

**Charity Registration No. 1103071**

**Company Registration No. 04823994 (England and Wales)**

**NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD**  
**ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## LEGAL AND ADMINISTRATIVE INFORMATION

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<b>Trustees</b>	Anne Sylvester Cheryl Bascombe Kate O'Neill Susanna Atassi Wagner
<b>Senior Management Team</b>	Novlet Holness, CEO
<b>Charity number</b>	1103071
<b>Company number</b>	04823994
<b>Principal address</b>	30 Chaucer Street Nottingham NG1 5LP
<b>Registered office</b>	30 Chaucer Street Nottingham NG1 5LP
<b>Auditor</b>	Rogers Spencer Newstead House Pelham Road Nottingham NG5 1AP
<b>Bankers</b>	Barclays Bank 2 High Street Nottingham NG1 2EN

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# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

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# **NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT)**

### ***FOR THE YEAR ENDED 31 MARCH 2021***

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The trustees present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

#### **Objectives and activities**

##### **Objects and aims**

The principal objects of the charity are to relieve the trauma, distress and/or suffering of victims of rape, indecent assault and all other forms of sexual abuse, including but without limitation sexual harassment (the 'crisis issues').

##### **Objectives:**

To provide the ASA Hub and Therapy Services for Adult Survivors of Sexual Violence  
To provide the Independent Sexual Violence Advisor Service  
To provide the Survivors Support Service  
To provide services to East Midlands Children and Young Peoples Sexual Assault Services  
To provide resources and information for statutory and voluntary organisations and the public  
To provide talks and training sessions in a variety of settings, e.g. Hospitals, Schools and the Police  
To deliver quality assured, performance managed, equitable services to the population served by each contract  
To secure funding to fulfil the aims and objectives of the organisation and fund new areas of development

##### **Activities:**

Adult Mental Health Assessments  
Attending and Chairing Multi-Agency Meetings in Nottinghamshire and Nationally  
Awareness Raising  
Campaigns  
Cognitive Behavioural Therapy  
Counselling  
Drop-in Sessions  
East Midlands Children and Young People's Sexual Assault Service (Single Point of Access, Crisis Support Services, Therapeutic Support Services)  
Email Support  
Engagement and Consultation  
Eye Movement Desensitisation Regime  
Group Support Services, including Beyond Survival Group, Service User Forum & Mindfulness  
Helpline  
Hub Single Point of Access  
Independent Sexual Violence Advisor Service  
Policy and Procedure Development  
Provision of Information  
Quality Assurance  
Risk and Needs Assessments  
Resources  
Safeguarding  
Signposting and Referrals  
Support for partners, parents, families, and carers  
Survivors Support Service for survivors of Institutional Child Sexual Abuse  
Training and Talks

# **NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

***FOR THE YEAR ENDED 31 MARCH 2021***

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### **Our core values are:**

- To support and uphold the survivor's voice and experiences through free, confidential and non-judgmental support and to actively encourage survivors to participate in the further development of centre as a whole.
- To empower survivors by using appropriate person-centred counselling and support, enabling survivors to explore their experiences in a safe non-judgemental environment.
- To work in non-discriminatory way, by supporting survivors, regardless of their age, gender, ethnicity, sexuality, education or socio-economic background, religion or beliefs, health, ability or disability and challenging discriminatory practice in other organisations and wider society.
- To acknowledge diversity and to work on a basis of inclusivity, thus drawing on a range of ethnic, social and economic backgrounds and experiences and making the centre stronger as a whole.
- To uphold one-another's human rights.
- To be pro-choice in our support, by enabling and empowering survivors to make their own decisions with regards to their sexual health, reproductive rights and the right to safe abortion, in a safe, non-judgemental environment.
- To promote social change through active campaigning, raising awareness and challenging misconceptions around issues of women's rights and empowerment, rape, sexual violence and abuse.
- To promote Substantive Equality by examining the root causes of inequality and challenging these through direct campaigning and leading by example and expectation.

