

RSVP (West Midlands) Limited
(A company limited by guarantee)

Annual Report and Financial Statements

Year ended 31 March 2022

Company registration number
06862873 (England and Wales)

Charity registration number
1134387

RSVP (West Midlands) Limited
(A company limited by guarantee)

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RSVP (West Midlands) Limited
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Legal and administrative information

**Charity registration
number:**

1134387

**Company registration
number:**

06862873

Trustees:

Raman Dhillon	Chair	Resigned 31/03/22
Rachel Scott	Chair	
Simon Bateman	Company Secretary	Resigned 14/09/21
Gemma Eagle	Company Secretary	Appointed 27/02/22
Jason Clark		Resigned 20/09/21
Nigel Burbidge		
Sally Plumb		
Parveen Hassan		Resigned 10/11/21
Faye Downs		
Rena Rani		
Jane Rendell		Appointed 26/10/21
Raffaela Goodby		Appointed 10/05/22

**Key Management
Personnel:**

Lisa Thompson	Chief Executive Officer
Anjella Darcy	Head of Adult's Counselling and Well Being Services
Sarah Lafford	Head of Business Development (Left 10/02/22)
Yvonne Langham	Head of ISVA services
Fran Ford	Head of Children's Counselling and Well Being Services

Registered Office:

7th Floor
Grosvenor House
14 Bennetts Hill
Birmingham
B2 5RS

Accountant:

Anna Goodwin Accountancy Limited,
Certified Accountants

Auditors:

Feltons
8 Sovereign Court
8 Graham Street
Birmingham
B1 3JR

Bankers:

Co-Operative Bank
118-120 Colmore Row
Birmingham
B3 3BE

Solicitors:

Shakespeare Martineau
No 1 Colmore Square
Birmingham
B4 6WA

RSVP (West Midlands) Limited (A company limited by guarantee)

Trustees' Annual Report for the year ended 31 March 2022

The trustees present their annual report and the audited financial statements of the charity for the year ended 31 March 2022. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) "Accounting and Reporting by Charities" (FRS 102) in preparing the annual report and financial statements of the charity.

The financial statements have been prepared in accordance with the accounting policies set out in notes to the accounts and comply with the charity's governing document, the Charities Act 2011 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 published in October 2019.

Trustees of the charity

The trustees who have served during the year and since the year end:

Raman Dhillon	Chair	Resigned 31/03/22
Rachel Scott	Chair	
Simon Bateman	Company Secretary	Resigned 14/09/21
Gemma Eagle	Company Secretary	Appointed 27/02/22
Jason Clark		Resigned 20/09/21
Nigel Burbidge		
Sally Plumb		
Parveen Hassan		Resigned 10/11/21
Faye Downs		
Rena Rani		
Jane Rendell		Appointed 26/10/21
Raffaella Goodby		Appointed 10/05/22

Objectives and activities

RSVP is an association which is a registered charity governed by a constitution dated 30 March 2009. In setting aims and objectives, and planning activities trustees have given careful consideration to the Charity Commission's general guidance on public benefit as defined by FRS 102.

Mission: The mission of the association is to support people who have been subjected to sexual violence and abuse to thrive and enjoy a future of hope and confidence; and to boldly stand with survivors and challenge victim blaming attitudes. The overall aim of RSVP is to relieve the trauma and distress of people who have suffered sexual abuse, sexual violence and/or sexual exploitation so they can have lives which are free from sexual trauma. The people they support include children and adults of both sexes and all genders and those subjected to sexual trauma and also the people supporting them, since these crimes have a global impact.

A Strategic Plan is prepared, which sets objectives, tasks, activities and timescales for achievement. These are regularly monitored in staff and trustee meetings and the Strategic Plan is formally reviewed by the Board annually.

The core activities are counselling (for adults and children); advocacy (for children, adults, LGBT and sex working survivors); helpline and social group services to reduce isolation and coffee mornings to increase people's coping strategies. Other services include specialised counselling and support for asylum seekers and refugees; outreach support; crisis/time limited support for children; crisis/time limited support for adults; Webchat; written self-help information; online support programme and the delivery of training and education. All these activities contribute to RSVP achieving its aims. All our services are free.

