

**REGISTERED COMPANY NUMBER: 07263026 (England and Wales)**  
**REGISTERED CHARITY NUMBER: 1137602**

**Report of the Trustees and**  
**Financial Statements for the Year Ended 31 March 2021**  
**for**  
**Cambridge Women's Aid**

Lanham and Company Limited  
Statutory Auditors &  
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**Cambridge Women's Aid**

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for the Year Ended 31 March 2021**

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**Report of the Trustees  
for the Year Ended 31 March 2021**

The trustees of Cambridge Women's Aid, who are also directors of the charity for the purposes of the Companies Act 2006, are pleased to present their Annual Trustees' Report, together with the financial statements of the charity for the year ending March 2021. These are prepared to meet the requirements of '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**

**History and Charitable Purpose**

Cambridge Women's Aid (CWA) offers information, advice and practical as well as emotional support to women affected by domestic abuse. The charity also provides safe and secure accommodation to women and children in need of a place of safety.

The charity's constitution was established in 1977 with the following objectives:

- o To relieve the distress and suffering of women and children who have suffered or are exposed to domestic violence.
- o To relieve the aforementioned women and children in need by making grants of money or providing or paying for items, services or facilities, and by the preservation and protection of their mental and physical health in such ways as shall contribute to relieving their need.
- o To educate the public and partner agencies in the causes and effects of domestic violence and the prevention thereof, and to undertake or contribute to research into such matters and publish the results of such research where considered appropriate.

**Significant activities**

Throughout the year, CWA provided a range of high-quality support services to women and children affected by domestic abuse, through its safe refuge and its community based services. We delivered:

- o Safe refuge accommodation to 43 women and 65 children;
- o Outreach support to 484 women in the community;
- o Direct support and specialist advice to local professionals, including help to find and access refuge space; On going training and support to local people through the Ask Me project, to raise awareness and build a
- o proactive community response to support survivors; Further training and expertise to: police officers, medical students, health professionals, voluntary groups,
- o local employers, magistrates, housing officers, family court professionals, and social work

**Report of the Trustees  
for the Year Ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**Social investments**

As a long-standing local charity and grassroots organisation, CWA is deeply embedded in the social fabric of our community. The high level of support and goodwill we receive from local Cambridge community groups, businesses and institutions is testament to the value that we bring to our city and wider county. We are a Living Wage employer, employing local people, investing in their skills and training, and supporting local businesses through our procurement practices wherever possible. We are instrumental in bringing practical and financial resources into the area for the benefit of our community. This includes distributing donated funds and items, as well as applying for funds from central government to invest in local people. Good examples from this year include the emergency Covid funding from the Ministry of Justice via Police and Crime Commissioners, and from the Ministry for Housing, Communities and Local Government, which expanded women's access to essential technology and safe accommodation.

While we have the agility and advantages of an independent organisation, with our own constitution and decision-making powers, we are also part of a wider national network within Women's Aid Federation England. This gives us the ability to benefit from rigorous shared standards on best practice, and a louder voice to elevate issues, contribute to research, and campaign for positive change at a national level. For example, we have contributed to WAFE campaigns to shape the Domestic Abuse Act, and responded to consultations around commissioning practices in the VAWG sector. The CEO of Cambridge Women's Aid continues to be a sub-committee member of the Women's Aid Federation England Board, sitting on the Finance, Resources, Risk and Governance Group.

More widely, CWA values close relationships with other organisations and we are generous with our expertise where it will benefit our service users. The charity recognises the importance of contributing to multi-agency work to combat domestic abuse. In order to fully support a coordinated response to domestic abuse, the charity has been actively involved in a wide range of partnerships and professional networks throughout the year.

One highly-valued partnership is the Cambridge Women's Consortium. This group was brought together to formalise collaboration and goodwill between women's organisations in Cambridgeshire, and to resist the negative consequences of competitive tendering in the sector. In March 2020 the Cambridge and Peterborough Women's Consortium (CPWC) were awarded a 5-year grant from the Big Lottery Fund to support the development and further the aims of CPWC through the recruitment of a Consortium Coordinator and a Training and Development Worker. This work has been delayed by Covid but we have continued contact with the National Lottery and this work will be restarting.

CWA recognises the strong links between domestic abuse and homelessness, and we have directed our energy at this issue through close involvement in the Women and Homelessness Action Group. As a part of this work, we advocate for safe and adequate women-only housing for vulnerable homeless women, including holistic pathways to further support, and aim to ensure that the needs of homeless women are embedded in current, and future services. We highly value the partnerships that this work has brought, which have allowed us to work closely with other organisations during Covid to highlight the needs of the most vulnerable women.

During this year, CWA was also an active member of:

- o Whole Housing Approach Board - overseeing the Standing Together Community Coordinated Response project;
- o The Crown Prosecution Service Violence Against Women and Girls Scrutiny Panel for the East of England;
- o The Cambridgeshire Constabulary Domestic Abuse Scrutiny Panel;
- o Cambridge City Council DAHA Quality Assurance Group
- o The Cambridgeshire Domestic Abuse and Sexual Violence Partnership Governance Board and Operations Board.
- o Women's Aid Federation England: and Research, Policy, Campaigns and Communications Group.

**Public Benefit statement**

The Trustees believe the activities of Cambridge Women's Aid (CWA) continue to comply with Section 4 of the Charities Act 2011 with regard to public benefit. The information about the public benefit provided by CWA is set out in this report.

**Report of the Trustees  
for the Year Ended 31 March 2021**

**OBJECTIVES AND ACTIVITIES**

**Volunteers**

CWA benefits greatly from a huge number of volunteer hours in our community from kind people who tirelessly collect and deliver much needed toiletries, clothes, household items, food, toys and vouchers to benefit our service users. Due to Covid, unfortunately we had to suspend volunteering activities in the refuge this year. However, the strong connections we have with volunteers and supporters were essential as we adapted at the start of Covid-19, and have brought benefits ranging from inspirational fundraising activities, to new opportunities for partnerships to help deliver our service in changed circumstances. We are very grateful to the individuals, church groups, businesses, colleges, Women's Institutes, Mother's Unions and Soroptimists for their ongoing support.

We continued to develop and support our community of trained Ask Me Ambassadors, who consistently volunteer their time to break the silence around domestic abuse. Ask Me Community Ambassadors have been an invaluable part of supporting CWA's work over the year, by taking an active role in ending permissive attitudes towards domestic abuse in their communities. Individuals have organised awareness-raising events, talks and training in their workplaces, university societies, and schools. They have planted important seeds for change in casual conversations with friends, family, neighbours and colleagues. They have taken practical action by improving domestic abuse policies and resources at work, supporting CWA through imaginative fundraising campaigns, and spreading information on social media. In a year which mobilised widespread grassroots community action and mutual aid in response to Covid, Ask Me Community Ambassadors were well placed to share accurate information about domestic abuse support in the right places.

**ACHIEVEMENT AND PERFORMANCE**

**Charitable activities**

The main areas of charitable activity in this period were:

- o Providing in-depth, needs-led support to women and children living in the refuges;
- o Offering one-to-one support and advice, through the outreach project, to women living in the community;
- o Training Community Ambassadors across Cambridgeshire and Peterborough through the Ask Me project;
- o Collecting, storing and distributing donated items to women in need, as well as providing practical support and items for moving on from refuge into new homes;
- o Providing training and awareness-raising within the community and sharing expertise with other professional organisations.

Since March 2020, workers at CWA have also worked hard to successfully adapted our services to continue supporting women during Covid-19. In addition to our usual activities, a lot of work went into applying for funding to support new Covid-19-related costs, improving connectivity and evolving our practices to continue providing services safely, and putting more time into contacting current and ex-service users to check in on their welfare during the national lockdown. The refuge continued accepting referrals for women fleeing abuse, throughout the pandemic. The outreach service has continued to offer emotional and practical support via telephone, email and Zoom calls. We also developed and launched a new live chat support service within weeks of the lockdown beginning, to widen our reach during lockdown and offer women another option for accessing support.