### **Achievements and performance**

The funding secured has enabled NSVSS to continue with the provision of all of our services raising the profile of NSVSS.

NSVSS successfully won a tender on the 02/11/20 for 3 years with the option of extending for a further two years commissioned by The Police and Crime Commissioner for Nottinghamshire to deliver SVA hub and specialist therapy for adults in Nottinghamshire.

NSVSS have continued to be subcontracted by Nottingham University Hospitals NHS Trust to provide support services at the East Midlands Children and Young People's Sexual Assault Service.

We have continued to deliver specialist counselling funded by The Police and Crime Commissioner for Nottinghamshire to reduce NSVSS's counselling waiting list.

We continued to deliver Independent Sexual Violence Advisor and Survivors Support Services commissioned The Police and Crime Commissioner for Nottinghamshire.

Due to the COVID-19 pandemic, the measures implemented by UK Government and in line with NSVSS health & safety protocols and Government guidelines, all NSVSS services and staff moved to operating remotely from home. All face to face client appointments and all meetings therefore continued to operate via telephone or online/video to ensure as little disruption to service user support needs as practicably possible. These measures have ensured business continuity and successful delivery of services. NSVSS has continued to achieve successful outcomes for clients and excellent feedback about our therapeutic service provision during this time.

NSVSS has developed a Covid-19 Standard Operating Procedure and in preparation for when the organisation is able to start to return to normal business operations from its premises, in line with Government, Public Health England and BACP guidelines and legislation.

NSVSS successfully secured on the 28/07/20 for MoJ Covid-19 Emergency Funding round 1 and 2 enabling organisation to mitigate the increased costs of adapting services during pandemic and to cope with additional demand pressures.

NSVSS had a smooth transition to working remotely without interruption to the services to deliver all of the following:

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

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- Continued to provide services to all clients remotely
- Continued to provide Online Counselling service & remote telephone support
- Continuing raising awareness of NSVSS through Facebook and Twitter
- Expanding ISVA Service and Survivor Support Service, additional support for survivors of Institutional Abuse and Email Counselling support
- Started providing Asa Hub service including counselling, telephone Hub support and drop in sessions
- Updated IT Equipment
- All systems transferred to digital
- Transferred to paperless working

#### Financial review

Despite the challenges of Covid-19 pandemic NSVSS financial position at the end of the 2020 -2021 financial year was stable. The organisations expenditure remained within the budget.

The charity, with the aid of sound financial management and the support of both its staff and Board of Trustees, generated a positive financial outcome for the period. Total income for this year was £1,710,601, which was a 54% increase in comparison with the previous financial year.

#### Policy on reserves

NSVSS aims to hold approximately 3-6 months running costs in order to meet the following:

1.1 Meet contractual liabilities should the organisation have to close. This includes redundancy pay, amounts due to creditors commitments under leases.

1.2 To meet unexpected costs such as break down of essential office machinery, staff cover regarding such eventualities as: illness, maternity leave, parental leave, and legal costs defending the charity's interest.

1.3 To replace equipment natural wear and tear.

1.4 Ensure that the charity can continue to provide a stable and quality service to those who need them. Within this context this includes the minimisation of recruitment, staff training, staff induction and marketing costs by avoiding the need for redundancies caused by financial crisis.

1.5 To provide working capital when funding is paid in arrears.

1.6 From time to time funding has certain restrictions which mean that by law it must be held in a restricted reserves until it is spent in line with the funding agreement.

1.7 Earmarked reserves are amounts set aside for specific policy purposes or for general contingencies and cash flow management.

The directors are happy with the level of unrestricted funds which are £617,812.

#### Principal risks and uncertainties

Uncertainty of future income. The charity operates in an environment that is financially uncertain, the main risk is securing funding to continue with the level of activities we currently offer. However NSVSS secured funding for the SVA Hub for the following three years and PSARC for the following two years. NSVSS also secured funding for the ISVA and SSS Service for another year. We are estimating an increase in the funding received next year. The lease on the main premises is due to expire in 2022, which poses a risk for the organisation. However NSVSS are in negotiations with other tenants and the Nottingham City Council. The healthy level of reserves would mitigate this risk.

