

**Somerset and Avon Rape and Sexual Abuse Support**

**Board of Trustees Report and Financial Statements**

**For the Year Ended 31 March 2021**

**Registered Charity Number: 1126682**

**Registered Company Number: 6738639**

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**Reference and administration details**

Registered name: Somerset and Avon Rape and Sexual Abuse Support

Registered charity number: 1126682

Registered company number: 6738639

Registered address: Somerset and Avon Rape and Sexual Abuse Support

Royal Oak House  
Royal Oak Avenue  
Bristol  
BS1 4GB

**Trustees**

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

Emily Barratt		Appointed 31 March 2020
Sian Blackmore		Appointed 2 December 2021
Michele Burleigh		Appointed 4 October 2018 Resigned 2 December 2021
Charlotte Chappell		Appointed 2 December 2021
Emma Frost	Treasurer	Appointed 10 April 2019
Catherine Graham		Appointed 7 June 2018
Caroline Green		Appointed 2 November 2017
Rachel Johnson		Appointed 10 September 2020
Amber Kibby		Appointed 2 December 2021
Rose Mahon		Appointed 10 April 2019 Resigned 2 September 2021
Linda Moore		Appointed 2 November 2017 Resigned 2 December 2021
Rachel Notley		Appointed 2 December 2021
Penny Walster	Chair	Appointed 2 November 2017

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**Key management personnel**

During the financial year to 31<sup>st</sup> March 2021, the key management personnel were:

Claire Bloor	Chief Executive Officer
Audrey Michel	Head of Fundraising
Emma Wallis	Head of Finance and Human Resources
Lorri Weaving	Head of Service Delivery

**Bankers**

Unity Trust Bank Nine Brindley Place Birmingham B1 2HB	Investec Wealth and Investment Beech House 61 Napier Street Sheffield S11 8HA
Triodos Bank Deanery Road Bristol BS1 5AS	

**Auditor**

Hazlewoods LLP  
Chartered Accountants and Statutory Auditors  
Staverton Court  
Staverton  
Cheltenham  
GL51 0UT

## **Trustees report for the year ended 31 March 2021**

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

The 'Reference and administration details' set out on page 1 and 2 form part of this report.

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 Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

### **Objectives and activities**

#### **Purpose and aims**

The charity's purposes, as set out in the objects contained in the company's memorandum of association, are:

- To relieve the trauma and distress of women and girls who have experienced any form of sexual violence, however long ago, through the provision of services, support and information. The service will be provided by women for women and girls in Bristol and the adjacent areas.
- To educate the public about sexual violence and raise awareness of the impacts of rape and sexual abuse on the victim and wider society.

The aims of our charity are to support women and girls who have experienced sexual violence as well as to educate the public about sexual violence. Our aims fully reflect the purposes that the charity was set up to further.

In our business plan we also state that we recognise men and boys can be victims of sexual violence and face similar stigmas. We work in collaboration with partners, and promote an empowering culture both for our organisation's members and for the women, girls, men and boys who use our service.

#### **Ensuring our work delivers our aims**

We review our aims, objectives and activities each year. This review looks at what we have achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those people that we are set up to help. The review also helps to ensure that

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our aims, objectives and activities remain focused on our stated purposes. We consult with service users, staff, volunteers and external partners.

In shaping our objectives for the year and planning our activities, the Trustees have considered the Charity Commission's guidance on public benefit, including the guidance 'Public Benefit: Running a Charity (PB2)'.

*The focus of our work*

Our main objectives for the year continued to be to relieve the trauma and distress of women and girls who have experienced sexual violence.

To meet these objectives, and thus the needs of our multiple stakeholders, SARSAS did the following:

- Delivered high-quality support using evidence-based models of practice within a trauma informed empowerment framework.
- Provided helpline services – including telephone helpline, eSupport and Live Chat –for all survivors to use for enquiry, anonymous adhoc or ongoing support, safe disclosure, up to date information and crisis interventions.
- Worked in partnership across Avon and Somerset for the benefit of all survivors including those who are using support services and those who are not. This includes leading, and learning from, a consortium of specialist sexual violence services and providing training for change within frontline support and referral agencies and upskilling key workers to work in a confident and informed way with survivors using their services.
- Raised awareness with the general public of services available, focused on self-help guides for all survivors including those with learning disabilities, continued to distribute sexual consent materials and contributed to a cultural shift of encouraging survivors to speak out and for concerned others to support and stand behind survivors.

*How our activities deliver public benefit*

Survivors of sexual violence, and those that care for them, can access our high quality, accessible services to increase their health and wellbeing, safety, and empower them to re-enter society.

All people are aware of the reality and impact of rape and sexual violence and are informed of the support services available.

SARSAS is a sustainable and highly effective agency that always practises excellence in sexual violence support for Somerset and Avon and champions the voices of survivors.

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Sexual violence is the cause of many significant problems in society including mental ill health, drug and alcohol misuse and offending. We know the impacts of sexual violence affect not only survivors but also those who care about them, and the society in which they live. The impact of sexual violence on an individual also affects the work of frontline organisations and services that support other aspects of their lives. Many survivors of sexual violence are targeted by perpetrators because of an existing vulnerability including mental health difficulties, drug and alcohol misuse, learning disabilities, physical disabilities and youth. SARSAS is delivering value to all these groups.

83% women experienced 'flashbacks' of their experience of sexual abuse when service commenced.

50%+ had depression and panic attacks when services commenced.

61% also felt they did not have 'control of their life' when services commenced; this reduced to 31% after they had accessed rape crisis services.

Each adult rape is estimated to cost over £96,000 in its emotional and physical impact on the survivors, lost economic output due to convalescence, treatment costs to health services and costs incurred in the criminal justice system<sup>1</sup>.

In 2015/16, the total cost of rape in England and Wales was estimated to be £4.8 billion. (Figures from The economic and social costs of crime second edition, Home Office, 2018)

- The impact of all estimated sexual violence in the South West in a year will cost society over £335,904,000<sup>2</sup>.
- Sexual violence costs in physical and mental health care in the South West is £79,498,749<sup>3</sup>.
- Sexual violence costs the criminal justice systems in the South West £50,073,529<sup>4</sup>.

SARSAS is one part of a jigsaw of organisations that serve the wellbeing of struggling members of our society. It is crucial to view SARSAS as a unique and highly effective workforce within the network of frontline social services that must

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<sup>1</sup> Government's response to Stern Review, 2011

<sup>2</sup> Calculated using the Public Health England estimate of 3499 female rapes in 2012/13.

<sup>3</sup> See violence against women and girls ready reckoner

<http://webarchive.nationalarchives.gov.uk/20100104215220/http://crimereduction.homeoffice.gov.uk/domesticviolence/domesticviolence072.htm>

<sup>4</sup> See violence against women and girls ready reckoner

<http://webarchive.nationalarchives.gov.uk/20100104215220/http://crimereduction.homeoffice.gov.uk/domesticviolence/domesticviolence072.htm>

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work together to serve their users effectively. It is in this way that SARSAS' value and impact is far-reaching and affects multiple stakeholders.

All our charitable activities are undertaken to further our charitable purposes for the public benefit.

### **Achievements and performance**

The last year has brought many challenges, for us as an organisation, and for the people that we support. We are proud to be an organisation that centres the voices of our clients and of the way that our team have adjusted their ways of working in response to the COVID-19 pandemic to continue to deliver life-changing support to those who need it.

#### **Projects and service developments**

In the 12 months to 31st March, SARSAS supported a total of 4,316 clients across the services.

