

Support After Rape and Sexual Violence Leeds (SARSVL)

Charity number 1139555

A company limited by guarantee number 07202588

Annual Report and Financial Statements

for the year ended 31 March 2023



West Yorkshire Community Accounting Service

Support After Rape and Sexual Violence Leeds (SARSVL)

Annual Report and Financial Statements for the year ended 31 March 2023

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Prepared by West Yorkshire Community Accountancy Service CIO

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report for the year ended 31 March 2023

Reference and administrative details of the charity, its trustees and advisors

The trustees during the financial year and up to and including the date the report was approved were:

Name	Position	Dates
Eleanor Broadbent		
Miriam Moss		
Sarah Howells	Treasurer	
Lindsay Britton-Robertson		
Laura Brown		Resigned 28 Sept 2022
Rosemary Carr		
Grace Sumner		
Rosalind Weaver		
Charity number	1139555	Registered in England and Wales
Company number	07202588	Registered in England and Wales
Registered and principal address	Bankers	
Oxford House	CAF Bank	Shawbrook Bank Limited
Oxford Row	25 Kings Hill Avenue	Lutea House
Leeds	Kings Hill, West Malling	Warley Hill Business Park,
LS1 3BE	Kent. ME19 4TA	The Drive
		Great Warley, Brentwood
		Essex. CM13 3BE

Independent examiner

E J Beverley FCCA

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Structure, governance and management

SARSVL registered with Companies House as a Company Limited by Guarantee (Company Number: 7202588) on 25 March 2010 and with the Charity Commission (Registered Charity Number: 1139555) on 29 December 2010. SARSVL's governing document is a Memorandum & Articles of Association as amended on 11 November 2010. The liability of the members in the event of the company being wound up is limited to a sum not exceeding £10.

During the reporting period and up to and including the date the report was approved, the charity trustees delegated day-to-day management of the charity to the Chief Executive Officer (CEO), Katherine ('Katie') Russell.

Method of recruitment and appointment of trustees

The trustees of the charity are also the directors for the purposes of company law and are appointed by the members at the AGM.

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Method of recruitment and appointment of trustees (continued)

Trustees are recruited in one of two ways. The first is through proactive advertisement of trustee vacancies through a range of networks, targeting in particular any groups of people or skills sets the existing Board has identified (e.g. through its regular skills audit) as underrepresented among them. The second is through responding to approaches from people who speculatively express interest in joining the SARSVL Board of trustees. In both cases, we ask trustees to complete a written application, in which they explain the skills, knowledge and experience they can bring to the Board, as well as why they are interested in the charity and the role, and how their values and aims align with the charity's. A trustee role description and person specification are provided to assist with this. We also request two appropriate references. After the written application has been assessed by a designated ad hoc sub-group, usually consisting of one to three existing trustees and/or the CEO, the applicant will then be invited to an informal interview where both parties can find out more. If the applicant is deemed a useful addition to the Board and is still interested in joining after this, they will be invited to attend the next scheduled Board meeting for which they are available, initially as an observer. After this, new trustees can be co-opted by the existing Board until the next scheduled AGM, when they can be formally elected by the membership in the usual way. As well as providing two satisfactory references, all trustees undergo an enhanced DBS check, due to the nature of the charity's work.

Trustee induction includes: a one-to-one meeting with the CEO covering all aspects of the charity's governance and in-depth introduction to its finances; meetings with the three service managers for more detailed introduction to the charity's frontline work; provision of all the organisation's policies, procedures and business plan, with the requirement to read and familiarise themselves with these, and ask any questions that might arise from them; ad hoc meetings with other trustees and/or the CEO on request to answer any queries. All trustees are also provided with the Charity Commission's CC3 The Essential Trustee document.

Volunteers

Volunteers have been central to SARSVL's history and development and are still involved in many aspects of the organisation, from membership of the Board of trustees, to offering direct services to women and girls, to fundraising. We had six volunteer counsellors and 24 helpline volunteers during this period.

Paid staff

The staffing structure at 31 March 2023 consisted of:

Senior team

- Chief Executive Officer (CEO) – 35 hours per week (full-time)
- ISVA (Independent Sexual Violence Advocacy) Service Manager – 35 hours per week
- Counselling Service Manager – 35 hours per week
- Senior Helpline Co-ordinator – 35 hours per week

Other paid staff

- Office Co-ordinator – 35 hours per week
- Independent Sexual Violence Advocate (ISVA) – 35 hours per week
- Young Person's ISVA – 35 hours per week
- ISVA – 28 hours per week
- Counsellor – 21 hours per week
- Counsellor – 14 hours per week
- Counsellor – 10 hours per week
- 2x Counsellors – 8 hours per week

All rates of pay are set in accordance with the appropriate NJC payscale for the role. The Board of trustees commits to conducting an organisational pay review minimum every five years, including benchmarking against comparable charities' salaries.

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Partnerships and memberships

SARSVL is the professionally approved Rape Crisis Centre for Leeds, accredited against the specialist Rape Crisis National Service Standards.

The charity is a member of the British Association for Counselling & Psychotherapy (BACP), The Helplines Partnership, the West Yorkshire Rape Crisis partnership and the Women & Girls Alliance – Leeds (formerly known as 'Women's Lives Leeds').