No funds are in deficit

COVID -19 - The measures implemented by UK Government to involve a high degree of social disruption which has an impact on the delivery of and demand for the activities of charities, the availability of staff for work, increased cost of adaptation of services and additional demand pressures.

# **NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD**

## **TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

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### **Future plans**

- To meet and exceed all outcomes of all contracts including SVA Hub and ISVA and SSS Police & Crime Commissioner funding and NUH sub-contract EMCYPSAS.
- To continue developing Funding Strategy to enhance delivery and resources of all services
- To continue with the digital transformation of all services
- To continue with campaigns to promote access and to a raise awareness of sexual violence issues such as low conviction rate and consent
- To develop a Survivors Charter
- To improve access by promoting all services
- To create the Nottinghamshire Sexual Violence Strategy in conjunction with the statutory and third sector agencies and partner agencies
- To continue working with Nottingham Women Centre, JUNO and Equation to research accommodation/rent options.

### **Structure, governance and management**

The charity is a company limited by guarantee and registered charity. It is operated under the rules of its memorandum and articles of association dated 7/7/2003 and most recently amended 19/12/2008. It has no share capital and the liability of each member in the event of winding-up is limited to £10.

The trustees, who are also the directors for the purpose of company law, and who served during the year and up to the date of signature of the financial statements were:

Anne Sylvester

Cheryl Bascombe

Kate O'Neill

Veronika Herzner

(Resigned 31 December 2020)

Susanna Atassi Wagner

Potential trustees are required to complete an application form, all candidates are interviewed by the CEO and the Chair. Successful candidates get appointed at the trustee meeting.

Trustees are responsible for setting remuneration levels for the most senior employees based on recommendations provided by the CEO, in order to offer fair pay to attract and keep appropriately qualified staff to lead, manage, support and deliver the charity's aims.

CEO's pay rate is set by the Trustees.

All staff's pay rates (including cost of living increase) are set in accordance with National Joint Council pay scales, budget and affordability.

Staff pay rates are benchmarked against similar positions for the other organisations in the sector

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## TRUSTEES' REPORT (INCLUDING DIRECTORS' REPORT) (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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### Statement of trustees' responsibilities

The trustees, who are also the directors of Nottinghamshire Sexual Violence Support Services Ltd for the purpose 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 which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping adequate accounting records that disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

### Auditor

Rogers Spencer were appointed auditors to the company and in accordance with section 485 of the Companies Act 2006, a resolution proposing that they be re-appointed will be put at a General Meeting.

### Disclosure of information to auditor

Each of the trustees has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

The trustees' report was approved by the Board of Trustees.



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**Susanna Atassi Wagner**

Trustee

Dated: 16/12/21



# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## INDEPENDENT AUDITOR'S REPORT

### TO THE TRUSTEES OF NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

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#### Opinion

We have audited the financial statements of Nottinghamshire Sexual Violence Support Services Ltd (the 'charity') for the year ended 31 March 2021 which comprise the statement of financial activities, the balance sheet, the statement of cash flows and the notes to the financial statements, including significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including FRS 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, 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 Companies Act 2006.

#### Basis for opinion

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

#### Conclusions relating to going concern

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 charity'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.

#### Other information

The other information comprises the information included in the annual report other than the financial statements and our auditor's 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.

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

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#### Opinions on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the trustees' report, which includes the directors' report prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report included within the trustees' report has been prepared in accordance with applicable legal requirements.

#### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the charity and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the trustees' report.

We have nothing to report in respect of the following matters in relation to which the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the trustees' report and from the requirement to prepare a strategic report.

