

Charity registration number: 1144548

Company registration number: 07630160

DEVON RAPE CRISIS AND SEXUAL ABUSE SERVICES LTD
(A Company Limited by Guarantee)

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2021

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Trustees	<p>L Regan K Haydon-Cohen C M Baker (resigned 12 October 2020) L McClelland (resigned 20 July 2020) H V R Sugg S Amoul-Arabi (resigned 20 March 2021) J Afford-Moia (resigned 20 July 20, re-appointed 09 November 20, resigned 06 August 2021) J H S Staver (appointed 14 September 2020) M Parks (appointed 20 July 2020) E Jones (appointed 07 December 2020) R Wilder (appointed 18 January 2021)</p>
Charity Registration Number	1144548
Company registration number	07630160 (England and Wales)
Principal address	<p>Vernex House 115 Sidwell Street Exeter Devon EX4 6RY</p>
Registered office	<p>The Gallery 3 New Quay Street Teignmouth Devon TQ14 8DA</p>
Independent Examiner	<p>Dawn O'Connor FCA Yannons Chartered Accountants The Gallery New Quay Street Teignmouth Devon TQ14 8DA</p>

Trustees' Report

The trustees, who are directors for the purposes of company law, present the annual report together with the financial statements of the charitable company for the year ended 31 March 2021.

Objectives and activities

Objects and aims

To preserve and protect the health and relieve the distress and trauma of any adult or child over the age of 13 years (or partner, friend or relative) who has experienced any form of sexual abuse or violence at any time of their lives through the provision of counselling, information, advice, support and practical help where necessary.

To promote education and research in the subject of sexual abuse or violence and its effects on the victim, whether physical, mental, psychological or social and to train volunteers and others so as to be able to cope with the problems on rape by the provision of medical, legal and emotional counselling.

Public benefit

The activities undertaken which are for public benefit include: a telephone helpline, an email support service, both of which are for victims of sexual violence, their family, friends and partners. Direct support is also delivered to victims/survivors of rape, childhood sexual abuse and sexual assault and these include counselling, specialist trauma support, advocacy and practical support.

The trustees confirm that they have complied with the requirements of section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission for England and Wales.

Use of volunteers

Whilst there is a paid staff team in the organisation, volunteers are central to the provision of support to the public. During 2020-21 our volunteer numbers fell due to new personal commitments brought on by the COVID lockdown, however a reduced team of volunteers continued to operate our telephone and email support helplines.

We ran a volunteer recruitment and training programme in Jan - March 2021, bringing 10 new volunteers into DRCSAS; this is a 6-month accredited programme preparing volunteers to fulfil specific functions within the organisation. All volunteers deliver our telephone helpline and email service over three dedicated sessions per week. We also trained a small number of suitably experienced volunteers to deliver direct support to service users. Volunteers receive support and supervision and follow strict policy guidance. We estimate that volunteers provide over 1,600 hours to our organisation per year.

Achievements and performance

The year 2020-21 saw the biggest and most unexpected upheaval to our services since we began work in 2011.

In late March 2020 our staff team was sent home to comply with emergency COVID-19 legislation. Towards the end of April our direct support team were trained on how to provide specialist support remotely, using online rooms, and in September more training on telephone support followed.

During a hiatus in one-to-one support sessions we offered a special telephone line, staffed by our trained specialist support workers, for anyone whose face-to-face work had been interrupted. On April 27th individual support work recommenced using online rooms, and the team continued to operate remotely for the rest of the year.

Thanks to additional COVID funding from the Ministry of Justice, the Office of the Police and Crime Commissioner and other funders, we increased our support team from six part-time workers to 12. The new staff, who were hired, trained and inducted remotely, have proven to be a valuable asset to the organisation.

We saw an unprecedented increase in the number of referrals, caused by the increased isolation and anxiety that followed the national lockdown of spring 2020. Overall the number of referrals across the financial year was up 43% on 2019-20. We carried out 2,950 sessions of direct support – an increase of 47% on the previous year – and conducted 83% more initial assessments.

Thanks to the sterling work of our volunteers we succeeded in keeping our telephone helpline running all year and took 449 calls – down just 4% on the previous year. We responded to 247 emails coming into our email support service, a drop of 28% on the previous year.

We were unable to offer a Trauma Resilience Group because of COVID regulations.

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2021

Our longstanding CEO left the organisation in December 2020, having been with us since we first opened. Despite being recruited while the whole staff team was working remotely from home, our new CEO has settled well into her post.

Financial review

The organisation ended the financial year in a robust position.