The contribution of volunteers to RSVP is invaluable and we are indebted to them for their skill, dedication and help. All the trustees are volunteers and meet eight times a year. There are also: a) volunteer counsellors (including qualified counsellors and those on placement), who each see 2-3 clients every week; b) helpline volunteers, who give two-three hours of their time every week to provide listening, emotional support and information to callers; c) fundraising volunteers who raise unrestricted funds for us; d) volunteers who assist with our website; IT; social media and administrative tasks etc.

Volunteers are reimbursed for out of pocket expenses and given support, supervision, training and development.

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Trustees' Annual Report for the year ended 31 March 2022 (continued)

Management, Staffing and Governance Arrangements

The association is governed by a Board of Trustees to consist of not less than 4 members or more than 20. The trustees are elected annually by members of this association. Induction of the trustees involves sending them details of RSVP's mission and vision, their strategy and objectives, information from the Charity Commission and trustee job descriptions. Trustees are then invited to complete an application form, undertake an interview and DBS check, provide two references, meet the RSVP team and attend and observe Trustee meetings. Once they have observed and wish to join, they can be elected to become a trustee. Trustees are regularly sent details of their roles and responsibilities and of training opportunities through the Charity Commission, BVSC and Directory or Social Change, and they have had due regard to guidance published by the Charities Commission, on public benefit. Newly appointed trustees are given an induction pack detailing useful information such as RSVP's mission and strategy and key specialisms of those on the board.

Day to day management of RSVP is delegated to Lisa Thompson, Chief Executive; Anjella Darcy, Head of Adult's Counselling and Wellbeing Services; Sarah Lafford, Head of Business Development, Yvonne Langham, Head of ISVA Services and Fran Ford, Head of Children's Counselling and Wellbeing Services. The Leadership team meet every week and provide written reports to the trustees every quarter which are reviewed at board meetings.

The trustees regularly review all matters to which the charity may be at risk, including using a risk register. There are Policies on Safeguarding, Data Protection and Confidentiality which covers RSVP procedures to ensure the safety of the adults and children that we support and the people around them. Regular need and risk assessments are undertaken, which consider suicide risk, and child and adult safeguarding issues as well as other risks (e.g. drink and drug use). In addition, clients are protected by the fact that everyone working in RSVP has a DBS check every three years.

Arrangements for setting pay and remuneration of key management personnel

The members of the board are responsible for attracting and maintaining staff. The primary benchmarks they use when setting salaries are the National Joint Council (NJC) pay scales as these offer realistic pay levels for staff (ref: navca.org.uk) and also give transparency. These pay scales enable RSVP to give the correct remuneration for level of responsibilities. The board also benchmark remuneration of RSVP staff against salaries at other similar organisations and have decided to pay everyone not only the minimum wage but also at least the living wage.

The charity makes no grants to individuals or organisations.

The charity has no subsidiary undertakings.

Related parties and co-operation with other organisations

None of our trustees receive remuneration or other benefit from their work with the charity. Any connection between a trustee or senior manager of the charity with a client or supplier must be disclosed to the full board of trustees in the same way as any other contractual relationship with a related party. Related party transactions in the current year are described in note 15 to the accounts.

Public benefit statement

In setting our objectives and planning our activities, the board of trustees has given careful consideration to the general guidance on public benefit published by the Charity Commission on their website at www.gov.uk/topic/running-charity/managing-charity in exercising their powers or duties.

RSVP (West Midlands) Limited is an equal opportunity employer, and strives to give full and fair consideration to all applicants for employment, training and promotions, irrespective of disability, gender, race, colour or sexual orientation.

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Trustees' Annual Report for the year ended 31 March 2022 (continued)

Achievements and performance

Aim One: To maintain core RSVP services and continue to reach more through our services

This year RSVP maintained all our core services; counselling, Independent Sexual Violence Advocacy (ISVA) for adults and children, coffee mornings; social groups and telephone helpline services. Our core services:

- i) Counselling (for adults and children). We continued to support people through this service both at our RSVP premises and at outreach sites across Birmingham and Solihull. More of our outreach sites re-opened part way through this year, including the addition of a new site in Sutton Coldfield, in January 2022.

1,488 adults were supported via our main counselling service from RSVP premises (excluding our crisis/time limited offer, see below for the number of adults we supported through this service). This was a 16.25% increase in the number of adults we supported via our main counselling service last year.