SARSAS continues to provide the following core services across Bristol, Bath, North Somerset, Somerset and South Gloucestershire:

- Referrals and assessments: This service has been enhanced with the introduction of a new Pathway Navigator role, providing comprehensive assessment, triage and where appropriate signposting for new client referrals. We received 1,292 referrals for support and supported 502 assessments.
- Helpline Services: Telephone helpline services run either daytime or evening every weekday. Clients can also access emotional support via e-support and, in September 2020 we launched our new live chat service successfully.
- We had a total 4,393 contacts to our Helpline Services which totalled 770 hours of support. This included 3,542 calls to our helpline and 734 eSupport emails.
- Specialist Support Work (SSW): Providing emotional, practical and advocacy support for survivors who have complex needs. This includes specialist support for clients with Learning Disabilities and Autism. We supported 106 clients through SSW totalling 1,047 sessions.
- Group Work – COVID-19 has meant that much of our group work was put on hold. However, towards the end of the financial year we were able to run



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a successful Art Group (Striving to Thriving) and start two 12-week supportive learning programmes groups (Power Programme).

- Counselling: Specialist trauma informed one-to-one counselling. We delivered 2,559 counselling sessions delivered which supported 229 clients.
- Online resources: Self Help guides including Easy Read, translated versions, support for men and boys and advice on supporting family and friends. These are available either in paper form or online through our website.
- Website and social media: Including the Survivor Pathway (online guide to pathways of support across the South West), Pause Play Stop (website on sexual consent), psycho-education and self-care advice.

**COVID-19 Response**

SARSAS provided a prompt response to the COVID-19 pandemic with all our frontline services being adapted to remote work in a creative yet trauma informed manner. As such, we were able to continue to support most clients via online, telephone and email. All relevant staff received specialist online skills training and we have worked hard to support staff throughout the pandemic including resilience training, regular line management support and increased external clinical supervision where needed.

SARSAS' transition to remote work was inclusive but inevitably not suitable for all clients. For example, this may have been due to a lack of technology or access to a safe/confidential space at home. These clients remain on hold until face to face services resume although emotional support has remained available via our Helpline Services. For other clients, particularly those for example in the more rural areas, remote work provided easier access to support. One client described her Zoom sessions as 'a lifeline'. SARSAS is starting to transition back to face-to-face work however, in acknowledgement of the positive feedback we have had from many clients, we will retain an element of remote service delivery long term.

As the impact of the pandemic continued to affect the UK, the challenges that SARSAS' clients have faced have increased in intensity and complexity at a time when many other avenues of support (be that personal or professional) were not available. The circumstances of the pandemic have retriggered sexual violence related trauma symptoms for many of our clients. At the same time, we have seen an increase in self harm, eating disorders, domestic abuse, and thoughts and plans around suicide. Other complicating factors such as housing, debt and addiction have also been more prevalent. We have seen an increase in demand

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across our services and in response have increased areas of service delivery including the launch of our new Live Chat service and a significant increase in the number of weekly counselling sessions delivered.

*Partnership working*

SARSAS continues to believe in and champion partnership working. As the leading agency in the Avon and Somerset Sexual Violence Consortium we work with our partners to deliver service, share best practice and develop innovative approaches to support. Through the Phoenix Project we work closely with Barnardo's providing specialist and holistic support to young people across Somerset. We have delivered counselling in partnership with 1625 Independent People (youth homelessness and housing support services) and Bath and Bristol universities.

*Funding*

Funding from Bristol City Council (Safer Bristol), the Ministry of Justice and NHS Bristol, North Somerset and South Gloucestershire Clinical Commissioning Group (NHS BNSSG CCG) continues to make up 59% (2020: 59%) of the grant funding in the year.

Several new grants started in the year, including:

- Significant uplifts to our existing grant funding from the Ministry of Justice and NHS BNSSG CCG were awarded.
- Funding totalling £209,000 was secured from specific COVID-19 Response Funds including from the Avon and Somerset Police Crime Commissioner (PCC), Comic Relief, Lloyds Bank Foundation, Ministry of Justice, Quartet Community Fund and The National Lottery Community Fund. The funding allowed us to increase our service delivery levels, develop and launch the new Live Chat service, and cover the increased cost of running the organisation during the COVID-19 pandemic.
- Rape Crisis England & Wales (RCEW) – via the Home Office – awarded a two-year grant for involvement in a national research project supporting survivors of sibling sexual abuse.
- Lloyds Bank Foundation awarded us a two-year continuation grant for our work on the Justice project.

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*Workforce development*

There has been a significant change and growth in the workforce during the year with several new posts being created, some directly linked to successful funding applications and others an investment in the internal infrastructure of the organisation.

A thorough review of the organisational structure took place in early 2019 to determine the most appropriate structure to support the organisational growth seen over the past five years. There was also a recognition of the need to better support the fundraising and financial operations to ensure long term organisational stability. A new structure was determined and approved by the Board of Trustees in August 2019 and came into effect on 1st November 2019.

During the financial year the final role on the Senior Leadership Team was recruited. The new roles on this team have been fully inducted and the team has been operating successfully for some time.

The Senior Leadership Team comprises the CEO, Head of Finance, Head of Fundraising and Head Service Delivery.

The Management Team continues to support the Senior Leadership Team with day-to-day operations of the organisation. The team comprises the Counselling Manager, Support Services Manager, Communications Manager and Volunteer and Helpline Services Manager.

We have bid farewell to several members of the team who have moved on to new ventures, with wish them the very best. We have also welcomed new people to the team including those coming into the new roles of Counselling Coordinator, Head of Service Delivery, HR Administrator, Pathway Navigator, and Project Assistant (Sibling Sexual Abuse).

In the year, 10 new volunteers were successfully recruited, trained and supported to deliver Helpline Services across our region. This brings the total to 30 active volunteers by the end of the year.

We want to extend our thanks and gratitude to all the staff and volunteers who have shown such resilience and dedication in ensuring that we have been able to provide consistent and high-quality service to our clients throughout the challenges of the last year.

*Campaigning*

Throughout the year we have continued to work to raise awareness and challenge misconceptions about sexual violence.

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The aims of delivering our awareness campaigns are to reduce victim blaming, increase the number of people who have experienced sexual violence to come forward to specialist agencies to receive the excellent support they deserve and to contribute to the prevention of further sexual violence crimes by changing individual and public attitudes to gender based violence and its causes.

This year we are particularly proud of our Older Women's Project which included extensive research, campaigning and education (including the development of guides for professionals) around the specific support needs of women over 55 who have experienced sexual violence. We are also leading a new and ground-breaking national research project on behalf of Rape Crisis England & Wales (RCEW) supporting survivors of sibling sexual abuse.

## **Financial review**

### **Financial summary**

Income in the year totalled £1,520,591 (2020: £959,573) of which £1,447,247 (2020: £923,581) came from grant funding from several different bodies (see note 4 to the financial statements). These funds were used to provide a range of services – including helpline services, specialist support and counselling – to relieve the trauma and distress of those who have experienced sexual violence.

Expenditure in the year totalled £1,277,842 (2020: £943,740) of which £1,198,138 (2020: £918,688) related to charitable activities. Of this amount spent on charitable activities, the most sizeable is on staff costs which totalled £670,297 (2020: £555,231).