SARSVL is also a Mindful Employer Plus, and signatory to the Women Friendly Leeds Employer Charter and the Violence Against Women & Girls Sector Anti-Racism Charter.

Trustees' statement

This year has seen SARSVL continue to grow all its existing frontline services as well as develop and bring to fruition new initiatives, all of which will improve our ability to best meet the needs of all women and girls in the Leeds area, who have experienced sexual violence or abuse at any time in their lives, no matter what their background.

With this remit very much in mind, SARSVL counsellors have received training in working with interpreters, and we've progressed plans to better meet the needs of sex workers and homeless women, with the piece of research we commissioned into this reaching completion this year.

SARSVL has also continued to place a big emphasis on partnership working and engagement during the period. As well as engaging regularly with our sister Rape Crisis Centres in West Yorkshire and beyond, we've enjoyed becoming a more integral partner in the Women's Lives Leeds alliance, the Visible Steering Group, the West Yorkshire Domestic & Sexual Abuse Board, and Leeds City Council (LCC)'s Violence Against Women and Girls (VAWG) Board, among many other partnerships. We've also continued liaising regularly with statutory organisations, including West Yorkshire Police and the Crown Prosecution Service, in our ongoing pursuit of better criminal and social justice outcomes for sexual violence and abuse survivors.

In our role overseeing the charity and supporting its sustainability, we've continued to be ceaselessly impressed by the passion, talent and commitment we see from all our paid staff and volunteers, and we realise how lucky we are as a Board to work with such amazing individuals.

Also on the governance side, we've begun to reorganise our Board schedule, in line with the reduced operational requirements of the Board since the appointment of our first CEO, combining quarterly meetings with development workshops to help us effectively govern, communicate and plan for the future.

As well as developing and maintaining our important partnership work, our CEO has continued to lead in income generation, both ensuring the continuation of existing funding streams and sourcing new ones. This included another very successful Big Give online match-funding campaign in December, supported by the brilliant hard work and innovation of our staff and volunteers once again.

Our new staffing structure is still working well and a survey conducted during the period confirmed high levels of staff satisfaction in their roles and engagement with SARSVL as a whole. In order to increase capacity in our counselling service, we are looking to appoint a job share for our Counselling Service Manager in the near future.

We've had two new additions to the team during the year: a part-time counsellor, who is a qualified drama therapist, and a freelance art therapist to run a post-therapy group. These appointments further increase the diversity of frontline support we are able to provide. One of our talented trustees also ran two post-therapy poetry groups during the year. As a result of the positive feedback we've had from these initiatives, we're planning to further develop our group-based and creative work in the near future.

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Trustees' statement continued

Despite the energy and dedication of our volunteers and staff, SARSVL is unfortunately still unable to meet the huge and increasing need and demand for our specialist support. Both our Independent Sexual Violence Advocacy (ISVA) and Counselling services have waiting lists. To better manage these lists, and ensure support and equity for the survivors wanting to access these services, we've introduced a successful monthly opening date for counselling referrals this year, as well as a dedicated emotional support call service (on an opt-in basis) provided by our specialist helpline.

Last and definitely not least, SARSVL is moving. Thanks to all who contributed to the work in finding our new premises. Everyone is very excited to see how this new move can facilitate further development of our fantastic organisation, enabling greater support and engagement with our service users, the very reason we, as SARSVL, exist.

Objectives and activities

The charity's objects

SARSVL's objects as set out in the Company's Memorandum and Articles of Association are:

- 1) To relieve the mental and physical distress of women and girls affected, or at risk of being affected, by rape and sexual violence, recognising their diverse needs;
- 2) To promote the education of the public and to raise awareness of rape and sexual violence and its effects;
- 3) To promote research into rape and sexual violence and its effects and to disseminate or publish the useful results of such research.

Aims, objectives and outcomes

SARSVL is currently working to its five-year Business Plan for 2021-26. The year reflected in this report has been Year 2 of this Plan.

The overarching aim identified by the 2021-26 Business Plan, which supports the charity in achieving its objects, is:

“that SARSVL will enable sustainable recovery for women and girls who have experienced rape or sexual violence, through high-quality, specialist, holistic and secure services which meet the diverse needs of women and girls in Leeds.”

Beneath this aim sit three key objectives for the five-year period, the success of which are measured against the following outcomes:

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Aims, objectives and outcomes continued

Objectives	Outcomes
1. Ensure our specialist services are fully accessible, responsive and appropriate for all women and girls in Leeds District, and are designed and <u>run in</u> partnership with our service users	<ul style="list-style-type: none"> Barriers to accessing services are minimised Service users have a greater voice in how SARSVL develops
2. Ensure that sexual violence and our work to combat this are understood in communities and by other agencies across Leeds and in the surrounding areas	<ul style="list-style-type: none"> Survivors, professionals & the general public have greater understanding & awareness of all forms of SVA, its impacts, consent, damaging myths & stereotypes, barriers to accessing support etc. Other agencies and professionals (incl. commissioners, funders) have a greater understanding & awareness of the work we do with survivors & its specialism, impact etc.
3. Ensure the organisation is well-run and sustainable through robust governance and leadership and diverse funding streams which enable both continuity and innovation	<ul style="list-style-type: none"> SARSVL trustees are able to focus on strategic oversight and planning SARSVL is resilient and adaptable to a changing environment SARSVL is adequately resourced through a diverse range of funding streams

Activities for the public benefit

All our charitable activities focus on supporting and helping women and girls who have been affected by rape and/or other forms of sexual violence or abuse at any time in their lives, and are undertaken to further our charitable purposes for the public benefit.