302 adults were supported via counselling at our outreach sites, an 11.7% decrease in the number of adults we supported at outreach last year.

498 children were also supported through our longer term counselling, a 21.5% increase in the number of children we supported last year.

Counselling was a combination of face to face, telephone and online, following our blended approach.

In addition, we also supported an additional:

- 267 adults through crisis/time limited counselling.
- 52 children through crisis/time limited counselling.

- ii) Independent Sexual Violence Advocacy (ISVA) for adults and children. This year we supported: 545 children through our CYP advocacy services, representing a 19.3% increase in the number of children we supported last year, via CYP advocacy.

929 adults through our general advocacy services, representing a 10.6% increase in the number of adults we supported last year, via general advocacy.

In addition, we supported more survivors through our specialist advocacy services, see under Aim Two, points iii) and iv).

- iii) Telephone helpline service. We took 229 calls from survivors and the people supporting them (partners, families, friends and professionals). This does not include calls to our main office lines where we also supported survivor and the people supporting them.
- iv) Self-help groups: including social groups and coffee mornings. We enabled 36 adults to increase coping strategies and have opportunities to socialise, which was a welcome service following lockdown and periods of social isolation.

Aim Two: To maintain our other RSVP services and develop new services in line with client need

In addition to maintaining all our core services we also maintained other RSVP services.

Other RSVP services:

- i) Specialist refugee and asylum seeker services, offering practical support and counselling. 57 asylum seekers/refugees benefited from this support, a 7.5% increase on last year.
- ii) Specialist Sex Worker Independent Sexual Violence Advocacy (SW-ISVA) service (called The Red Project) provided support to sex workers who had been subjected to sexual violence, abuse and exploitation. Our service supported 45 sex workers, the same as last year. Most of the clients that we supported were women but we did support a few male and a few Trans sex workers too.
- iii) Specialist Lesbian, Gay, Bisexual and Trans (LGBT) Independent Sexual Violence Advocacy (ISVA) service provided support to LGBT people who had been subjected to sexual violence, abuse and exploitation. Our service supported 42 people, a similar number of clients to last year.

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Trustees' Annual Report for the year ended 31 March 2022 (continued)

- iv) Online support packages, "The Taste of Recovery" and "MindBody" were written by a survivor at ReConnected Life. Through this collaborative approach with RSVP, these packages were viewed 3,145 times by survivors. This is a huge 621% increase from last year, illustrating how this package is beneficial to more survivors.
- v) Training, awareness and education sessions. We delivered 79 sessions throughout the year to 900 professionals including Police, prison staff, sexual health staff, schools, Universities, private and voluntary sector professionals, therapists and GPs. This is over a 26% increase in the professionals we trained last year.
- vi) Written self-help information. We distributed written information on paper and online too through our website, for survivors to use as self-help.
- vii) Webchat, we had 350 chats with survivors, supporters and professionals via this service.
- viii) Information, advice and support through our website.

In total, we reached out to 4,840 children and adults through all our services, an 11.4% increase on the numbers of children and adults we reached out to last year. This included:

- 550 children supported via all our Children's Counselling and Wellbeing Services. This is over a 34% increase in the number of children that were supported last year, via Counselling and Wellbeing Services last year.
- 2,729 adults through our all our Adult Counselling and Wellbeing Services (counselling in our own premises, counselling in outreach sites and counselling to asylum seekers and refugees, as well as through social groups, Webchat and telephone based support.) This is just over a 7% increase in the number of adults that were supported last year, via Counselling and Wellbeing Services.
- 1,561 adults and children through all our ISVA/Advocacy services (Adult, Children and specialist LGBT and sex worker Advocacy.) This is a 12.5% increase in the number of children and adults that were supported last year, via ISVA/Advocacy Services last year.

Aim Three: To reduce RSVP's reliance on grants and improve RSVP's future sustainability.