An investment is held with Investec Wealth and Investment with the purpose of securing funds and trying to achieve higher returns. The investment is low-to-medium risk and is spread between fixed interest, equities, property, alternative assets and cash. Investment income of £3,268 (2020: £3,849) was earned in the year and the investment value has increased by £21,402 (2020: decrease by £7,396). The increase in value at the year-end was due to the effects of the global coronavirus pandemic on the financial markets.

Total funds as at 31 March 2021 were £468,324 (2020: £204,173) of which £281,476 (2020: £139,984) was unrestricted and £186,848 (2020: £64,189) was restricted and unavailable for the general purposes of the charity. Of the unrestricted funds none have been designated (2020: none).

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*Investment policy*

The Board of Trustees has responsibility for the purchase, sale, assignment, transfer and management of all investments. Investments are defined to include, but are not limited to, any monetary or negotiable asset or property right held by the charity.

In the management of SARSAS' investments, consideration will be given to the requirements of the charity for liquidity, diversification and safety of principal, yield, maturity, quality and capability of investment management, with the primary emphasis being on safety.

The overall objective of the investment policy is to invest the charity's available funds in such a manner as to earn as high a level of return as can reasonably be achieved within the framework of the policy and consistent with the primary objective of the safety and preservation of capital.

Wherever possible, the Board of Trustees also takes social, environmental or ethical considerations into account in its investment decisions.

*Reserves policy*

The level of income retained in reserves is based on a realistic assessment of contractual obligations to staff (i.e., maternity, sickness and redundancy pay), running cost contingencies, winding up and dilapidation costs, risk management and any unanticipated reductions in income.

Due to the nature of SARSAS's work, particularly with our vulnerable clients, it is vital that counselling and support are completed for each client in a sensitive and timely manner. Therefore, the running costs contingency is significant and represents an estimate of six months of skeleton operating costs prioritising the continuation and safe ending of the counselling and support work being actively provided by the organisation. Any clients on our waiting list will be contacted and signposted to other services.

We recognise that any reserves held as cash at bank over £85,000 are at risk and will not be guaranteed by the Government should there be a collapse of the financial system. Bank balances are reviewed by the Board of Trustees on a quarterly basis as part of the management accounts process. Where the balance of a bank account exceeds £85,000 the Board of Trustees reviews and, where appropriate, takes action to mitigate the financial risk.

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**Fundraising approach**

Donors to SARSAS can be assured that we comply with the regulatory standards for fundraising. We are registered with the Fundraising Regulator and are committed to the Fundraising Promise and adherence to the Code of Fundraising Practice. Our Head of Fundraising and a member of the Board of Trustees are members of the Institute of Fundraising.

Our fundraising effort mainly involves encouraging donations and gifts by individuals, campaigns such as the Big Give and the Aviva Crowdfunder, supporting individuals in sponsorship events and corporate charity of the year nominations.

During the year, we did not use third-party suppliers for the purposes of raising funds.

Our website outlines our complaints policy for the public and clearly explains how an individual can complain. We received zero complaints relating to fundraising in the financial year (2020: Nil).

We acknowledge all complaints within five days and respond in full within 20 days. Complaints are dealt with in-line with our Ethical Fundraising Policy. The most serious complaints are escalated to CEO or Chair of the Board of Trustees.

Our Fundraising and Vulnerable People policy is available on request. In addition to our policy, we have an operating procedure to protect vulnerable people.

**Statement on going concern**

After reviewing the charity's forecasts and projections and its reserves, the Trustees have a reasonable expectation that the charity has adequate resources to continue in operation for the foreseeable future. The charity therefore continues to adopt the going concern basis in preparing its financial statements.

The Trustees have considered specifically the ongoing effect that the global coronavirus pandemic has had on the charity's ability to continue as a going concern.

Except for Group Work, all services have continued to operate remotely during the pandemic. With the easing of restrictions earlier in 2021, face-to-face Group Work has now commenced. SARSAS is starting the transition back to face-to-face work by the end of September 2021, however, will retain an element of remote service delivery long term.

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Where grant agreements require the delivery of face-to-face services specifically, confirmation has been obtained from the relevant funders that remote delivery continues to be acceptable whilst the pandemic is ongoing.

Aside from the effects of the pandemic, the main risk to the organisation's ability to continue as a going concern is the loss of significant funding. To mitigate this risk, the organisation has implemented a fundraising plan which increases its work with a wide range of funding bodies and diversifies the portfolio of funders. We continue to develop the internal structure of the organisation to ensure that it is lean and adaptable.

SARSAS experienced significant growth in income in the financial year which allowed an increase in service delivery. Demand for the service is at an all-time high and the current waiting lists reflect this. The organisation is budgeting to remain at the current level of service delivery to address this and therefore, requires the income to deliver this.

Going in to the 2021/22 financial year, SARSAS had secured over 90% of budgeted income for the year and currently has over 50% of budgeted income secured for the 2022/23 financial year.

## **Structure, governance and management**

### *Governing document*

SARSAS is a private company limited by guarantee governed by its Memorandum and Articles of Association dated 29 October 2008. It is a charity registered with the Charity Commission.

Anyone aged over 18 years of age can become a member of the Company and there are currently 32 members (2019: 32), each of whom agrees to contribute £10 in the event of the charity winding up.

### *Appointment of Trustees*

Trustees are elected by members of the charity or co-opted and elected at General Meetings.

Where applicable, the volunteer representative is a full trustee but must declare a conflict of interest where there are disclosures that relate to her line management in her capacity as a volunteer. She is co-opted through election by her peers then elected by members at a General Meeting. Currently, there is no volunteer representative however, the Board of Trustees is looking to fill this position.

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*Trustee induction and training*

All new Trustees receive an induction into the work of the charity as well as an introduction into the role of a trustee and its responsibilities. The induction process for new Trustees also includes training and development days.

Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role.

*Organisation*

The Board of Trustees, which cannot have less than three or more than twelve members, administers the charity. The Board of Trustees normally meets every second month. In addition, the Board operates two sub committees being the Finance, Risk and HR Sub Committee and the Strategy Sub Committee both of which meet regularly.

A Chief Executive Officer (CEO) is appointed by the Trustees to manage the day-to-day operations of the charity. To facilitate effective operations, the CEO has delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance, employment and service delivery related activities.

*Related parties and co-operation with other organisations*

None of the Trustees receive remuneration or other benefit for their work with the charity. Any connection between a trustee or senior manager and a potential employee, supplier or service provider must be disclosed to the full Board of Trustees in the same way as any other contractual relationship with a related party.

As part of the recruitment process all Trustees complete a Conflict-of-Interest statement. At each Board meeting, all Trustees must declare any changes to their conflicts of interest.

See note 22 of the financial statements for further information about related party transactions.

SARSAS leads a consortium of sexual violence support services and works in close partnership with Womankind, The Green House, and Barnardo's BASE to deliver high quality services to survivors.

*Pay policy for senior staff*

The pay of the senior staff is reviewed annually, along with that of all employees, and normally increased in accordance with inflation and annual earnings.



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Pay benchmarking is carried out as part of the recruitment of new posts through internet searching for similar posts and discussion with partner agencies delivering sexual violence services across the country in the Rape Crisis network.

**Risk management**

The Trustees hold a Risk Register documenting the major risks facing the charity along with mitigating actions. This is reviewed on a regular basis as part of the rolling timetable of the Board of Trustees.

The following are considered by the Board of Trustees to be the top five risks to the organisation where there is a medium-to-high probability of them occurring and, if this were to happen, there would be a significant impact on the organisation:

- *Safeguarding measures for service users and staff/volunteers are not in place or not adhered to*

SARSAS has a detailed safeguarding policy and associated procedures in place including the appointment of safeguarding leads. Monitoring is in place to ensure that safeguarding training is up to date. Regular external clinical supervision is in place for all service delivery staff and volunteers.