During the reporting period, the charity's legal objects, overarching aim and objectives have been achieved predominantly through the following main activities:

- Provision of a specialist Independent Sexual Violence Advocacy (ISVA) service to women and girls aged 13+, who have reported or are considering reporting sexual violence or abuse to the police
- Provision of specialist counselling and therapeutic support, including short-term and longer-term one-to-one work, pre-trial therapy and groupwork, to women aged 18+
- Provision of specialist emotional support and listening over the Freephone telephone, e-mail and text helpline for women and girls aged 13+
- Significant partnership work with a diverse range of local, regional and national partners
- Delivery of training, talks and workshops to other organisations, and attendance at and participation in community events
- Online communication and campaigns work, including four social media channels.

Achievements and performance

During the period, SARSVL provided its three main direct, specialist support services to 808 individual women and girls (not including helpline callers ringing from withheld numbers, who cannot be individually counted).

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Achievements and performance (continued)

A summary of the charity's achievements against its business plan outcomes over the year:

Outcomes	Achievements
Barriers to accessing services are minimised	<ul style="list-style-type: none"> Website improvements progressed Helpline data collection improved Significant CEO & frontline partnership work / outreach with other orgs incl. <u>Shantona</u>, Basis, TWP, LWA, GG, NSPCC, Visible More accessible, fit-for-purpose premises found Age range of helpline volunteers increased Range of specialisms in counselling team increased <u>e.g.</u> EMDR, dramatherapy ISVA team increased & YP ISVA service (13-24) established Group clinical supervision introduced for helpline volunteers Counselling waiting list management improved <u>e.g.</u> monthly system, prioritisation, support call service Counselling <u>offer</u> diversified / flexed <u>e.g.</u> home visits, poetry group, art therapy group
Service users have a greater voice in how SARSVL develops	<ul style="list-style-type: none"> Former service users mailing list & mailings developed Consultation, research & voice/influence opportunities extended to service users <u>e.g.</u> WLL, Visible Contributions to Survivor Leaders project with WYRC Former service users on SARSVL Board Anonymous (optional) internal Lived Experience survey conducted – 81% of all personnel have LE of sexual violence / abuse
Survivors, professionals & the general public have greater understanding & awareness of all forms of SVA, its impacts, consent, damaging myths & stereotypes, barriers to accessing support etc.	<ul style="list-style-type: none"> Significant comms & partnership / outreach / representation with other orgs incl. WLL, Visible, CJS, Mayor & DM, LCC, ICB etc. Training, talks & workshops to other agencies (incl. police, schools, unis, colleges, VCS) & attendance at events Increased social media activity & online campaigns involvement New Comms volunteer inducted and active
Other agencies and professionals (incl. commissioners, funders) have a greater understanding & awareness of the work we do with survivors & its specialism, impact etc.	<i>As above</i>
SARSVL trustees are able to focus on strategic oversight and planning	<ul style="list-style-type: none"> Staffing structure review complete & implemented, including CEO & Senior Team Successful Board development and planning workshops
SARSVL is resilient and adaptable to a changing environment	<ul style="list-style-type: none"> Services, staffing & working practices consolidated post-COVID & restructure Very high levels of staff satisfaction & engagement (Annual Survey, Jan 23)
SARSVL is adequately resourced through a diverse range of funding streams	<ul style="list-style-type: none"> Monitoring, evaluation & funder relationships well maintained Income sources increased & diversified Community-based & online fundraising increased (<u>e.g.</u> £80k in 2022 from 2x Big Give campaigns)

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Independent Sexual Violence Advocacy (ISVA) service

There were 171 appropriate new referrals to the ISVA service (i.e. aged 13+, living in Leeds who had reported to the police, or were considering reporting to the police) during the year. The service supported 296 individuals in total (new referrals, plus survivors who were already receiving support at the start of the year). Of the 296, 40 were young people aged 13 – 17.

Eleven women were supported to challenge Police or Crown Prosecution Service (CPS) decisions to take no further action ('NFA') through the Victim Right to Review (VRR) scheme. Four VRRs were successful during the period – in two cases the police have re-opened the investigations and enquiries are ongoing, and in two cases the CPS overturned the NFA decision and the perpetrators were charged and are awaiting trial. A total of 17,703 client sessions and contacts were completed by the service during the period.

Some of the qualitative feedback received by ISVA service users during the period:

"I have learnt so much about myself and how to cope, I have stopped hating myself and that's the most amazing feeling. I finally feel positive about life and living it and have so many ways to now cope with any down days or struggles. I valued not being judged and feeling able to say anything. Honestly, I can't thank you enough. I don't think I would still be here without the care, support, and advice given."

"Your service is incredible and I am sure many feel the same as I do. Without you I do not think I could have handled a lot of what happened. You gave me hope and strength and I will be forever grateful. People do jobs for many reasons but yours has such a profound impact on our lives. Thank you."