Due to increased competition for grant funding and decreased public funding we aim to reduce reliance on grants and increase unrestricted funds, including by generating our own income. We:

- Delivered bespoke training which individuals and organisations paid to attend, which raised income for RSVP and shared our skills and knowledge.
- Offered an expanded range of private counselling to include online & telephone counselling for survivors who could afford to pay for counsellors (or whose employers or support organisation) could pay on their behalf. This was offered through our sister organisation, GINA, a social enterprise designed to donate surplus income to RSVP (WM) Limited at the end of each year.
- Expanded our core Fundraising Team, by increasing our Community Fundraiser's part-time hours to full-time, to commit greater capacity to maintain and grow our unrestricted fundraising income.
- Recruited for a core 'Head of Fundraising & Development' post (reshaping the previous 'Head of Business' post that Sarah Lafford held). The reshaped role had associated responsibilities which included wider exploration & implementation of strategies to diversify our unrestricted income.
- Published our RSVP Strategy, which included strategies to reduce our reliance on grants, grow our unrestricted income & enhance our sustainability.
- Supported individual donors to fundraise for RSVP through sponsored events.
- Worked with local businesses supporting us via sponsorship, donations and corporate social responsibility.

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Trustees' Annual Report for the year ended 31 March 2022 (continued)

Financial review and reserves policy

The charity's policy relating to reserves is to maintain its financial integrity as strongly as possible in relation to the grants that are available.

The incoming resources are £1,776,557 compared to £1,631,909 last year. The net incoming resources for the year are £351,429 (2021: £185,915).

The charity had total funds at 31 March 2022 of £829,481, which included £373,330 restricted funds not available for general purposes of the charity and £456,151 of free reserves defined as unrestricted funds available for general purposes.

The financial results are good and future funding is in place.

The principal risks and uncertainties and the plans and strategies adopted to manage these risks are described in the risk management section of the report below.

Financial implications of COVID-19

This year whilst the original restrictions introduced as a result of Covid-19 lifted, the financial impacts of the pandemic remained. The charity needed to maintain some home and hybrid working and faced higher costs as more work phones and laptops and efficient IT systems and support were required. They also faced more competition when applying for grants and the uncertain funding landscape of last year, remained. Despite this, annual income was £1,776,557, an increase from last year.

This was due to the success of the charity both in maintaining existing funding and in securing additional funding. This success was as a result of the skill and hard work of Sarah Lafford, Head of Business Development and Sophie, Community Fundraiser. Their work, alongside Cara Donald, specialist trainer, who raised income through designing and delivering bespoke training, and the charity's continued focus on areas of fundraising which brought in higher returns, contributed to their higher annual income.

Future plans

We will continue to strengthen our future resilience and sustainability, by taking action to diversify our income streams, and respond to the ever changing and challenging economic and funding environment. For the foreseeable future grants will make up the majority of our income. Alongside this we will undertake wider exploration & implementation of strategies that could diversify our unrestricted income. This will involve raising more unrestricted funds through community fundraising, social enterprise, traded income (e.g. by selling our specialist training, consultation and expertise) and corporate social responsibility.

We will also prioritise reducing the times that adults and children wait for our counselling services. No survivor should have to wait for life changing support and we will do everything we can to quicken our counselling response and introduce service developments that could better meet survivors' needs at the time they request support.

The above plans will be key in 2022/23. Maintaining our growth and increasing RSVP's future sustainability will ensure that we can continue delivering our specialist services and reach out to children and adults subjected to sexual violence, abuse and exploitation, more quickly.

Risk Management

The Trustees have a risk management process which comprises:

- A risk register
- An annual review of the principal risks and uncertainties that the Charity faces.
- The establishment of policies, systems and procedures to mitigate those risks identified in the annual review.
- The implementation of procedures designed to minimise any potential impact on the Charity should those risks materialise.

This work has identified that financial sustainability is the major financial risk for the charity. Key elements in the management of financial risk are a regular review of available funds to settle debts as they fall due and active management of operational debtor and creditor balances to ensure sufficient working capital by the Charity.

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Trustees' Annual Report for the year ended 31 March 2022 (continued)

Trustees' responsibilities

The trustees (who are also directors of RSVP (West Midlands) Limited for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- 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 charitable company will continue in operation.

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

Disclosure of information to the auditors

We, the directors of the company who held office at the date of approval of these Financial Statements as set out above each confirm, so far as we are aware, that:

- there is no relevant audit information of which the company's auditors are unaware; and
- we have taken all the steps that we ought to have taken as directors in order to make ourselves aware of any relevant audit information and to establish that the company's auditors are aware of that information.