Regular clinical risk assessments are undertaken throughout a client's time with SARSAS. Safeguarding is a standard agenda item at all relevant meetings and there is a process in place for regular review of complaints, safeguarding incidents, accidents and near misses.

- *SARSAS is not in a sustainable financial position due to lack of grant funding, insufficient reserves, inadequate cashflow or low levels of fundraising*

SARSAS has a robust financial planning, budgeting and reporting mechanism in place. This includes detailed budgeting, review and monitoring of the reserves policy and level of reserves, cashflow forecasting and monitoring, and assessment of actual performance against the fundraising plan.

The Finance, Risk and HR Sub Committee considers and monitors the financial risk of the organisation and reports accordingly to the Board of Trustees.

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- *Staffing levels are not appropriately maintained due to a combination of loss of key staff, high staff turnover and inability to recruit in a timely and effective manner*

SARSAS has a comprehensive HR policy framework and development plans in place. All key management positions are currently filled. Key personnel have an extended notice period which would allow sufficient time for recruitment.

- *IT systems are not fit for purpose and data security is compromised*

Significant investment into the IT systems used by the organisation is ongoing. Appropriate disaster recovery plans and procedures are in place. External experts are contracted to review and maintain data security and system capability. An external specialist General Data Protection Regulation (GDPR) consultant and Data Protection Officer (DPO) has been appointed.

- *SARSAS does not work effectively with its partners*

Service level agreements and contracts are in place with all partners which include clear responsibilities and deliverables. All of the Key Performance Indicators (KPIs) are monitored closely and discussed with all partners at regular review meetings.

#### *Safeguarding statement*

SARSAS is committed to safeguarding and promoting the welfare of children, young people and adults with care and support needs who use its services. The welfare of all children is paramount, and safeguarding is everyone's business<sup>5</sup>. The SARSAS safeguarding policy is in line with the Children Act 1989 and 2004. Section 17 and 47 of the 1989 Act imposed a positive duty to safeguard and promote the welfare of children.

Safeguarding is a specific activity that is undertaken to protect specific children and adults with care and support needs who are suffering, or are at risk of suffering, harm. All children have the right to protection regardless of gender, ethnicity, disability, sexuality, or beliefs.

All agencies have a statutory responsibility to safeguard children.

Our 'Adults at Risk Safeguarding Policy' and 'Child Safeguarding Policy' document sets out Somerset and Avon Rape and Sexual Abuse Support (SARSAS)'s overall approach to protecting children and vulnerable adults from abuse. Policies are

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<sup>5</sup> <https://www.nspcc.org.uk/keeping-children-safe/reporting-abuse/dedicated-helplines/>

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supported by detailed procedures which explain how this policy is to be carried out by Team Members.

Everyone that SARSAS works with will be informed of our policy statements as part of an explanation of the limits of confidentiality. A copy of this policy and procedure is made available as appropriate and is also available on our website.

**Plans for future periods**

In 2021/22, alongside service delivery, training, and campaigning, we will be working towards specific Thematic Goals with a focus on reducing our waiting lists and waiting times. As a part of this work, we will address the following objectives:

- Embed the Pathway Navigator roles across the organisation
- Review of each of our main service lines – including Specialist Support Work, Counselling and Group Work – to review and develop the goals, the current offer and the modalities
- Develop the evaluation and outcomes measurement framework

Outside of the Thematic Goal, we have specific plans in the following areas:

- Live Chat – Following the initial success of this new service we plan to expand the availability of this service.
- Group Work – Our group work was on hold for much of the financial year due to the COVID-19 pandemic however, this has now resumed. We recognise that Group Work is a valuable source of support and an area we wish to develop further in the coming year. Since year end, we have recruited a Group Work Coordinator who is focusing on the development of our Group Work offering including outreach and Group Work in communities that we feel are currently under-represented.
- Volunteers and Apprenticeships – Volunteers continue to be a valuable and crucial part of SARSAS. We have engaged 30 active volunteers this year and are in the process of recruiting and inducting a further 10 who will support our Helpline Services. We are keen to expand our volunteer engagement across all our services. We are also recruiting up to four apprentices through the government Kickstart scheme.

### **Trustees' responsibilities in relation to the financial statements**

The Trustees (who are also directors for the purposes of Company law) are responsible for preparing a Trustees' annual report and 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 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 for that period. In preparing the financial statements, the Trustees are required to:

- Select suitable accounting policies and then apply them consistently
- Observe the methods and principles in the Charities SORP
- Make judgements and estimates that are reasonable and prudent
- State whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for the prevention and detection of fraud and other irregularities.

The Trustees are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

**Somerset and Avon Rape and Sexual Abuse Support  
Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**Statement as to disclosure to our Auditor**

The Trustees confirm that, so far as they are aware at the time of approving the Trustees' annual report:

- There is no relevant information, being information needed by the auditor in connection with preparing their report, of which the auditor is unaware.
- They have taken all the steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditor is aware of that information.

By order of the Board of Trustees



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Penny Walster

7<sup>th</sup> December 2021

## **Independent Auditor's Report for the year ending 31 March 2021**

### **Opinion**

We have audited the financial statements of Somerset and Avon Rape and Sexual Abuse Support (the 'charitable company') for the year ended 31 March 2021 which comprise the statement of financial activities, balance sheet, statement of cash flows and the related notes to the financial statements, 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 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 charitable company 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**

We have nothing to report in respect of the following matters in relation to which the ISAs (UK) require us to report to you where:

- the trustees' use of the going concern basis of accounting in the preparation of the financial statements is not appropriate; or
- the trustees have not disclosed in the financial statements any identified material uncertainties that may cast significant doubt about the charitable company's ability to continue to adopt the going concern basis of accounting for a period of at least twelve months from the date when the financial statements are authorised for issue.

### **Independent Auditor's Report for the year ending 31 March 2021**

#### **Other information**

The trustees are responsible for the other information. The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. 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.

In connection with our audit of the financial statements, 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 audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. 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.

#### **Opinion on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of the 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 charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Directors Report included in 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;
- the financial statements are not in agreement with the accounting records and returns;
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations necessary for the purposes of our audit.

## **Independent Auditor's Report for the year ending 31 March 2021**

### **Responsibilities of the trustees**

As explained more fully in the Trustees' Responsibilities Statement set out in the Trustees' Report, the trustees (who are also the directors of the charitable company 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 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 charity or to cease operations, or have no realistic alternative but to do so.

### **Our 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:

- We obtained an understanding of the legal and regulatory frameworks applicable to the charity financial statements or that had a fundamental effect on the operations of the charity. We determined that the most significant laws and regulations included United Kingdom Generally Accepted Accounting Practice and Companies Act 2006.
- We understood how the charity is complying with those legal and regulatory frameworks by making inquiries of management, and those responsible for legal and compliance procedures.



**Independent Auditor's Report for the year ending 31 March 2021**

- We assessed the susceptibility of the charity's financial statements to material misstatement including how fraud might occur. Audit procedures performed by the engagement team included:
  - identifying and assessing the design effectiveness of controls management has in place to prevent and detect fraud;
  - understanding how those charged with governance considered and addressed the potential for override of controls or other inappropriate influence over the financial reporting process;
  - challenging assumptions and judgements made by management in its significant accounting estimates; and
  - identifying and testing journal entries, in particular any journal entries with unusual characteristics.

