

f. Information on fundraising practices

Leeway employs a fundraising and events officer, for which the Management Committee set an annual fundraising target to achieve in order to support the charity's activities. Leeway is not bound by any voluntary scheme or standard of fundraising. We ensure that we follow Charity Commission guidance and that all fundraising is clearly documented and accounted for. No complaints have been received by the charity, or a person acting on its behalf, in relation to fundraising.

Leeway ensures that we do not contact people directly for money or other property, we advertise through our events, social media and posters that we are collecting and for what purpose and it is up to individuals to decide whether or not to participate. We also ensure that we comply with GDPR legislation with regards to sending out information about our events.

Structure, governance and management

a. Constitution

Leeway Domestic Violence & Abuse Services is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association dated 24 May 1996.

The guarantees of members are limited to a contribution of no more than £10 each, in the event of the company being wound up. As at 31 March 2021 there were 9 members.

b. Methods of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

A Management Committee consisting of the Trustees and senior members of staff meets on a regular basis to oversee the management of the organisation.

d. Policies adopted for the induction and training of Trustees

All new Trustees are enrolled on a formal induction programme and are presented with a Trustee's manual. The company is limited by guarantee and the governing documents are the Memorandum and Articles of Association.

e. Related party relationships

All related party relationships are disclosed and documented at every Management Committee meeting.

f. Financial risk management

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The Trustees have a duty to identify and review the risks to which the company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Management Committee has conducted their own review of the major risks to which the company is exposed and systems have been established to mitigate those risks.

g. Trustees' indemnities

Leeway has Trustee indemnity insurance with Scrutton Bland of £3m.

h. Principal activities

Leeway's principal activities are to provide temporary accommodation and other services to adults and children who are subject to Domestic Violence and Abuse.

- Improving the health and well being of adults and children using the service.
- Promoting empowerment and self determination for adults and children using the service.
- Keeping the needs of service users central to service delivery and ensuring services evolve to meet multi-agency working.
- Educating and raising awareness throughout society that domestic abuse is not acceptable.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods

Leeway is a relatively well positioned voluntary organisation. The current business plan addresses many of the challenges facing Leeway into the future. There is likely to be increased use of commissioning as a way of delivering services in the future, but with increased competition for funds. Some of Leeway's contracts are heading to an end, we do not know whether they will be at a reduced funding rate or in a different form. This is a rolling yearly process for some contracts and is nothing new within the voluntary sector or for Leeway. Therefore Leeway needs to be able to respond quickly to new initiatives and keep ahead of national issues affecting local priorities. There are key issues Leeway needs to focus on in order to maximize the strengths and opportunities and to address the challenges of the weaknesses and threats. Leeway will continue to expand the social enterprise to maximise income and increase awareness of domestic violence and abuse and promote the Leeway services.

Geographical coverage - Different local authorities have different approaches to commissioning and to delivery of services: for example, Norfolk commission services differently to Suffolk. In Suffolk the refuge services are much less developed and there has been no review of refuge provision across the county. It is possible that this will be reviewed in the future and therefore could create further tendering opportunities. At this stage it seems sensible to concentrate mainly on expanding and sustaining Norfolk Refuge and Community services as a priority and building on our Suffolk services when funding opportunities become available. Growth across the two counties will enable Leeway to deliver the required domestic violence/abuse services for service users and to allow the organisation to build greater capacity. This will allow Leeway to absorb more of the central costs, thus making Leeway a more cost-effective service provider and able to compete by offering value for money services in a very competitive environment. However a realistic approach in providing pilot and short-term projects needs to be recognized across the organisation and that, as a voluntary/third sector organisation, some services may not continue once the funding ends. The social enterprise domestic abuse training can be delivered both locally and nationally providing it is cost effective and possible within current existing resources through the promotion and marketing of the service. We hope to expand and develop this service in the future.

Government Agenda - Work with the impact of Local Government changes and locality commissioning changes ie:

- Making links with County Council directors, Portfolio holders and GPs.
- Working with local authorities to meet domestic violence targets.
- Campaigning on Welfare reforms and issues that may have an impact upon the organisation or Leeway service users etc.

Promotion & marketing of the organisation - Engaging the management team with the support of coordinators to promote the organisation with commissioners. Our competitors are clearly targeting commissioners within local authorities to promote their own services but also to 'assist' with the development of services for the local authorities. Some of this means ensuring Leeway's representation at key meetings. However there is also the development of the informal networks and support of newer projects local authorities may be considering - e.g. pilot projects. The staff will need to be trained, both at induction and internally by line managers, to actively promote the core values and mission of the organisation and to ensure the organisation is always positively promoted whilst networking and to seek out and report back any possible new working partnerships and funding opportunities to their line managers. This strategy is separate from the function of the marketing and sustainability role which predominantly focuses on raising awareness of the organisational brand within the local community to generate funds.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods (continued)

Service user involvement - Developing service user involvement in a more strategic way. Historically service users have always been involved in the development of Leeway's services; a staff survey carried out internally some time ago showed that over 55% of staff are survivors of domestic or sexual violence and some were ex-service users and had contact with Leeway at some point. We work with service users in a way that enables them to develop and have control of their own support package. However we need to develop this on a more strategic level where we evidence service user involvement and actively develop service user forums in order to enable service users to actively participate in the organisation. This will help ensure we meet our quality assessment framework for Adult Social Care, although we have no indication as yet whether the QAF will still be used for assessment purposes at this stage, we will follow the assumption that some kind of assessment will be required.

Members' liability

The Members of the company guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, MA Partners Audit LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:


.....
Ms E Corlett

Date: 23rd November 2021

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:



Ms E Corlett

Date: 23rd November 2021

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES

Opinion

We have audited the financial statements of Leeway Domestic Violence & Abuse Services (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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 2021 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; 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 Auditors' 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 United Kingdom, including the Financial Reporting Council'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

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES (CONTINUED)

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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 where the Charities (Accounts and Reports) Regulations 2008 requires 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 and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 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 Auditors' 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council.
- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.
- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES (CONTINUED)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

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 Reports) 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



MA Partners Audit LLP
Statutory Auditor
7 The Close
Norwich
Norfolk
NR1 4DJ

Date: 29 November 2021

MA Partners Audit LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	116,252	24,771	141,023	47,275
Charitable activities	4	198,998	2,749,756	2,948,754	2,542,158
Other trading activities	5	35,054	-	35,054	9,769
Investments	6	4,578	-	4,578	2,367
		<u>354,882</u>	<u>2,774,527</u>	<u>3,129,409</u>	<u>2,601,569</u>
Total income					
Expenditure on:					
Raising funds	7	863	-	863	27,522
Charitable activities		340,003	2,526,306	2,866,309	2,960,398
		<u>340,866</u>	<u>2,526,306</u>	<u>2,867,172</u>	<u>2,987,920</u>
Total expenditure					
Net income/(expenditure)		14,016	248,221	262,237	(386,351)
Transfers between funds	17	218,176	(218,176)	-	-
		<u>232,192</u>	<u>30,045</u>	<u>262,237</u>	<u>(386,351)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		123,897	604,362	728,259	1,114,610
Net movement in funds		232,192	30,045	262,237	(386,351)
		<u>356,089</u>	<u>634,407</u>	<u>990,496</u>	<u>728,259</u>
Total funds carried forward					

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

The notes on pages 20 to 39 form part of these financial statements.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)
REGISTERED NUMBER: 03208084

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	95,779	97,569
Investments	13	1,035	1,099
		<u>96,814</u>	<u>98,668</u>
Current assets			
Debtors	14	445,768	251,765
Cash at bank and in hand		675,000	482,056
		<u>1,120,768</u>	<u>733,821</u>
Creditors: amounts falling due within one year	15	(227,086)	(104,230)
Net current assets		<u>893,682</u>	<u>629,591</u>
Total assets less current liabilities		<u>990,496</u>	<u>728,259</u>
Total net assets		<u><u>990,496</u></u>	<u><u>728,259</u></u>
Charity funds			
Restricted funds	17	634,407	604,362
Unrestricted funds	17	356,089	123,897
Total funds		<u><u>990,496</u></u>	<u><u>728,259</u></u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)
REGISTERED NUMBER: 03208084

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


.....
Ms E Corlett

Date: 23rd November 2021

The notes on pages 20 to 39 form part of these financial statements.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities	261,820	(22,439)
Cash flows from investing activities		
Purchase of tangible fixed assets	(68,941)	(43,500)
Proceeds from sale of investments	65	90
Net cash used in investing activities	(68,876)	(43,410)
Cash flows from financing activities		
Change in cash and cash equivalents in the year	192,944	(65,849)
Cash and cash equivalents at the beginning of the year	482,056	547,905
Cash and cash equivalents at the end of the year	675,000	482,056

The notes on pages 20 to 39 form part of these financial statements

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

Leeway Domestic Violence & Abuse Services is a private company limited by guarantee and incorporated in England and Wales. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per Member of the company.