"SARSVL has helped me massively. If I hadn't had SARSVL, I wouldn't have been where I am now - especially mentally. You empowered me to power through! If I hadn't had your support I would have given up when the CPS made their NFA decision."

"I always felt listened to and believed. I was able to better understand how the justice system works and process my feelings. It was more important for me to feel listened to and believed than to get a conviction. I am in a better place now than I was when I started the support."

Counselling service

The Counselling service directly supported 171 individuals during the reporting period. A number of these received a range of therapeutic interventions, including one-to-one and group-based services. 3,511 sessions and contacts were delivered by the service in total during the year.

During the period, the service ran three post-therapy groups – two Poetry for Recovery groups and one Art Therapy group, and has started planning for a new peer support 'Writing for Recovery' group.

Based on the outcomes measures of 64 women who completed counselling with SARSVL during the period:

- 86% of women felt informed and empowered
- 84% of clients felt more resilient and better able to cope and move forward with daily life
- 81% saw improvements in their physical and mental health and wellbeing

Some of the qualitative feedback received by Counselling service users during the period:

"SARSVL actually wanted to help me when no one ever has before. I feel believed, like I have worth."

"A truly invaluable experience that helped me regain power and helped me feel validated. Thank you so much for everything and for what you do for others, it's really changed my life for the better."

"I have made so much progress since this time last year with how I cope with everyday life and just my ability to enjoy life in general. I feel like if I ever get into a dark place I have the tools to get myself out of it and I am much more optimistic about my recovery."

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Helpline service

The Helpline service supported 342 individuals (not including callers ringing from withheld numbers who cannot be individually counted) during the period, via 1,577 calls, texts and emails.

This included 75 dedicated support calls – totalling 2,967 minutes – to 36 individuals on our counselling waiting list who had opted in to this new service.

Some feedback from clients who received the Helpline's emotional support call service during the period:

"Think it makes it feel more positive, feels less scary about the process of going through counselling. It's quite nice to have been able to talk to someone beforehand – can get the vibe of the service and comforting to see that it is a nice friendly environment. Will make going into the counselling bit less scary."

"Think it is useful because it allowed me to have a dedicated time to explore feelings that I pushed aside due to life and uni stress. Helped me take account of feelings and figure out plans of how I wanted to address them."

The Senior Helpline Co-ordinator ran a successful helpline volunteer recruitment and specialist training course during the year, and 24 individuals in total volunteered in the delivery of our Freephone, text (SMS) and email emotional support helpline across the period.

Monitoring and evaluation

We use two main specialist tools to record and report on monitoring data:

- The bespoke Data Performance Management System (DPMS), co-developed for and with Rape Crisis Centres
- The clinical change measurement system CORE.net for counselling, which tracks clients' experiences across four domains of risk, wellbeing, problems and functioning, and monitors therapeutic change.

We use these in conjunction with the Rape Crisis England & Wales (RCEW) Monitoring & Evaluation Framework assessment tool, which enables us to track data on the 'cope and recover' outcomes set out in the Victims' Funding Strategy. Data is gathered through:

- Detailed referral forms (with follow-up calls as needed), including questions about risk and need to inform prioritisation and allocation, plus demographics data
- Initial assessment, including establishing levels of risk in more detail
- Before, Review and After Questionnaires, identifying starting points in terms of health, well-being, daily functioning, relationships/support networks and safety, and tracking them throughout clients' journeys of healing and pursuit of criminal and social justice.

We'll further ensure the quality of data returns with:

- Initial and ongoing training in DPMS (and CORE.net as relevant) for staff and volunteers
- Regular data audits to check accuracy and identify areas for improvement
- Building monitoring data input and extraction into all staff and volunteer job/role descriptions and schedules
- Diarising time at mid-year and year-end for staff to dedicate to quality reporting.

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Plans for future periods

Some of our planned activities for the next period, to further the outcomes identified in our Business Plan for 2021-26, include:

Outcomes	Planned activities
Barriers to accessing services are minimised	<ul style="list-style-type: none"> Complete website rewrap & relaunch (by Q2, Y3) Continue, increase, diversify & formalise partnership work Modify & complete move to new premises Anti-Racism, Equity & Inclusion Plan, including EDI policy review & update (by Q3, Y3) SARSVL-wide training on: Anti-Racism, Trans Inclusion, SW Inclusion SW & Homeless women's Outreach Pilot Review recruitment processes / accessibility Extend counselling service to 16 & 17 yos Increase & further diversify counselling offer incl. groupwork e.g. walk and talk Recruit second YP ISVA Recruit Support Worker Improving our awareness of needs of survivors with LD & neurodiversity in-house & adapting services accordingly (incl. easy-read materials)
Service users have a greater voice in how SARSVL develops	<ul style="list-style-type: none"> Peer support / activism groups for counselling & advocacy clients Develop an advisory panel of previous service users for meaningful co-production, consultation etc. (could be ad hoc, giving opportunities for involvement as and when) Service user celebratory event
Survivors, professionals & the general public have greater understanding & awareness of all forms of SVA, its impacts, consent, damaging myths & stereotypes, barriers to accessing support etc.	<ul style="list-style-type: none"> Expanding YP ISVA service Outreach pilot Continuing, diversifying, increasing all existing activity
Other agencies and professionals (incl. commissioners, funders) have a greater understanding & awareness of the work we do with survivors & its specialism, impact etc.	<ul style="list-style-type: none"> Produce a 2022-23 Impact Report
SARSVL trustees are able to focus on strategic oversight and planning	<ul style="list-style-type: none"> Identify Trustee gaps (skills & representation) & develop recruitment plan to fill them (TLWG)
SARSVL is resilient and adaptable to a changing environment	<ul style="list-style-type: none"> 2022-23 Impact Report Aim for whole org BP review day in Y4/5 incl. input from service users (incl. starting planning for next BP)
SARSVL is adequately resourced through a diverse range of funding streams	<ul style="list-style-type: none"> p/t Operations Manager Income Generation / Sustainability Strategy