#### Responsibilities of trustees

As explained more fully in the statement of trustees' responsibilities, the trustees, who are also the directors of the charity for the purpose 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 charity's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### Auditor's responsibilities for the audit of the financial statements

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

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.

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## INDEPENDENT AUDITOR'S REPORT (CONTINUED)

### TO THE TRUSTEES OF NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

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- Ensuring that the Audit Team had the appropriate competence and capabilities to identify or recognise non-compliance with laws and regulations, with specific susceptible areas (e.g. completeness of income) having been outlined at the planning stage.
- Enquiry of management and those charged with governance around actual and potential litigation and claims and fraudulent transactions.
- Reviewing minutes of meetings of those charged with governance.
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Auditing the risk of management override of controls, including through testing journal entries and other adjustments for appropriateness.

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 is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

#### Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditors' report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.

**Melvin Bailey (Senior Statutory Auditor)**  
for and on behalf of Rogers Spencer

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**Chartered Accountants**  
**Statutory Auditor**

Newstead House  
Pelham Road  
Nottingham  
NG5 1AP

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

### Current financial year

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Total 2020 £
<b>Income from:</b>					
Donations and legacies	3	1,298,942	-	1,298,942	770,123
Charitable activities	4	-	411,377	411,377	335,437
Investments	6	282	-	282	979
<b>Total income</b>		<b>1,299,224</b>	<b>411,377</b>	<b>1,710,601</b>	<b>1,106,539</b>
<b>Expenditure on:</b>	5				
Charitable activities	7	1,225,768	351,420	1,577,188	1,112,970
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>73,456</b>	<b>59,957</b>	<b>133,413</b>	<b>(6,431)</b>
Fund balances at 1 April 2020		543,656	48,983	592,639	599,070
<b>Fund balances at 31 March 2021</b>		<b>617,112</b>	<b>108,940</b>	<b>726,052</b>	<b>592,639</b>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## STATEMENT OF FINANCIAL ACTIVITIES (CONTINUED) INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

### Prior financial year

		Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
	Notes			
<b>Income from:</b>				
Donations and legacies	3	770,123	-	770,123
Charitable activities	4	-	335,437	335,437
Investments	6	979	-	979
<b>Total income</b>		<b>771,102</b>	<b>335,437</b>	<b>1,106,539</b>
<b>Expenditure on:</b>	5			
Charitable activities	7	802,802	310,168	1,112,970
<b>Net income/(expenditure) for the year/ Net movement in funds</b>		<b>(31,700)</b>	<b>25,269</b>	<b>(6,431)</b>
Fund balances at 1 April 2019		575,356	23,714	599,070
<b>Fund balances at 31 March 2020</b>		<b>543,656</b>	<b>48,983</b>	<b>592,639</b>

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

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.


# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## BALANCE SHEET

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	11		23,620		9,377
<b>Current assets</b>					
Debtors	12	262,549		183,205	
Cash at bank and in hand		516,892		430,945	
		<u>779,441</u>		<u>614,150</u>	
<b>Creditors: amounts falling due within one year</b>	13	<u>(77,009)</u>		<u>(30,888)</u>	
Net current assets			702,432		583,262
<b>Total assets less current liabilities</b>			<u>726,052</u>		<u>592,639</u>
<b>Income funds</b>					
Restricted funds	15		108,940		48,983
<u>Unrestricted funds</u>					
Designated funds	14	502,538		409,146	
General unrestricted funds		<u>114,574</u>		<u>134,510</u>	
			617,112		543,656
			<u>726,052</u>		<u>592,639</u>

The financial statements were approved by the Trustees on .....16/12/21.....