2. Accounting policies

2.1 Basis of preparation of financial statements

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

Leeway Domestic Violence & Abuse Services 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.

2.2 Going concern

Despite the uncertainties arising from Covid19, the Trustees are confident that the charity can continue its successful track record of securing the funds needed to support its valuable work. This will be achieved by the senior managers and fundraising team applying for grants and donations. The charity's annual budgets and fundraising log demonstrate how the income will be raised to meet all the charitable expenditure and support costs. The Trustees therefore consider it appropriate to prepare these financial statements on the going concern basis.

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.4 Expenditure

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

Expenditure on raising funds includes all expenditure incurred by the company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is provided on the following basis:

Plant and machinery	- 25% straight line
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LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.9 Debtors

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

2.10 Cash at bank and in hand

Cash at bank and 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.

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.12 Financial instruments

The company 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.

2.13 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

2.14 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	111,633	24,771	136,404
Government grants	4,619	-	4,619
	<u>116,252</u>	<u>24,771</u>	<u>141,023</u>
		<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations		47,275	47,275

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Grant income	-	2,749,756	2,749,756
Service charges	192,387	-	192,387
Income from training courses	6,550	-	6,550
Other incoming resources	61	-	61
	<u>198,998</u>	<u>2,749,756</u>	<u>2,948,754</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

4. Income from charitable activities (continued)

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Grant income	-	2,353,131	2,353,131
Service charges	177,328	-	177,328
Income from training courses	11,638	-	11,638
Other incoming resources	61	-	61
	<u>189,027</u>	<u>2,353,131</u>	<u>2,542,158</u>

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £
Fundraising	<u>35,054</u>	<u>35,054</u>

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Fundraising	<u>9,769</u>	<u>9,769</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Bank interest	4,578	4,578
	<u>4,578</u>	<u>4,578</u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Bank interest	2,367	2,367
	<u>2,367</u>	<u>2,367</u>

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Total funds 2021 £
Raising funds	863	863
	<u>863</u>	<u>863</u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Raising funds	27,522	27,522
	<u>27,522</u>	<u>27,522</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

8. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £
Charitable activity costs	2,127,228	739,081	2,866,309

	<i>Activities undertaken directly 2020 £</i>	<i>Support costs 2020 £</i>	<i>Total funds 2020 £</i>
Charitable activity costs	2,142,801	817,597	2,960,398

Analysis of direct costs

	Total funds 2021 £	Total funds 2020 £
Staff costs	1,896,500	1,776,910
Light, heat & water	33,709	21,189
Telephone	57,605	48,887
Bad debt	2,483	(2,916)
Cleaning	7,514	3,327
Staff training	25,168	44,372
Equipment	1,951	1,129
Travel expenses	102,298	249,903
	2,127,228	2,142,801

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Staff costs	352,023	344,151
Depreciation	70,730	65,065
IT Expenses	70,078	70,748
Printing, postage & stationery	15,073	21,485
Bank charges	1,077	1,740
Rent & rates	111,214	67,096
Insurance	8,252	7,722
Advertising	479	929
Recruitment expenses	5,234	3,475
Repairs & renewals	34,819	27,903
Subscriptions	3,489	4,837
Governance costs	66,613	202,446
	739,081	817,597

9. Auditors' remuneration

	2021 £	<i>2020 £</i>
Fees payable to the company's auditor for the audit of the company's annual accounts	4,140	3,943

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

10. Staff costs

	2021 £	2020 £
Wages and salaries	1,975,791	1,868,843
Social security costs	156,813	143,498
Contribution to defined contribution pension schemes	115,919	108,720
	<u>2,248,523</u>	<u>2,121,061</u>

The average number of persons employed by the company during the year was as follows:

	2021 No.	2020 No.
Care and support	34	30
Community Development	47	47
Management and administration	13	15
Chief Executive	1	1
	<u>95</u>	<u>93</u>

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the charity in the year was **£226,257** (2020 - £222,083).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

12. Tangible fixed assets

	Plant and machinery £
Cost	
At 1 April 2020	375,700
Additions	68,941
At 31 March 2021	<u>444,641</u>
Depreciation	
At 1 April 2020	278,132
Charge for the year	70,730
At 31 March 2021	<u>348,862</u>
Net book value	
At 31 March 2021	<u>95,779</u>
<i>At 31 March 2020</i>	<u>97,569</u>

13. Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 April 2020	1,099
Disposals	(65)
At 31 March 2021	<u>1,035</u>
Net book value	
At 31 March 2021	<u>1,035</u>
<i>At 31 March 2020</i>	<u>1,099</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

14. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	53,377	53,404
Other debtors	197,628	184,048
Prepayments and accrued income	194,763	14,313
	<u>445,768</u>	<u>251,765</u>

15. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	51,833	62,417
Other creditors	13,509	12,775
Accruals and deferred income	161,744	29,038
	<u>227,086</u>	<u>104,230</u>

16. Deferred income

	2021 £	2020 £
Deferred income at 1 April 2020	29,038	11,396
Resources deferred during the year	137,385	29,038
Amounts released from previous periods	(29,038)	(11,396)
Deferred income at 31 March 2021	<u>137,385</u>	<u>29,038</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Building Repair Fund	5,131	-	-	-	5,131
The Refuge Fund	33,725	-	-	-	33,725
	<u>38,856</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>38,856</u>
 General funds					
General Fund	<u>85,041</u>	<u>354,882</u>	<u>(340,866)</u>	<u>218,176</u>	<u>317,233</u>
 Total Unrestricted funds	<u>123,897</u>	<u>354,882</u>	<u>(340,866)</u>	<u>218,176</u>	<u>356,089</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

17. Statement of funds (continued)

Restricted funds

Restricted donations	-	24,771	(24,771)	-	-
TSA Project	-	133,333	(78,548)	(9,412)	45,373
LPSA refuge provision	46,238	2,072	-	-	48,310
Broadland District Council	12,659	39,354	(34,294)	(5,026)	12,693
Norwich City Council	16,015	42,186	(24,029)	(5,492)	28,680
Children's Services	29,853	93,500	(78,803)	(19,452)	25,098
BBC Children in Need	14,247	18,894	(13,992)	(4,733)	14,416
Big Lottery	35,458	131,125	(108,287)	(13,137)	45,159
Supporting People	-	521,846	(529,181)	7,335	-
Nationwide grant	-	14,000	(14,947)	947	-
Other restricted grants	5,668	19,868	(18,843)	(970)	5,723
Garfield Weston Grant	-	40,000	(24,546)	(15,454)	-
Norwich DCLG	12,196	-	(11,676)	(520)	-
DCLG Reap	14,341	8,663	(21,459)	(1,545)	-
Norfolk CC - Anchor project	164,005	320,691	(252,810)	(36,003)	195,883
Police and Crime Commissioner (Norfolk)	85,121	682,250	(736,853)	(30,518)	-
Police and Crime Commissioner (Suffolk)	69,794	583,974	(481,740)	(76,652)	95,376
Norwich Consolidated Charities - training officer	29,037	-	(17,323)	(4,360)	7,354
NRPF (Norfolk CC (project safety net +))	69,730	98,000	(54,204)	(3,184)	110,342
	604,362	2,774,527	(2,526,306)	(218,176)	634,407
Total of funds	728,259	3,129,409	(2,867,172)	-	990,496

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

17. Statement of funds (continued)

Designated funds

Building Repair Fund - this fund has been established by the Trustees to meet the cost of extraordinary repairs.

The Refuge Fund - this fund has been established by the Trustees to expand refuge service provision in Norfolk.

Restricted funds

Police and Crime Commissioner (Community Safety) and Home Office - funding was received to provide services for women and men at high risk of further harm and homicide across Norfolk.

LPSA Refuge Provision - this grant was awarded to Leeway for provision of equipment, furniture, security systems and other items of a capital nature necessary for setting up the new refuges.

Outreach Funds (Norwich City Council and Broadland District Council) - these funds were set up to provide support for women in community.