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

This report was approved by the Board on 13 September 2022 and signed on their behalf by:



Rachel Scott – Chair

RSVP (West Midlands) Limited
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Independent Auditor's Report to the Members of RSVP (West Midlands) Limited
(A company limited by guarantee)

Opinion

We have audited the financial statements of RSVP (West Midlands) Limited (the 'charitable company') for the year ended 31 March 2022 which comprise the Statement of Financial Activities, Balance Sheet and Statement of Cash flows and 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 2022, 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

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

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

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

Other information

The other information comprises the information included in the trustees' annual report, other than the financial statements and our auditor's report thereon. The trustees are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinions 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 for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the trustees' report has been prepared in accordance with applicable legal requirements.

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Independent Auditor's Report to the Members of RSVP (West Midlands) Limited
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(continued)

Matters on which we are required to report by exception

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

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement set out on page 6 the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of financial statements and for being satisfied that they give a true and fair view, and for such internal control as the trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Auditor's responsibilities for the audit of the financial statements

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

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

- We reviewed the company's control and risk management procedures and planned our work based on our assessment of those controls and procedures;
- This review included an assessment of the risk of material misstatement due to errors, fraud and management override of controls for all material areas in the financial statements;
- We made enquiries of management and the company's lawyers regarding any actual or potential litigation and/or claims;
- Financial statements disclosures were reviewed and checked for compliance with applicable laws;
- Detailed testing was conducted on balances and transactions including unusual items and those of individual significance to the financial statements;
- Data analytics were used in order to identify unusual or significant trends;
- Communications with management and those charged with governance regarding relevant matters was undertaken throughout the audit and on completion.

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Independent Auditor's Report to the Members of RSVP (West Midlands) Limited
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(continued)

Auditor's responsibilities for the audit of the financial statements (continued)

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

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

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an 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 charitable company and the charitable company's members as a body, for our audit work, for this report, or for the opinions we have formed.



David W Farnsworth FCA (Senior Statutory Auditor)

For and on behalf of Feltons, Statutory Auditor
8 Sovereign Court
8 Graham Street
Birmingham B1 3JR

13 September 2022

RSVP (West Midlands) Limited
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Statement of Financial Activities for the year ended 31 March 2022
(including Income and Expenditure Account)

	Notes	Unrestricted Funds £	Restricted Funds £	Endowment Funds £	Total 2022 £	Total 2021 £
Incoming Resources						
Incoming resources from generated funds:						
Voluntary income						
Donations and gifts	2	62,167	-	-	62,167	38,559
Activities for generating funds:						
Merchandising income	3	126,638	-	-	126,638	61,902
Incoming resources from charitable activities:						
29 th May 1961 Trust		-	10,000	-	10,000	10,000
Big Lottery Fund		-	125,175	-	125,175	104,980
Birmingham City Council		-	148,400	-	148,400	29,492
Birmingham Children's Trust		-	152,090	-	152,090	116,650
BBC Children in Need		-	46,112	-	46,112	39,153
Brook Trust		-	20,000	-	20,000	-
Coronavirus Job Retention Scheme		-	805	-	805	9,969
Clothworker's Foundation		-	-	-	-	4,245
Heart of England Community Foundation		-	-	-	-	5,000
Henry Smith		-	58,500	-	58,500	58,600
Lloyds Bank Foundation – England & Wales		-	33,331	-	33,331	48,329
Ministry of Justice Rape Support		-	177,200	-	177,200	309,807
Ministry of Justice Rape Support Male Survivors		-	92,078	-	92,078	-
Rosa Trust		-	-	-	-	48,793
Rosa Evaluation		-	6,300	-	6,300	-
Sheldon Trust		-	-	-	-	9,900
Small grants		12,685	3,000	-	15,685	8,773
UHBFT		-	203,417	-	203,417	226,807
W A Cadbury Foundation		-	-	-	-	5,000
West Midlands PCC – Victims Fund		-	498,659	-	498,659	495,950
Total incoming resources		<u>201,490</u>	<u>1,575,067</u>	<u>-</u>	<u>1,776,557</u>	<u>1,631,909</u>
Resources expended						
Cost of generating funds:						
Fund-raising costs		828	34,177	-	35,005	30,716
Charitable activities		35,504	1,354,619	-	1,390,123	1,415,278
Total resources expended	4	<u>36,332</u>	<u>1,388,796</u>	<u>-</u>	<u>1,425,128</u>	<u>1,445,994</u>
Net incoming resources		165,158	186,271	-	351,429	185,915
Net movement in funds						
Fund balances brought forward at 1 April 2021						
		<u>290,993</u>	<u>187,059</u>	<u>-</u>	<u>478,052</u>	<u>292,137</u>
Fund balances carried forward at 31 March 2022	12	<u>456,151</u>	<u>373,330</u>	<u>-</u>	<u>829,481</u>	<u>478,052</u>

All income and expenditure relates to continuing activities.
All gains and losses recognised in the year are included above.

