



Newcastle  
**Women's Aid**  
Domestic Abuse Services

# Newcastle Women's Aid

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Registered Charity Number 1139393  
Company Registered Number 07413723

## **ANNUAL REPORT & FINANCIAL STATEMENTS**

For the year ended

31 March 2022

3<sup>rd</sup> Floor, Mea House, Ellison Place, Newcastle upon Tyne NE1 8XS

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## Newcastle Women's Aid

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# Newcastle Women's Aid

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## TRUSTEE/DIRECTOR'S ANNUAL REPORT

The Trustees are pleased to present their report together with the financial statements of the charity for the year ending 31 March 2022

### Reference and Administrative Details

**Charity Name:** Newcastle Women's Aid  
**Registered Charity:** 1139393  
**Registered Company:** 07413723

**Registered and Operational Address:** 3<sup>rd</sup> Floor, Mea House, Ellison Place, Newcastle upon Tyne NE1 8XS

**Bankers:** Unity Trust Bank Plc  
Nine Brindley Place,  
Birmingham B1 2HB  
  
Barclays Bank Plc  
141 Northumberland Street  
Newcastle upon Tyne NE1 7BH

**Trustees/Directors:** Cara Smith – Chair  
Judith Farquharson BEM - Treasurer  
Justine Massingham  
Cindy Barrow  
DR. Stephanie Manson Brown - Elected February 2022

**CEO and Company Secretary:** Elaine Langshaw

**Auditor:** Ruth Tomlinson ACMA CGMA

### Structure, Governance and Management

#### Governing Document

Newcastle Women's Aid was established and registered as a charity on 24 June 1976. The organisation is now a charitable company limited by guarantee, incorporated on 20<sup>th</sup> October 2010 registered as an incorporated charity on 21<sup>st</sup> December 2010. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

#### Appointment of Trustees/Directors

The directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as trustees.  
The Board of Trustees consists of not less than 3 and not more than 9 members who will be elected at the Annual General Meeting. In addition they may appoint not more than 3 co-opted members. All the members of the Board retire from office at the Annual General Meeting after they came into office but they may be re-elected or re-appointed.

# Newcastle Women's Aid

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## Trustee Induction and Training

New trustees are invited to meet the Manager and the Board of Trustees. All new trustees receive copies of all relevant documentation including the Memorandum & Articles of Association, organisational management chart, financial data, information relating to their role, the scope and responsibility of the Board and the system of delegated authority together with information about the cycle of meetings and the opportunities for meeting staff.

## Organisation

The Board administers the charity. The Board meets bi-monthly and when necessary more regularly. A Manager is appointed by the Board to manage the day-to-day operation of the charity. There is a system of delegated authorities in place to determine which decisions can be undertaken by the manager.

## Risk Management

The Charity created a risk register in October 2003. A full review of the risk register was undertaken during 2018.

Risk assessment is an important and critical step in protecting staff, trustees, residents, visitors', service users and the organisation as well as complying with the law. The process used by Newcastle women's Aid is straightforward in that it clearly identifies risks, evaluates the likelihood and impact of any risk, ensures adequate resources are available to deal with the risks and regularly monitors and reviews risks.

## Objectives and Activities

The objects of the charity are the relief, protection and support of persons, including children, who have suffered or are in danger of suffering domestic abuse through the provision of, advice, support, representation and other services, and to create awareness together with advance education in all aspects of domestic abuse including its causes, prevention and the relief of its consequences.

The central aim of the charity is to provide independent, specialist support to women and girls who are affected by domestic violence and abuse.

The main objectives of the organisation are:

- To provide advice, information, practical support, representation and mediation to women and girls affected by domestic abuse
- To provide flexible support to women in the community affected by domestic abuse. Offering intensive support to minimise the risk of repeat victimisation, and assisting women to remain in their own homes.
- To liaise with other agencies and participate in forums to raise awareness of domestic violence and to influence policy/practice and service provision across Newcastle upon Tyne.
- To offer preventative group work programmes for women.

## Newcastle Women's Aid

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In April 2021, NWA launched our new service HOPE (Help, Options, Protection and Empowerment).