**Report of the Trustees  
for the Year Ended 31 March 2021**

**Safe refuge for women**

CWA offers a high standard of modern refuge accommodation to women who are at risk of harm due to domestic abuse and are in need of safe and supported accommodation. This service is funded by rent charges and by Cambridgeshire County Council. In the year up to March 2021 we maintained an 89% occupancy rate, accommodating 43 women and the 65 children they had with them. In addition, 15 women and 24 children benefited from ongoing resettlement support during the year. This is an increase on last year, and reflects a slightly shorter average stay of 93 days. The length of stay across the year was as follows:

< 1 month	10 women
1 - 2 months	7 women
2 - 3 months	4 woman
3 - 4 months	8 women
4 - 6 months	6 women
6 - 8 months	3 women
8 - 12 months	4 women
> 12 months	1 women
No. in refuge at year end:	9 women

All women were assigned a Refuge Support Worker on arrival, who helped them settle into the refuge, explore their options, identify their needs and work through a support plan. We supported women with a wide range of needs, including: accessing basic necessities such as food, clothes and money; claiming the correct benefits; information on legal rights; accessing childcare and enrolling children in school; and creating a plan for the future. We were able to support some women to move on quickly to their preferred accommodation, while others stayed for a significant time while we helped them to get rehoused permanently.

The overwhelming feature of the year 2020-21 was the Covid-19 pandemic, which demanded a rapid response in order to continue the service while keeping staff and families safe. The refuge team adapted significantly to the changes in working caused by Covid-19. The team adopted a rota which allowed us to maintain a staff presence in the refuge while some colleagues worked from home, which involved using new technology and IT systems, providing workers with new equipment, and ensuring a high level of security while accessing systems remotely.

From the very beginning of the pandemic, we continued to run our services as fully as possible, including maintaining an emergency out-of-hours service 24 hours a day, 365 days a year, to ensure that service users could access advice and support in a crisis. The refuge continued to take in new arrivals and supported them to self-isolate on arrival, with extra items such as microwaves and fridges installed in rooms. We took advice from Public Health England and stayed up to date with the latest guidance, communicating this to residents in a clear and understandable way. There was close communication with the local authority about public health advice, PPE, testing and vaccinations, and eventually we were able to roll out twice-weekly testing facilities in the refuge. The layout of the refuge was repurposed, with workers spreading out into separate offices, and use of shared living spaces either closed down or closely managed with rotas and additional cleaning to ensure safety. Hand sanitiser stations were installed throughout the house, and families were provided with individual kitchen kits and cleaning equipment in order to avoid sharing any items with others. We also continued to support women to move on from the refuge, by accessing resources for them to set up home using donations from supporters and external grant sources. Some projects like Emmaus and Re-use, which we had previously used for sourcing affordable furniture and white goods, closed down temporarily or operated at reduced capacity due to Covid, so we filled in the gaps by using donated funds, while also exploring and using increased capacity from other grant giving organisations such as the Buttle Trust and BBC Children in Need, to the benefit of our service users. We are particularly grateful to the support of individuals whose donations ensured that families moving on from refuge always moved to a home that was carpeted and kitted out with the things they and their children needed.

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In response to the increase in domestic abuse and challenges for women seeking support during lockdown, we swiftly embarked on an innovative partnership with St Catharine's College from April 2020, who generously offered their temporarily vacant student accommodation as 'pop-up respite beds' for women seeking safety. This meant that we were able to offer an enhanced service during lockdown, at a time when nationally there was a 40.6% reduction in the number of refuge spaces available. In total, the College provided 1,456 nights of safe accommodation to women and children escaping domestic abuse, benefiting 23 women and children between April and September 2020. Based on the usual conference rate of the accommodation per day, the total in-kind value of the College's contribution is £18,775. This project was also supported by emergency Covid-19 funding from the Ministry for Housing, Communities and Local Government (MHCLG), which allowed us to fund extra staff time both in the refuge and for an on-site custodian for the pop-up accommodation. Women who used the accommodation said:

<https://www.womensaid.org.uk/a-perfect-storm-the-impact-of-the-covid-19-pandemic-on-domestic-abuse-survivors-and-the-services-supporting-them/>

"I am incredibly grateful to St Catharine's for their thoughtful kindness. At the moment I can't find the words to explain what it has meant to me and my daughter, and the psychological safety it has offered us. Obviously I know this has only been able to happen for us and other women and children because of Women's Aid. I am deeply thankful to you, as are my family."

"I really believed I would have to live out my life with my husband's misery and abusive behaviour...You all played an important first part of my new journey of my future happiness. My time spent at St Catharine's was very good: comfortable and so quiet!"

Meanwhile, we worked hard to update the IT infrastructure of the refuge and improve the connectivity of the women in residence. A grant from Cambridge Community Foundation allowed us to install a new Wi-Fi system in the refuge and offer Kindle tablets to women. We also provided smartphones to women who needed them and ensured that all children had the means to continue accessing education, including laptops where necessary. The work we put into providing technology and connectivity in the refuge was invaluable in allowing women to communicate with support workers on Zoom during lockdowns, access information online, manage external online systems and appointments, and help their children with homework and home-schooling.

Unfortunately, due to safety considerations and repeated lockdowns, group work and multi-household group activities had to be paused during the year. Instead, we supported individual families to do activities on their own outside the refuge, in order to build their confidence and support their independence during their time with us. Thanks to a donation from ARM, we were able to install an awning over the garden area, which allowed us to do some face-to-face work with individual women and children in a Covid-safe way. From January we were also able to offer some walk-and-talk sessions with women outside.

Throughout the year, we continued to put effort into making our services as accessible as possible for women with multiple barriers to seeking support. We were able to support families with no recourse to public funds, by helping them to navigate the application process for a destitution domestic violence concession. We provided interpreters for non-English speakers wherever needed. We have kept developing and strengthening our knowledge through continuing professional development, and relationships with other specialist organisations, in order to advise, support and refer women effectively according to their needs and circumstances. Just a few examples of this include running a series of lunchtime discussions on intersectionality and anti-oppressive practice, and undertaking staff training on FGM, honour-based violence, economic abuse, suicide prevention, the domestic homicide timeline, working with male victims and older victims, and child to parent abuse. Staff benefited from the increased availability of online professional training, which was an unexpected benefit of the pandemic.

In summer 2020, we ran a consultation with service users to find out their views on the service during the Covid-19 period. All respondents rated the support they had received in refuge as 5 stars (out of 5), and felt that staff had done all they could to keep everyone safe from Covid-19. Some of the things women reported as being most helpful or positive included "safety measures like masks"; "food vouchers"; and "having access to wifi, kitchen, garden and launderette room". One survivor reported that "everyone does their best so that I can be well". Some of the challenges that women mentioned were struggling with being alone and without family support during national lockdowns, especially while looking after children. Women reported benefiting from the following aspects of the refuge service:

- o Telephone calls, email support, video calls with workers
- o Socially distanced face to face support

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- o Food donations and supermarket vouchers
- o Help with accessing schools for children
- o Support with home-schooling children
- o Art materials, toys or games for children
- o Day trips or holiday activities for children
- o New phone/tablet to help accessing support remotely
- o Support to travel safely e.g. by taxi
- o Improved internet connection in the refuge

We were grateful for an outpouring of goodwill and support at Christmas, and received toys to give out to children from the Star Radio 'Giving Tree' Appeal, as well as donations of food, vouchers and money to support families in refuge at this time of year. We were able to give each woman living in the refuge a supermarket voucher for Christmas shopping, as well as an Argos voucher to buy presents for their children, which meant a lot at a busy and difficult time of year, and in the midst of the gloom of a new lockdown.