Policy on reserves

The reserves are maintained at a level which ensures that core activities could continue during a period of unforeseen difficulty. Devon Rape Crisis and Sexual Abuse Services Ltd ('DRCSAS') aims to have a minimum reserve amounting to three months running costs for the organisation as a whole. In the event of reserves dipping below this figure the organisation will aim to restore the reserves at the first possible opportunity via increased fund-raising, increasing earned income or reducing expenditure. If reserves exceed the figure DRCSAS will consider the likely expenditure over the next year and aim to reduce the reserves appropriately via reducing fund raising, allocating less time to earned income activities. The calculation of the required level of reserves is an integral part of DRCSAS's planning, budget and forecast cycle and, as such, the Trustees will review the reserves policy annually.

Structure, governance and management

Nature of governing document

The organisation is a charitable company limited by guarantee. It was incorporated on 11 May 2011 under the Companies Act 2006 as company number 7630160. It was registered as a charity with effect from 7 November 2011 with charity number 1144548. The company was established under a Memorandum of Association which set out the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

Recruitment and appointment of trustees

The directors of the company are also charity trustees for the purposes of charity law. Any person aged 18 years or over who is resident or works in the county of Devon and who is willing and permitted by law to do so may be appointed as director by ordinary resolution or by a decision of the directors.

Major risks and management of those risks

Risk Management

The trustees have a duty to identify and review the risks to which the charity is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error. A Risk Register is maintained and assessed annually. Risk is also overseen and managed at monthly Trustee meetings and through the monthly line management of the Chief Executive Officer by the Co-Chairs.

Future Plans

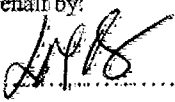
We hope to bring our staff team back to main office on Exeter as the COVID situation allows, and to retain the support workers we recruited during this financial year. We will restart our Trauma Resilience Group for Women and hope to run other support groups.

We would like to increase the number of workers who are trained to offer counselling to children and young people, and will begin work with the University of Exeter to support its work around sexual violence.

We will be looking for ways to address our large and growing waiting list, through increased staff numbers and more group work. We would also like to increase the work we do around prevention and education.

The annual report was approved by the trustees of the charity on 22 November 21.

And signed on its behalf by:


.....
L Regan
Trustee

Independent examiner's report to the trustees of Devon Rape Crisis and Sexual Abuse Services Ltd ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 31 March 2021 as set out on pages 7 to 17.

Responsibilities and basis of report

As the charity's trustees of the Company (who are also the directors of the company 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 Company are not required to be audited for this year 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 2011 ('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

The Company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Institute of Chartered Accountants in England and Wales.

I have completed my examination. I confirm that no material matters have come to my attention which give me cause to believe that:

1. accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 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 Charities SORP (FRS102).

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.

Signed:



Name: D O'Connor FCA

Relevant professional body: The Institute of Chartered Accountants in England and Wales

Address: The Gallery, New Quay Street, Teignmouth, Devon, TQ14 8DA.

Date: 11 December 2021

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2021

Statement of financial activities for the year ended 31 March 2021 (including summary income and expenditure account)

	Unrestricted funds £	Restricted income funds £	Total funds this year £	Last year funds £
Income (Note 3)				
Income and endowments from:				
Donations, legacies and grants	321,192	378,532	699,724	471,299
Charitable activities	0	0	0	455
Other trading activities	0	0	0	0
Investments	654	0	654	945
Training	1,800	0	1,800	18,900
Other	4,000	0	4,000	3,000
Total	327,646	378,532	706,178	494,599
Expenditure (Notes 5)				
Expenditure on:				
Raising funds	0	0	0	0
Charitable activities	196,024	403,170	599,194	459,256
Training	0	0	0	2,121
Total	196,024	403,170	599,194	461,377
Net income/(expenditure)	131,622	-24,638	106,984	33,222
Net movement in funds	131,622	-24,638	106,984	33,222
Reconciliation of funds:				
Total funds brought forward	206,016	100,396	306,411	273,189
Total funds carried forward	337,638	75,757	413,395	306,411

Company registration number 07630160

Balance sheet as at 31 March 2021

		Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets:					
Tangible assets	(Note 10)	29,815	49,779	79,594	67,120
Current assets					
Debtors	(Note 11)	33,273	13	33,286	6,226
Cash at bank and in hand	(Note 14)	292,916	31,180	324,096	234,303
Total current assets		<u>326,189</u>	<u>31,193</u>	<u>357,382</u>	<u>240,529</u>
Creditors: amounts falling due	(Note 12)	18,366	5,215	23,581	1,238
Net current assets		<u>307,823</u>	<u>25,978</u>	<u>333,801</u>	<u>239,291</u>
Total assets less current liabilities		<u>337,638</u>	<u>75,757</u>	<u>413,395</u>	<u>306,411</u>
Total net assets		<u>337,638</u>	<u>75,757</u>	<u>413,395</u>	<u>306,411</u>
Funds of the Charity:					
Restricted income funds	(Note 15)		75,757	75,757	100,395
Unrestricted funds		337,638		337,638	206,016
Total funds		<u>337,638</u>	<u>75,757</u>	<u>413,395</u>	<u>306,411</u>

The company was entitled to exemption from audit under s477 of the Companies Act 2006 relating to small companies.