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Financial review

SARSVL made a surplus of £29,907 in 2022-2023 (2022: a surplus of £52,736). Total income increased by just over £41,000 over 2021-22 and expenditure has increased in line with the increase in income. A number of funders including The Ministry of Justice (MoJ), West Yorkshire Combined Authority (WYCA) and the Lloyds Bank Foundation provided very welcome additional money in recognition of the cost of living crisis. SARSVL successfully applied to the Henry Smith Charity Long Term Support Grant Programme and this came on stream in 2022-23 increasing our resilience to the combined challenges of Covid fallout and continued high inflation and cost increases.

The 2022 Big Give Christmas fundraising appeal was successful bringing £28,000 into the charity to support service running and overhead costs in 2023/24.

At the 31 March 2023 SARSVL's total reserves were £328,909. Unrestricted reserves increased to £214,753. The balance of reserves (£114,156) relate to restricted funds and will be spent in line with their restrictions in 2023/24.

The net income for the year was £29,907, including net expenditure of £8,198 on unrestricted funds and net income of £38,105 on restricted funds.

Funding sources

In 2022-23 SARSVL's main sources of funding and the areas they supported were:

- Rape Support Fund, Ministry of Justice (MoJ) contributing to staffing and running costs plus additional funding to cover additional costs
- West Yorkshire Combined Authority contributing to staff and running costs of the organisation plus additional funding to support the ISVA service and the cost of living crisis
- The Henry Smith Charity contributing to the funding of our counselling service
- The Henry Smith Charity Long Term Support Grant Programme supporting the services and running costs of the charity
- The Brook and Pilgrims Trusts contributing to our counselling service
- The Hollick Family Fund contributing unrestricted funding to the general running of the charity
- The Lloyds Bank Foundation to support the charity with the cost of living crisis
- The People's Postcode Lottery to support wellbeing services

Future plans

Financially, along with other voluntary, community and social enterprise (VCSE) organisations, we continue to operate in a difficult and challenging environment, especially in terms of funding. There have been changes across the violence against women and girls sector, and we are noticing increased competition for funding amongst non-specialist as well as specialist sexual violence organisations. 2022-23 was the final year of the original MoJ Rape Support Fund and the newly secured contract will only last until the end of 2024-25. We are delighted that this new contract represents a 37% increase in value.

Additionally, SARSVL has been successful in early 2023-24 in applying for funding to expand our services; donations are strong and our short/medium term financial position is robust.

The key risk to sustainability of the organisation from a financial perspective is the uncertainty of long-term funding. This is a constant concern for trustees who prioritise long-term sustainability in their planning processes. They maintain and regularly review a funding prospects table and are continually looking for opportunities to expand the organisation's funding base.

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Future plans continued

At the time of signing these accounts the charity has been impacted by the global Covid-19 virus and the cost of living crisis. The trustees regularly assess the charity's financial position and from the date that the accounts are approved they are confident that SARSVL can continue for at least 12 months and conclude that no material uncertainties exist that cast significant doubt on the charity's ability to continue as a going concern.

Reserves policy

The charity's free reserves, excluding fixed assets, at the year end were £214,753.

In establishing the reserve requirements for SARSVL the trustees have considered the needs of the women we work with, our legal obligations and the identified risks to our longer term financial security.

As an organisation that provides services to vulnerable women, the trustees believe that a level of reserves should be maintained to ensure a stability and continuity of service provision and, if required, a managed service closure, with time to enable alternative support provision to be arranged and all legal obligations covered.

Trustees reviewed the required level of reserves and in early in 2022-23 updated their reserves policy taking account of recent financial history, the financial situation of the charity and the broader current financial climate. The trustees feel the right level of unrestricted reserves is between £150,000 and £200,000. Unrestricted reserves at 31 March 2023 are slightly above this level at £214,753, however we have just signed a five-year lease on new premises in Oxford House in central Leeds; fundraising for conversion costs is ongoing but it is expected that some reserves will be needed to cover these costs. Trustees are comfortable that the current level of reserves are adequate to meet these and ongoing operational and cashflow needs of the organisation.

Support After Rape and Sexual Violence Leeds (SARSVL)

Trustees' report (continued) for the year ended 31 March 2023

Statement of trustees' responsibilities

Board of trustee meetings have been held minimum quarterly throughout the year, each with the CEO and one other member of the senior staff team in attendance.