HOPE offers a sequence of specialist support interventions including:

- Telephone advice and support service
- Domestic Abuse Flexible Support (DAFS) individual personal support, needs and risk assessment, safety and support planning
- Domestic Abuse Group Programme
- Recovery Group Programme
- Women's Peer Support Group
- Holistic Therapies
- Information, advice and support service including a free telephone helpline
- Education and Public Awareness within schools, colleges and other service
- Indirect support for children through supporting and empowering Mum to safeguard herself and children. We have a small creche facility within our office to assist staff to provide uninterrupted support to women
- Website - offering an excellent reference resource alongside advice & information

Our Domestic Abuse Flexible Support service (DAF's) is a community-based outreach service; women are offered appointments in our centrally located, fully accessible offices or in safe, convenient venues across the city. This service supports women in the community who do not want, or need, to access refuge accommodation. DAFS provides practical help regarding safety, legal issues, benefits, re-housing and other issues identified by the client herself and also provide emotional support around the domestic abuse the client has suffered.

NWA Group programmes include the Freedom Programme. This is a programme that explores in detail the different tactics perpetrators use to abuse victims and attempts to equip victims with the knowledge to keep themselves and their children safe in the future. This programme has received positive feedback from clients and remains popular and successful. We have also developed a bespoke Recovery Programme in consultation with clients called, Free to be Me.

We regularly review our aims and objectives to ensure we remain focused on our stated purposes. We have referred to the guidance contained in the Charity Commissions guidance on public benefit when reviewing our aims and objectives and when planning our future activities.

### Achievements and Performance

#### Service Provision

In the financial year, 2021-2022 Newcastle Women's Aid provided advice, information, advocacy and support directly or indirectly as follows;

#### Statistics:

- **528 referrals were made to Newcastle Women's Aid for advice and support during the year.**
- **448 referrals received, telephone advice/support or both.**
- **317 self-referrals were made directly from victims of domestic violence/abuse.**
- **380 women who contacted us had children**
- **55 women and girls referred into DAFS and received individual support.**
- **34 women and girls referred into group programmes.**

- **85% of all referrals this year accessed more than one support intervention in the HOPE project.**

### **Demographics**

- Newcastle (365), Gateshead (34), Northumberland (15), North Tyneside (27), South Tyneside (18) and Rest of UK (69).
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### **Accreditations**

- NWA are WAFE (Women's Aid Federation of England) National Quality Standard accredited.

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## **Newcastle Women's Aid**

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### **Financial Review:**

Against a backdrop of a difficult economic climate and global pandemic the organisation has developed services to generate a positive financial outcome and to achieve prudent expenditure through cost efficiencies.

Newcastle Women's Aid has continued to receive funding from a range of charitable sources and from individual donations. Donations have also been received from individuals and businesses who have chosen to support the work of NWA.

At the end of November 2016 funding from Newcastle Council for Newcastle Women's Aid ceased as a result of the Council awarding a contract to operate a new refuge to a Housing Provider.

The Trustees therefore agreed that Newcastle Women's Aid would continue its services from more accessible premises in Newcastle City centre, with no refuge accommodation.

Initially the restructured service has used its reserves to establish the service in new premises and to fund two full time members of staff. Since that time funding has been secured and additional staff have been employed.

### **Investment Powers and Policy:**

Under the Memorandum and Articles of Association the charity has the power to invest in any way the trustees wish.

The trustees/directors have operated a policy of investing some of the funds in an interest bearing deposit account.

### **Reserves Policy:**

Newcastle Women's Aid believes it is prudent to have a policy on the holding, management and accumulation of its reserves.

Reserves may be accumulated over the organisation's life from donations and bequests from supporters, and modest surpluses on the income and expenditure balance of some years.

After taking into account the relevant risks to income streams and the planned activities over the next year the trustees feel the most appropriate level of reserves for the organisation to hold would be nine month's running costs, which are approximately £200,000. This figure would need to be reviewed in line with increased activity and demand placed upon Newcastle Women's Aid. However, now the level of reserves would allow for staff salaries and other general running costs to be paid until such time alternative income is secured or, in the worst-case scenario, for the organisation to be wound up. The three months period would allow for redundancy notices to be issued to staff and for staff to find alternative, appropriate support service for clients. This policy is considered to be in the best interests of the service users, staff and trustees of the charity.

The Trustees have allocated reserves to the value of £50,000 to assist in funding future NWA developments or projects.

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## **Newcastle Women's Aid**

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### **Plans for Future Periods:**

The charity plans to continue and develop its activities as outlined in the Aims and Objectives and to maintain its presence in our current offices in the City of Newcastle.