"Thank you so much for this! It's so lovely to feel remembered and cared for at Christmas, and I am very grateful to you all at Women's Aid for your support and kindness" - Refuge resident, Christmas 2020

Looking back on the year, the trustees are proud to say that we pulled together and supported even more women than last year, in extremely difficult and volatile times. We continued and built on our excellent relationships with other agencies, such as schools and housing, to ensure women and children were looked after. Due to our rapid response, and the flexibility and dedication of our staff team, there were no cases of Covid-19 among either residents or staff during the year. Despite the added stresses and strains of the pandemic, and the personal impacts of increased workloads, new systems, physical isolation and uncertainty, staff looked after each other, met regularly to debrief, and showed heroic determination to keep being there for women who needed us.

#### **Safe refuge for children**

The main aim of the children's service is to keep children safe and to strengthen their family. The support given by this service included settling the children into refuge, accessing health services, support into school or nursery, access to community services as well as the provision of play activities, emotional support and family outings. Through the Home Office's Children Affected by Domestic Abuse (CADA) support fund, CWA received funding to provide extensive support to the mums and children in our services. This funding also supported local partnership work to ensure children's needs were met holistically and seamlessly across all local agencies involved in this initiative. The children also benefited from enhanced school holiday activities provided by the Cambridge City Council-funded Play Scheme. The Family Worker played a key role in the refuge by providing advocacy for families, and liaising with other professionals and statutory services.

During the year, 65 children were accommodated in the refuge. Their age ranges were as follows:

Under 5 years old	40 children
6 - 10 years old	16 children
11-15 years old	8 children
16+	1 child

Covid-19 brought unique challenges and significant changes to the children's project, as it became unsafe for staff to work with the children face-to-face in the way we had always done previously. As a result, there was a change in staffing as the dedicated Children's Worker was redeployed to the outreach team, and reduced capacity within the children's project in the refuge. Daily children's activities such as the art room had to be closed, and many of the group activities and outings which usually take place in school holidays had to be extremely limited. This in turn meant that it was harder to build up a rapport and trust with children quickly, in order to work with them to explore their thoughts and feelings.

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"Covid-19 has meant that we have had a higher turnover of children in the refuge, while at the same time not being able to work in the way we would like. As a result, it has felt so busy it has been overwhelming at times, and the emotional impact of the work has been harder. I love my work and that's what keeps me going, but the restrictions have been extremely challenging" - Staff member

However, we were proud that we were able to adapt to difficult circumstances, seek out new ideas and solutions, and offer the best service we possibly could at every stage throughout the pandemic. For example, during summer 2020, we supported mums to do water play with their children. This is something that children with additional needs found particularly calming, and mums were able to gradually build their confidence to play with their children alone without a worker. Women were impressed at seeing their children trying something new, and showing increased trust. Thanks to a generous donation from ARM, we were able to install an awning over our garden area, which meant that we could start doing Covid-safe garden sessions or outdoor art sessions with families, due to shelter from the elements. Additional funding allowed us to purchase exciting new toys for the garden and individual boxes of toys for children.

Other positives included the fact that having a separate office space allowed the Family Worker to offer increased one-to-one sessions. The advantage of only being able to work with one family at a time has been that each child has had more individual time with a family worker, sometimes on a completely one-to-one basis. In addition, although we were unable to do group activities and outings in the holidays, we were able to work with women to build their confidence to take their children out themselves, for activities like swimming, ice-skating or ten-pin bowling. For some mums, this has been an enormous achievement and helped to build self-esteem, independence and a strengthened relationship with their children. Thanks to a grant from Cambridge City Council and private donations, women were also supported with transport and encouragement to take their children on trips to local attractions in and around Cambridge. Both mums and their children said they loved being able to get outside on these trips and experience things they had never done before, such as being on a train, seeing otters and feeding a pig. For some, going out for an activity like this was an important experience, as it was something they had not been allowed to do when living with their perpetrator.

We are grateful for some generous private donations, which have allowed us to offer specialist art therapy to children leaving refuge, and ensure that children have what they need for their new bedroom when moving on. Generous benefactors every year also ensure the children are able to go to a Christmas pantomime and this year was no different. We are grateful for the continued support, and that this brought a lots of joy to families in refuge at a difficult time.

### **Outreach Service**

"Thank you so much for your help and support. I would like to praise you for the work you and your team do. My outreach worker has been amazing supporting me and my children during this difficult time. I wouldn't have been able to overcome such a difficult situation without her support. Well done and thank you so much for your hard work!!" - Outreach client

The Cambridge Women's Aid Outreach Service offers a free and confidential service based in the community, offering in-depth, tailored emotional and practical support to women subjected to domestic abuse. As well as supporting survivors directly, outreach workers frequently offer advice to professional and personal supporters in a survivor's life.

This year, the Outreach service employed four full time specialist support workers, funded thanks to contributions from South Cambridgeshire District Council, Cambridge City Council and the Standing Together consortium funded by the MHCLG. Survivors could access support via Zoom appointments, a new live chat service, phone and email during normal office hours, or get emergency help 24 hours a day, 365 days a year.

Across the year 2020-21, we received 334 new referrals directly into outreach, with the vast majority of these coming from self-referrals (67%), followed by social care and friends/family. The highest number of referrals came in June 2020, which was the peak of the first lockdown, and the lowest number of referrals was in November 2020. In total, the Outreach Project provided ongoing support to 484 people from the following areas:

Cambridge City	226
East Cambridgeshire	73
South Cambridgeshire	161
Out of county	17
Unknown	6

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The women receiving support from the outreach service had 577 children in total, who benefited indirectly from our support. We offered brief advice to an additional 121 individuals including survivors, professionals and third-parties, giving information about rights and options and signposting to appropriate support.

Due to the impact of Covid-19, we transitioned quickly at the start of the year to offering remote outreach support, via Zoom, email and telephone calls. The outreach team worked from home throughout the year, showing enormous flexibility and swiftly embracing new technology and online systems to ensure continuity of the service. The year brought enormous challenges to women living with domestic abuse, and to the systems and services they rely on for support, which were often reduced or overstretched due to Covid-19. We found that service-users sometimes had to wait longer for court dates, occupation orders, or other services they needed to keep safe. Financial hardship, food poverty and other factors linked to Covid-19 shielding and national lockdowns added to the complexity of some women's situations. Group work had to be put on hold due to social distancing, though this has since restarted in an online format.

However, there were also new opportunities to develop and expand our support. Offering increased telephone and online appointments has reduced barriers for some women seeking support from CWA, in particular women with babies and young children, women without access to transport, and women with full-time jobs, who have all reported preferring phone calls and video calls to in-person appointments. By learning how to use online video calling software, workers have found it easier to foster relationships with other professionals across different agencies, with easier access to external professional meetings and training, without the need for travel. To increase access for women stuck at home with abusers, we set up a brand new Live Chat service on our website a few weeks after the start of the first lockdown, and have continued running this successfully. Thanks to emergency Covid-19 funding from the Ministry of Justice through the Police and Crime Commissioner's Office, we were able to meet women's needs flexibly. This funding allowed us to: offer Kindle tablets to women without access to technology; pay for online CBT programmes to support women with mental health needs; and help women buy the items they needed to gain or remain in safe accommodation, including essential white goods and additional home security measures. A particular highlight of the year was Christmas 2020, when thanks to the generosity of our supporters, we gave out vouchers to women experiencing hardship, allowing them and their children to be able to enjoy their festivities.

"Thank you from the bottom of my heart, these vouchers will be a huge help to me and my children, and I'll be able to buy them some lovely toys. You all do amazing work and you have no idea how much this has changed Christmas for me." - Outreach client, Christmas 2020

The trustees would like to acknowledge the commitment and resilience of the outreach team, which meant that we continued to provide a robust service without interruption, while also developing new ways to create a supportive working environment despite the isolation of lockdown.

