

**SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT
(SWWOP)**

(A Company Limited by Guarantee, registered no. 05413661)

(Registered Charity registered number 1109759)

FINANCIAL STATEMENTS

for the year ended 31 March 2022

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SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Legal and administrative information

Trustees

Catherine Lee

Chair

Lotte Aweimrin

Treasurer

Lucy J Edwards

Anthony Bains

Company Secretary

Sali Harwood

Registered Charity number

1109759

Company Ltd by Guarantee number

05413661

Principal address & Registered Office

WMS House

61-63A The Wicker

Sheffield

S3 8HT

Independent examiner

Craig Williamson

White Rose Accounting for Charities

The Ghyll

Threapland

Aspatia

CA7 2EL

Bank

Royal Bank of Scotland plc

Sheffield Broomhill Branch

184 Whitham Road

Broomhill

Sheffield

S10 2SS

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Trustees' report

The Trustees present their annual report and financial statements for the year ended 31 March 2022 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities Act 2011, the Companies Act 2006, the Memorandum and Articles of Association, and Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standards for Smaller Entities.

Structure, governance and management

The charitable company is governed by its memorandum and articles of association incorporated 5 May 2005 and was entered on the Register of Charities effective from 27 May 2005.

SWWOP is managed/supported by a multi-agency management committee with representatives from Mental Health, Safeguarding Children and Adults at Risk, Substance Misuse, Sexual Health, Education and Organisational Consultancy work.

SWWOP is managed by a voluntary management committee with day to day management by Sali Harwood the manager.

The trustees who served during the year are listed on page 2 of the report.

New trustees are recruited to fill gaps in the management committee as required. Trustees are generally recruited from people who express an interest in the work of SWWOP. An initial meeting occurs with the Manager to outline the roles and responsibilities and also the work of SWWOP. New trustees are invited to observe a trustee meeting and are voted on by the existing members.

Objectives and activities

The Projects objects are:

- a) to educate the public in the causes and effects of prostitution and the prevention thereof, and to undertake or contribute to research into such matters and/or publish the useful results of such research;
- b) to provide education to women working in prostitution about health;
- c) to provide street-based community work providing information, advice and support around a broad range of issues;
- d) to develop opportunities and resources for women to meet together to give and receive support, improve self esteem and lack of confidence and to take part in activities;
- e) an opportunity for women to explore choices available to them e.g. employment, education and training;
- f) to break down the feelings of isolation and vulnerability of women working;
- g) to encourage take-up of health, social and other local services;

SWWOP is opposed to discrimination and oppression based on the grounds of race, gender, class, age, sexuality, disability and HIV status.

The objects of the SWWOP as a Charity are to promote the benefit of women inhabitants of the City of Sheffield and districts and in particular those women who work in the sex industry and as prostitutes {"working women"}, by the provision of education and training and the promotion and preservation of good health amongst the said women and by raising public awareness in the causes and prevention of prostitution.

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Trustees' report continued

Public benefit statement

The Trustees of SWWOP take their responsibilities seriously and are confident that the organisation's activities meet the public benefit guidance of the Charity Commission.

Review of Progress and Achievement

This is the fourth year in which we have been able to open our offices full time for five days per week, allowing the increasing number of extremely vulnerable clients, with complex difficulties, to simply drop in for help. This is particularly valuable as a way of preventing crisis' from escalating.

The majority of clients are substance misusers, many of them are homeless, and the majority live chaotic and dangerous lives. During COVID, our clients have continued to work on the street as usual and the number of clients/punters has not dropped.

Despite having to change our activities due to COVID, we have been able to carry out our outreach work with safety measures put in place for both SWWOP workers and our clients.

We have also been able to continue the delivery of food parcels to those with accommodation and have liaised with the Council and Homeless charities to trace women to offer accommodation to those who needed it.

In December 2020 the Big Lottery extended to us a one-off payment grant, due to COVID, for 6 months for £39,850 ending May 2021. This very generous grant has been a lifeline during the pandemic, where fundraising has been particularly difficult.

During this time we applied once again to the Big Lottery and we were very fortunate to receive a further 3 years funding of £89,320 per annum starting September 2021. This has enabled us to keep/recruit 2 full time and one part-time staff and keep our offices open for the additional hours necessary during the week to provide much needed services for our clients. For both our case workers and our client's safety, we are only able to allow access for our clients to our office when at least two staff members are on hand.

We are very grateful to our core funders the Sheffield City Council Safer and Sustainable Communities Partnership totalling £55,800. The funding we receive from the Sheffield City Council enables us to continue delivering our much-needed services and we thank them most sincerely for always supporting us.