Owing to the inherent limitations of an audit, there is an unavoidable risk that material misstatements in the financial statements may not be detected, even though the audit is properly planned and performed in accordance with ISAs (UK).

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](http://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 charity'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 charity's members those matters we are required to state to them in an auditor's 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 charity's members as a body, for our audit work, for this report, or for the opinions we have formed.



**Scott Lawrence FCA  
(Senior Statutory Auditor)**

For and on behalf of:

**Hazlewoods LLP**

Chartered Accountants and Statutory Auditors  
Staverton Court, Staverton  
Cheltenham, GL51 0UT

**Date: 9 December 2021**

**Somerset and Avon Rape and Sexual Abuse Support**  
**Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**Statement of financial activities (Income and expenditure account)**  
**for the year ended 31 March 2021**

	Notes	Unrestricted Funds	Restricted Funds	Total 2021	Total 2020
		£	£	£	£
<b>Income &amp; endowments from:</b>					
Donations & legacies	3	52,640	-	52,640	23,047
Charitable activities	4	-	1,447,247	1,447,247	923,581
Other trading activities	5	17,436	-	17,436	9,096
Investments	6	3,268	-	3,268	3,849
		<u>73,344</u>	<u>1,447,247</u>	<u>1,520,591</u>	<u>959,573</u>
<b>Expenditure on:</b>					
Raising funds	7	-	(79,704)	(79,703)	(25,085)
Charitable activities	8	-	(1,198,138)	(1,198,138)	(918,688)
Other		-	-	-	(33)
		<u>-</u>	<u>(1,277,842)</u>	<u>(1,277,842)</u>	<u>(943,740)</u>
Net gains/(losses) on investments	14	21,402	-	21,402	(7,396)
Net income		<u>94,746</u>	<u>169,405</u>	<u>264,151</u>	<u>8,437</u>
Transfers between funds	19	46,746	(46,746)	-	-
		<u>141,492</u>	<u>122,659</u>	<u>264,151</u>	<u>8,437</u>
<b>Net movement in funds</b>					
<b>Reconciliation in funds</b>					
Total funds brought forward		139,984	64,189	204,173	195,736
		<u>281,476</u>	<u>186,848</u>	<u>468,324</u>	<u>204,173</u>
<b>Total funds carried forward</b>	19				

All income and expenditure derive from continuing activities.

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

The notes on pages 27 to 46 form part of these financial statements.

**Somerset and Avon Rape and Sexual Abuse Support  
Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**Balance sheet as at 31 March 2021**

	Notes	2021 £	2020 £
<b>Fixed Assets</b>			
Tangible Assets	13	29,810	32,732
Investments	14	175,228	153,826
<b>Total fixed assets</b>		<u>205,038</u>	<u>186,558</u>
<b>Current Assets</b>			
Debtors	15	172,483	98,120
Cash at bank and in hand		333,289	66,991
<b>Total current assets</b>		<u>505,772</u>	<u>165,111</u>
<b>Liabilities</b>			
Creditors: amounts falling due within one year	16	(242,486)	(147,496)
<b>Net current assets</b>		263,286	17,615
<b>Net assets</b>		<u><u>468,324</u></u>	<u><u>204,173</u></u>
<b>The Funds of the charity</b>			
Unrestricted funds	19	281,476	139,984
Restricted income funds	19	186,848	64,189
<b>Total charity funds</b>		<u><u>468,324</u></u>	<u><u>204,173</u></u>

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

Approved by the Trustees on 7<sup>th</sup> December 2021 and signed on their behalf by:



**Penny Walster, Chair of Trustees**

**Registered Company Number: 6738639**

The notes on pages 27 to 46 form part of these financial statements.

**Somerset and Avon Rape and Sexual Abuse Support  
Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**Statement of cash flows for the year ended 31 March 2021**

	Notes	2021 £	2020 £
<b>Cash flows from operating activities</b>			
Net cash provided by operating activities	<b>21</b>	271,566	(68,498)
		<hr/>	<hr/>
<b>Cash flows from investing activities</b>			
Dividends and interest from investments		3,269	3,849
Purchase of property, plant and equipment		(9,454)	(24,359)
Loss on disposal of fixed assets		917	-
		<hr/> (5,268)	<hr/> (20,510)
 Change in cash and cash equivalents in the reporting period		 266,298	 (89,008)
 Cash and cash equivalents at the beginning of the reporting period		 66,991	 155,999
		<hr/>	<hr/>
<b>Cash and cash equivalents at the end of the reporting period</b>		<b>333,289</b>	<b>66,991</b>

The charity has no debt and therefore no analysis of net debt is presented.

**Notes to the financial statements for the year ended 31 March 2021**

**1. Accounting policies**

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

**a) Basis of preparation**

The financial statements have been prepared in accordance with Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

Somerset and Avon Rape and Sexual Abuse Support meet 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 note(s).

**b) Preparation of the accounts on a going concern basis**

The charity reported a cash inflow of £266,298 (2020: £89,008 outflow) for the year. Closing reserves as at 31 March 2021 were £468,324 (2020: £204,173), of which £281,476 (2020: £139,984) were unrestricted.

The Trustees have reviewed the circumstances of the charity and consider that adequate resources continue to be available to fund the activities of the organisation for the foreseeable future. The Trustees are therefore of the view that the charity is a going concern.

**c) Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

## **1. Accounting policies (continued)**

### **c) Income (continued)**

Income received in advance of the provision of a specified service is deferred until the criteria for income recognition are met (see note 19).

### **d) Donated services and facilities**

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the charity which is the amount the charity would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

In accordance with the Charities SORP (FRS 102) the general volunteer time is not recognised in the financial statements. Refer to the Trustees' annual report for more information about their contribution.

### **e) Interest receivable**

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the Bank.

### **f) Fund accounting**

Unrestricted funds are available to spend on activities that further any of the purposes of charity. Restricted funds are amounts which the funder has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

### **g) Expenditure and irrecoverable VAT**

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

Expenditure is classified under the following activity headings:

- Costs of raising funds and their associated support costs.

## **1. Accounting policies (continued)**

### **g) Expenditure and irrecoverable VAT (continued)**

- Expenditure on charitable activities includes the costs associated with the provision of services to service users along with the production of materials and educational activities undertaken to further the purposes of the charity and their associated support costs.
- Other expenditure represents those items not falling into any other heading.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

### **h) Allocation of support costs**

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include back office costs, finance, personnel, payroll and governance costs which support the charitable activities. These costs have been allocated between cost of raising funds and expenditure on charitable activities as appropriate.

### **i) Operating leases**

The charity classifies the lease of printing equipment as operating leases; the title to the equipment remains with the lessor and the equipment is replaced every 3 years whilst the economic life of such equipment is normally 4 years. Rental charges are charged on a straight-line basis over the term of the lease.

### **j) Tangible fixed assets**

Individual fixed assets costing £300 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight-line basis as follows:

<b>Asset Category</b>	<b>Method</b>
Fixtures and Fittings	6-3 years straight line
Computers and equipment	4 years straight line

No depreciation is charged in the year of purchase.

## **1. Accounting policies (continued)**

### **k) Debtors**

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

### **l) Cash at bank and in hand**

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

### **m) Creditors and provisions**

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

### **n) Investments**

Investments listed on a recognised stock exchange are stated at mid-market value in the Balance Sheet. All movements in value arising from changes and revaluations are included in the Statement of Financial Activities.

### **o) Financial instruments**

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value.