  
 .....  
 Susanna Atassi Wagner  
 Trustee

Company Registration No. 04823994

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## STATEMENT OF CASH FLOWS

FOR THE YEAR ENDED 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from/(absorbed by) operations	18		107,265		(69,146)
<b>Investing activities</b>					
Purchase of tangible fixed assets		(21,600)		(14,059)	
Investment income received		282		979	
<b>Net cash used in investing activities</b>			(21,318)		(13,080)
<b>Net increase/(decrease) in cash and cash equivalents</b>			85,947		(82,226)
Cash and cash equivalents at beginning of year			430,945		513,171
<b>Cash and cash equivalents at end of year</b>			516,892		430,945

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS

### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Nottinghamshire Sexual Violence Support Services Ltd is a private company limited by guarantee incorporated in England and Wales. The registered office is 30 Chaucer Street, Nottingham, NG1 5LP.

#### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

#### 1.2 Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

#### 1.3 Charitable funds

Unrestricted funds are available for use at the discretion of the trustees in furtherance of their charitable objectives.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

#### 1.4 Income

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

Legacies are recognised on receipt or otherwise if the charity has been notified of an impending distribution, the amount is known, and receipt is expected. If the amount is not known, the legacy is treated as a contingent asset.

#### 1.5 Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.



# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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### 1 Accounting policies

(Continued)

#### 1.6 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Computers	33% straight line
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The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

#### 1.7 Impairment of fixed assets

At each reporting end date, the charity reviews the carrying amounts of its tangible assets to determine whether there is any indication that those assets have suffered an impairment loss. If any such indication exists, the recoverable amount of the asset is estimated in order to determine the extent of the impairment loss (if any).

#### 1.8 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

#### 1.9 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the trustees are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 3 Donations and legacies

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Donations from companies, trusts and similar proceeds	332,954	301,559
Government grants	965,238	466,540
Grants from other charities	750	2,024
	<u>1,298,942</u>	<u>770,123</u>

### 4 Income from charitable activities

Grants & donations:

	Restricted funds	Restricted funds
	2021	2020
	£	£
Police & Crime Commissioner	251,413	49,252
Nottingham University Hospital	-	71,227
Insight Health Care	2,480	5,920
Nottinghamshire County Council	17,402	23,202
Nottingham CDP	140,082	185,836
	<u>411,377</u>	<u>335,437</u>

### 5 Grants & donations

	Unrestricted funds	Restricted funds	2021 Total	2020 Total
	£	£	£	£
Police & Crime Commissioner	965,243	251,413	1,216,656	499,001
Nottingham University Hospital	330,786	-	330,786	330,785
Insight Health Care	-	2,480	2,480	5,920
Nottinghamshire County Council	-	17,402	17,402	23,202
Nottingham CDP	-	140,082	140,082	185,836
Sundry	2,913	-	2,913	58,792
Rape Crisis (E&W)	-	-	-	2,024
	<u>1,298,942</u>	<u>411,377</u>	<u>1,710,319</u>	<u>1,105,560</u>

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

**FOR THE YEAR ENDED 31 MARCH 2021**

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### 6 Investment income

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	282	979
	<u>282</u>	<u>979</u>

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 7 Charitable activities expenditure

	2021 £	2020 £
Staff costs	1,027,157	757,513
Depreciation and impairment	7,357	4,682
Equipment, repairs & renewals	11,101	4,407
Publications & subscriptions	-	180
Legal & professional	20,231	13,395
Printing & stationery	10,421	12,112
Publicity & fundraising	8,283	5,277
Rent & services	50,676	54,955
Events	-	40
Contractor fees	6,495	6,739
Staff expenses	11,833	9,639
Staff training	41,522	9,588
Supervision	22,598	11,590
Communications	37,387	5,103
Volunteer expenses	314	679
Volunteer supervision	-	3,055
Recruitment	3,799	3,323
Hospitality & refreshments	2,149	1,342
Repairs & maintenance	2,500	4,521
	<u>1,263,823</u>	<u>908,140</u>
Share of support costs (see note 8)	305,916	197,466
Share of governance costs (see note 8)	7,449	7,364
	<u>1,577,188</u>	<u>1,112,970</u>
<b>Analysis by fund</b>		
Unrestricted funds	1,225,768	802,802
Restricted funds	351,420	310,168
	<u>1,577,188</u>	<u>1,112,970</u>