### **Statement of Trustee's/Directors Responsibilities:**

The trustees/directors are responsible for preparing the Annual Report and the financial statements in accordance with law applicable to charities in England and Wales together with United Kingdom Generally Accepted Accounting Practice. Charity law requires the trustees to prepare financial statements that give a true and fair view of the state of affairs of the charity at the end of a financial year and of its incomings and outgoings for that year.

In preparing those financial statements, the trustees are required to select suitable accounting policies and then apply them consistently, making judgements and estimates that are reasonable and prudent. The trustees must also prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue its activities.

The trustees/directors are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and to enable them to ensure that financial statements comply with the charities Act 1993. The trustees are also responsible for safeguarding the assets of the charity and hence for taking steps for the prevention and detection of fraud and other irregularities.

On behalf of trustees/directors

**C. Smith**

Cara Smith  
Chair/Director

Approved by Trustees/Directors on 18 October 2022



## Newcastle Women's Aid

### STATEMENT OF FINANCIAL ACTIVITIES for the 12 Months period ended 31st March, 2022

		Year ended 31-Mar- 2022	Year ended 31-Mar- 2022	Year ended 31-Mar- 2022	Year ended 31- Mar-2021
		Unrestric ted Funds £	Restrict ed Funds £	Total Funds £	Total Funds £
<b>INCOMING RESOURCES</b>	<b>Not e</b>				
<b>INCOMING FUNDS FROM GENERATED FUNDS</b>					
Donations and Grants Other Income	2	28,828	-	28,828	33,488
Interest Receivable.	3	18	-	18	82
<b>INCOMING FUNDS FROM CHARITABLE ACTIVITIES</b>					
Grants and Contracts	4	-	68,538	68,538	133,376
<b>TOTAL NCING RESOURCES</b>		28,846	68,538	97,384	167,346
<b>RESOURCES EXPENDED</b>					
<b>COST OF GENERATING FUNDS</b>					
Cost of generating voluntary income		-	-	-	-
<b>CHARITABLE ACTIVITIES</b>					
				-	
Domestic Abuse Support	5	-	67,645	67,645	113,376
Domestic Abuse Training & Support	5	-	50,260	50,260	
		-	118,105	118,105	113,376
Governance Costs	6	19,277	-	19,277	21,060
<b>TOTAL RESOURCES EXPENDED</b>		19,277	118,105	137,832	134,436
<b>NET INCOME / (OUTGOING)</b>					
<b>RESOURCES FOR THE YEAR BEFORE TRANSFERS</b>		9,569	(49,567)	(39,998)	32,910
transfers between funds		-	-	-	-
<b>NET INCOME / (OUTGOING)</b>		9,569	(49,567)	(39,998)	32,910
<b>RECONCILIATION OF FUNDS</b>					
Balance brought forward		87,217	364,447	418,754	418,754
Balance carried forward		96,786	314,880	411,666	451,664

## **Newcastle Women's Aid**

### **BALANCE SHEET** **As at date shown**

		<b>As at 31st March 2022 £</b>	<b>As at 31st March 2021 £</b>
	<b>Note</b>		
<b>CURRENT ASSETS</b>			
Debtors	7	-	-
Cash at bank and in hand		413,209	473,238
		<u>413,209</u>	<u>473,328</u>
<b>CREDITORS</b>			
Amounts falling due within one year	8	( 1,543 )	(21,574)
<b>NET CURRENT ASSETS</b>		<u>411,666</u>	<u>451,664</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>411,666</u>	<u>451,664</u>
<b>NET ASSETS</b>		<b>411,666</b>	
<b>FUNDS</b>		<b>6</b>	<b>451,664</b>
Restricted income funds	9	314,880	364,447
Unrestricted income funds	10	96,786	87,217
<b>TOTAL FUNDS</b>		<u><b>411,666</b></u>	<u><b>451,664</b></u>

## **Newcastle Women's Aid**

### **NOTES TO THE FINANCIAL STATEMENTS for the 12 months ended 31 March 2022**

#### **1 ACCOUNTING POLICIES**

##### **BASIS OF ACCOUNTING**

The financial statements have been prepared under the historical cost convention and in accordance with:

- Accounting and Reporting by Charities (SORP 2005);
- Financial Reporting Standards for Smaller Enterprises;
- and with the Charities Act 1993.

