

**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 2024

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SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Legal and administrative information

Trustees

Polly Foster	Chair
Lotte Aweimrin	Treasurer
Anthony Bains	
Louise Millington	

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
Aspatria
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 2024 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.

Rosie Peers, SWWOP project manager, oversees the day-to-day management of SWWOP supported by a voluntary multi-agency management committee with representatives from Mental Health, Safeguarding Children and Adults at Risk, Substance Misuse, Sexual Health and Organisational Health and Safety.

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. Prospective candidates send a CV and expression of interest, they will then be interviewed by a trustee and the project manager before being appointed.

Objectives and activities

The objectives of SWWOP as a Charity are to offer support to women inhabitants of the City of Sheffield and districts who engage in sex work, mostly on the street, by the provision of advice and support with substance misuse, housing, access to physical and mental health services and assistance with benefits such as Universal Credit and PIP. The Charity aims to:

- a) break down the feelings of isolation and vulnerability of women working.
- b) provide street-based community work on an outreach van where the women work, providing information, advice and support around a broad range of issues.
- c) encourage take-up of health (physical, mental and sexual), social care and other local services.
- d) provide advice and support to women working in prostitution about substance misuse and harm reduction, including needle exchange services.
- e) provide dedicated housing support with close links to the council's housing teams.
- f) develop opportunities and resources for women to meet to give and receive support, improve self-esteem and lack of confidence and to take part in activities.
- g) provide an opportunity for women to explore choices available to them e.g., employment, education and training; to encourage and support an exit from street prostitution.
- h) 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;

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

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

The year 23/24 has seen a lot of change for the charity. The appointment of Rosie Peers as Project Manager has brought with it a general update of policies and procedures. Rosie, with the support of the Trustees, is ensuring that all the policies are up to date and all employees and workers have appropriate contracts.

The office is open 5 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 crises from escalating. The majority of clients have substance misuse issues and problems with addiction, many of them are homeless, and the majority live chaotic and dangerous lives.

There are currently 3 part time Crisis and Exit Support Workers who provide general support to the women who access the service. SWWOP has also secured additional funding to employ a specialist housing worker and a specialist drug intervention worker alongside the crisis and exit support workers.

Over this last year outreach has continued to be up to 5 evenings a week. Van shifts of 2 hours in length continue to work well as we have found that shorter but more frequent outreach sessions work better for the women on the beat. The van offers hot and cold drinks, food, toiletries, basic clothes (winter items, underwear), condoms and a needle exchange. The van continues to be a vital component of the service that SWWOP offers.

Our main funder is the National Lottery through the Reaching Communities Big Lottery Fund with an amount of £89320 per annum. In 2022 the Big Lottery also extended to us a one-off cost of living grant of £15596. This has enabled us to keep/recruit 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. In the next financial year, we will be applying once more to the Big Lottery Fund to hopefully secure funding for these roles for another 3 years.

We are very grateful to our core funders the Sheffield City Council Safer and Sustainable Communities Partnership totalling £57800 which pays for the Project Manager role and additional office and client support. 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.

Sheffield Primary Care Trust has provided £55000 to fund a full time Drug Intervention worker. This post has already proved to be a real asset to the team and provides a much needed link between the Sheffield drug service (Likewise) and SWWOP.

Sheffield City Council have provided £42350 to cover the full time wage for a Housing Support Worker plus an additional £7350 to help with housing related costs for clients. This post is proving to be a vital link to the council's housing department for the clients and staff. The worker is also able to provide information and support to clients regarding their housing claims and other housing related issues.

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Trustees' report continued

Review of Progress and Achievement continued

South Yorkshire Police and Crime Commissioner provided £3488 which partially funds the paid Outreach workers, DBS checks, Volunteer bus & travel expenses, travel to prison visits, posters, leaflets and other informative literature for the clients.

In 2024 we also received £1022 from the Violence Reduction Unit for phones and personal alarms which helps us to provide women with a means of contact and a way of helping them feel safer when working on the street.

In 23/24 Sheffield City Council have provided SWWOP with £8000 to fund a GP service for a day a week on a fortnightly basis. The GP is able to see women on a drop in basis for a range of medical issues. The GP can also provide STI screening and referrals to specialist NHS services. This funding was granted for 2 years ending in March 2025.

Sheffield City Council have provided a one off payment of £1000 to assist with the purchase of toiletries for the clients of SWWOP, which means we are able to support women who often have no access to regular washing facilities.

In addition, SWWOP received very kind, individual donations amounting to £27783 through Just Giving, Giving.com and other charitable giving methods.

The University of Sheffield Medics Netball Team raised £3639 in support of SWWOP.

Homeless and Rootless at Christmas (HARC) is a local charity that supports homeless and vulnerable people in the week around Christmas and they have donated £1300.

We are very grateful for the funding we have received from all our donors.

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.