In August 2019 SWWOP was very privileged to secure funding of £7,320 over 3 years from St.Martin's in the Fields Charity. The funding is intended to enable our case workers to meet any of our clients leaving prison and help them with their rehabilitation.

As for the previous financial year, due to the COVID pandemic and not being able to visit prisons, St.Martin's in the Fields Charity has very kindly allowed SWWOP to spend the funding on supporting with other costs as required to meet the needs of all the women affected. This funding is due to end August 2022.

We have also received a very kind donation from '500 together', a Sheffield based fundraising group, who aims to help everyday causes and offer a helping hand to someone who really needs it. We very much appreciate the funding received.

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Trustees' report continued

Review of Progress and Achievement continued

In addition SWWOP received donations from ARM totalling £7,466 and a payment of £15,288 from the University of Sheffield to cover the cost of their placement students, who did placements at SWWOP in 2020 and 2021 under the guidance of the SWWOP Manager, Sali Harwood.

Other very kind, individual donations amounting to £2,591 were gratefully received through Just Giving, Giving.com and other charitable giving methods, as well as £1,000 from Paul Grant Charitable Trust.

Finally, other income received was from our NIC allowance and bank interest.

The Trustees would like to thank everyone who has in any way funded SWWOP during the year and thereby enabled SWWOP to deliver the very needed services they provide to a group of very vulnerable women in and around Sheffield.

As well as thanking anyone who has provided financial support to SWWOP, we would like to thank all the SWWOP workers and volunteers, who give their time and support to ensure we are able to provide support and services to our clients. Without you all, our donors, workers and volunteers, the work we want to deliver would not be possible.

Reserves Policy

SWWOP is aiming towards maintaining 3 - 6 months of funds in reserve to provide sufficient funds to cover management, administration and support costs in the event of emergency through lack of funding from time to time.

Trustees responsibilities for the financial statements

Company and charity law requires the trustees to prepare financial statements for each financial period which show the state of affairs of the charity and of net income or expenditure of the charity for that period. In preparing those financial statements, the Trustees are required to:

- ☐ select suitable accounting policies and apply them consistently;
- ☐ make judgements and estimates that are reasonable and prudent.
- ☐ prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.
- ☐ state whether applicable accounting standards of recommended practice have been followed subject to any departures disclosed and explained in the financial statements.

The Trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable the Trustees to prepare financial statements. The Trustees are responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention of fraud and other irregularities.

This report has been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006.

This report was approved by the Trustees on _____ and is signed on their behalf by:

Sali Harwood
Company Secretary

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Independent Examiner's report on the Accounts of SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT for the year ended 31 March 2022

I report on the accounts of the company for the year ended 31 March 2022, which are set out on pages 7 to 10.

Respective responsibilities of trustees and examiner

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

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

Basis of independent examiner's report

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

Independent examiner's statement

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

(1) which gives me reasonable cause to believe that in any material respect the requirements:

- to keep accounting records in accordance with section 386 of the Companies Act 2006; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of section 396 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signed: _____

Craig Williamson
White Rose Accounting for Charities
The Ghyll
Threapland
Aspatria
CA7 2EL

Date: _____

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Statement of Financial Activities incorporating Income and Expenditure Account for the year ended 31 March 2022

	Notes	Unrestricted funds	Restricted funds	Total funds 2022	Total funds 2021
		£	£	£	£
Income from	1				
Incoming resources from charitable activities:					
Grants and donations	3	11,557	145,120	156,677	166,806
Activities for generating funds:					
Other receipts		19,314	-	19,314	4,146
Total Income		30,871	145,120	175,991	170,952
Expenditure on					
Charitable activities					
Wages	6	-	105,757	105,757	109,420
Payroll service		41	463	504	462
Travel, training & conference		1,345	1,259	2,604	1,856
Premises		6,598	11,770	18,368	17,300
Volunteer expenses		902	-	902	965
Insurance		1,013	-	1,013	1,004
Memberships, meetings, networking and supervision		129	187	316	259
Telephone, mobile & internet		240	709	949	1,486
Vehicle maintenance/tax/insurance, diesel		6,703	3,167	9,870	6,152
Equipment and IT		485	241	726	4,292
Printing, postage and stationery		24	348	372	688
Publicity		238	6	244	191
Outreach		199	286	485	256
Exit support		326	4,968	5,294	2,687
Health items		-	294	294	198
Newhall prison		266	159	425	924
Covid support costs		188	170	358	1,029
Depreciation		-	-	-	5,285
Other expenditure		197	46	243	75
Accountancy and independent examination		-	440	440	425
Total expenditure		18,894	130,271	149,164	154,955
Net (outgoing)/incoming resources		11,977	14,849	26,827	15,996
Total funds brought forward		33,538	32,863	66,401	50,404
Total funds carried forward	4	45,515	47,712	93,227	66,401