### **Community Engagement**

"I thought the Ask Me training was absolutely brilliant - very inclusive and felt like a safe space to speak and share thoughts. I found the training really engaging and being online made it easier and more inclusive for me as a single parent" - Ask Me participant

Research shows that communities are often the first to know about abuse, and that they can act as either gate openers or gate closers for a survivor seeking help. To engage the local community in helping to end domestic abuse, we continued running the Ask Me project in 2020-21. The project trains and equips both women and men with an understanding of domestic abuse and how to give survivors the right response, in the role of Community Ambassadors.

At the same time as the pandemic hit at the end of March 2020, our funding from the Tampon Tax Fund and Peterborough City Council for the Ask Me project came to an end. As a result, we quickly adapted by scaling back new training sessions and re-focusing on supporting our existing Community Ambassadors remotely with the capacity we had available. We consulted with Community Ambassadors, set up regular online meet-ups to replace the in-person events, and started up a monthly newsletter to keep Ambassadors feeling connected and informed. In online meet-ups we gave Ambassadors tools and ideas for getting information about domestic abuse services into their local communities under lockdown. We continued monthly check-ins to see how participants were getting on, and maintained friendly and supportive social media groups for Ambassadors.

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In October we piloted a brand-new online version of the Ask Me training developed by Women's Aid Federation England, made up of self-study alongside Zoom discussion sessions. We launched the online training fully in January 2021, and were able to welcome six new Community Ambassadors into the project before the end of the financial year. This was a significant achievement given the dual challenges of Covid-19 and lack of project funding. The online format has proved to be highly accessible, and the course continues to be popular and over-subscribed.

**FINANCIAL REVIEW**

**Principal funding sources**

The charity's main sources of funds come from:

- o Cambridgeshire County Council, which funds the support to women living in the refuge;  
The Ministry for Housing, Communities and Local Government (MHCLG), which provides funding to support women living in Cambridge City and South Cambridgeshire, through the Whole Housing Approach
- o managed by Standing together.

We receive additional funding from Cambridge City Council towards our Outreach Project and the children's holiday play schemes. South Cambridgeshire District Council also make a contribution towards the costs of the Outreach Project. A considerable proportion of income is received as rent from the residents of the two refuges, mainly from Housing Benefit. The charity also receives general donations from individuals and organisations who support the work of CWA.

In the past year, we received a significant donation from The Thompson Family Trust to support the work we do with children affected by domestic abuse. We are indebted to them for their generosity and support. This donation has been restricted to ensure we can meet the needs of families moving on with their lives. We are grateful to a number of other groups, businesses and individuals in our community who contacted us with offers of help and donations, which we valued highly.

We would also like to acknowledge the support we received from Star Radio, who teamed up with the Gifting Tree at a local shopping centre, and ran a campaign to ensure that we could give out Christmas presents to every child we support. We are always touched by the depth of generosity from so many local groups and individuals at Christmas, and 2020 was no different - we would like to thank everyone who helped to make this time of year special for women and children using our service.

We are also grateful to those individuals and organisations who so kindly donated vital items to the charity throughout the year. The clothes, toys, household items, toiletries and furniture we received provided a much appreciated source of support to the service users.

**Report of the Trustees  
for the Year Ended 31 March 2021**

**FINANCIAL REVIEW**

**Reserves policy**

The trustees have reviewed the charity's needs for reserves in line with the guidance issued by the Charity Commission and believe that reserves should be at a level to ensure the charity can run efficiently and cover perceivable risk factors that may arise. CWA undertakes an annual risk assessment which influences the reserves policy.

The trustees believe that the charity should hold financial reserves to:

- (1) be able to run effectively and be able to meet the needs of the beneficiaries
- (2) protect the organisation and to be able to continue operating despite damaging events.
- (3) fund necessary development of services
- (4) meet all financial obligations such as lease commitments

The trustees are of the opinion that the minimum level of unrestricted free reserves held should be the sum total of the following:

- the equivalent of one month's running costs
- lease commitments
- staff redundancy costs (to be reviewed annually) and other staff related financial obligations
- adherence to all obligations under the Equality Act 2010 and other statutory requirements
- an emergency fund (contingency costs in case of an emergency)

This equates to £163,916 for the financial period ending March 2021. This amount is within our policy of holding less than 6 months running costs as free reserves at any given time.

As at 31st March 2021, CWA holds £156,552 as free reserves which is judged satisfactory.

**Financial Position at 31st March 2021**

At the end of the financial year, the charity is in a good financial position. We are able to fund our core work and have additional funds to ensure we can cover our planned work for the coming year. During the year, thanks to some generous donations we have been able to consider development work to better meet the needs of our beneficiaries. We have set up a fund to put this into action as soon as the pandemic allows. We are grateful that our resources allow us achieve our ambitions to support women in the best way possible.

The combination of free reserves, designated funds and restricted funds gives the charity the ability to provide our main services and be responsive to the needs we predict for the next year. In terms of risk, many of our large contracts are coming to an end, and at the point of writing this annual report, we do not have assurances about funding of core costs in the coming year. We look forward to gaining assurance on this soon so that we can continue to plan for the future and carry out our important work.

Our designated funds ensure that we have a pot for planned specific expenditure over the next year or so. Our designated funds mean we can cover any extra ordinary human resources costs. We are also able to fund groups for women that provide opportunities for women to come together for peer support. Our refuge children's fund ensures we can meet any reasonable additional needs for equipment in the refuge. Our case management system costs are necessary, but currently not covered by any of our core projects. Our designated fund for case management ensures with necessary costs is funded. Finally, the trustees have been able to set aside a sum of £115,000 to fund our development goals when funding decisions have been made and Covid allows. We don't know fully what the future holds in these difficult times, but feel positive that we have the funds behind us to be responsive and agile to meet new challenges.

**Report of the Trustees  
for the Year Ended 31 March 2021**

**PLANS FOR THE FUTURE**

As this report is being written, we are still in the midst of the global Covid-19 pandemic, which has changed the world in far-reaching ways and forced us to adapt to new constraints. As a result, we have significantly developed the way our services work, with an especial focus on increasing connectivity, shifting towards remote working, and moving training and group work online. As we make plans for the future in this new context, we bring our wealth of experience in working with uncertainty and actively anticipating risks and opportunities. Looking to the future, we are:

- o Working to obtain long term funding for the refuge and outreach services  
Continuing to analyse the benefits and opportunities of the new Domestic Abuse Act, and lending our voice to wider calls to keep the voices of survivors, children, and minoritised women at the heart of the
- o government's response to domestic abuse.  
Continuing to support women's welfare needs during the ongoing Covid-19 pandemic. We plan to review our successes and develop new services such as Live Chat and our ongoing process of digital transformation
- o within the organisation to increase accessibility and meet survivors' needs  
Developing the board of trustees through the recruitment of new members, who will bring in new skills and
- o perspectives to benefit the charity and drive forward our vision and mission.  
Looking forward to deepening our collaboration in the work of the Cambridge and Peterborough Women's Consortium (CPWC), thanks to exciting new project funding from the Big Lottery, which will allow the consortium to employ two workers in order to: work with 'experts by experience' to deliver training to organisations engaging vulnerable women and girls; undertake vital development work and business support
- o for CPWC members; and co-produce new services to meet the needs of women and girls.  
Continuing our fruitful partnership with St Catharine's College, in order to expand the Ask Me project and to
- o put on a new and improved conference for survivor's voices to be heard by statutory agencies.  
Piloting a project looking at the employment challenges of women leaving refuge, and setting up some work
- o experience opportunities to support them rebuilding their lives.  
Building our relationship with our local Family Court to support their ambitions to best respond to
- o vulnerable court users.