Trustees' report continued

Review of Progress and Achievement continued

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 4 September 2024 and is signed on their behalf by:



Polly Foster
Chair of Trustees

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 2024

I report on the accounts of the company for the year ended 31 March 2024, which are set out on pages 8 to 12.

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: *C Williamson*

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

Date: 4 September 2024

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Statement of Financial Activities incorporating Income and Expenditure Account for the year ended 31 March 2024

	Notes	Unrestricted funds	Restricted funds	Total funds 2024	Total funds 2023
		£	£	£	£
Income from	1				
Incoming resources from charitable activities:					
Grants and donations	3	27,783	256,959	284,742	257,370
Activities for generating funds:					
Other receipts		17,417	-	17,417	5,748
Total Income		45,200	256,959	302,159	263,118
Expenditure on					
Charitable activities					
Wages	6	-	175,551	175,551	117,211
Payroll service		-	1,059	1,059	864
Travel, training & conference		729	4,875	5,604	2,924
Premises		-	15,000	15,000	19,600
Insurance		-	1,169	1,169	1,079
Memberships, meetings, networking and supervision		-	1,612	1,612	1,238
Telephone, mobile & internet		-	983	983	767
Vehicle maintenance/tax/insurance, diesel		-	49,098	49,098	3,543
Equipment and IT		2,286	4,571	6,857	3,228
Printing, postage and stationery		-	3,128	3,128	1,063
Publicity		-	4,730	4,730	1,899
Outreach		-	5,021	5,021	1,760
Exit support		535	8,852	9,387	5,381
Health items		-	7,285	7,285	1,339
Newhall prison		-	1,054	1,054	358
Accountancy and independent examination		-	485	485	465
Total expenditure		3,550	284,473	288,023	162,719
Net (outgoing)/incoming resources		41,650	(27,514)	14,136	100,398
Total funds brought forward		60,285	133,341	193,627	93,228
Total funds carried forward	4	101,935	105,827	207,762	193,627

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Balance Sheet as at 31 March 2024

Company number: 05413661		2024	2023
	Notes	£	£
Fixed assets	2	-	-
Current Assets			
Balance at Bank		208,237	193,956
Cash in Hand		10	135
		<u>208,247</u>	<u>194,091</u>
Creditors: amounts falling due within one year			
Accruals	5	<u>(485)</u>	<u>(465)</u>
		(485)	(465)
Net Current Assets		<u>207,762</u>	<u>193,626</u>
Net Assets		<u>207,762</u>	<u>193,626</u>
Represented By			
FUNDS			
Unrestricted Funds		101,935	60,285
Restricted Funds	4	<u>105,827</u>	<u>133,341</u>
		<u>207,762</u>	<u>193,626</u>

For the year ending 31 March 2024 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 4 September 2024 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 2024

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 2024	<u>-</u>	<u>-</u>
 Net Book Value 31 March 2023	<u>-</u>	<u>-</u>

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Notes to the accounts

for the year ended 31 March 2024

3 Grants and donations	Unrestricted funds	Restricted funds	Total funds
Reaching Communities Big Lottery Fund	-	89,320	89,320
South Yorkshire Police and Crime Commissioner	-	3,489	3,489
Sheffield Primary Care Trust	-	55,000	55,000
Sheffield City Council Housing	-	42,350	42,350
Sheffield City Council- Safer & Sustainable Communities Partnership	-	57,800	57,800
Sheffield City Council - GP Services	-	8,000	8,000
Sheffield City Council - Toiletries	-	1,000	1,000
Donations and gift aid	27,783	-	27,783
	27,783	256,959	284,742

4 Restricted Funds

	Opening balance at 01/04/23	Incoming resources	Outgoing expenditure	Closing Balance at 31/03/24
Reaching Communities Big Lottery Fund	52,986	89,320	(89,177)	53,129
Reaching Communities Big Lottery Fund - cost of living grant	6,796	-	(6,796)	-
Lack Fund	1,000	-	(1,000)	-
South Yorkshire Police and Crime Commissioner	4,934	3,489	(8,423)	-
Sheffield Primary Care Trust	4,750	55,000	(34,590)	25,160
Sheffield City Council Housing	55,475	42,350	(76,036)	21,789
Sheffield City Council- Safer & Sustainable Communities Partnership	-	57,800	(57,800)	-
Sheffield City Council - GP Services	-	8,000	(4,651)	3,349
Sheffield City Council - Toiletries	-	1,000	(1,000)	-
Trussel Trust	2,400	-	-	2,400
WM Morrisons	5,000	-	(5,000)	-
	133,341	256,959	(284,473)	105,827

SHEFFIELD WORKING WOMEN'S OPPORTUNITIES PROJECT

Notes to the accounts

for the year ended 31 March 2024

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	485
	<u>485</u>

6 Staff costs and trustees remuneration

	£
Gross salaries	158,026
Employers national insurance	7,239
Pension	10,286
	<u>175,551</u>

An equivalent of 5.7 full-time employees were employed during the year.

No remuneration was paid to any trustees during the period.