##### **INCOMING RESOURCES**

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be qualified with reasonable accuracy. The following specific policies are applied

to particular categories of income:

Voluntary income is received by way of grants and donations and is included in full in the Statement of Financial Activities.

Grants where entitlement is not conditional on delivery of a specific performance by the charity becomes unconditionally entitled to the grant.

Investment income is included when it is receivable.

Income received by way of donation or grant for the purchase of a fixed asset is credited to the restricted funds

in the Statement of Financial Activities when receivable. Depreciation on the fixed assets purchased with these

funds are charged against the restricted fund.

##### **FUNDS ACCOUNTING**

Funds held by the charity are either:

##### **Unrestricted general funds**

These are funds which can be used in accordance with the charitable objectives at the discretion of the trustees.

##### **Designated funds**

- These are funds set aside by the trustees out of unrestricted funds for specific future purposes or projects.
- Restricted funds
- These are funds that can only be used for particular restricted purposes within the objectives of the charity.
- Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

##### **RESOURCES EXPENDED**

Expenditure is recognised on an accruals basis as a liability is incurred.

Expenditure includes any VAT and is reported as part of the expenditure to which it relates.

- Costs of generating voluntary income funds comprise the costs associated with attracting voluntary income.
- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature to support them.



## **Newcastle Women's Aid**

### **NOTES TO THE FINANCIAL STATEMENTS for the 12 months ended 31 March 2022**

Governance costs include those costs associated with the compliance to the constitutional and statutory requirements of the charity and include all costs linked to the strategic management of the charity.

All costs are allocated between the expenditure categories of the Statement of Financial Activities on a basis designed to reflect the use of resource. Costs relating to a particular activity are allocated directly, others are apportioned on staff time across project work, generating funds and governance.

#### **FIXED ASSETS AND DEPRECIATION**

Tangible fixed assets costing £100 or more were capitalised and included at cost including any incidental expense of acquisition. The Trustees have agreed to write off the balance of fixed asset cost as a result of

recognising the condition of the existing premises together with the equipment and their net realisable value and expected life.

Depreciation is calculated so as to write off the cost of an asset, less its estimated residual value, over the useful economic life of that asset as follows:

Equipment .....	25% reducing
balance	
Fixtures and Fittings .....	5 & 7 years straight
line	
Leasehold improvements.....	7 years straight
line	

#### **OPERATING LEASE AGREEMENTS**

Rentals applicable to operating leases, where substantially all of the benefits and risks of ownership remain with the lessor, are charged against income on a straight-line basis over the period of the lease.

#### **PENSION COSTS**

The charity operates a defined contribution pension scheme for employees. The assets of the scheme are held separately from those of the charity.

The annual contributions payable is charged to the Statement of Financial Activities.



## **NEWCASTLE WOMEN'S AID**

### **NOTES TO THE FINANCIAL STATEMENTS**

**For the 12 months ended 31 March 2022**

#### **2 INCOMING FUNDS FROM GENERATED FUNDS**

##### **Donations, Grants & Contracts**

	Unrestrict ed Funds	Restricted Funds	Total Funds to Mar 2022	Total Funds to Mar 2021
<b>Donations</b>	£	£	£	£
A & AE Buchan	-	-	-	1,000
C Smith	-	-	-	100
CAF	1,362	-	1,362	478
Charitable Giving	300	-	300	-
Dewentside Funeral Home	132	-	132	-
DJ Patrick Topping (Tokyo Ind 2 C/A)	7,915	-	7,915	-
Gateshead College	105	-	105	-
Healthwatch	500	-	500	-
John Lewis Community Matters	-	-	-	930
Local Giving	13,395	-	13,395	21,960
Mary Jackson will Trust	-	-	-	1,500
Much Loved	273	-	273	-
Northumbrian Leisure	-	-	-	1,500
Other	465	-	465	500
PayPal Giving Fund	3,306	-	3,306	934
Pearson's Engineering	500	-	500	-
St Gabriel's Church	185	-	185	185
Unison Newcastle	-	-	-	2,000
Virgin Money Giving	-	-	-	901
WAF	390	-	390	-
	28,828	-	28,828	31,988