The members have not required the company to obtain an audit in accordance with section 476 of the Companies Act 2006.

The directors acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These accounts have been prepared in accordance with the provisions applicable to small companies subject to the small companies regime and in accordance with FRS102 SORP.

Signed by one trustee/director on
behalf of all the trustees/directors:

Print:

Name:

Linda M. Regan

Signature:

Date:

22 November 21

Signature of director
authenticating accounts being
sent to Companies House:

Signature:

Date:

22 November 21

Print:

Name:

Linda M. Regan

Notes to the accounts for the year ended 31 March 2021

1. Charity Status

The charity is a private company, registered in England and Wales, registration number 07630160, limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation. The registered office is The Gallery, 3 New Quay Street, Teignmouth, Devon, TQ14 8DA. The principal place of business is Verney House, 115 Sidwell Street, Exeter, Devon, EX4 6RY.

2. Accounting policies

Basis of preparation

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 accounts 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) issued on 16 July 2014 and with the Charities Act 2011.

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

The accounts are presented in £ sterling.

Going concern

The trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern.

Recognition of income

All income is recognised once the charity has entitlement to the income, it is more likely than not that the trustees will receive the resources and the monetary value can be measured with sufficient reliability.

Offsetting

There has been no offsetting of assets and liabilities, or income and expenses, unless required or permitted by the FRS 102 SQRP or FRS 102.

Grants and donations

Grants and donations are only included in the SoFA when the general income recognition criteria are met (5.10 to 5.12 FRS 102 SQRP). In the case of performance related grants, these are only included in the SoFA once the charity has provided the related services or met the performance related conditions.

Government grants

The charity has received government grants in the reporting period (note 4).

Tax reliefs on donations and gifts

Gift Aid represents the amount received from HMRC during the year. Any Gift Aid recovered directly in respect of donations received via third parties is considered to be part of that gift and is treated as an addition to the same fund as the initial donation unless the donor or the terms of the appeal have specified otherwise.

Volunteer help

The value of any voluntary help received is not included in the accounts but is described in the trustees' annual report.

Expenditure and liabilities

Liability recognition

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

Governance and support costs

Support costs have been allocated between governance costs and other support. Governance costs comprise all costs involving public accountability of the charity and its compliance with regulation and good practice.

Basic financial instruments

The charity accounts for basic financial instruments on initial recognition as per paragraph 10.7 FRS102 SORP. Subsequent measurement is as per paragraphs 11.17 to 11.19, FRS102 SORP.

Assets

Tangible fixed assets for use by charity

These are capitalised and valued at cost if they can be used for more than one year and cost at least £500.

Depreciation is provided on tangible fixed assets so as to write-off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Asset class	Depreciation method and rate
Office equipment	25% straight line basis
Fixtures and fittings	33% and 25% reducing balance basis
Property improvements	33% straight line basis
Leasehold refurbishment	Over the life of the lease

3. Analysis of income

	Unrestricted funds-	Restricted income funds	Total funds-	Last year
	£	£	£	£
Donations, legacies and grants:				
Donations and gifts	33,869	0	33,869	53,520
Gift Aid	0	0	0	814
General grants provided by government/other agencies	287,323	378,532	665,855	416,965
Total	321,192	378,532	699,724	471,299
Charitable activities:				
Other	0	0	0	455
Other trading activities:				
Events income	0	0	0	0
Income from investments:				
Interest income	654	0	654	945
Separate material item of income:				
Training income	1,800	0	1,800	18,900
Other:				
Employment allowance	4,000	0	4,000	3,000
TOTAL INCOME	327,646	378,532	706,178	494,599

4. Analysis of receipts of government grants:

	This year	Last year
	£	£
Ministry of Justice		
Restricted - Provision of support services for female victims of sexual violence aged 13 and over	128,780	86,520
Extra funding re Covid-19	76,851	0
JRS Grant	5,083	0
DWP	5,635	0
Total	219,349	86,520

5. Expenditure

Analysis of expenditure

Expenditure on raising funds:

Expenditure on charitable activities

	Unrestricted funds £	Restricted income funds £	Total funds £	Last year £
General activities	74,436	30,835	105,071	113,686
Depreciation	7,757	18,474	26,231	15,044
Staff costs	111,431	354,061	465,492	328,237
Governance costs - note 6	2,400		2,400	2,289
Total expenditure on charitable activities	196,024	403,170	599,194	459,256