Children's Services and BBC Children in Need - these funds are to finance group activities with other voluntary agencies for children experiencing domestic violence.

Big Lottery - this fund was set up to provide support for women in Great Yarmouth and Waveney communities. The fund also provides for a volunteer trainer and recruiter.

Supporting People - this fund was set up to provide support to women and children in our refuges.

AFC Development Grant - Project to support and upskill staff in domestic abuse awareness.

Norwich DCLG - this grant is to provide a complex needs case worker for Norwich and bed spaces for women with No Recourse to Public Funds in Norwich.

DCLG Reap - this grant is to provide a complex needs case worker for the Region of East Anglia Province ("REAP") Kings Lynn and West Norfolk, Breckland and North Norfolk) and bed spaces for women with No Recourse to Public Funds in the REAP area.

Norfolk County Council (Project Safety Net +) - working with Norfolk Community Law Service (NCLS) to offer practical and emotional support to adults from migrant communities living with or fleeing domestic abuse, including short term emergency accommodation & immigration options advice.

Norfolk County Council (Project Anchor) - Practical and emotional support for adults with complex needs across Norfolk. Anchor project will spot purchase accommodation across Norfolk to ensure that anyone who escapes domestic abuse has access to a safe space with immediate crisis accommodation and support when they need it, eliminating the current postcode lottery for services.

Police and Crime Commissioner (Norfolk and Suffolk) - funding was received to provide services for adults at high risk of further harm and homicide across Suffolk.

TSA - Project funded by Norfolk County Council to provide temporary safe accommodation for people fleeing domestic abuse in Norfolk, where refuge bedspace is not available.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

17. Statement of funds (continued)

Smallwood/Martin Lewis - funding to provide women with starter packs when coming into refuge and emergency travel for service users.

Nationwide Grant - funding for additional Safehouse in West Norfolk funding received for set up and staff costs.

NRPF - Project funded by Norfolk County Council to provide specialist support to adults from migrant communities affected by domestic abuse.

Norwich Consolidated Charities - training officer - training officer salary for 1 year in order to provide free domestic abuse awareness training to professionals in the community.

Garfield Weston Grant - core costs of running the advice & support line through covid to cope with the increased demand in service users.

Restricted donations - donations for specific purposes.

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds					
Designated funds					
Building Repair Fund	5,131	-	-	-	5,131
Salary review fund	40,000	-	(40,000)	-	-
Telephone and IT fund	5,300	-	(5,300)	-	-
The refuge fund	40,000	-	(6,275)	-	33,725
Central services fund	38,000	-	(38,000)	-	-
	<u>128,431</u>	<u>-</u>	<u>(89,575)</u>	<u>-</u>	<u>38,856</u>
General funds					
General Fund	429,889	248,438	(516,913)	(76,373)	85,041
Total Unrestricted funds	<u>558,320</u>	<u>-</u>	<u>(606,488)</u>	<u>(76,373)</u>	<u>123,897</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

17. Statement of funds (continued)

Restricted funds

Restricted donations	-	28,908	(23,240)	-	5,668
Power to change	3,203	-	(3,203)	-	-
LPSA refuge provision	31,228	42,841	(27,831)	-	46,238
Broadland District Council	7,612	39,422	(34,375)	-	12,659
Norwich City Council	10,590	30,000	(24,575)	-	16,015
Children's Services	15,772	93,500	(79,419)	-	29,853
BBC Children in Need	6,350	32,095	(24,198)	-	14,247
Big Lottery	35,701	84,505	(84,748)	-	35,458
Supporting People	-	460,316	(536,689)	76,373	-
Comic relief	11,861	3,880	(15,741)	-	-
Educational grants	-	3,900	(3,900)	-	-
Garfield Weston Grant	19,539	-	(19,539)	-	-
Norwich DCLG	27,564	-	(15,368)	-	12,196
DCLG Reap	2,729	28,153	(16,541)	-	14,341
Norfolk CC (projet safety net +)	129,912	213,611	(273,793)	-	69,730
Norfolk CC - Anchor project	186,630	268,257	(290,882)	-	164,005
Police and Crime Commissioner (Norfolk)	61,953	494,952	(471,784)	-	85,121
Police and Crime Commissioner (Suffolk)	5,646	499,754	(435,606)	-	69,794
Norwich Consolidated Charities - training officer	-	29,037	-	-	29,037
	<u>556,290</u>	<u>2,353,131</u>	<u>(2,381,432)</u>	<u>76,373</u>	<u>604,362</u>
Total of funds	<u><u>1,114,610</u></u>	<u><u>2,353,131</u></u>	<u><u>(2,987,920)</u></u>	<u><u>-</u></u>	<u><u>728,259</u></u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

18. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	38,856	-	-	-	38,856
General funds	85,041	354,882	(340,866)	218,176	317,233
Restricted funds	604,362	2,774,527	(2,526,306)	(218,176)	634,407
	<u>728,259</u>	<u>3,129,409</u>	<u>(2,867,172)</u>	<u>-</u>	<u>990,496</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	128,431	-	(89,575)	-	38,856
General funds	429,889	248,438	(516,913)	(76,373)	85,041
Restricted funds	556,290	2,353,131	(2,381,432)	76,373	604,362
	<u>1,114,610</u>	<u>2,601,569</u>	<u>(2,987,920)</u>	<u>-</u>	<u>728,259</u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	77,755	18,024	95,779
Fixed asset investments	1,035	-	1,035
Current assets	366,999	753,768	1,120,767
Creditors due within one year	(89,700)	(137,385)	(227,085)
Total	<u>356,089</u>	<u>634,407</u>	<u>990,496</u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021**

19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	60,428	37,141	97,569
Fixed asset investments	1,099	-	1,099
Current assets	166,601	567,221	733,822
Creditors due within one year	(104,231)	-	(104,231)
Total	123,897	604,362	728,259

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

	2021 £	2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	262,237	(386,351)
Adjustments for:		
Depreciation charges	70,730	65,065
Decrease/(increase) in debtors	(194,003)	270,161
Increase in creditors	122,856	28,686
Net cash provided by/(used in) operating activities	261,820	(22,439)

21. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	675,000	482,056
Total cash and cash equivalents	675,000	482,056

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

22. Analysis of changes in net debt

	At 1 April 2020	Cash flows	At 31 March 2021
	£	£	£
Cash at bank and in hand	482,056	192,944	675,000
	<u>482,056</u>	<u>192,944</u>	<u>675,000</u>

23. Pension commitments

The charity operates a contributory pension scheme. It is a defined contribution scheme and contributions are charged in the Statement of Financial Activities as they accrue. The pension cost charge represents contributions payable by the charity to the funds and amounted to **£115,919 (2020 - £108,720)**.

24. Operating lease commitments

At 31 March 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	62,289	43,841
Later than 1 year and not later than 5 years	138,432	118,563
	<u>200,721</u>	<u>162,404</u>

25. Related party transactions

The company has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the company at 31 March 2021.

26. Controlling party

The company is limited by guarantee and does not have share capital. The liability of the Members is limited to contributions of £10 each.



LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES

(A company limited by guarantee)

TRUSTEES' REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2021

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

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LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

REFERENCE AND ADMINISTRATIVE DETAILS OF THE COMPANY, ITS TRUSTEES AND ADVISERS
FOR THE YEAR ENDED 31 MARCH 2021

Trustees

Mrs A E Brighton (resigned 18 June 2020)
Mr S Burke (resigned 1 December 2020)
Mr M J Cotton
Ms S Demetriou (appointed 1 December 2020)
Mrs B Horner (appointed 1 December 2020)
Mrs S Gibb, Vice Chair
Dr J K Hollows
Mrs J C Leggett
Ms E Corlett, Chair
Ms F R Ainsworth
Ms E Broom (resigned 1 December 2020)
Mrs A Graves

Company registered number 03208084

Charity registered number 1079214

Registered office William House (C/O Fosters)
19 Bank Plain
Norwich
Norfolk
NR2 4FS

Independent auditors MA Partners Audit LLP
Statutory Auditor
7 The Close
Norwich
Norfolk
NR1 4DJ

Bankers Santander
2nd Floor
The Bell
Orford Hill
Norwich
Norfolk
NR1 3QB

Barclays Bank PLC
5/7 Red Lion Street
Norwich
Norfolk
NR1 3QH

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees present their annual report together with the audited financial statements of company for the year 1 April 2020 to 31 March 2021. The Annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the Annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2015) as amended by subsequent Update Bulletins.