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 8 Support costs

	Salaries £	Premises & IT £	Consultancy £	Marketing £	2021 £	2020 £
Hub & Counselling	141,054	1,163	43,257	1,719	187,193	98,153
ISVA	56,664	7,641	19,761	1,173	85,239	49,656
PSARC	30,432	1,250	1,610	-	33,292	37,243
SARC	-	-	192	-	192	12,414
	<u>228,150</u>	<u>10,054</u>	<u>64,820</u>	<u>2,892</u>	<u>305,916</u>	<u>197,466</u>

### Governance costs

	Salaries £	Premises & IT £	Consultancy £	Marketing £	2021 £	2020 £
Audit & Accountancy	-	-	4,608	-	4,608	4,608
Staff costs	2,841	-	-	-	2,841	2,756
	<u>2,841</u>	<u>-</u>	<u>4,608</u>	<u>-</u>	<u>7,449</u>	<u>7,364</u>

Support costs are allocated in proportion to overall staff time spent on each activity.

Governance costs includes £3,000 (2020- £3,000) in relation to audit fees.

	Activity undertaken directly £	Activity support costs £	Activity governance costs £	2021 £	2020 £
Hub & Counselling	743,885	187,193	7,449	938,527	476,999
ISVA	280,538	85,239	-	365,777	291,626
PSARC	239,400	33,292	-	272,692	339,456
SARC	-	192	-	192	4,889
	<u>1,263,823</u>	<u>305,916</u>	<u>7,449</u>	<u>1,577,188</u>	<u>1,112,970</u>

### 9 Trustees

None of the trustees (or any persons connected with them) received any remuneration or benefits from the charity during the year.

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 10 Employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
	45	37
<b>Employment costs</b>	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Wages and salaries	803,967	667,867
Social security costs	347,718	199,039
Other pension costs	100,781	62,874
	1,252,466	929,780

#### Remuneration of key management personnel

The remuneration of key management personnel is as follows:

Aggregate compensation	82,667	71,175
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The number of employees whose annual remuneration was £60,000 or more were:

	2021 Number	2020 Number
£60,001 - £70,000	2	1

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 11 Tangible fixed assets

	Computers £
<b>Cost</b>	
At 1 April 2020	14,059
Additions	21,600
	<hr/>
At 31 March 2021	35,659
	<hr/>
<b>Depreciation and impairment</b>	
At 1 April 2020	4,682
Depreciation charged in the year	7,357
	<hr/>
At 31 March 2021	12,039
	<hr/>
<b>Carrying amount</b>	
At 31 March 2021	23,620
	<hr/>
At 31 March 2020	9,377
	<hr/>

### 12 Debtors

	2021 £	2020 £
<b>Amounts falling due within one year:</b>		
Other debtors	262,549	183,205
	<hr/>	<hr/>

### 13 Creditors: amounts falling due within one year

	2021 £	2020 £
Other taxation and social security	31,954	17,536
Trade creditors	20,949	8,710
Other creditors	17,632	-
Accruals and deferred income	6,474	4,642
	<hr/>	<hr/>
	77,009	30,888
	<hr/>	<hr/>

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 14 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Balance at 1 April 2019 £	Movement in funds			Transfers £	Balance at 1 April 2020 £	Movement in funds			Transfers £	Balance at 31 March 2021 £
		Incoming resources £	Resources expended £				Incoming resources £	Resources expended £			
PSARC	236,836	283,014	(293,130)		-	226,720	273,460	(239,593)		-	260,587
Truth Project	4,756	-	-		-	4,756	-	-		(4,756)	-
PCC Projects	52,853	144,236	(107,213)		-	89,876	419,501	(398,593)		-	110,784
Women's Centre Consortium	1,261	-	-		-	1,261	-	-		(1,261)	-
Rape Support	2,179	84,000	(83,835)		-	2,344	138,013	(136,153)		-	4,204
ISVA Projects	61,849	186,366	(229,084)		(1,839)	17,292	401,790	(350,619)		-	68,463
Building	51,754	-	-		-	51,754	-	-		-	51,754
Volunteers Training	6,746	-	-		-	6,746	-	-		-	6,746
Management	8,397	-	-		-	8,397	-	-		(8,397)	-
	426,631	697,616	(713,262)		(1,839)	409,146	1,232,764	(1,124,958)		(14,414)	502,538



# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

14 Designated funds	(Continued)
<b>SARC</b>	Sexual Assault Referral Centre (SARC) funding for the service delivery of the Topaz Centre.
<b>Truth Project</b>	Funding for support. There have been no costs this year as the project has finished. The balance has therefore been transferred to general funds.
<b>PCC Projects</b>	Police & Crime Commissioner (PCC) funding for the Management and Direct Delivery of Service.
<b>Womens's Centre Consortium</b>	Funding for Counselling Services. There have been no costs this year as the project has finished. The balance has therefore been transferred to general funds.
<b>Rape Support Fund</b>	Funding for the Management, Administration and Delivery of Services.
<b>ISVA Projects</b>	Funding for the Independent Sexual Violence Advisor service.
<b>Volunteers Training</b>	To fundraise for the charity. There has been no movement during the year because there have been no volunteers due to Covid.
<b>Building</b>	To be used for future relocation costs.
<b>Management</b>	To be used for additional management costs in relation to the SARC project. This has been transferred to general funds.

# **NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

### **15 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds			Movement in funds			Movement in funds		
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Balance at 31 March 2021 £	Incoming resources £	Resources expended £
ISVA Transformation	-	77,146	(61,704)	15,442	2,480	(413)	17,509		
Norfolk PCC	-	49,253	(39,404)	9,849	-	-	9,849		
Notts CC G Aid	1,278	23,202	(23,223)	1,257	17,402	(11,948)	6,711		
CDP Joint Commissioning Group	22,436	185,836	(185,837)	22,435	140,082	(138,592)	23,925		
SVA Hub	-	-	-	-	251,413	(200,467)	50,946		
	23,714	335,437	(310,168)	48,983	411,377	(351,420)	108,940		

### **ISVA Transformation**

Provision of Independent Sexual Violence Adviser services.

### **SVA Hub**

(SVA - Sexual and violence and abuse ) Provision of Hub and specialist therapy for adults in Nottinghamshire.

### **Norfolk PCC**

Funding from The Police and Crime Commissioner to support survivors of recent and historical sexual violence aged 16+.

### **Notts CC G Aid**

Funding for the management and direct delivery of services in the City.

### **CDP Joint Commissioning Group**

Nottingham Crime & Drugs Partnership - provide Sexual Violence Counselling and Support (City Clients).

# NOTTINGHAMSHIRE SEXUAL VIOLENCE SUPPORT SERVICES LTD

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

### 16 Analysis of net assets between funds

	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
Fund balances at 31 March 2021 are represented by:						
Tangible assets	23,620	-	23,620	9,377	-	9,377
Current assets/ (liabilities)	593,492	108,940	702,432	534,279	48,983	583,262
	<u>617,112</u>	<u>108,940</u>	<u>726,052</u>	<u>543,656</u>	<u>48,983</u>	<u>592,639</u>

### 17 Related party transactions

There were no disclosable related party transactions during the year (2020 - none).

### 18 Cash generated from operations

	2021 £	2020 £
Surplus/(deficit) for the year	133,413	(6,431)
Adjustments for:		
Investment income recognised in statement of financial activities	(282)	(979)
Depreciation and impairment of tangible fixed assets	7,357	4,682
Movements in working capital:		
(Increase) in debtors	(79,344)	(60,763)
Increase/(decrease) in creditors	46,121	(5,655)
<b>Cash generated from/(absorbed by) operations</b>	<u>107,265</u>	<u>(69,146)</u>