### **p) Pensions**

As part of an employee's benefit package, the charity makes an employer contribution into a personal pension scheme of each employee's choosing. Employees are automatically enrolled into the National Employment Savings Trust (NEST) unless they choose to opt into a different pension scheme of their choosing.

### **q) Critical accounting estimates and areas of judgement**

Preparation of the financial statement requires management to make judgements and estimates. The Trustees consider that there are no material judgements in applying accounting policies or key sources of estimation uncertainty.



**Somerset and Avon Rape and Sexual Abuse Support**  
**Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**2. Legal status of the Charity**

The charity is a private company limited by guarantee and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £10 per member of the charity.

The total number of members at 31 March 2021 was 39 (2020: 32). Any Trustees who are members of the charity are only entitled to voting rights; those Trustees have no beneficial interest in the charity.

**3. Income from donations and legacies**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Donations	52,640	23,047
	<hr/>	<hr/>

The income from donations and legacies was £52,640 (2020: £23,047) of which £52,640 (2020: £23,074) was unrestricted and £Nil (2020: £ Nil) was restricted.

The Charity also benefits greatly from the involvement and enthusiastic support of its many volunteers, details of which are given in our annual report. In accordance with FRS102 and the Charities SORP (FRS102), the economic contribution of general volunteers is not recognised in the accounts.

**Somerset and Avon Rape and Sexual Abuse Support**  
**Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**4. Income from Charitable activities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
1625 Independent People	3,117	2,566
Avon & Somerset OPCC	96,442	19,009
Avon & Somerset Police Community Action	1,735	1,240
Awards for All	10,000	-
Barnardo's	71,177	68,360
Bath Boules Charitable Trust	-	(767)
Bristol City Council	128,000	115,000
Comic Relief	76,668	33,257
Garfield Weston Foundation	8,333	16,667
Home Office	90,868	-
Lloyds Bank Foundation	42,340	29,613
Ministry of Justice – Bristol	157,886	85,680
Ministry of Justice – Taunton	164,819	85,680
NHS Bristol, North Somerset and South Gloucestershire (BNSSG) CCG	400,078	254,166
Quartet Community Foundation	3,750	4,300
Rape Crisis England & Wales	871	24,080
St John's Foundation	30,000	30,000
Taunton Women's Aid	2,500	10,158
The Brook Trust	18,750	22,750
The Clothworkers' Foundation	5,000	-
The Henry Smith Charity	55,000	29,650
The National Lottery Community Fund	9,994	-
The Nelson Trust	-	5,000
The Nisbet Trust	15,000	15,000
The Three Guineas Trust	54,919	72,172
<b>Total income from charitable activities</b>	<b><u>1,447,247</u></b>	<b><u>923,581</u></b>

The income from charitable activities was £1,447,247 (2020: 923,581), all of which was restricted. Details of restricted funds are set out in Note 21 to these financial statements.

**Somerset and Avon Rape and Sexual Abuse Support  
Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**5. Income from other trading activities**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Provision of training courses	1,000	682
Sale of materials	4,986	1,005
Other	11,950	7,409
	<u>17,936</u>	<u>9,096</u>

Income from other trading activities was £17,936 (2020: 9,096), all of which was unrestricted.

**6. Investment income**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Investment income	<u>3,269</u>	<u>3,849</u>

Investment income of £3,269 (2020: £3,849) is from investments held in the period and is wholly unrestricted. See note 16 to these financial statements for further details.

**Somerset and Avon Rape and Sexual Abuse Support**  
**Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**7. Expenditure on raising funds**

	<b>Fundraising costs £</b>	<b>Support Costs £</b>	<b>2021 Total £</b>	<b>2020 Total £</b>
Staff costs	57,428	6,201	63,630	14,240
Recruitment	643	69	712	250
Support and Development (staff and volunteers)	1,170	126	1,296	-
Travel and subsistence (staff and volunteers)	126	14	140	-
Fundraising	1,770	-	1,770	343
Rent, rates and service charges	4,308	465	4,773	1,525
Printing, postage and stationery	423	46	469	95
Telephone and computer charges	1,549	167	1,716	515
Equipment and maintenance	581	63	644	106
General expenses	451	48	499	182
Professional fees	2,603	281	2,884	7,690
Governance costs	56	6	62	-
Annual General Meeting	33	4	37	-
Depreciation and loss on disposal of assets	968	105	1,073	139
	<u>72,109</u>	<u>7,595</u>	<u>79,704</u>	<u>25,085</u>

In the year ended 31 March 2021, expenditure of £79,704 (2020: £25,085) was incurred on raising funds, of which £nil (2020: £7,926) was unrestricted.

10% of support costs have been allocated to fundraising activities in the current year (2020: 0%) based on salary allocation.

**Somerset and Avon Rape and Sexual Abuse Support**  
**Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**8. Expenditure on charitable activities**

	<b>Charitable Activities £</b>	<b>Support Costs £</b>	<b>2021 Total £</b>	<b>2020 Total £</b>
Staff costs	614,486	55,811	670,297	555,231
Recruitment	6,875	624	7,499	9,120
Support and Development (staff and volunteers)	35,504	1,137	36,641	30,607
Travel and subsistence (staff and volunteers)	1,486	123	1,609	19,689
Contractors and counsellors	245,354	-	245,354	121,264
Projects and other direct service costs	105,267	-	105,267	52,936
Fundraising	-	-	-	264
Resource development and knowledge distribution	3,009	-	3,009	12,704
Rent, rates and service charges	46,097	4,187	50,284	55,311
Printing, postage and stationery	4,529	411	4,940	3,429
Telephone and computer charges	16,578	1,506	18,084	18,685
Equipment and maintenance	6,215	565	6,780	3,849
General expenses	4,806	436	5,242	6,606
Professional fees	27,850	2,529	30,379	20,609
Governance costs	602	55	657	1,906
Annual General Meeting	352	32	384	968
Depreciation and loss on disposal of assets	10,362	941	11,303	5,031
Bank charges	-	409	409	479
	<u>1,129,372</u>	<u>68,766</u>	<u>1,198,138</u>	<u>918,688</u>

Expenditure on charitable activities was £1,198,138 (2020: 918,688) of which £nil (2020: £2,628 was unrestricted and £1,198,138 (2020: 916,060) was restricted.

**9. Net income for the year**

Net income for the year is stated after charging:

	<b>2021 £</b>	<b>2020 £</b>
Operating leases – equipment	3,652	2,335
Depreciation (note 15)	11,460	5,170
Auditor / Independent Examiner's remuneration:		
Auditors remuneration	6,600	-
Independent Examination fees	-	479
Accountancy services	<u>1,200</u>	<u>2,415</u>

**Somerset and Avon Rape and Sexual Abuse Support**  
**Board of Trustees Report and Financial Statements for the year ended 31 March 2021**

**10. Analysis of staff costs, trustee remuneration and expenses, and the cost of key management personnel**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Salaries and wages	670,020	523,842
Social security costs	30,764	20,233
Pension costs	33,143	25,396
	<u>733,927</u>	<u>569,471</u>

Staff costs for the year ended 31 March 2021 include £nil (2020: £32,780) of redundancy payments relating to the five redundant roles.

No employees (2020: no employees) had employee benefits in excess of £60,000. Pension costs are allocated to funds in proportion to the related staffing costs incurred.

Due to the change in organisation structure described in Achievements and Performance section of the prior year Trustees Report, there was a change in key management personnel of the charity part of the way through the prior year.