Since the company qualifies as small under section 382 of the Companies Act 2006, the Strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Policies and objectives

The objective of Leeway Domestic Violence & Abuse Services ("Leeway") is to provide temporary accommodation and other services to adults and children who are subject to domestic abuse. Leeway has established policies covering all specific services and functions provided by the organisation.

b. Strategies for achieving objectives

To achieve our objectives we aim to:

- Improve the health and wellbeing of adults and children using the service;
- Promote empowerment and self determination for adults and children using the service;
- Keep the needs of service users central to the service delivery and ensure services evolve to meet changing needs;
- Develop diverse services to meet the needs of diverse communities;
- Provide tailored services that meet the specific needs of children;
- Share best practice and promote effective multi agency working;
- Educate and raise awareness throughout society that domestic abuse is not acceptable.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Objectives and activities (continued)

c. Activities undertaken to achieve objectives

Leeway carries out these objectives by providing:

- **Domestic Abuse Helpline** – skilled workers who listen to what people have been experiencing, providing advice, support and discussing options. Referrals to Leeway's other services or external agencies can be made, along with 24 hour emergency referrals and admissions;
- **Refuge and safe house accommodation** – secure and friendly, short term, supported accommodation for women and children;
- **Outreach Support** – provides advice, emotional and practical support to women who are still in an abusive relationship and to those who have recently left;
- **Independent Domestic Abuse Advocacy (IDVA) Service** – supporting victims of domestic abuse at high risk of repeat victimisation;
- **Children Services (under 18's)** – a range of services designed to help under 18's come to terms with their experiences and an educational programme to teach young people about how to stay safe and recognise types of behaviour that are not acceptable;
- **Male Victim Service** – provides advice, emotional and practical support to men who are still in an abusive relationship and to those who have recently left;
- **Power to Change Programme** – a supportive group for women to build their self confidence and recognise healthy relationships;
- **Project Safety Net +** – working with Norfolk Community Law Service (NCLS) to offer practical and emotional support to adults from migrant communities living with or fleeing domestic abuse, including short term emergency accommodation & immigration options advice;
- **Project Anchor** - Practical and emotional support for adults with complex needs across Norfolk. Anchor project will spot purchase accommodation across Norfolk to ensure that anyone who escapes domestic abuse has access to a safe space with immediate crisis accommodation and support when they need it, eliminating the current postcode lottery for services;
- **Multi Agency & Corporate Training around Domestic Abuse.**

d. Main activities undertaken to further the company's purposes for the public benefit

The Trustees confirm that, in exercising their powers and duties, they have complied with their duty to have due regard to the guidance on public benefit published by the Charity Commission.

Leeway's charitable purposes satisfy both public and benefit aspects. All the above activities were identified to be beneficial for the public as a whole over 47 years of service.

Domestic abuse became an extensive problem of our society and it cannot be specified by type or agenda. Leeway had been giving support to women and children for many years, when the need for male services became apparent. As from 2010 Leeway broadened its objectives to become more versatile and we are proud to exercise our expertise in a variety of cases involving male and female victims as well as providing education programmes to children and young people.

Domestic Abuse Awareness and Practical Application to DASH training became an integral part in educating professionals working with the public. The Office of the Police and Crime Commissioner for Norfolk recognised the need for such education and has been supporting Leeway in this initiative.

Leeway keeps evidence of public benefit in the form of documented cases and statistics. Trustees of Leeway believe that the main charitable purpose of the organisation is so clearly beneficial that it requires very little evidence to prove it.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance

a. Key performance indicators

The Statement of Financial Activities for the year ended 31 March 2021 shows an increase in income of £527,840 and a decrease in expenditure of £120,748. Surplus reported at the end of March 2021 is £262,237; deficit for the previous year (2019/2020) was £386,351.

2020/2021 was a challenging year for Leeway due to Covid19. However, we managed to work with our funding commissioners and supporters to not only maintain the current levels of service, as some services were due to end during Covid, but raise funding to increase the level of services in order to meet the growing demand for them, mostly caused by Covid19 lockdowns. Leeway's financial strategy for 2020/2021 was to continue increasing sustainable resources for challenging times ahead. Several contracts, which were coming to an end in 2020/2021 were successfully extended including Norfolk Independent Domestic Violence Advocacy Service (IDVA) – working with victims assessed as being at high risk of further harm, Project Safety Net +, a migrant domestic abuse project, working with Norfolk Community Law Service and Project Anchor, a project for adults with complex needs across Norfolk. We have a positive outlook for 2021/2022 and hope to raise more sustainable income as well as further expand our services to support more domestic abuse cases in Norfolk and Suffolk.

b. Review of activities

Leeway worked hard over the last 12 months to manage financial uncertainty created by the Covid19 pandemic. The organisation's key aim of minimising any loss of front-line staff has been achieved, despite some significant services funding due to end and not having the ability to run our planned fundraising income events, that support our vital services. This has enabled the organisation to maintain vital support for those affected by domestic abuse.

Being one of East Anglia's leading providers of domestic abuse services Leeway has been continuously expanding over the last few years and we are due to open another safehouse in West Norfolk in 2021, bringing our refuge and safehouse accommodation up to 9 properties.

Leeway has successfully achieved Leading Lights, National Women's Aid and Investors in People accreditations.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
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TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Achievements and performance (continued)

c. Factors relevant to achieve objectives

Leeway is aware of the following factors which may affect the way it operates. These factors are outside of the organisation's control:

- National and Global economic stability.
- Government issues and austerity.
- Changes to law, e.g. bringing new regulations.
- Grant Policies.
- Natural disasters.
- Epidemics and pandemics, such as Covid19.

Factors, which can be controlled by the organisation:

- Efficient and economical management of resources.
- Providing comfortable working environment and practicing best management techniques to ensure high morale and motivation within all levels of employees.
- Employees acting in best interests of Leeway and Leeway's customers, exercising appropriate skills and duty of care.
- Appropriate and professional communications with funders, other agencies and suppliers of Leeway.
- Representation and enhancement of Leeway's values outside of the organisation.

d. Fundraising activities and income generation

Leeway exceeded its targets for income generation and fundraising in 2020/2021. The total donations and fundraising income amounted to £171,458, which is £114,414 higher than 2019/2020. This comprised of general donations, income from virtual fundraising events, crowdfunding, and corporate sponsorship.

The trust fund officer was very successful generating £56,050 income from trust fund applications to support the vital services, such as our advice and support line.

The senior management team were extremely successful in obtaining £1,526,533 of new and continuation service contracts in order to meet the growing demand for services during Covid19.

Other services for which income was raised include domestic abuse training sessions.

e. Investment policy and performance

Leeway's approach to investments is to maximize benefit of resources, where appropriate. Investments are very carefully considered and not aimed to generate a profit. Investments are approved with the view to sustain the financial performance of the organisation and to mitigate risks.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Financial review

a. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the company has adequate resources to continue in operational existence for the foreseeable future. For this reason they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the Accounting Policies.

During these uncertain times with Covid19 we have ensured that we continue to provide the much needed services for people living with domestic abuse. We have adapted our services to offer virtual support where possible, worked with funding commissioners to ensure that any gaps in service are covered and that the staff and service users have access to IT equipment and secured continuation funding for services that were due to end during lockdown.

b. Reserves policy

Leeway has been able to continue its policy of maintaining funds at a level that equates to approximately three months expenditure. This provides sufficient funds to cover direct expenditure. Leeway's current free reserves are £239,478 (2019/2020 - £24,613).

c. Principal risks and uncertainties

Leeway's fundraising strategy and plans are regularly reviewed and updated. Such reviews ensure that we fully diversify funding to mitigate the risk of over dependence on one source of income. Leeway has exceeded its income generation targets for 2020/21 and will continue to accumulate financial resources in the upcoming year in order to ensure that we can mitigate any potential funding cuts.

d. Financial risk management objectives and policies

Leeway has a robust risk management policy, procedure and register that is updated regularly to identify any potential areas of financial risk and ensure that appropriate systems are in place to mitigate them.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

e. Principal funding

Over the years, Leeway has built up a broad income stream drawing from many areas of funding to spread risk and to avoid excessive dependency on any single source of finance.