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(A company limited by guarantee)

Balance Sheet as at 31 March 2022
Company number : 06862873

	Notes	2022 £	2021 £
Fixed Assets			
Tangible assets	8	17,528	19,516
Current assets			
Debtors	9	714,299	223,162
Cash at bank and in hand		370,414	505,940
		<u>1,084,713</u>	<u>729,102</u>
Creditors: amounts falling due within one year	10	(272,760)	(270,566)
Net current assets		<u>811,953</u>	<u>458,536</u>
Total assets less current liabilities		<u>829,481</u>	<u>478,052</u>
Net assets		<u>829,481</u>	<u>478,052</u>
Funds:			
Unrestricted funds			
General funds	12	456,151	290,993
Restricted funds	12	373,330	187,059
Total funds		<u>829,481</u>	<u>478,052</u>

The directors acknowledge their responsibilities for:

- ensuring that the company keeps accounting records which comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of each financial year and of its income and expenditure for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the company.

These accounts have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

The notes on pages 13 to 20 form part of these accounts.

The financial statements were approved and authorised for issue by the Trustees on 13 September 2022 and signed on their behalf, by:

Rachel Scott – Chair

RSVP (West Midlands) Limited
(A company limited by guarantee)

Statement of Cash Flows for the year ended 31 March 2022

	2022 £	2021 £
Cash flow from operating activities		
Net incoming resources for the year	351,429	185,915
Adjustments for:		
Depreciation of tangible fixed assets	5,410	4,076
Depreciation on fixed asset disposal	(29)	-
(Increase) in debtors	(491,137)	(76,951)
Increase in creditors	2,194	166,309
Net cash flow from operating activities	<u>(132,133)</u>	<u>279,349</u>
Cash flow from investing activities		
Payments to acquire tangible fixed assets	(3,753)	(19,107)
Disposal of tangible fixed asset	360	-
Net cash flow from investing activities	<u>(3,393)</u>	<u>(19,107)</u>
Net (decrease)/increase in cash and cash equivalents	(135,526)	260,242
Cash and cash equivalents at 1 April 2021	505,940	245,698
Cash and cash equivalents at 31 March 2022	<u>370,414</u>	<u>505,940</u>

RSVP (West Midlands) Limited
(A company limited by guarantee)

Notes forming part of the financial statements for the year ended 31 March 2022

1. Accounting policies

General information

RSVP (West Midlands) Limited is a charitable company limited by guarantee and incorporated in England and Wales. Its registered office can be found on the legal and administrative information page. Its principal activity is the provision of counselling services.

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 issued in October 2019, the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102), the Charities Act 2011, the Companies Act 2006 and UK Generally Accepted Accounting Practice.

RSVP (West Midlands) Limited meets the definition of a public benefit entity under FRS102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy. The financial statements are presented in sterling which is the functional currency of the Charity and rounded to the nearest pound.

The significant accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all years presented unless otherwise stated.

Company status

The company is limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £1 per member of the company.

Going concern

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for a period of 12 months from the date of authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

Fund accounting

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

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

Investment income and gains are allocated to the appropriate fund.

Incoming resources

All incoming resources are included in the SOFA when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy. For legacies, entitlement is the earlier of the charity being notified of an impending distribution or the legacy being received.

Grants and donations are only included in the SOFA when RSVP has unconditional entitlement to the resources.

Incoming resources from tax reclaims are included in the SOFA at the same time as the gift to which they relate.

No amounts are included in the financial statements for services donated by volunteers.