Key management personnel from 1 April 2019 to 31 October 2019:

- Trustees
- Chief Executive Officer
- Finance Manager
- Fundraising and Events Manager
- Service Development Manager (Bristol)
- Service Development Manager (Taunton)
- Training and Communications Manager
- Volunteer Manager

Key management personnel from 1 November 2019 to 31 October 2020:

- Trustees
- Chief Executive Officer
- Head of Finance
- Head of Fundraising
- Counselling Manager
- Support Work Manager
- Training and Communications Manager
- Volunteer, Helpline and eSupport Manager

Key management personnel from 1 November 2020 to 31 March 2021:

- Trustees
- Chief Executive Officer
- Head of Finance and Human Resources
- Head of Fundraising
- Head of Service Delivery

The total employee benefits of the key management personnel of the charity were £177,800 (2020: £204,196).

The Trustees were not paid and did not receive any other benefits from employment in the year (2020: £Nil). No trustee received payment for professional or other services supplied to the charity (2020: £Nil).

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**11. Staff numbers**

The average headcount for the reporting period was 39 staff (2020: 32). The average number of full-time equivalent employees (including casual and part-time staff) during the year was 22 (2020:16). The average number of full-time staff was 5 (2020: 5) and the average number of part-time staff was 33 (2020: 27) in the reporting period.

**12. Corporation tax**

The charity is exempt from tax on income and gains falling within Section 505 of the Taxes Act 1988 or Section 252 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objectives.

**13. Tangible fixed assets**

	<b>Fixtures and Fittings £</b>	<b>Computer and £</b>	<b>Total £</b>
<b>Cost:</b>			
As at 1 April 2020	37,308	28,259	65,567
Additions	-	9,454	9,454
Disposals	(10,480)	(10,010)	(20,490)
As at 31 March 2021	26,828	27,703	54,531
<b>Depreciation:</b>			
As at 1 April 2020	15,088	17,747	32,835
Charge for the year	8,482	2,978	11,460
Disposals	(9,564)	(10,010)	(19,574)
<b>At 31 March 2021</b>	14,006	10,715	24,721
<b>Net book value:</b>			
As at 31 March 2020	22,220	10,512	32,732
At 31 March 2021	12,822	16,988	29,810

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**14. Investments**

	£
Value as at 1 April 2020	153,826
Revaluation	21,402
Value as at 31 March 2021	<u>175,228</u>

The charity has a portfolio investment of £150,000 with Investec Wealth & Investment. The investment was set up with a low-to-medium risk profile.

	2021 £	2020 £
UK government and corporate bonds	56,670	54,745
UK equities	24,961	18,842
International equities	45,046	30,145
UK property	13,291	13,699
Other investments	31,878	33,589
Cash or cash equivalents	3,382	2,806
	<u>175,228</u>	<u>153,826</u>

**15. Debtors**

	2021 £	2020 £
Debtors due in more than one year	4,950	4,950
Trade debtors	121,949	766
Other debtors	2,195	113
Prepayments and accrued income	43,389	92,291
	<u>172,483</u>	<u>98,120</u>

As at 31 March 2021, a tenancy deposit was held valued £4,950 (2020: £4,950) relating to the lease taken on the new Taunton office building. This is due after one year and is considered to be fully recoverable.



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**16. Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Trade creditors	57,673	26,353
Short term compensated absences (holiday pay)	14,433	9,494
Accruals	17,380	13,567
Other creditors	8,310	5,197
Credit cards	1,086	754
Deferred income (see note 17)	143,604	92,131
	<u>242,486</u>	<u>147,496</u>

**17. Deferred Income**

Deferred income comprises income from charitable activities relating to future periods.

	<b>£</b>
Balance as at 1 April 2020	92,131
Amount released to income earned from charitable activities	(92,131)
Amount deferred in year	143,604
	<u>143,604</u>
Balance as at 31 March 2021 (see note 16)	<u>143,604</u>

**18. Financial commitments**

As at 31 March 2021, the charity had annual commitments under non-cancellable operating leases as follows:

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Within one year	35,922	35,922
Between one and five years	24,750	60,671
After five years	<u>60,671</u>	<u>96,593</u>

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**19. Analysis of charitable funds**

	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers / Net investment gains/(loses) £	Balance at 31 March 2021 £
<b>Unrestricted funds</b>					
Unrestricted funds	139,984	73,344	-	68,148	281,476
1625 Independent people	1,554	3,117	(4,671)	-	-
Avon & Somerset OPCC	-	96,442	(92,592)	(3,850)	-
Avon & Somerset Police Community Action	-	1,735	(1,735)	-	-
Awards for All	-	10,000	(10,000)	-	-
Barnardo's	-	71,177	(71,177)	-	-
Bristol City Council	3	128,000	(128,003)	-	-
Comic Relief	(373)	76,668	(57,237)	(10,950)	8,108
Garfield Weston Foundation	(513)	8,333	(7,820)	-	-
Lloyds Bank Foundation	10,000	42,340	(35,507)	-	16,833
Ministry of Justice – Bristol	-	157,886	(152,886)	(5,000)	-
Ministry of Justice – Taunton	-	164,819	(159,819)	(5,000)	-
NHS BNSSG CCG	5,835	400,078	(276,992)	-	128,921
Quartet Community Foundation	-	3,750	(3,750)	-	-
Rape Crisis England & Wales (Digital)	4,685	871	(5,556)	-	-
Rape Crisis England & Wales (SVSCSA)	-	90,868	(90,868)	-	-
St John's Foundation	9,230	30,000	(6,246)	-	32,948
Taunton Women's Aid	-	2,500	(2,500)	-	-
The Brook Trust	8,626	18,750	(5,430)	(21,946)	-
The Clothworkers' Foundation	-	5,000	(5,000)	-	-
The Henry Smith Charity	-	55,000	(55,000)	-	-
The National Lottery Community Fund	-	9,994	(9,994)	-	-
The Nelson Trust	5,000	-	(5,000)	-	-
The Nisbet Trust	-	15,000	(15,000)	-	-
The Three Guineas Trust	20,142	54,919	(75,059)	-	2
	<u>64,189</u>	<u>1,447,247</u>	<u>(1,277,842)</u>	<u>(46,746)</u>	<u>186,848</u>
<b>Total charity funds</b>	<u>204,173</u>	<u>1,520,591</u>	<u>(1,277,842)</u>	<u>21,402</u>	<u>468,324</u>

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**19. Analysis of charitable funds (continued)**

**Name of restricted funds Description, nature and purpose of fund**

Independent People 1625	Funding for the provision of support, training and counselling as part of the wider Ending Women's Homelessness project.
Avon and Somerset OPCC	Funding for the charity to extend its service for women and girls in Somerset with complex needs.
Avon and Somerset Police Community Action	Funding for counselling sessions for women who have experienced rape or sexual abuse.
Barnardo's	Funding the Somerset Phoenix Project which is a specialist support service for children and young people aged 5-18 and their families in Somerset, who have been affected by childhood sexual abuse.
Bath Boules Charitable Trust	Funding to run a peer support group for survivors of rape and sexual assault in Bath.
Bristol City Council	Funding towards the provision of services for Bristol-based survivors of sexual abuse including telephone helpline, one-to-one support and counselling along with education and prevention work.
Comic Relief	Comic Relief provided funding for two things in the year. One is for the Sexual Violence and Older Women project. The other was their COVID Response funding which, amongst other things, funded the development of the Live Chat service.
Garfield Weston Foundation	Fund for the charity to spend on core costs such as the provision of counselling services.
Lloyds Bank Foundation	The funding is for two projects. One focuses on the development and provision of a justice transition service whilst the other explores and develops ways to utilise the sexual violence consortium better in Bristol.
Ministry of Justice (Bristol)	Funding towards the provision of direct and front-line support to female victims of rape and sexual violence in Bristol.
Ministry of Justice (Taunton)	Funding towards the provision of direct and frontline support to female victims of rape and sexual violence within the Somerset and Avon region but outside of Bristol.