In 2020/21 the main sources of charitable funding were:

- £2,749,756 from grant income
- £192,387 from service charges
- £171,458 from donations and fundraising

In 2020/2021 Leeway has received funds from a number of charitable trusts and foundations and is very grateful for their support: Coop East of England, Inspiration Trust, Saffron Housing, Norfolk Community Foundation, Moncrief Trust, Mickleham Trust, Norwich Charitable Trust, Suffolk Community Foundation, Bridgewater Charitable Trust, Tara Getty Foundation, The Hamead Trust, Souter Charitable Trust and Hardy Jewson Charter.

We are grateful for financial support provided to us by various organisations and individuals, this support was critical to us achieving sustainability, enhancing existing services and starting new initiatives.

A proportion of donations are received as gifts in kind: the food and goods such as toys are subsequently distributed to Leeway's service users. Leeway is grateful for the general public support in the form of donations received during the year.

f. Information on fundraising practices

Leeway employs a fundraising and events officer, for which the Management Committee set an annual fundraising target to achieve in order to support the charity's activities. Leeway is not bound by any voluntary scheme or standard of fundraising. We ensure that we follow Charity Commission guidance and that all fundraising is clearly documented and accounted for. No complaints have been received by the charity, or a person acting on its behalf, in relation to fundraising.

Leeway ensures that we do not contact people directly for money or other property, we advertise through our events, social media and posters that we are collecting and for what purpose and it is up to individuals to decide whether or not to participate. We also ensure that we comply with GDPR legislation with regards to sending out information about our events.

Structure, governance and management

a. Constitution

Leeway Domestic Violence & Abuse Services is registered as a charitable company limited by guarantee and was set up by a Memorandum of Association dated 24 May 1996.

The guarantees of members are limited to a contribution of no more than £10 each, in the event of the company being wound up. As at 31 March 2021 there were 9 members.

b. Methods of appointment or election of Trustees

The management of the company is the responsibility of the Trustees who are elected and co-opted under the terms of the Memorandum of Association.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Structure, governance and management (continued)

c. Organisational structure and decision-making policies

A Management Committee consisting of the Trustees and senior members of staff meets on a regular basis to oversee the management of the organisation.

d. Policies adopted for the induction and training of Trustees

All new Trustees are enrolled on a formal induction programme and are presented with a Trustee's manual. The company is limited by guarantee and the governing documents are the Memorandum and Articles of Association.

e. Related party relationships

All related party relationships are disclosed and documented at every Management Committee meeting.

f. Financial risk management

The Trustees have assessed the major risks to which the company is exposed, in particular those related to the operations and finances of the company and are satisfied that systems and procedures are in place to mitigate our exposure to the major risks.

The Trustees have a duty to identify and review the risks to which the company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The Management Committee has conducted their own review of the major risks to which the company is exposed and systems have been established to mitigate those risks.

g. Trustees' indemnities

Leeway has Trustee indemnity insurance with Scrutton Bland of £3m.

h. Principal activities

Leeway's principal activities are to provide temporary accommodation and other services to adults and children who are subject to Domestic Violence and Abuse.

- Improving the health and well being of adults and children using the service.
- Promoting empowerment and self determination for adults and children using the service.
- Keeping the needs of service users central to service delivery and ensuring services evolve to meet multi-agency working.
- Educating and raising awareness throughout society that domestic abuse is not acceptable.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods

Leeway is a relatively well positioned voluntary organisation. The current business plan addresses many of the challenges facing Leeway into the future. There is likely to be increased use of commissioning as a way of delivering services in the future, but with increased competition for funds. Some of Leeway's contracts are heading to an end, we do not know whether they will be at a reduced funding rate or in a different form. This is a rolling yearly process for some contracts and is nothing new within the voluntary sector or for Leeway. Therefore Leeway needs to be able to respond quickly to new initiatives and keep ahead of national issues affecting local priorities. There are key issues Leeway needs to focus on in order to maximize the strengths and opportunities and to address the challenges of the weaknesses and threats. Leeway will continue to expand the social enterprise to maximise income and increase awareness of domestic violence and abuse and promote the Leeway services.

Geographical coverage - Different local authorities have different approaches to commissioning and to delivery of services: for example, Norfolk commission services differently to Suffolk. In Suffolk the refuge services are much less developed and there has been no review of refuge provision across the county. It is possible that this will be reviewed in the future and therefore could create further tendering opportunities. At this stage it seems sensible to concentrate mainly on expanding and sustaining Norfolk Refuge and Community services as a priority and building on our Suffolk services when funding opportunities become available. Growth across the two counties will enable Leeway to deliver the required domestic violence/abuse services for service users and to allow the organisation to build greater capacity. This will allow Leeway to absorb more of the central costs, thus making Leeway a more cost-effective service provider and able to compete by offering value for money services in a very competitive environment. However a realistic approach in providing pilot and short-term projects needs to be recognized across the organisation and that, as a voluntary/third sector organisation, some services may not continue once the funding ends. The social enterprise domestic abuse training can be delivered both locally and nationally providing it is cost effective and possible within current existing resources through the promotion and marketing of the service. We hope to expand and develop this service in the future.

Government Agenda - Work with the impact of Local Government changes and locality commissioning changes ie:

- Making links with County Council directors, Portfolio holders and GPs.
- Working with local authorities to meet domestic violence targets.
- Campaigning on Welfare reforms and issues that may have an impact upon the organisation or Leeway service users etc.

Promotion & marketing of the organisation - Engaging the management team with the support of coordinators to promote the organisation with commissioners. Our competitors are clearly targeting commissioners within local authorities to promote their own services but also to 'assist' with the development of services for the local authorities. Some of this means ensuring Leeway's representation at key meetings. However there is also the development of the informal networks and support of newer projects local authorities may be considering - e.g. pilot projects. The staff will need to be trained, both at induction and internally by line managers, to actively promote the core values and mission of the organisation and to ensure the organisation is always positively promoted whilst networking and to seek out and report back any possible new working partnerships and funding opportunities to their line managers. This strategy is separate from the function of the marketing and sustainability role which predominantly focuses on raising awareness of the organisational brand within the local community to generate funds.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

TRUSTEES' REPORT (CONTINUED)
FOR THE YEAR ENDED 31 MARCH 2021

Plans for future periods (continued)

Service user involvement - Developing service user involvement in a more strategic way. Historically service users have always been involved in the development of Leeway's services; a staff survey carried out internally some time ago showed that over 55% of staff are survivors of domestic or sexual violence and some were ex-service users and had contact with Leeway at some point. We work with service users in a way that enables them to develop and have control of their own support package. However we need to develop this on a more strategic level where we evidence service user involvement and actively develop service user forums in order to enable service users to actively participate in the organisation. This will help ensure we meet our quality assessment framework for Adult Social Care, although we have no indication as yet whether the QAF will still be used for assessment purposes at this stage, we will follow the assumption that some kind of assessment will be required.

Members' liability

The Members of the company guarantee to contribute an amount not exceeding £10 to the assets of the charity in the event of winding up.

Disclosure of information to auditors

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditors are unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditors are aware of that information.

Auditors

The auditors, MA Partners Audit LLP, have indicated their willingness to continue in office. The designated Trustees will propose a motion reappointing the auditors at a meeting of the Trustees.

Approved by order of the members of the board of Trustees and signed on their behalf by:


.....
Ms E Corlett

Date: 23rd November 2021

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

STATEMENT OF TRUSTEES' RESPONSIBILITIES
FOR THE YEAR ENDED 31 MARCH 2021

The Trustees (who are also the directors of the company for the purposes of company law) are responsible for preparing the Trustees' 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. Under company law, the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) 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 company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the company's transactions and disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by order of the members of the board of Trustees and signed on its behalf by:



Ms E Corlett

Date: 23rd November 2021

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES

Opinion

We have audited the financial statements of Leeway Domestic Violence & Abuse Services (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of financial activities, the Balance sheet, the Statement of cash flows and the related notes, 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 2021 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; 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 Auditors' 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 United Kingdom, including the Financial Reporting Council'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

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES (CONTINUED)

Other information

The other information comprises the information included in the Annual report other than the financial statements and our Auditors' report thereon. The Trustees are responsible for the other information contained within the Annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. 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 course of 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 this gives rise to a material misstatement in the financial statements themselves. 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 where the Charities (Accounts and Reports) Regulations 2008 requires 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 and returns; or
- we have not received all the information and explanations we require for our audit.