#### **3 Interest Receivable**

Bank Interest Received	18		18	82
	18	-	18	82

**4 INCOME FROM CHARITABLE ACTIVITIES**

**Grants and Contracts**

LGA Foundation	-	-	-	10,000
National Lotteries Community Fund Grant	-	22,893	22,893	55,811
Newcastle City Council (Covid 19)	-	-	-	10,000
Newcastle City Council-Safe Accommodation	-	13,000	13,000	-
Northumbria PCC Ministry of Justice Covid	-	-	-	13,620
Northumbria PCC Supporting Victims	-	32,645	32,645	32,645
Victim Support.	-	-	-	1,500
WAF	-	-	-	11,700
	-	68,538	68,538	135,276

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**4 Total Income**

28,846	68,538	97,384	167,346
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**NEWCASTLE WOMEN'S AID**

**NOTES TO THE FINANCIAL STATEMENTS**

**For the 12 months ended 31 March 2022**

**5 CHARITABLE ACTIVITIES**

	Domestic Abuse Flexible Support (DAFS)	Total Funds for year to Mar 2022	Total Funds for year to Mar 2021
	£	£	£
Staff costs	67,592	67,592	66,885
Professional Fees	-	-	770



Travel costs	253	253	235
Other cost	-	-	-
	67,845	67,845	67,890
<u>Support costs</u>			
Staff costs	11,928	11,928	9,555
Premises and office costs	35,180	35,180	30,952
Professional Fees	2,850	2,850	4,363
Travel costs	-	-	-
Other costs	302	302	616
	50,260	50,260	45,486
	118,105	118,105	113,376

## 6 GOVERNANCE COSTS

	Unrestrict ed Funds	Restricted Funds	Total Funds for year to Mar 2022	Total Funds for year to Mar 2021
	£	£	£	£
Staff costs	14,033	-	14,033	13,490
Trustee expenses	946	-	946	43
Audit fees	1,500	-	1,500	1,500
Professional Fees	729	-	729	1,502
Premises and office costs	1,628	-	1,628	4,156
Other costs	441	-	441	369
	19,277	-	19,277	21,060

## 7 DEBTORS

	As at 31st March 2022	As at 31st March 2021
	£	£
Amounts receivable within one year	-	-
	-	-

## 8 CREDITORS

	£	£
Amounts falling due within one year:-		
Rent	-	20,020
Consumables/Lloyds Card	43	54

Professional Fees & Audit/Accountancy	1,500	1,500
	1,543	21,574

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## **NEWCASTLE WOMEN'S AID**

### **NOTES TO THE FINANCIAL STATEMENTS**

**For the 12 months ended 31 March 2022**

#### **9 RESTRICTED INCOME FUNDS**

	As at 1st April 2021	Incoming Resources	Outgoing Resources	Transfers	As at 31st March 2022
	£	£	£	£	£
DAFS	224,210	68,538	( 67,845 )	-	224,903
Domestic Abuse Support	80,940		-	( 80,940 )	-
Domestic Abuse Support, Training & Education	9,297	-	( 50,260 )	80,940	39,977
Future projects	50,000	-	-	-	50,000
Total	364,447	68,538	( 118,105 )	-	314,880

#### **10 UNRESTRICTED INCOME FUNDS**

87,217	28,846	( 19,277 )	-	96,786
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#### **ANALYSIS OF NET ASSETS BETWEEN FUNDS**

	Tangible Fixed Assets	Other Net Assets	Total
	£	£	£
Restricted income funds	-	314,880	314,880

Unrestricted income funds	-	96,786	96,786
Total	-	411,666	411,666

## **NEWCASTLE WOMEN'S AID**

### **INDEPENDENT EXAMINERS REPORT**

#### **For the 12 months ended 31 March 2022**

Report to the Trustees of Newcastle Women's Aid, Charity Number 1139393, on the accounts for the 12 months ended 31 March 2022 set out on pages 2 to 14.

#### **Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 43(2) of the Charities Act 1993 (the 1993 act) and that an independent examination is needed.

It is my responsibility to examine the accounts under section 43 of the 1993 act and to follow the procedures laid down in the general directions given by the Charity commission (under section 43(7)(b) of the 1993 Act) and to state whether particular matters have come to my attention.

### **Basis of independent examiners report**

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

### **Independent examiner' statements**

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

(1) Which will give me reasonable cause to believe that in any material respect the requirements to keep accounting records in accordance with section 41 of the 1993 Act, and to prepare accounts which accord with the accounting records and to comply with the requirements of the 1993 Act have not been met; or

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

**R E Tomlinson**

30<sup>th</sup> June 2022

Ms. R Tomlinson ACMA CGMA

20 The High Gate

Kenton

Newcastle upon Tyne

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