The trustees (who are also the directors for the purposes of company law) are responsible for preparing the Trustees report and the financial statements in accordance with the applicable law and UK Accounting Standards.

Company law requires the trustees to prepare financial accounts 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 the year. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and apply them consistently;

- observe the methods and principles in the Charities SORP;

- make judgements and estimates that are reasonable and prudent;

- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;

- prepare the accounts on a going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

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 accounts comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (Charities SORP (FRS102)), and in accordance with the special provisions of the Companies Act 2006 relating to small companies.

Approved by the board of trustees on 24/08/2023

Sarah Howells (Trustee)

Support After Rape and Sexual Violence Leeds (SARSVL)

Independent examiner's report to the trustees of Support After Rape and Sexual Violence Leeds (SARSVL)

I report to the charity trustees on my examination of the accounts of the charitable company for the year ended 31 March 2023, which are set out on pages 15 to 23.

Responsibilities and basis of report

As the charity's trustees of the charitable company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the charitable company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

Since the charitable company's gross income exceeded £250,000 your examiner must be a fellow of a body listed in section 145 of the 2011 Act.

I confirm that I am qualified to undertake the examination because I am a fellow of ACCA which is one of the listed bodies.

I have completed my examination. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

- 1 accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
- 2 the accounts do not accord with those records; or
- 3 the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
- 4 the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

E J Beverley FCCA

12/09/2023

West Yorkshire Community Accountancy Service CIO

Stringer House
34 Lupton Street
Leeds
LS10 2QW

Support After Rape and Sexual Violence Leeds (SARSVL)
Statement of Financial Activities
(including summary income and expenditure account)
for the year ended 31 March 2023

	Notes	2023 Unrestricted funds £	2023 Restricted funds £	2023 Total funds £	2022 Total funds £
Income from:					
Donations and legacies	(2)	21,242	28,398	49,640	102,976
Charitable activities	(3)	32,621	415,535	448,156	354,116
Bank interest		417	-	417	5
Total income		<u>54,280</u>	<u>443,933</u>	<u>498,213</u>	<u>457,097</u>
Expenditure on:					
Raising funds	(4)	260	2,218	2,478	886
Charitable activities	(5)	<u>62,218</u>	<u>403,610</u>	<u>465,828</u>	<u>403,475</u>
Total expenditure		<u>62,478</u>	<u>405,828</u>	<u>468,306</u>	<u>404,361</u>
Net income / (expenditure)		(8,198)	38,105	29,907	52,736
Fund balances brought forward		<u>222,951</u>	<u>76,051</u>	<u>299,002</u>	<u>246,266</u>
Fund balances carried forward	(6)	<u>214,753</u>	<u>114,156</u>	<u>328,909</u>	<u>299,002</u>

All incoming resources and resources expended derive from continuing activities.

Support After Rape and Sexual Violence Leeds (SARSVL)

Balance sheet

as at 31 March 2023

		2023	2023	2023	2022
		Unrestricted	Restricted	Total	Total
		£	£	£	£
Current assets					
Debtors and prepayments	(7)	31,481	7,231	38,712	48,863
Cash at bank and in hand	(8)	198,890	110,329	309,219	260,919
Total current assets		<u>230,371</u>	<u>117,560</u>	<u>347,931</u>	<u>309,782</u>
Current liabilities:					
amounts falling due within one year					
Creditors and accruals	(9)	15,618	3,404	19,022	10,780
Total current liabilities		<u>15,618</u>	<u>3,404</u>	<u>19,022</u>	<u>10,780</u>
Net current assets / (liabilities)		<u>214,753</u>	<u>114,156</u>	<u>328,909</u>	<u>299,002</u>
Net assets		<u>214,753</u>	<u>114,156</u>	<u>328,909</u>	<u>299,002</u>
Funds					
Unrestricted funds		214,753	-	214,753	222,951
Restricted funds		-	114,156	114,156	76,051
Total funds		<u>214,753</u>	<u>114,156</u>	<u>328,909</u>	<u>299,002</u>

For the year ending 31 March 2023 the charitable company was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charitable company to obtain an audit of its accounts for the year in question in accordance with section 476. The trustees (who also the directors for the purposes of company law) acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime and with FRS 102 (effective January 2019).

The financial statements were approved by the board of trustees on 24/08/2023

Sarah Howells (Trustee)

Support After Rape and Sexual Violence Leeds (SARSVL)

Notes to the accounts

for the year ended 31 March 2023

1 Accounting policies

Basis of accounting

These accounts have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by 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) and with the Charities Act 2011.

The charity constitutes a public benefit entity as defined by FRS 102.

There has been no change to the accounting policies since last year.

No changes have been made to the accounts for previous years.

Going concern

The trustees are satisfied that there are no material uncertainties about the charity's ability to continue.

Incoming resources

All incoming resources are included in the Statement of Financial Activities (SOFA) when the charity becomes entitled to the resources, if it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Grants and donations

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

Where grants are related to performance and specific deliverables, they are accounted for as the charity earns the right to consideration by its performance.

Expenditure and liabilities

Expenditure is recognised on an accrual basis as a liability is incurred. Liabilities are recognised where it is more likely than not that there is a legal or constructive obligation committing the charity to pay out the resources and the amount of the obligation can be measured with reasonable certainty.