Responsibilities of trustees

As explained more fully in the Trustees' responsibilities statement, 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.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES (CONTINUED)

Auditors' responsibilities for the audit of the financial statements

We have been appointed as auditor under section 144 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 Auditors' 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.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

Explanation as to what extent the audit was considered capable of detecting irregularities, including fraud

The objectives of our audit in respect of fraud, are; to identify and assess the risks of material misstatement of the financial statements due to fraud; to obtain sufficient appropriate audit evidence regarding the assessed risks of material misstatement due to fraud, through designing and implementing appropriate responses to those assessed risks; and to respond appropriately to instances of fraud or suspected fraud identified during the audit. However, the primary responsibility for the prevention and detection of fraud rests with both management and those charged with governance of the charitable company.

Our approach was as follows:

- We obtained an understanding of the legal and regulatory requirements applicable to the charitable company and considered that the most significant are the Companies Act 2006, the Charities Act 2011, the Charity SORP, and UK financial reporting standards as issued by the Financial Reporting Council.
- We obtained an understanding of how the charitable company complies with these requirements by discussions with management and those charged with governance.
- We assessed the risk of material misstatement of the financial statements, including the risk of material misstatement due to fraud and how it might occur, by holding discussions with management and those charged with governance.
- We inquired of management and those charged with governance as to any known instances of non-compliance or suspected non-compliance with laws and regulations.
- Based on this understanding, we designed specific appropriate audit procedures to identify instances of non-compliance with laws and regulations. This included making enquiries of management and those charged with governance and obtaining additional corroborative evidence as required.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

INDEPENDENT AUDITORS' REPORT TO THE MEMBERS OF LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES (CONTINUED)

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our Auditors' report.

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 Reports) 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 its members, as a body, for our audit work, for this report, or for the opinions we have formed.



MA Partners Audit LLP
Statutory Auditor
7 The Close
Norwich
Norfolk
NR1 4DJ

Date: 29 November 2021

MA Partners Audit LLP are eligible to act as auditors in terms of section 1212 of the Companies Act 2006.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 MARCH 2021**

	Note	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £	Total funds 2020 £
Income from:					
Donations and legacies	3	116,252	24,771	141,023	47,275
Charitable activities	4	198,998	2,749,756	2,948,754	2,542,158
Other trading activities	5	35,054	-	35,054	9,769
Investments	6	4,578	-	4,578	2,367
		<u>354,882</u>	<u>2,774,527</u>	<u>3,129,409</u>	<u>2,601,569</u>
Total income					
Expenditure on:					
Raising funds	7	863	-	863	27,522
Charitable activities		340,003	2,526,306	2,866,309	2,960,398
		<u>340,866</u>	<u>2,526,306</u>	<u>2,867,172</u>	<u>2,987,920</u>
Total expenditure					
Net income/(expenditure)		14,016	248,221	262,237	(386,351)
Transfers between funds	17	218,176	(218,176)	-	-
		<u>232,192</u>	<u>30,045</u>	<u>262,237</u>	<u>(386,351)</u>
Net movement in funds					
Reconciliation of funds:					
Total funds brought forward		123,897	604,362	728,259	1,114,610
Net movement in funds		232,192	30,045	262,237	(386,351)
		<u>356,089</u>	<u>634,407</u>	<u>990,496</u>	<u>728,259</u>
Total funds carried forward					

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

The notes on pages 20 to 39 form part of these financial statements.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)
REGISTERED NUMBER: 03208084

BALANCE SHEET
AS AT 31 MARCH 2021

	Note	2021 £	2020 £
Fixed assets			
Tangible assets	12	95,779	97,569
Investments	13	1,035	1,099
		<u>96,814</u>	<u>98,668</u>
Current assets			
Debtors	14	445,768	251,765
Cash at bank and in hand		675,000	482,056
		<u>1,120,768</u>	<u>733,821</u>
Creditors: amounts falling due within one year	15	(227,086)	(104,230)
Net current assets		<u>893,682</u>	<u>629,591</u>
Total assets less current liabilities		<u>990,496</u>	<u>728,259</u>
Total net assets		<u><u>990,496</u></u>	<u><u>728,259</u></u>
Charity funds			
Restricted funds	17	634,407	604,362
Unrestricted funds	17	356,089	123,897
Total funds		<u><u>990,496</u></u>	<u><u>728,259</u></u>

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)
REGISTERED NUMBER: 03208084

BALANCE SHEET (CONTINUED)
AS AT 31 MARCH 2021

The entity was entitled to exemption from audit under section 477 of the Companies Act 2006.

The members have not required the entity to obtain an audit for the year in question in accordance with section 476 of the Companies Act 2006.

However, an audit is required in accordance with section 144 of the Charities Act 2011.

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees and signed on their behalf by:


.....
Ms E Corlett

Date: 23rd November 2021

The notes on pages 20 to 39 form part of these financial statements.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

STATEMENT OF CASH FLOWS
FOR THE YEAR ENDED 31 MARCH 2021

	2021 £	2020 £
Cash flows from operating activities		
Net cash used in operating activities	261,820	(22,439)
Cash flows from investing activities		
Purchase of tangible fixed assets	(68,941)	(43,500)
Proceeds from sale of investments	65	90
Net cash used in investing activities	(68,876)	(43,410)
Cash flows from financing activities		
Change in cash and cash equivalents in the year	192,944	(65,849)
Cash and cash equivalents at the beginning of the year	482,056	547,905
Cash and cash equivalents at the end of the year	675,000	482,056

The notes on pages 20 to 39 form part of these financial statements

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

1. General information

Leeway Domestic Violence & Abuse Services is a private company limited by guarantee and incorporated in England and Wales. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per Member of the company.

2. Accounting policies

2.1 Basis of preparation of financial statements

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

Leeway Domestic Violence & Abuse Services 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.

2.2 Going concern

Despite the uncertainties arising from Covid19, the Trustees are confident that the charity can continue its successful track record of securing the funds needed to support its valuable work. This will be achieved by the senior managers and fundraising team applying for grants and donations. The charity's annual budgets and fundraising log demonstrate how the income will be raised to meet all the charitable expenditure and support costs. The Trustees therefore consider it appropriate to prepare these financial statements on the going concern basis.

2.3 Income

All income is recognised once the company has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

Grants are included in the Statement of financial activities on a receivable basis. The balance of income received for specific purposes but not expended during the period is shown in the relevant funds on the Balance sheet. Where income is received in advance of entitlement of receipt, its recognition is deferred and included in creditors as deferred income. Where entitlement occurs before income is received, the income is accrued.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.4 Expenditure

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

Expenditure on raising funds includes all expenditure incurred by the company to raise funds for its charitable purposes and includes costs of all fundraising activities events and non-charitable trading.

Expenditure on charitable activities is incurred on directly undertaking the activities which further the company's objectives, as well as any associated support costs.

All expenditure is inclusive of irrecoverable VAT.

2.5 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the Statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the Statement of financial activities as the related expenditure is incurred.

2.6 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the company; this is normally upon notification of the interest paid or payable by the institution with whom the funds are deposited.

2.7 Tangible fixed assets and depreciation

Tangible fixed assets costing £100 or more are capitalised and recognised when future economic benefits are probable and the cost or value of the asset can be measured reliably.

Tangible fixed assets are initially recognised at cost. After recognition, under the cost model, tangible fixed assets are measured at cost less accumulated depreciation and any accumulated impairment losses. All costs incurred to bring a tangible fixed asset into its intended working condition should be included in the measurement of cost.

At each reporting date the company assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Depreciation is provided on the following basis:

Plant and machinery	- 25% straight line
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LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
(A company limited by guarantee)

NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.8 Investments

Fixed asset investments are a form of financial instrument and are initially recognised at their transaction cost and subsequently measured at fair value at the Balance sheet date, unless the value cannot be measured reliably in which case it is measured at cost less impairment. Investment gains and losses, whether realised or unrealised, are combined and presented as 'Gains/(Losses) on investments' in the Statement of financial activities.

2.9 Debtors

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

2.10 Cash at bank and in hand

Cash at bank and 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.

2.11 Liabilities and provisions

Liabilities are recognised when there is an obligation at the Balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the company anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the Statement of financial activities as a finance cost.

2.12 Financial instruments

The company 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.

2.13 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities on a straight line basis over the lease term.

2.14 Pensions

The company operates a defined contribution pension scheme and the pension charge represents the amounts payable by the company to the fund in respect of the year.

LEEWAY DOMESTIC VIOLENCE & ABUSE SERVICES
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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

2. Accounting policies (continued)

2.15 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the company and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the company for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

Investment income, gains and losses are allocated to the appropriate fund.