RSVP (West Midlands) Limited
(A company limited by guarantee)

Notes forming part of the financial statements for the year ended 31 March 2022
(continued)

Incoming resources (continued)

Donated facilities and donated professional services are recognised in income at their fair value when their economic benefit is probable, it can be measured reliably and the charity has control over the item. Fair value is determined on the basis of the value of the gift to the charity. For example the amount the charity would be willing to pay in the open market for such facilities and services. A corresponding amount is recognised in expenditure. The types of items donated include advertising, leaflet costs and hosting of desktops.

Resources expended

All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources which is set out in note 5.

Fund-raising costs are those incurred in seeking grants and voluntary contributions and do not include the costs of disseminating information in support of the charitable activities. Management and administration costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirements.

Pensions

The pension scheme set up is the People's Pension scheme; a defined contribution scheme set up and managed by B&CE. Contributions are charged to the SOFA as they become payable in accordance with the rules of the scheme.

Accrued income

Income is accrued so that it can be matched against expenditure.

Deferred income

Income is deferred so that it can be matched against future expenditure.

Tangible fixed assets and depreciation

Tangible fixed assets costing more than £200 are capitalised and included at cost including any incidental expenses of acquisition.

Depreciation is provided on all tangible fixed assets at rates calculated to write off the cost on a straight line basis over their expected useful economic lives as follows:

Project and office equipment	15% straight line
Computer equipment	20% straight line

Debtors and creditors receivable/payable within one year

Debtors and creditors with no stated interest rate and receivable or payable within one year are recorded at transaction price. Any losses arising from impairment are recognised in expenditure.

Finance and operating leases

Rentals applicable to operating leases are charged to the SOFA over the period in which the cost is incurred.

RSVP (West Midlands) Limited
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Notes forming part of the financial statements for the year ended 31 March 2022
(continued)

2. Donations and gifts

	2022	2021
	£	£
Individuals	30,989	17,499
Corporate/organisation donors	11,178	1,060
Donated services	20,000	20,000
	<u>62,167</u>	<u>38,559</u>

Donated services include:

Hosted desktops £20,000 (2021: £20,000)

3. Merchandising income

	2022	2021
	£	£
Counselling	105,800	41,269
Events	-	41
Training	20,764	20,338
Sale of purchased goods	74	254
	<u>126,638</u>	<u>61,902</u>

4. Total resources expended

	Staff Costs	Other Costs	Total 2022	Total 2021
	£	£	£	£
Fundraising costs	29,202	5,803	35,005	30,716
Operational costs	-	160,015	160,015	227,484
Support costs (see note 5)	1,071,132	92,504	1,163,636	1,108,322
Governance costs (see note 5)	-	66,472	66,472	79,472
Total resources expended	<u>1,100,334</u>	<u>324,794</u>	<u>1,425,128</u>	<u>1,445,994</u>

Total expenditure on charitable activities was £1,390,123 (2021: £1,415,278) of which £35,504 (2021: £43,071) was unrestricted and £1,354,619 (2021: £1,402,923) was restricted.

Other costs include:

	£	£
Auditor's fee	8,340	8,100
Accountancy and other services	12,149	13,875
Depreciation – on owned assets	<u>5,410</u>	<u>4,076</u>

RSVP (West Midlands) Limited
(A company limited by guarantee)

Notes forming part of the financial statements for the year ended 31 March 2022
(continued)

5 Analysis of support and governance costs

	General Support £	Governance Function £	Total 2022 £	Total 2021 £
Premises costs	92,504	-	92,504	112,631
Insurance	-	6,087	6,087	4,187
Staff Costs	1,071,132	-	1,071,132	995,691
Auditors' remuneration	-	8,340	8,340	8,100
Accountancy services	-	12,149	12,149	13,875
Legal and other professional	-	34,378	34,378	49,152
Depreciation	-	5,414	5,414	4,076
Bank charges	-	94	94	82
Bank interest	-	10	10	-
	<u>1,163,636</u>	<u>66,472</u>	<u>1,230,108</u>	<u>1,187,794</u>

The allocation of general support and governance costs is based upon total usage.

6 Trustees and key management personnel remuneration and expenses

The Trust considers its key management personnel comprise the Chief Executive Officer, Head of Adult Counselling and Well Being Services, Head of Children Counselling and Well Being Services, Head of Business Development and Head of ISVA Services.

The total amount of employee benefits received by key management personnel was £203,621 (2021: £191,525). These figures include gross salary, employer national Insurance and employer pension costs.