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Governing document**

CWA is a charitable company limited by guarantee not having share capital. The company was created under a Memorandum of Association which established the objects and powers of the charitable company, and is governed under its Articles of Association.

**Report of the Trustees  
for the Year Ended 31 March 2021**

**STRUCTURE, GOVERNANCE AND MANAGEMENT**

**Management of the organisation**

The trustees of Cambridge Women's Aid are responsible for the charity. They delegate the day to day running of the charity to paid workers. The workers work collaboratively and all workers work at a high level, taking responsibility for their own area of work. The Chief Executive Officer is responsible for the overall management of the charity, particularly the strategic and resource aspects. The senior Refuge Worker is responsible for the refuge. All senior workers support and oversee the Outreach and community work. The other workers are all responsible to the senior workers.

During 2020/21, remuneration of personnel was set by comparing equivalent specialist roles nationally and looking at the pay of local roles with similar responsibility. CWA achieved Living Wage certification and the highest paid worker was always paid less than three times that of the lowest paid worker. The Trustees plan to undertake an in depth benchmarking exercise to review all wages before the end of 2021/22.

Senior workers meet with the trustees quarterly. Workers communicate every day and keep each other informed of their work, particularly any challenges or concerns. Workers meet regularly for formal case reviews and to discuss CWA business. Workers offer each other a high level of support and opportunities to reflect and share good practice. Workers also have access to an external counsellor for in-depth clinical supervision. During covid, formal meetings were held via Zoom. CWA staff greatly appreciated the additional responsive, adhoc support given by trustees to support them as we all found our way to evolve our response during this time.

CWA has a minimum of five trustees. They also act as directors of the company. All trustees are women and are selected for their skill and experience that both represent and benefit the service users. Each woman is nominated and elected at the Annual General Meeting. During the period between each AGM, women can be co-opted on to the Board by a majority vote of the current trustees. All trustees give their time on a voluntary basis and do not receive any remuneration from CWA. The CWA Management Committee Policy sets out the trustee's job description, authority, responsibilities and induction.

**Affiliations**

Cambridge Women's Aid is an independent charity and a full member of Women's Aid Federation England.

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Registered Company number**

07263026 (England and Wales)

**Registered Charity number**

1137602

**Registered office**

9 Great Chesterford Court  
London Road  
Great Chesterford  
Essex  
CB10 1PF

**Trustees**

The charity has a dispensation from the Charity Commission from listing the names of its trustees.

**Auditors**

Lanham and Company Limited  
Statutory Auditors &  
Chartered Accountants  
9 Great Chesterford Court  
London Road  
Great Chesterford  
Essex  
CB10 1PF

**Report of the Trustees  
for the Year Ended 31 March 2021**

**REFERENCE AND ADMINISTRATIVE DETAILS**

**Contact information**

**Administration & Outreach Office**

17 H Sturton Street

Cambridge

CB1 2SN

tel: 01223 350764 (admin)

tel: 01223 361214 (outreach)

email: admin@cambridgewa.org.uk

email: outreach@cambridgewa.org.uk

**Refuge**

P O Box 302

Cambridge

CB1 1EA

tel: 01223 460947

fax: 01223 354700

email: refuge@cambridgewa.org.uk

**Bankers**

Lloyds TSB Bank Plc

Gonville Place

Cambridge

CB2 1BQ

**COMMENCEMENT OF ACTIVITIES**

The charity commenced activities on the 1 October 2010 following the transfer of activities and net assets from Cambridge Women's Aid (registered charity number 273867) on the 30 September 2010.

**STATEMENT OF TRUSTEES' RESPONSIBILITIES**

The trustees (who are also the directors of Cambridge Women's Aid for the purposes of company law) are responsible for preparing the Report of the Trustees 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 those financial statements, the trustees are required to

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

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to 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.

In so far as the trustees are aware:

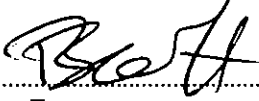
- there is no relevant audit information of which the charitable company's auditors are unaware; and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information.

**Report of the Trustees  
for the Year Ended 31 March 2021**

**AUDITORS**

The auditors, Lanham and Company Limited, will be proposed for re-appointment at the forthcoming Annual General Meeting.

Approved by order of the board of trustees on .....13/12/21..... and signed on its behalf by:



.....  
R Scott - Trustee

**Report of the Independent Auditors to the Members of  
Cambridge Women's Aid (Registered number: 07263026)**

**Opinion**

We have audited the financial statements of Cambridge Women's Aid (the 'charitable company') for the year ended 31 March 2021 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement 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 (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 Auditors' 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 the provisions available for small entities, in the circumstances set out in note 19 to the financial statements, 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 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 Report of the Independent Auditors 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 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 Report of the Trustees for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the Report of the Trustees has been prepared in accordance with applicable legal requirements.

**Report of the Independent Auditors to the Members of  
Cambridge Women's Aid (Registered number: 07263026)**

**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 Report of the Trustees.

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

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

**Responsibilities of trustees**

As explained more fully in the Statement of Trustees' Responsibilities, the trustees (who are also the directors of the charitable company for the purposes 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 charitable company 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 a Report of the Independent Auditors 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.

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.

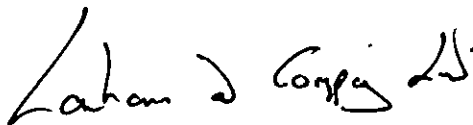
A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our Report of the Independent Auditors.

**Report of the Independent Auditors to the Members of  
Cambridge Women's Aid (Registered number: 07263026)**

**Use of our report**

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

Andrew Ireland FCCA (Senior Statutory Auditor)  
for and on behalf of Lanham and Company Limited  
Statutory Auditors &  
Chartered Accountants  
9 Great Chesterford Court  
London Road  
Great Chesterford  
Essex  
CB10 1PF



Date: 20 December 2021

# Cambridge Women's Aid

## Statement of Financial Activities for the Year Ended 31 March 2021

		Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
	Notes				
<b>INCOME AND ENDOWMENTS FROM</b>					
Donations and legacies	2	152,227	60,800	213,027	101,858
<b>Charitable activities</b>	4				
Hostel accommodation		156,421	230,245	386,666	309,901
Community services		-	133,449	133,449	262,029
Investment income	3	27	-	27	51
<b>Total</b>		<u>308,675</u>	<u>424,494</u>	<u>733,169</u>	<u>673,839</u>
<b>EXPENDITURE ON</b>					
<b>Charitable activities</b>	5				
Hostel accommodation		164,098	237,661	401,759	316,595
Community services		-	135,718	135,718	257,093
Support services		26,876	-	26,876	33,115
<b>Total</b>		<u>190,974</u>	<u>373,379</u>	<u>564,353</u>	<u>606,803</u>
<b>NET INCOME</b>		<u>117,701</u>	<u>51,115</u>	<u>168,816</u>	<u>67,036</u>
<b>RECONCILIATION OF FUNDS</b>					
<b>Total funds brought forward</b>		182,902	246,077	428,979	361,943
<b>TOTAL FUNDS CARRIED FORWARD</b>		<u><u>300,603</u></u>	<u><u>297,192</u></u>	<u><u>597,795</u></u>	<u><u>428,979</u></u>