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3. Income from donations and legacies

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Donations	111,633	24,771	136,404
Government grants	4,619	-	4,619
	<u>116,252</u>	<u>24,771</u>	<u>141,023</u>
		<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Donations		47,275	47,275

4. Income from charitable activities

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Grant income	-	2,749,756	2,749,756
Service charges	192,387	-	192,387
Income from training courses	6,550	-	6,550
Other incoming resources	61	-	61
	<u>198,998</u>	<u>2,749,756</u>	<u>2,948,754</u>

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4. Income from charitable activities (continued)

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Grant income	-	2,353,131	2,353,131
Service charges	177,328	-	177,328
Income from training courses	11,638	-	11,638
Other incoming resources	61	-	61
	<u>189,027</u>	<u>2,353,131</u>	<u>2,542,158</u>

5. Income from other trading activities

Income from fundraising events

	Unrestricted funds 2021 £	Total funds 2021 £
Fundraising	<u>35,054</u>	<u>35,054</u>

	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Fundraising	<u>9,769</u>	<u>9,769</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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6. Investment income

	Unrestricted funds 2021 £	Total funds 2021 £
Bank interest	4,578	4,578
	<u>4,578</u>	<u>4,578</u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Bank interest	2,367	2,367
	<u>2,367</u>	<u>2,367</u>

7. Expenditure on raising funds

Costs of raising voluntary income

	Unrestricted funds 2021 £	Total funds 2021 £
Raising funds	863	863
	<u>863</u>	<u>863</u>
	<i>Unrestricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Raising funds	27,522	27,522
	<u>27,522</u>	<u>27,522</u>

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FOR THE YEAR ENDED 31 MARCH 2021

8. Analysis of expenditure by activities

	Activities undertaken directly 2021 £	Support costs 2021 £	Total funds 2021 £
Charitable activity costs	2,127,228	739,081	2,866,309

	<i>Activities undertaken directly 2020 £</i>	<i>Support costs 2020 £</i>	<i>Total funds 2020 £</i>
Charitable activity costs	2,142,801	817,597	2,960,398

Analysis of direct costs

	Total funds 2021 £	Total funds 2020 £
Staff costs	1,896,500	1,776,910
Light, heat & water	33,709	21,189
Telephone	57,605	48,887
Bad debt	2,483	(2,916)
Cleaning	7,514	3,327
Staff training	25,168	44,372
Equipment	1,951	1,129
Travel expenses	102,298	249,903
	2,127,228	2,142,801

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**NOTES TO THE FINANCIAL STATEMENTS
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8. Analysis of expenditure by activities (continued)

Analysis of support costs

	Total funds 2021 £	<i>Total funds 2020 £</i>
Staff costs	352,023	344,151
Depreciation	70,730	65,065
IT Expenses	70,078	70,748
Printing, postage & stationery	15,073	21,485
Bank charges	1,077	1,740
Rent & rates	111,214	67,096
Insurance	8,252	7,722
Advertising	479	929
Recruitment expenses	5,234	3,475
Repairs & renewals	34,819	27,903
Subscriptions	3,489	4,837
Governance costs	66,613	202,446
	739,081	817,597

9. Auditors' remuneration

	2021 £	<i>2020 £</i>
Fees payable to the company's auditor for the audit of the company's annual accounts	4,140	3,943

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10. Staff costs

	2021 £	2020 £
Wages and salaries	1,975,791	1,868,843
Social security costs	156,813	143,498
Contribution to defined contribution pension schemes	115,919	108,720
	<u>2,248,523</u>	<u>2,121,061</u>

The average number of persons employed by the company during the year was as follows:

	2021 No.	2020 No.
Care and support	34	30
Community Development	47	47
Management and administration	13	15
Chief Executive	1	1
	<u>95</u>	<u>93</u>

No employee received remuneration amounting to more than £60,000 in either year.

The total amount of employee benefits (including employer pension contributions and employer national insurance contributions) received by key management personnel for their services to the charity in the year was **£226,257** (2020 - £222,083).

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2020 - £NIL).

During the year ended 31 March 2021, no Trustee expenses have been incurred (2020 - £NIL).

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**NOTES TO THE FINANCIAL STATEMENTS
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12. Tangible fixed assets

	Plant and machinery £
Cost	
At 1 April 2020	375,700
Additions	68,941
At 31 March 2021	<u>444,641</u>
Depreciation	
At 1 April 2020	278,132
Charge for the year	70,730
At 31 March 2021	<u>348,862</u>
Net book value	
At 31 March 2021	<u>95,779</u>
<i>At 31 March 2020</i>	<u>97,569</u>

13. Fixed asset investments

	Unlisted investments £
Cost or valuation	
At 1 April 2020	1,099
Disposals	(65)
At 31 March 2021	<u>1,035</u>
Net book value	
At 31 March 2021	<u>1,035</u>
<i>At 31 March 2020</i>	<u>1,099</u>

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14. Debtors

	2021 £	2020 £
Due within one year		
Trade debtors	53,377	53,404
Other debtors	197,628	184,048
Prepayments and accrued income	194,763	14,313
	<u>445,768</u>	<u>251,765</u>

15. Creditors: Amounts falling due within one year

	2021 £	2020 £
Trade creditors	51,833	62,417
Other creditors	13,509	12,775
Accruals and deferred income	161,744	29,038
	<u>227,086</u>	<u>104,230</u>

16. Deferred income

	2021 £	2020 £
Deferred income at 1 April 2020	29,038	11,396
Resources deferred during the year	137,385	29,038
Amounts released from previous periods	(29,038)	(11,396)
Deferred income at 31 March 2021	<u>137,385</u>	<u>29,038</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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17. Statement of funds

Statement of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Unrestricted funds					
Designated funds					
Building Repair Fund	5,131	-	-	-	5,131
The Refuge Fund	33,725	-	-	-	33,725
	<u>38,856</u>	<u>-</u>	<u>-</u>	<u>-</u>	<u>38,856</u>
 General funds					
General Fund	<u>85,041</u>	<u>354,882</u>	<u>(340,866)</u>	<u>218,176</u>	<u>317,233</u>
 Total Unrestricted funds	<u>123,897</u>	<u>354,882</u>	<u>(340,866)</u>	<u>218,176</u>	<u>356,089</u>

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17. Statement of funds (continued)

Restricted funds

Restricted donations	-	24,771	(24,771)	-	-
TSA Project	-	133,333	(78,548)	(9,412)	45,373
LPSA refuge provision	46,238	2,072	-	-	48,310
Broadland District Council	12,659	39,354	(34,294)	(5,026)	12,693
Norwich City Council	16,015	42,186	(24,029)	(5,492)	28,680
Children's Services	29,853	93,500	(78,803)	(19,452)	25,098
BBC Children in Need	14,247	18,894	(13,992)	(4,733)	14,416
Big Lottery	35,458	131,125	(108,287)	(13,137)	45,159
Supporting People	-	521,846	(529,181)	7,335	-
Nationwide grant	-	14,000	(14,947)	947	-
Other restricted grants	5,668	19,868	(18,843)	(970)	5,723
Garfield Weston Grant	-	40,000	(24,546)	(15,454)	-
Norwich DCLG	12,196	-	(11,676)	(520)	-
DCLG Reap	14,341	8,663	(21,459)	(1,545)	-
Norfolk CC - Anchor project	164,005	320,691	(252,810)	(36,003)	195,883
Police and Crime Commissioner (Norfolk)	85,121	682,250	(736,853)	(30,518)	-
Police and Crime Commissioner (Suffolk)	69,794	583,974	(481,740)	(76,652)	95,376
Norwich Consolidated Charities - training officer	29,037	-	(17,323)	(4,360)	7,354
NRPF (Norfolk CC (project safety net +))	69,730	98,000	(54,204)	(3,184)	110,342
	604,362	2,774,527	(2,526,306)	(218,176)	634,407
Total of funds	728,259	3,129,409	(2,867,172)	-	990,496

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NOTES TO THE FINANCIAL STATEMENTS
FOR THE YEAR ENDED 31 MARCH 2021

17. Statement of funds (continued)

Designated funds

Building Repair Fund - this fund has been established by the Trustees to meet the cost of extraordinary repairs.

The Refuge Fund - this fund has been established by the Trustees to expand refuge service provision in Norfolk.

Restricted funds

Police and Crime Commissioner (Community Safety) and Home Office - funding was received to provide services for women and men at high risk of further harm and homicide across Norfolk.

LPSA Refuge Provision - this grant was awarded to Leeway for provision of equipment, furniture, security systems and other items of a capital nature necessary for setting up the new refuges.