Taxation

As a charity the organisation benefits from rates relief and is generally exempt from income tax and capital gains tax but not from VAT. Irrecoverable VAT is included in the cost of those items to which it relates.

Pensions

The charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are recognised in the year they are payable.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.

Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

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

Leases

Rents under operating leases are charged on a straight line basis over the lease term or to an earlier date if the lease can be determined without financial penalty.

Support After Rape and Sexual Violence Leeds (SARSVL)

Notes to the accounts continued

for the year ended 31 March 2023

2 Donations and legacies

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Donations	21,222	26,713	47,935	98,017
Gift aid	20	1,685	1,705	4,959
	<u>21,242</u>	<u>28,398</u>	<u>49,640</u>	<u>102,976</u>

3 Charitable activities income

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Grants for charitable activities				
Ministry of Justice	-	167,276	167,276	131,610
Peoples Postcode Lottery	-	-	-	25,000
The Big Give Trust	-	-	-	700
The Brook Trust	-	15,000	15,000	15,000
The Henry Smith Charity	-	80,000	80,000	40,000
The Pilgrim Trust	-	15,000	15,000	15,000
W. Yorkshire Combined Authority (WYCA)	-	138,259	138,259	111,798
Lloyds Bank Foundation	2,250	-	2,250	-
Hollick Family Foundation	20,000	-	20,000	-
Sales and fees	10,371	-	10,371	15,008
	<u>32,621</u>	<u>415,535</u>	<u>448,156</u>	<u>354,116</u>

4 Raising funds

	2023	2023	2023	2022
	Unrestricted	Restricted	Total	Total
	funds	funds	funds	funds
	£	£	£	£
Fundraising costs	260	2,218	2,478	886
	<u>260</u>	<u>2,218</u>	<u>2,478</u>	<u>886</u>

5 Charitable activities expenditure

	Activities		2023	2022
	undertaken	Support	Total	Total
	directly	costs	cost	cost
	£	£	£	£
Charitable activities	275,388	190,440	465,828	403,475
	<u>275,388</u>	<u>190,440</u>	<u>465,828</u>	<u>403,475</u>

Support After Rape and Sexual Violence Leeds (SARSVL)

Notes to the accounts continued

for the year ended 31 March 2023

5a Support costs

	Charitable activity	Governance activity	2023 Total cost	2022 Total cost
Support cost type	£	£	£	£
Management and admin salaries	135,010	40,196	175,206	147,213
Financial management support	5,515	-	5,515	5,170
Payroll fees and recruitment	3,414	-	3,414	2,018
IT support	2,520	-	2,520	2,965
Memberships and subscriptions	1,753	-	1,753	1,478
Independent examination	-	1,512	1,512	1,440
Trustee and governance costs	-	520	520	184
	<u>148,212</u>	<u>42,228</u>	<u>190,440</u>	<u>160,468</u>

5b Charitable activities expenditure detail

	2023 Unrestricted funds	2023 Restricted funds	2023 Total cost	2022 Total cost
	£	£	£	£
Staffing costs (5c)	57,553	308,995	366,548	302,140
Payroll and recruitment	-	3,414	3,414	2,018
Staff travel and training	1,271	2,669	3,940	3,668
Volunteers expenses	73	1,899	1,972	627
Rent, rates and utilities	-	40,141	40,141	45,650
Repairs, renewals and cleaning	-	3,898	3,898	1,703
Telephones, mobiles and internet	144	12,667	12,811	12,116
Website and IT	-	1,523	1,523	2,531
Equipment	-	55	55	2,593
Printing and publicity	-	1,619	1,619	3,574
Stationery, postage and books	2	822	824	908
Insurance	455	1,837	2,292	1,964
Freelance support	1,347	13,936	15,283	13,440
Professional fees, memberships and donations	305	1,448	1,753	1,478
Interpretation services	-	1,498	1,498	536
Refreshments	5	87	92	70
Miscellaneous expenses	-	-	-	96
Trustee and governance costs	130	390	520	184
Independent examination	72	1,440	1,512	1,440
Monitoring and evaluation	861	2,520	3,381	3,020
Service user direct costs	-	232	232	754
IT support	-	2,520	2,520	2,965
	<u>62,218</u>	<u>403,610</u>	<u>465,828</u>	<u>403,475</u>

Support After Rape and Sexual Violence Leeds (SARSVL)

Notes to the accounts continued

for the year ended 31 March 2023

5c Staff costs and numbers	2023	2022
	£	£
Gross salaries	324,514	266,491
Social security costs	31,497	23,160
Employment allowance	(5,000)	(4,000)
Pensions	15,537	9,961
Redundancies	-	6,528
	<u>366,548</u>	<u>302,140</u>

The average number of employees during the year was 12.2, being an average of 8.9 full time equivalent (2022: 11.9, 8.2 FTE). There were no employees with emoluments above £60,000.