The notes form part of these financial statements

**Balance Sheet**  
**31 March 2021**

	Notes	Unrestricted funds £	Restricted funds £	31.3.21 Total funds £	31.3.20 Total funds £
<b>FIXED ASSETS</b>					
Tangible assets	12	742	-	742	990
<b>CURRENT ASSETS</b>					
Stocks	13	4,794	-	4,794	4,294
Debtors	14	11,266	-	11,266	84,897
Cash at bank		328,077	433,330	761,407	456,177
		<u>344,137</u>	<u>433,330</u>	<u>777,467</u>	<u>545,368</u>
<b>CREDITORS</b>					
Amounts falling due within one year	15	(44,276)	(136,138)	(180,414)	(117,379)
<b>NET CURRENT ASSETS</b>		<u>299,861</u>	<u>297,192</u>	<u>597,053</u>	<u>427,989</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>300,603</u>	<u>297,192</u>	<u>597,795</u>	<u>428,979</u>
<b>NET ASSETS</b>		<u>300,603</u>	<u>297,192</u>	<u>597,795</u>	<u>428,979</u>
<b>FUNDS</b>					
Unrestricted funds	17			300,603	182,902
Restricted funds				297,192	246,077
<b>TOTAL FUNDS</b>				<u>597,795</u>	<u>428,979</u>

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

The financial statements were approved by the Board of Trustees and authorised for issue on 13/12/21 and were signed on its behalf by:



.....  
R Scott - Trustee

# Cambridge Women's Aid

## Cash Flow Statement for the Year Ended 31 March 2021

	Notes	31.3.21 £	31.3.20 £
<b>Cash flows from operating activities</b>			
Cash generated from operations	1	305,054	46,710
Net cash provided by operating activities		<u>305,054</u>	<u>46,710</u>
<b>Cash flows from investing activities</b>			
Purchase of tangible fixed assets		-	(1,238)
Sale of tangible fixed assets		149	-
Interest received		27	51
Net cash provided by/(used in) investing activities		<u>176</u>	<u>(1,187)</u>
<b>Change in cash and cash equivalents in the reporting period</b>		<u>305,230</u>	<u>45,523</u>
<b>Cash and cash equivalents at the beginning of the reporting period</b>		<u>456,177</u>	<u>410,654</u>
<b>Cash and cash equivalents at the end of the reporting period</b>		<u><u>761,407</u></u>	<u><u>456,177</u></u>

The notes form part of these financial statements

**Cambridge Women's Aid**

**Notes to the Cash Flow Statement  
for the Year Ended 31 March 2021**

**1. RECONCILIATION OF NET INCOME TO NET CASH FLOW FROM OPERATING ACTIVITIES**

	31.3.21 £	31.3.20 £
<b>Net income for the reporting period (as per the Statement of Financial Activities)</b>	168,816	67,036
<b>Adjustments for:</b>		
Depreciation charges	248	248
Profit on disposal of fixed assets	(149)	-
Interest received	(27)	(51)
Increase in stocks	(500)	(1,847)
Decrease in debtors	73,631	31,500
Increase/(decrease) in creditors	63,035	(50,176)
<b>Net cash provided by operations</b>	<u>305,054</u>	<u>46,710</u>

**2. ANALYSIS OF CHANGES IN NET FUNDS**

	At 1.4.20 £	Cash flow £	At 31.3.21 £
<b>Net cash</b>			
Cash at bank	456,177	305,230	761,407
	<u>456,177</u>	<u>305,230</u>	<u>761,407</u>
<b>Total</b>	<u>456,177</u>	<u>305,230</u>	<u>761,407</u>

## Cambridge Women's Aid

### Notes to the Financial Statements for the Year Ended 31 March 2021

#### 1. ACCOUNTING POLICIES

##### **Basis of preparing the financial statements**

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) '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)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

##### **Going Concern**

There are no material uncertainties that would cast doubt on the charity's ability to continue as a going concern.

##### **Income**

All income is recognised at the fair value in the Statement of Financial Activities once 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.

##### **Grants**

Grants relating to revenue are recognised in income and expenditure over the same period as the expenditure to which they relate once reasonable assurance has been gained that the charity will comply with the conditions and that the funds will be received.

Grants due from government organisations or received in advance are included as current assets or liabilities.

Government grants are accounted for as above, further information on the government grants is included in note 4.

##### **Expenditure**

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

##### **Allocation and apportionment of costs**

Support and management costs are allocated between funds based on the proportion of staff and volunteer hours in each service, on the assumption that the major management expenses is a result of personnel. Volunteers are weighted as half and work substantially fewer hours.

##### **Tangible fixed assets**

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 20% on cost
Motor vehicles	- 12.5% on cost

Tangible fixed assets costing more than £2,000 are capitalised and included at cost including any incidental expenses of acquisition.

##### **Stocks**

Stocks held by the charity are goods held are to be distributed freely or for a nominal consideration. Donated items of stock are recognised at fair value which is the amount the charity would have been willing to pay for the items on the open market.

##### **Taxation**

The charity is exempt from corporation tax on its charitable activities.

## Cambridge Women's Aid

### Notes to the Financial Statements - continued for the Year Ended 31 March 2021

#### 1. ACCOUNTING POLICIES - continued

##### Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

##### Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

##### Donated goods

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

On receipt, donated goods 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 goods 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 time of general volunteers is not recognised. The role of volunteers is covered in more detail in the trustees report.

##### Debtors

Short term debtors are measured at transaction price, less any impairment.

##### Creditors

Short term trade creditors are measured at the transaction price.

##### Financial Instruments

Financial instruments which meet the criteria of a basic financial instrument as defined in section 11 of FRS 102 are accounted for under an amortised historic cost model.

##### Support costs

Support costs include the central functions and have been allocated to activity cost categories based on the cost of staff time spent on each activity.

#### 2. DONATIONS AND LEGACIES

	31.3.21	31.3.20
	£	£
Donations	193,809	99,595
Donated services and facilities	18,775	-
Other income	443	2,263
	<u>213,027</u>	<u>101,858</u>

During the year the charity received donated goods for the direct use of the beneficiaries of the charity valued at £4,500 (2020: £13,847).

# Cambridge Women's Aid

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 3. INVESTMENT INCOME

	31.3.21	31.3.20
	£	£
Deposit account interest	27	51
	<u>27</u>	<u>51</u>

### 4. INCOME FROM CHARITABLE ACTIVITIES

	Hostel accommodation	Community services	31.3.21 Total activities	31.3.20 Total activities
	£	£	£	£
Rents receivable	143,002	-	143,002	145,766
Service charges receivable	13,419	-	13,419	13,514
Grants	84,624	133,449	218,073	267,562
Contract service income	145,621	-	145,621	145,088
	<u>386,666</u>	<u>133,449</u>	<u>520,115</u>	<u>571,930</u>

Grants received, included in the above, are as follows:

	31.3.21	31.3.20
	£	£
Cambridge City Council	48,000	48,000
Cambridgeshire County Council	222,442	145,621
Cambridgeshire Police and Crime Commissioner	44,697	-
Cambridgeshire Community Foundation	2,800	-
Ministry of Housing, Communities and Local Government	37,127	-
Peterborough City Council	-	60,000
South Cambridgeshire District Council	8,628	8,500
Standing Together	-	107,500
Women's Aid	-	43,029
	<u>363,694</u>	<u>412,650</u>

Contract service income received, included in the above, is as follows:

	31.3.21	31.3.20
	£	£
Cambridgeshire County Council	145,621	145,088
	<u>145,088</u>	<u>145,088</u>

# Cambridge Women's Aid

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 5. CHARITABLE ACTIVITIES COSTS

	Direct Costs (see note 6) £	Support costs (see note 7) £	Totals £
Hostel accomodation	395,597	6,162	401,759
Community services	134,086	1,632	135,718
Support services	26,876	-	26,876
	<u>556,559</u>	<u>7,794</u>	<u>564,353</u>