Outreach Funds (Norwich City Council and Broadland District Council) - these funds were set up to provide support for women in community.

Children's Services and BBC Children in Need - these funds are to finance group activities with other voluntary agencies for children experiencing domestic violence.

Big Lottery - this fund was set up to provide support for women in Great Yarmouth and Waveney communities. The fund also provides for a volunteer trainer and recruiter.

Supporting People - this fund was set up to provide support to women and children in our refuges.

AFC Development Grant - Project to support and upskill staff in domestic abuse awareness.

Norwich DCLG - this grant is to provide a complex needs case worker for Norwich and bed spaces for women with No Recourse to Public Funds in Norwich.

DCLG Reap - this grant is to provide a complex needs case worker for the Region of East Anglia Province ("REAP") Kings Lynn and West Norfolk, Breckland and North Norfolk) and bed spaces for women with No Recourse to Public Funds in the REAP area.

Norfolk County Council (Project Safety Net +) - working with Norfolk Community Law Service (NCLS) to offer practical and emotional support to adults from migrant communities living with or fleeing domestic abuse, including short term emergency accommodation & immigration options advice.

Norfolk County Council (Project Anchor) - Practical and emotional support for adults with complex needs across Norfolk. Anchor project will spot purchase accommodation across Norfolk to ensure that anyone who escapes domestic abuse has access to a safe space with immediate crisis accommodation and support when they need it, eliminating the current postcode lottery for services.

Police and Crime Commissioner (Norfolk and Suffolk) - funding was received to provide services for adults at high risk of further harm and homicide across Suffolk.

TSA - Project funded by Norfolk County Council to provide temporary safe accommodation for people fleeing domestic abuse in Norfolk, where refuge bedspace is not available.

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17. Statement of funds (continued)

Smallwood/Martin Lewis - funding to provide women with starter packs when coming into refuge and emergency travel for service users.

Nationwide Grant - funding for additional Safehouse in West Norfolk funding received for set up and staff costs.

NRPF - Project funded by Norfolk County Council to provide specialist support to adults from migrant communities affected by domestic abuse.

Norwich Consolidated Charities - training officer - training officer salary for 1 year in order to provide free domestic abuse awareness training to professionals in the community.

Garfield Weston Grant - core costs of running the advice & support line through covid to cope with the increased demand in service users.

Restricted donations - donations for specific purposes.

Statement of funds - prior year

	<i>Balance at 1 April 2019 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers in/out £</i>	<i>Balance at 31 March 2020 £</i>
Unrestricted funds					
Designated funds					
Building Repair Fund	5,131	-	-	-	5,131
Salary review fund	40,000	-	(40,000)	-	-
Telephone and IT fund	5,300	-	(5,300)	-	-
The refuge fund	40,000	-	(6,275)	-	33,725
Central services fund	38,000	-	(38,000)	-	-
	<u>128,431</u>	<u>-</u>	<u>(89,575)</u>	<u>-</u>	<u>38,856</u>
General funds					
General Fund	<u>429,889</u>	<u>248,438</u>	<u>(516,913)</u>	<u>(76,373)</u>	<u>85,041</u>
Total Unrestricted funds	<u>558,320</u>	<u>-</u>	<u>(606,488)</u>	<u>(76,373)</u>	<u>123,897</u>

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FOR THE YEAR ENDED 31 MARCH 2021

17. Statement of funds (continued)

Restricted funds

Restricted donations	-	28,908	(23,240)	-	5,668
Power to change	3,203	-	(3,203)	-	-
LPSA refuge provision	31,228	42,841	(27,831)	-	46,238
Broadland District Council	7,612	39,422	(34,375)	-	12,659
Norwich City Council	10,590	30,000	(24,575)	-	16,015
Children's Services	15,772	93,500	(79,419)	-	29,853
BBC Children in Need	6,350	32,095	(24,198)	-	14,247
Big Lottery	35,701	84,505	(84,748)	-	35,458
Supporting People	-	460,316	(536,689)	76,373	-
Comic relief	11,861	3,880	(15,741)	-	-
Educational grants	-	3,900	(3,900)	-	-
Garfield Weston Grant	19,539	-	(19,539)	-	-
Norwich DCLG	27,564	-	(15,368)	-	12,196
DCLG Reap	2,729	28,153	(16,541)	-	14,341
Norfolk CC (projet safety net +)	129,912	213,611	(273,793)	-	69,730
Norfolk CC - Anchor project	186,630	268,257	(290,882)	-	164,005
Police and Crime Commissioner (Norfolk)	61,953	494,952	(471,784)	-	85,121
Police and Crime Commissioner (Suffolk)	5,646	499,754	(435,606)	-	69,794
Norwich Consolidated Charities - training officer	-	29,037	-	-	29,037
	<u>556,290</u>	<u>2,353,131</u>	<u>(2,381,432)</u>	<u>76,373</u>	<u>604,362</u>
Total of funds	<u>1,114,610</u>	<u>2,353,131</u>	<u>(2,987,920)</u>	<u>-</u>	<u>728,259</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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18. Summary of funds

Summary of funds - current year

	Balance at 1 April 2020 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2021 £
Designated funds	38,856	-	-	-	38,856
General funds	85,041	354,882	(340,866)	218,176	317,233
Restricted funds	604,362	2,774,527	(2,526,306)	(218,176)	634,407
	<u>728,259</u>	<u>3,129,409</u>	<u>(2,867,172)</u>	<u>-</u>	<u>990,496</u>

Summary of funds - prior year

	Balance at 1 April 2019 £	Income £	Expenditure £	Transfers in/out £	Balance at 31 March 2020 £
Designated funds	128,431	-	(89,575)	-	38,856
General funds	429,889	248,438	(516,913)	(76,373)	85,041
Restricted funds	556,290	2,353,131	(2,381,432)	76,373	604,362
	<u>1,114,610</u>	<u>2,601,569</u>	<u>(2,987,920)</u>	<u>-</u>	<u>728,259</u>

19. Analysis of net assets between funds

Analysis of net assets between funds - current year

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total funds 2021 £
Tangible fixed assets	77,755	18,024	95,779
Fixed asset investments	1,035	-	1,035
Current assets	366,999	753,768	1,120,767
Creditors due within one year	(89,700)	(137,385)	(227,085)
Total	<u>356,089</u>	<u>634,407</u>	<u>990,496</u>

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**NOTES TO THE FINANCIAL STATEMENTS
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19. Analysis of net assets between funds (continued)

Analysis of net assets between funds - prior year

	<i>Unrestricted funds 2020 £</i>	<i>Restricted funds 2020 £</i>	<i>Total funds 2020 £</i>
Tangible fixed assets	60,428	37,141	97,569
Fixed asset investments	1,099	-	1,099
Current assets	166,601	567,221	733,822
Creditors due within one year	(104,231)	-	(104,231)
Total	123,897	604,362	728,259

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

	2021 £	2020 £
Net income/expenditure for the year (as per Statement of Financial Activities)	262,237	(386,351)
Adjustments for:		
Depreciation charges	70,730	65,065
Decrease/(increase) in debtors	(194,003)	270,161
Increase in creditors	122,856	28,686
Net cash provided by/(used in) operating activities	261,820	(22,439)

21. Analysis of cash and cash equivalents

	2021 £	2020 £
Cash in hand	675,000	482,056
Total cash and cash equivalents	675,000	482,056

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NOTES TO THE FINANCIAL STATEMENTS
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22. Analysis of changes in net debt

	At 1 April 2020	Cash flows	At 31 March 2021
	£	£	£
Cash at bank and in hand	482,056	192,944	675,000
	<u>482,056</u>	<u>192,944</u>	<u>675,000</u>

23. Pension commitments

The charity operates a contributory pension scheme. It is a defined contribution scheme and contributions are charged in the Statement of Financial Activities as they accrue. The pension cost charge represents contributions payable by the charity to the funds and amounted to **£115,919 (2020 - £108,720)**.

24. Operating lease commitments

At 31 March 2021 the company had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

	2021 £	2020 £
Not later than 1 year	62,289	43,841
Later than 1 year and not later than 5 years	138,432	118,563
	<u>200,721</u>	<u>162,404</u>

25. Related party transactions

The company has not entered into any related party transaction during the year, nor are there any outstanding balances owing between related parties and the company at 31 March 2021.

26. Controlling party

The company is limited by guarantee and does not have share capital. The liability of the Members is limited to contributions of £10 each.