Defined contribution pension scheme	2023	2022
	£	£
Costs of the scheme to the charity for the year	15,537	9,961
Amount of any contributions outstanding at the year end	-	44

6 Restricted funds	Balance b/f	Incoming	Outgoing	Transfers	Balance c/f
	£	£	£	£	£
The Brook Trust	7,500	15,000	15,000	-	7,500
The Henry Smith Charity	10,000	40,000	36,246	-	13,754
The Henry Smith Charity (Covid)	-	40,000	32,914	-	7,086
The Ministry of Justice	-	167,276	167,276	-	-
The Pilgrim Trust	-	15,000	15,000	-	-
The Big Give Christmas Appeal	-	28,396	571	-	27,825
WYCA	-	138,259	138,259	-	-
The Big Give	58,551	2	562	-	57,991
	<u>76,051</u>	<u>443,933</u>	<u>405,828</u>	<u>-</u>	<u>114,156</u>

Fund name	Purpose of restriction
The Brook Trust	For provision of a specialist counselling service.
The Henry Smith Charity	For provision of a specialist counselling service.
The Henry Smith Charity (Covid)	To support counselling helpline and non-service delivery staff and running costs for organisation to thrive post-Covid pandemic.
The Ministry of Justice	Towards the provision of specialist support services for adult female victims of rape and sexual abuse.
The Pilgrim Trust	For provision of a specialist counselling service.
The Big Give Christmas Appeal	Towards the provision of specialist support services for adult female victims of rape and sexual abuse.
WYCA	To provide emotional and practical support to victims of sexual violence. To provide additional support to SARSVL's ISVA service by covering the cost of two additional posts, one ISVA and one YPISVA.
The Big Give	Outreach and support work to extend delivery to women underserved by SARSVL services, specifically street homeless women and sex workers.

Support After Rape and Sexual Violence Leeds (SARSVL)

Notes to the accounts continued

for the year ended 31 March 2023

7 Debtors and prepayments	2023	2022
	£	£
Debtors	14,820	4,509
Prepayments	16,513	4,886
Accrued income	7,379	39,468
	<u>38,712</u>	<u>48,863</u>

8 Cash at bank and in hand	2023	2022
	£	£
Cash at bank	309,150	260,785
Cash in hand	69	134
	<u>309,219</u>	<u>260,919</u>

9 Creditors and accruals	2023	2022
	£	£
Creditors	4,529	2,241
Accruals	1,613	8,539
Deferred income (see note below for analysis)	12,880	-
	<u>19,022</u>	<u>10,780</u>

Deferred income	Deferred to next year	Released from last year
	£	£
Delivered services income	12,880	-
	<u>12,880</u>	<u>-</u>

Item name	Reason for deferral
Delivered services income	Services to be delivered after the year end

10 Tangible assets	IT equipment	Fixtures & Fittings	Total
	£	£	£
Cost			
At 1 April 2022	7,083	8,234	15,317
Additions	-	-	-
At 31 March 2023	<u>7,083</u>	<u>8,234</u>	<u>15,317</u>
Depreciation			
At 1 April 2022	7,083	8,234	15,317
Charge for year	-	-	-
At 31 March 2023	<u>7,083</u>	<u>8,234</u>	<u>15,317</u>
Net book value			
At 31 March 2023	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2022	<u>-</u>	<u>-</u>	<u>-</u>

Support After Rape and Sexual Violence Leeds (SARSVL)

Notes to the accounts continued

for the year ended 31 March 2023

11 Related party transactions

Trustee expenses

During the year 2 trustees were paid a total of £253 in respect of travel and conferences (previous year: 1 trustee and £3).

Trustee remuneration and benefits

No trustee received any remuneration or benefit during this or the previous year.

Remuneration and benefits received by key management personnel

The total employee benefits received by key management personnel were £175,821 (previous year: £167,875).

Other related party transactions

Other transactions with trustees or related parties			2023 £	2022 £
Name of trustee or related party	Relationship to charity	Description of transaction		
Grace Sumner	Trustee	Contract for outreach	1,125	1,250
			<u>1,125</u>	<u>1,250</u>

12 Operating leases

Expected future minimum lease payments over the remaining life of the lease, analysed into the period in which the commitment falls due:

	2023 £	2022 £
Within one year	45,816	24,110
In the second to fifth years inclusive	67,251	5,700
Over five years from the balance sheet date	-	-
	<u>113,067</u>	<u>29,810</u>

Support After Rape and Sexual Violence Leeds (SARSVL)
Statement of Financial Activities including comparatives for all funds
(including summary income and expenditure account)
for the year ended 31 March 2023

	2023 Unrestricted funds £	2022 Unrestricted funds £	2023 Restricted funds £	2022 Restricted funds £	2023 Total funds £	2022 Total funds £
Income						
Donations and legacies	21,242	45,125	28,398	57,851	49,640	102,976
Charitable activities	32,621	40,008	415,535	314,108	448,156	354,116
Bank interest	417	5	-	-	417	5
Total income	54,280	85,138	443,933	371,959	498,213	457,097
Expenditure						
Raising funds	260	324	2,218	562	2,478	886
Charitable activities	62,218	67,281	403,610	336,194	465,828	403,475
Total expenditure	62,478	67,605	405,828	336,756	468,306	404,361
Net income / (expenditure)	(8,198)	17,533	38,105	35,203	29,907	52,736
Fund balances brought forward	222,951	205,418	76,051	40,848	299,002	246,266
Fund balances carried forward	214,753	222,951	114,156	76,051	328,909	299,002