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**19. Analysis of charitable funds (continued)**

NHS BNSSG CCG	Funding to be used for the provision of counselling services for victim-survivors of recent rape and sexual abuse.
Quartet community Foundation	Funding to run art therapy workshops in Bristol for women who Foundation have experienced rape or sexual abuse.
Rape Crisis England & Wales (Digital)	Funding was awarded from the Digital Transformation Fund to invest in the improvement and development of our internal infrastructure.
Rape Crisis England & Wales (SVSCSA)	Funding for SARSAS's involvement in the Rape Crisis England & Wales (RCEW) National Sibling Sexual Abuse Project. The project focuses on working on how best to support adult survivors of sibling sexual abuse, and children and families affected by this abuse. It is funded by the Home Office and the Ministry of Justice for two years, concluding in March 2022.
St John's Foundation	Funding for the charity to extend its service for women and girls in Bath and North East Somerset.
Taunton Women's Aid	Funding for counselling sessions those who have experienced sexual violence in the Somerset area.
The Brook Trust	Funding for the charity to extend its service for women and girls in North Somerset with complex needs.
The Clothworkers' Foundation	Funding for the refurbishment of the new Taunton premises secured in January 2020.
The Henry Smith Charity	Salary and related costs for Specialist Support and Counselling for women who have been sexually abused.
The National Lottery Community Fund	Funding from the Coronavirus Community Support Fund towards the core costs of the organisation.
The Nisbet Trust	Funding towards specialist support work provided to service users in Bristol.
The Nelson Trust	Funding to provide training on sexual violence.
The Three Guineas Trust	Funding towards a specialist support service for women with learning disabilities and autism.

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**19. Analysis of charitable funds (continued)**

During the year £46,746 was transferred from restricted to unrestricted funds as follows:

Avon and Somerset OPCC	£3,850 of funding specifically to replace lost rental income due to Covid-19.
Comic Relief	£10,950 of funding specifically to replace lost rental income and other unrestricted income lost due to Covid-19.
Ministry of Justice (Bristol)	£5,000 of funding specifically to replace unrestricted income lost due to Covid-19.
Ministry of Justice (Taunton)	£5,000 of funding specifically to replace unrestricted income lost due to Covid-19.
The Brook Trust	Remaining balance transferred after confirmation from donor.

**Analysis of charitable funds – year ended 31 March 2020**

	<b>Balance at 1 April 2019 £</b>	<b>Incoming resources £</b>	<b>Resources expended £</b>	<b>Transfers / Net investment gains/(loses) £</b>	<b>Balance at 31 March 2020 £</b>
<b>Unrestricted funds</b>					
Unrestricted funds	130,644	35,992	(10,521)	(16,131)	139,984

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**19. Analysis of charitable funds (continued)**

**Analysis of charitable funds – year ended 31 March 2020**

<b>Restricted funds</b>	<b>Balance at 1 April 2019</b>	<b>Incoming resources</b>	<b>Resources expended</b>	<b>Transfers / Net investment gains/(loses)</b>	<b>Balance at 31 March 2020</b>
1625 Independent People	-	2,566	(1,012)	-	1,554
Avon & Somerset OPCC	-	19,009	(21,304)	2,295	-
Avon & Somerset Police Community Action	-	1,240	(1,240)	-	-
Barnardo's	-	68,360	(68,360)	-	-
Bath Boules Charitable Trust	(425)	(767)	-	1,192	-
Bristol City Council	183	115,000	(115,180)	-	3
Comic Relief	4,155	33,257	(37,785)	-	(373)
Garfield Weston Foundation	(513)	16,667	(16,667)	-	(513)
Lloyds Bank Foundation	25,924	29,613	(45,537)	-	10,000
Ministry of Justice – Bristol	6,714	85,680	(92,394)	-	-
Ministry of Justice – Taunton	968	85,680	(84,353)	(2,295)	-
NHS BNSSG CCG	-	254,166	(248,331)	-	5,835
Quarter Community Foundation	-	4,300	(4,300)	-	-
Rape Crisis England & Wales	12,235	24,080	(31,630)	-	4,685
St John's Foundation	-	30,000	(20,770)	-	9,230
Taunton Women's Aid	565	10,158	(10,723)	-	-
The Brook Trust	-	22,750	(14,124)	-	8,626
The Henry Smith Charity	1,723	29,650	(31,373)	-	-
The Nelson Trust	-	5,000	-	-	5,000
The Nisbet Trust	(3,665)	15,000	(18,878)	7,543	-
The Three Guineas Trust	17,228	72,172	(69,258)	-	20,142
	<u>65,092</u>	<u>923,581</u>	<u>(933,219)</u>	<u>8,735</u>	<u>64,189</u>
<b>Total charity funds</b>	<u>195,736</u>	<u>959,573</u>	<u>(943,740)</u>	<u>(7,396)</u>	<u>204,173</u>

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**20. Analysis of net assets between funds**

	<b>Unrestricted fund £</b>	<b>Restricted funds £</b>	<b>Total £</b>
Tangible fixed assets	-	29,810	29,810
Investments	175,228	-	175,228
Cash and bank and in hand	106,248	227,041	333,289
Current assets	-	172,483	172,483
Current liabilities	-	(242,486)	(242,486)
	<u>281,476</u>	<u>186,848</u>	<u>468,324</u>

Prior year comparative	<b>Unrestricted fund £</b>	<b>Restricted funds £</b>	<b>Total £</b>
Tangible fixed assets	-	32,732	32,732
Investments	139,984	13,842	153,826
Cash and bank and in hand	-	66,991	66,991
Current assets	-	98,120	98,120
Current liabilities	-	(147,496)	(147,496)
	<u>139,984</u>	<u>64,189</u>	<u>204,173</u>

**21. Reconciliation of net income to net cash flow from operating activities**

	<b>2021 £</b>	<b>2020 £</b>
Net income/(expenditure) for the reporting period	264,151	8,437
Adjustment for:		
Depreciation charges	11,460	5,170
Gains/(losses) on investments	(21,402)	7,396
Dividends and interest from investments	(3,268)	(3,849)
(Increase) in debtors	(74,363)	(55,619)
Increase/(decrease) in creditors	94,988	(30,033)
<b>Net cash used in operating activities</b>	<u>271,566</u>	<u>(68,498)</u>

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**22. Related party transactions**

There were no related party transactions in the financial year ended 31 March 2021(2020: None).

There were no outstanding balances with related parties as at 31 March 2021 (2020: £Nil).

**23. Capital commitments**

At 31 March 2021, the organisation had £Nil (2020: £Nil) capital commitments.

**24. Financial instruments**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Financial assets</b>		
Cash	333,289	66,991
Trade debtors	121,949	766
Other debtors	2,195	113
Debtors over 1 year	4,950	4,950
<b>Total financial assets</b>	<u>462,383</u>	<u>72,820</u>
	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Financial liabilities</b>		
Credit cards	1,086	754
Trade creditors	57,673	26,353
Other creditors	8,310	5,197
<b>Total financial liabilities</b>	<u>67,069</u>	<u>32,304</u>