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Balance Sheet as at 31 March 2022

Company number: 05413661

	Notes	2022 £	2021 £
Fixed assets	2	-	-
Current Assets			
Balance at Bank		93,580	66,752
Cash in Hand		86	74
		<u>93,667</u>	<u>66,826</u>
Creditors: amounts falling due within one year			
Accruals	4 5	(440)	(425)
		<u>(440)</u>	<u>(425)</u>
Net Current Assets		<u>93,227</u>	<u>66,401</u>
Net Assets		<u>93,227</u>	<u>66,401</u>
Represented By			
FUNDS			
Unrestricted Funds		45,515	33,538
Restricted Funds	3	47,712	32,863
		<u>93,227</u>	<u>66,401</u>

For the year ending 31 March 2022 the company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Director's responsibilities;

The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476,

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

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies regime.

The financial statements are approved by the Trustees on _____ and signed on its behalf by:

Lotte Aweimrin
Treasurer

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Notes to the accounts

for the year ended 31 March 2022

1 Accounting Policies

(a) Basis of preparation

The Financial Statements have been prepared in accordance with the Companies Act 2006, the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102), and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with FRS102 (effective from January 2015 and updated with effect from January 2016) - (the Charities SORP (FRS102)), as modified for smaller charities.

The Charity meets the definition of a public benefit entity as defined under FRS102.

(b) Income

Grants donations and Income from charitable trading activities are recognised in full in the Statement of Financial Activities in the year in which they are received.

(c) Restricted Funds

Restricted funds are used for specific purposes as laid down by the donor. Expenditure which meets the criteria is identified to the fund together with a fair allocation of management and support costs.

(d) Unrestricted Funds

Unrestricted Funds are other income received or generated for the objects of the charity without further specified purpose and are available as general funds.

(e) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of V.A.T. The company is not VAT registered.

Governance costs of the charity relate to the costs of running the charity such as the costs of meetings, professional costs and statutory compliance, and includes any costs which cannot be specifically identified to another expenditure classification. In the opinion of the trustees all support costs relate to charitable expenditure.

(f) Tangible Fixed Assets and Depreciation

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost of each asset over its useful life. Van: 25% on cost

(g) Fund Accounting

Funds held by the charity are either restricted funds or unrestricted general funds. Unrestricted funds are funds which can be used in accordance with the charitable objects at the discretion of the trustees. Restricted funds that can only be used for a particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

2 Tangible Fixed Assets

	Van £	Total £
Cost		
Brought Forward	21,140	21,140
Additions	-	-
Carried Forward	<u>21,140</u>	<u>21,140</u>
 Depreciation		
Brought Forward	21,140	21,140
Charge for the year	-	-
Carried Forward	<u>21,140</u>	<u>21,140</u>
 Net Book Value 31 March 2022	<u>-</u>	<u>-</u>
 Net Book Value 31 March 2021	<u>-</u>	<u>-</u>

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Notes to the accounts

for the year ended 31 March 2022

3 Grants and donations	Unrestricted funds	Restricted funds	Total funds
Reaching Communities Big Lottery Fund	-	89,320	89,320
Sheffield City Council- Safer & Sustainable Communities Partnership	-	55,800	55,800
Donations and gift aid	11,557	-	11,557
	11,557	145,120	156,677

4 Restricted Funds

	Opening balance at 01/04/21	Incoming resources	Outgoing expenditure	Closing Balance at 31/03/22
Reaching Communities Big Lottery Fund	14,535	-	(14,535)	-
	-	89,320	(43,878)	45,442
Sheffield City Council- Safer & Sustainable Communities Partnership	12,432	55,800	(68,232)	-
St Martin in the Field	5,896	-	(3,626)	2,270
	32,863	145,120	(130,271)	47,712

5 Accruals

These are expenses that have been incurred but have not been billed or paid for during the accounting period. They are in respect of:

	£
Independent Examination	440
	440

6 Staff costs and trustees remuneration

	£
Gross salaries	93,487
Employers national insurance	4,874
Pension	7,396
	105,757

An equivalent of four full-time employees were employed during the year.

No remuneration was paid to any trustees during the period.