### 6. DIRECT COSTS OF CHARITABLE ACTIVITIES

	31.3.21 £	31.3.20 £
Staff costs	331,386	400,340
Rent, rates and water	97,245	82,456
Insurance	2,786	2,771
Light and heat	13,877	14,154
Telephone and internet	4,529	5,657
Postage and stationery	1,123	2,021
Advertising	401	336
Sundries	1,649	2,354
Repairs and renewals	4,679	1,952
Licences	2,592	2,592
Cleaning and gardening	1,890	3,264
Police alarm	2,658	893
Transport	2,698	3,994
Books and subscriptions	-	323
Training and education	2,708	1,723
Donations	24,848	21,588
Fund activities costs	61,391	54,715
Depreciation	248	248
Loss on sale of assets	(149)	-
	<u>556,559</u>	<u>601,381</u>

### 7. SUPPORT COSTS

	Governance costs £
Hostel accomodation	6,162
Community services	1,632
	<u>7,794</u>

# Cambridge Women's Aid

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 7. SUPPORT COSTS - continued

Support costs, included in the above, are as follows:

#### Governance costs

	Hostel accommodation	Community services	31.3.21 Total activities	31.3.20 Total activities
	£	£	£	£
Auditors' remuneration	<u>6,162</u>	<u>1,632</u>	<u>7,794</u>	<u>5,422</u>

### 8. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.21	31.3.20
	£	£
Auditors' remuneration	7,794	5,422
Depreciation - owned assets	248	248
Surplus on disposal of fixed assets	<u>(149)</u>	<u>-</u>

### 9. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 nor for the year ended 31 March 2020.

#### Trustees' expenses

There were no trustees' expenses paid for the year ended 31 March 2021 nor for the year ended 31 March 2020.

### 10. STAFF COSTS

	31.3.21	31.3.20
	£	£
Wages and salaries	299,668	362,988
Social security costs	24,788	29,520
Other pension costs	<u>6,930</u>	<u>7,832</u>
	<u>331,386</u>	<u>400,340</u>

The employee benefits of key management personnel during the year was £89,396 (2020: £88,760).

The average monthly number of employees during the year was as follows:

	31.3.21	31.3.20
Hostel and frontline workers	4	4
Childworker	1	1
Support staff	2	2
Outreach	4	4
Community projects	<u>1</u>	<u>2</u>
	<u>12</u>	<u>13</u>

No employees received emoluments in excess of £60,000.

**Cambridge Women's Aid**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**11. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES**

	Unrestricted funds £	Restricted funds £	Total funds £
<b>INCOME AND ENDOWMENTS FROM</b>			
Donations and legacies	46,833	55,025	101,858
<b>Charitable activities</b>			
Hostel accomodation	159,280	150,621	309,901
Community services	-	262,029	262,029
Investment income	51	-	51
<b>Total</b>	206,164	467,675	673,839
<b>EXPENDITURE ON</b>			
<b>Charitable activities</b>			
Hostel accomodation	144,087	172,508	316,595
Community services	-	257,093	257,093
Support services	33,115	-	33,115
<b>Total</b>	177,202	429,601	606,803
<b>NET INCOME</b>	28,962	38,074	67,036
<b>RECONCILIATION OF FUNDS</b>			
Total funds brought forward	153,938	208,005	361,943
<b>TOTAL FUNDS CARRIED FORWARD</b>	182,900	246,079	428,979

Cambridge Women's Aid

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

12. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Motor vehicles £	Totals £
<b>COST</b>			
At 1 April 2020	1,238	17,834	19,072
Disposals	-	(1,075)	(1,075)
	<hr/>	<hr/>	<hr/>
At 31 March 2021	1,238	16,759	17,997
	<hr/>	<hr/>	<hr/>
<b>DEPRECIATION</b>			
At 1 April 2020	248	17,834	18,082
Charge for year	248	-	248
Eliminated on disposal	-	(1,075)	(1,075)
	<hr/>	<hr/>	<hr/>
At 31 March 2021	496	16,759	17,255
	<hr/>	<hr/>	<hr/>
<b>NET BOOK VALUE</b>			
At 31 March 2021	742	-	742
	<hr/>	<hr/>	<hr/>
At 31 March 2020	990	-	990
	<hr/>	<hr/>	<hr/>

All assets are used for charitable purposes.

13. STOCKS

	31.3.21	31.3.20
	£	£
Stocks	4,794	4,294
	<hr/>	<hr/>

14. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.21	31.3.20
	£	£
Trade debtors	-	71,810
Rent receivable	2,490	1,078
Prepayments and accrued income	8,776	12,009
	<hr/>	<hr/>
	11,266	84,897
	<hr/>	<hr/>

**Cambridge Women's Aid**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**15. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR**

	31.3.21	31.3.20
	£	£
Trade creditors	2,429	5,675
Social security and other taxes	7,542	7,524
Other creditors	11,118	3,229
Accruals and deferred income	23,187	13,992
Contracts received in advance	136,138	86,959
	<u>180,414</u>	<u>117,379</u>

Contracts received in advance refers to payments received on account for contractual income for services provided following the year end, as per the terms of the grants.

There was deferred income of £136,138 (2020: £86,959) in the year.

**16. LEASING AGREEMENTS**

Minimum lease payments under non-cancellable operating leases fall due as follows:

	31.3.21	31.3.20
	£	£
Within one year	67,190	69,297
Between one and five years	13,667	34,167
	<u>80,857</u>	<u>103,464</u>

Operating lease commitments are in respect of the rental of properties used for charitable purposes. The total lease payments recognised as an expense in the SoFA in the year is £74,281 (2020: £77,192).

**17. MOVEMENT IN FUNDS**

	At 1.4.20	Net movement	Transfers	At
	£	in funds	between	31.3.21
		£	funds	£
<b>Unrestricted funds</b>				
General fund	102,283	12,605	-	114,888
Donations and interest	48,326	108,338	(115,000)	41,664
HR Fund	787	-	-	787
Womens activities	8,041	-	-	8,041
Refuge Children's Fund	3,809	(650)	-	3,159
Case Management System	4,656	(2,592)	-	2,064
Development fund	15,000	-	115,000	130,000
	<u>182,902</u>	<u>117,701</u>	<u>-</u>	<u>300,603</u>
<b>Restricted funds</b>				
Children's move on fund	231,326	43,839	-	275,165
Consulting Service Users	2,310	(500)	-	1,810
Improvement Fund	7,480	(270)	-	7,210
Ask Me	4,961	(1,954)	-	3,007
The Linney Fun Fund	-	10,000	-	10,000
	<u>246,077</u>	<u>51,115</u>	<u>-</u>	<u>297,192</u>
<b>TOTAL FUNDS</b>	<u>428,979</u>	<u>168,816</u>	<u>-</u>	<u>597,795</u>

Cambridge Women's Aid

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	180,139	(167,534)	12,605
Donations and interest	128,536	(20,198)	108,338
Refuge Children's Fund	-	(650)	(650)
Case Management System	-	(2,592)	(2,592)
	<u>308,675</u>	<u>(190,974)</u>	<u>117,701</u>
<b>Restricted funds</b>			
Children's move on fund	92,001	(48,162)	43,839
Playscheme	4,999	(4,999)	-
Consulting Service Users	-	(500)	(500)
Outreach project	128,449	(128,449)	-
Improvement Fund	800	(1,070)	(270)
Ask Me	-	(1,954)	(1,954)
Refuge Support Fund	103,621	(103,621)	-
The Linney Fun Fund	10,000	-	10,000
Covid-19 Relief Funding - Cambridgeshire Police and Crime Commissioner	44,697	(44,697)	-
Covid-19 Relief Funding - Ministry of Housing	37,127	(37,127)	-
Covid-19 Relief Funding - Cambridgeshire Community Foundation	2,800	(2,800)	-
	<u>424,494</u>	<u>(373,379)</u>	<u>51,115</u>
<b>TOTAL FUNDS</b>	<u>733,169</u>	<u>(564,353)</u>	<u>168,816</u>