The trustees neither received nor waived any emoluments during the year (2021: £nil), nor were they reimbursed expenses during the year (2021: £nil).

7 Staff costs

	2022 £	2021 £
Wages and salaries	1,013,472	944,514
Social security costs	67,456	59,254
Pension costs and DWP	19,406	22,460
	<u>1,100,334</u>	<u>1,026,228</u>

No employee received emoluments of over £60,000 in the year (2021: none).

The average number of staff employed was 72 (charitable activities 67 and key management 5) (2021: 68).

The average number of employees calculated on a full-time equivalent basis was 37 (charitable activities 32 and key management 5) (2021: 27).

RSVP (West Midlands) Limited
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Notes forming part of the financial statements for the year ended 31 March 2022
(continued)

8. Tangible fixed assets

	Project and office equipment	Computer Equipment	Total
	£	£	£
Cost			
At 1 April 2021	39,337	39,281	78,618
Additions	-	3,753	3,753
Disposal	-	(360)	(360)
At 31 March 2022	39,337	42,674	82,011
Depreciation			
At 1 April 2021	36,006	23,096	59,102
Charge for year	941	4,469	5,410
Disposal	-	(29)	(29)
At 31 March 2022	36,947	27,536	64,483
Net book value			
At 31 March 2022	2,390	15,138	17,528
At 31 March 2021	3,331	16,185	19,516

9 Debtors

	2022	2021
	£	£
Trade debtors	361,494	64,604
Prepayments and accrued income	352,722	158,288
Other debtors	83	270
	714,299	223,162

10 Creditors: amounts falling due within one year

	2022	2021
	£	£
Trade creditors	45,297	46,025
Taxation and social security costs	16,642	34,836
Accruals and deferred income	202,656	177,652
Pension	8,165	12,053
	272,760	270,566

RSVP (West Midlands) Limited
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Notes forming part of the financial statements for the year ended 31 March 2022
(continued)

10 Creditors: amounts falling due within one year (continued)

Deferred income

	2022	2021
	£	£
At 1 April 2021	20,000	1,000
Resources deferred in year	97,432	20,000
Amounts released to income	(20,000)	(1,000)
At 31 March 2022	<u>97,432</u>	<u>20,000</u>

At the balance sheet date, the charity was holding funds received in advance for grants where the qualifying expenditure is expected to be incurred in a future year.

11 Other financial commitments

	2022	2021
	£	£
At the year-end there are annual commitments under non-cancellable operating leases as set out below:		
Operating leases which expire:		
within one year	49,426	59,033
within two to five years	<u>27,224</u>	<u>37,400</u>

12 Analysis of funds

	Balance at 1 April 2021 £	Incoming resources £	Resources expended £	Transfers £	Balance at 31 March 2022 £
Restricted funds					
General fund	<u>187,059</u>	<u>1,575,067</u>	<u>1,388,796</u>	<u>-</u>	<u>373,330</u>
Unrestricted funds					
General fund	<u>290,993</u>	<u>201,490</u>	<u>36,332</u>	<u>-</u>	<u>456,151</u>
Total funds	<u>478,052</u>	<u>1,776,557</u>	<u>1,425,128</u>	<u>-</u>	<u>829,481</u>

Name of fund

Description, nature and purpose of fund

Restricted general fund

Money given to the charity where the donor requires that a grant or donation be spent for a specific project or asset.

RSVP (West Midlands) Limited
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Notes forming part of the financial statements for the year ended 31 March 2022
(continued)

14 Analysis of net assets between funds

	Restricted funds	Unrestricted funds	Total
Fund balances held at 31 March 2022 are represented by:			
Tangible fixed assets	17,528	-	17,528
Current assets	355,802	728,911	1,084,713
Current liabilities	-	(272,760)	(272,760)
Total net assets	<u>373,330</u>	<u>456,151</u>	<u>829,481</u>
	£	£	£
Comparative information in respect of the preceding period is as follows :			
Tangible fixed assets	19,516	-	19,516
Current assets	280,457	448,645	729,102
Current liabilities	(112,914)	(157,652)	(270,566)
Total net assets	<u>187,059</u>	<u>290,993</u>	<u>478,052</u>

15 Related party transactions

No related party transactions took place in either the current or previous period of account.