Cambridge Women's Aid

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

17. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.20 £
<b>Unrestricted funds</b>				
General fund	94,597	27,686	(20,000)	102,283
Donations and interest	39,459	8,867	-	48,326
HR Fund	521	(734)	1,000	787
Womens activities	12,304	(4,263)	-	8,041
Refuge Children's Fund	3,809	-	-	3,809
Case Management System	3,248	(2,592)	4,000	4,656
Development fund	-	-	15,000	15,000
	<u>153,938</u>	<u>28,964</u>	<u>-</u>	<u>182,902</u>
<b>Restricted funds</b>				
Children's move on fund	187,134	44,192	-	231,326
Consulting Service Users	2,310	-	-	2,310
Improvement Fund	18,561	(11,081)	-	7,480
Ask Me	-	4,961	-	4,961
	<u>208,005</u>	<u>38,072</u>	<u>-</u>	<u>246,077</u>
<b>TOTAL FUNDS</b>	<u>361,943</u>	<u>67,036</u>	<u>-</u>	<u>428,979</u>

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	175,390	(147,704)	27,686
Donations and interest	29,248	(20,381)	8,867
HR Fund	-	(734)	(734)
Womens activities	1,526	(5,789)	(4,263)
Case Management System	-	(2,592)	(2,592)
	<u>206,164</u>	<u>(177,200)</u>	<u>28,964</u>
<b>Restricted funds</b>			
Children's move on fund	97,001	(52,809)	44,192
Playscheme	5,001	(5,001)	-
Outreach project	159,000	(159,000)	-
Improvement Fund	(1)	(11,080)	(11,081)
Ask Me	103,053	(98,092)	4,961
Refuge Support Fund	103,621	(103,621)	-
	<u>467,675</u>	<u>(429,603)</u>	<u>38,072</u>
<b>TOTAL FUNDS</b>	<u>673,839</u>	<u>(606,803)</u>	<u>67,036</u>

Cambridge Women's Aid

Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021

17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 31.3.21 £
<b>Unrestricted funds</b>				
General fund	94,597	40,291	(20,000)	114,888
Donations and interest	39,459	117,205	(115,000)	41,664
HR Fund	521	(734)	1,000	787
Womens activities	12,304	(4,263)	-	8,041
Refuge Children's Fund	3,809	(650)	-	3,159
Case Management System	3,248	(5,184)	4,000	2,064
Development fund	-	-	130,000	130,000
	153,938	146,665	-	300,603
<b>Restricted funds</b>				
Children's move on fund	187,134	88,031	-	275,165
Consulting Service Users	2,310	(500)	-	1,810
Improvement Fund	18,561	(11,351)	-	7,210
Ask Me	-	3,007	-	3,007
The Linney Fun Fund	-	10,000	-	10,000
	208,005	89,187	-	297,192
<b>TOTAL FUNDS</b>	<b>361,943</b>	<b>235,852</b>	<b>-</b>	<b>597,795</b>

# Cambridge Women's Aid

## Notes to the Financial Statements - continued for the Year Ended 31 March 2021

### 17. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
<b>Unrestricted funds</b>			
General fund	355,529	(315,238)	40,291
Donations and interest	157,784	(40,579)	117,205
HR Fund	-	(734)	(734)
Womens activities	1,526	(5,789)	(4,263)
Refuge Children's Fund	-	(650)	(650)
Case Management System	-	(5,184)	(5,184)
	<u>514,839</u>	<u>(368,174)</u>	<u>146,665</u>
<b>Restricted funds</b>			
Children's move on fund	189,002	(100,971)	88,031
Playscheme	10,000	(10,000)	-
Consulting Service Users	-	(500)	(500)
Outreach project	287,449	(287,449)	-
Improvement Fund	799	(12,150)	(11,351)
Ask Me	103,053	(100,046)	3,007
Refuge Support Fund	207,242	(207,242)	-
The Linney Fun Fund	10,000	-	10,000
Covid-19 Relief Funding - Cambridgeshire Police and Crime Commissioner	44,697	(44,697)	-
Covid-19 Relief Funding - Ministry of Housing	37,127	(37,127)	-
Covid-19 Relief Funding - Cambridgeshire Community Foundation	2,800	(2,800)	-
	<u>892,169</u>	<u>(802,982)</u>	<u>89,187</u>
<b>TOTAL FUNDS</b>	<u>1,407,008</u>	<u>(1,171,156)</u>	<u>235,852</u>

#### Purposes of General Funds

The charity has a policy of spending any general donations received in any year, for the direct benefit of the charities beneficiaries. The general fund represents the free funds of the charity which are not designated for particular purposes.

#### Purposes of Restricted Funds

##### **Children's Move On Fund**

The fund has been provided by a supporter of Cambridge Women's Aid to ensure that children's basic needs are met when they move out of refuge and into their new home. The fund also aims to extend the support offered by the charity to children affected by domestic abuse.

##### **Playscheme**

The charity receives funding from Cambridge City Council to provide a holiday playscheme for children living in the refuge

##### **Consulting service users**

The fund is to support the involvement of service users in the processes and development of the organisation.

##### **Outreach Fund**

## **Cambridge Women's Aid**

### **Notes to the Financial Statements - continued for the Year Ended 31 March 2021**

#### **17. MOVEMENT IN FUNDS - continued**

The charity receives funding from Cambridge City Council, Cambridgeshire County Council and South Cambridgeshire District Council to provide an Outreach Project to support women with domestic abuse issues living in Cambridge and the surrounding villages

##### **Improvement Fund**

This fund comes from the Department of Communities and Local Government to strengthen refuge provision in Cambridge

##### **Ask Me**

The Ask Me project aims to equip community members with an understanding of domestic abuse and how to respond.

##### **Refuge Support Fund**

The Refuge Support Fund is restricted income from a contract the charity has with Cambridgeshire County Council to provide specialist support to the women living in the refuge.

##### **The Linney Fund Fund**

Provided by a supporter in the financial year 2020/21 to ensure that the women and children using our services have access to funding for fun activities and days out.

##### **COVID-19 Relief Funding**

There are three separate funds provided in the financial year 2020/21.

Cambridgeshire Police and Crime Commissioner, funding to support the charity to cover additional costs of providing support in our communities.

Ministry of Housing, Communities and Local Government, funding to support the charity to cover additional costs of providing safe refuge support.

Cambridgeshire Community Funding, funding to enable the charity to provide beneficiaries in the refuge with enhanced wifi provision and tablets for internet access.

#### **Purposes of Designated Funds**

##### **Activities Fund**

The fund is established to ensure that CWA can continue to offer women using CWA services a wide range of activities over the coming years.

##### **Donations and interest**

The fund is to support service users.

##### **HR Consultancy**

This fund was established to ensure that the organisation could access specialist HR advice whenever necessary

##### **Minibus Fund**

The fund spreads the cost of the charity's minibus across a number of years accounts.

##### **Office Equipment**

The fund is to set aside resources for future capital replacement

##### **Case Management System Fund**

The fund is set aside to cover the costs of the charity's Case Management System up to March 2020

##### **Development Fund**

**Cambridge Women's Aid**

**Notes to the Financial Statements - continued  
for the Year Ended 31 March 2021**

**17. MOVEMENT IN FUNDS - continued**

The fund, established in 2019/20 is set aside to invest in additional staff time and other costs to develop new projects and new ways of working for the charity.

**Transfers between funds**

The following transfers have been made during the year:-

Transfers were made from general funds to the unrestricted funds, HR consultancy, case management system fund and the development fund in accordance with the trustees' assessment of needs.

**18. RELATED PARTY DISCLOSURES**

There were no related party transactions for the year ended 31 March 2021.

**19. FRC ETHICAL STANDARD - PROVISIONS AVAILABLE FOR SMALL ENTITIES**

In common with many other businesses of our size and nature we use our auditors to prepare and submit returns to the tax authorities and assist with the preparation of the financial statements.