Separate material item of expense

Training and consultancy

0	0	0	2,121
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TOTAL EXPENDITURE

196,024	403,170	599,194	461,377
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6. Support Costs

Independent examiner's fee

Other governance costs

Total

This year

£

2,400

0

2,400

Last year

£

1,800

489

2,289

7. Details of certain types of expenditure

Note 7.1 Fees for examination of the accounts

Support cost

Independent examiner's fees

Other fees paid to examiner

Total

This year

£

900

1,500

2,400

Last year

£

840

960

1,800

8. Paid employees

8.1 Staff Costs

	This year £	Last year £
Salaries and wages	402,876	288,705
Social security costs	33,302	24,857
Pension costs (defined contribution pension plan)	23,264	14,675
Other staff costs	6,050	0
Total staff costs	465,492	328,237

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £60,000.

8.2 Average head count in the year

The parts of the charity in which the employees work	This year Number	Last year Number
Management	3	3
Service provision	15	8
Administration	2	2
Total	20	13

9. Pension contributions

Pension costs

Contributions to the employee pension schemes for the year amounted to £23,264 (2020: £14,675).

The charity operates defined contribution pension schemes. The pension scheme costs for the year represents contributions due by the charity to the schemes.

10. Tangible fixed assets

Cost	Other tangible fixed assets £	Furniture, fittings and equipment £	Total £
At the beginning of the year	103,434	20,463	123,897
Additions	5,518	33,187	38,705
Disposals	0	0	0
At end of the year	108,952	53,650	162,602
Depreciation			
At the beginning of the year	40,746	16,031	56,777
Eliminated on disposals			0
Charge for the year	12,476	13,755	26,231
At end of the year	53,222	29,786	83,008
Net book value			
Net book value at the end of the year	55,730	23,864	79,594
Net book value at the beginning of the year	62,688	4,432	67,120

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2021

11. Debtors and prepayments

Prepayments and accrued income
Other debtors
Total

This year	Last year
£	£
5,810	4,917
27,476	1,309
33,286	6,226

12. Creditors and accruals

Trade creditors
Taxes and social security
Accruals and deferred income
Total

Amounts falling due	
This year	Last year
£	£
5,269	963
8,066	0
10,246	275
23,581	1,238

13. Provisions for liabilities and charges

Other financial commitments

more than 5 years as follows:

Leases expiring in less than 2 years

The total amount of other financial commitments not provided in the financial statements was £8,375 (2020 - £nil).

Leases expiring between 2 and 5 years

The total amount of other financial commitments not provided in the financial statements was £nil (2020 - £14,111).

Leases expiring in over 5 years

The total amount of other financial commitments not provided in the financial statements was £68,384 (2020 - £80,969).

14. Cash at bank and in hand

Cash at bank and in hand
Total

This year	Last year
£	£
324,096	234,303
324,096	234,303

15.1 Details of material funds held and movements during the current reporting period

15. Charity funds

Fund names	Purpose and Restrictions	Type	Fund balances brought	Income	Expenditure	Fund balances
			£	£	£	£
General		UR	206,016	327,648	-196,024	337,638
Tesco Bags of Help 17/18	Purchase of IT Equipment	R	43		-43	0
Ministry of Justice	Funding for core costs	R	0	129,780	-129,780	0
Ministry of Justice	Additional funding for Covid-19	R		78,851	-62,489	16,362
Clothworkers' Foundation	Capital funding for building development	R	30,000		-5,000	25,000
Comic Relief Homeless Women	Support work for homeless women	R	40,563		-18,203	22,350
Comic Relief	Additional funding for Covid-19	R		40,000	-40,000	0
RCEV DTI Project	Funds to increase the digital capacity within the organisation	R	775		-775	0
National Lottery	Funding for volunteer costs	R	0	10,000	-10,000	0
Devon Community Foundation	Funding for volunteer advanced training and support	R	0,000		-6,000	0
Lloyds Bank Foundation	Funding for staffing costs	R	18,024	32,049	-45,213	4,860
Lloyds Bank Foundation	Additional funding for Covid-19	R		4,750	-4,750	0
Screwfix	Funding for replacement of heaters	R	5,000		-1,667	3,333
PCC	Additional funding for Covid-19	R		74,467	-74,467	0
Exeter City Council	Additional funding for Covid-19	R		3,000	-3,000	0
DWP	Specialist office equipment	R		5,635	-1,783	3,852
Total restricted income funds:			100,395	378,532	-403,170	75,757
Total Funds as per balance sheet			366,411	706,178	-599,194	413,395

The Clothworkers' Foundation grant was fully spent during 18/19; the balance carried forward represents the net book value of office expansion expenses purchased with these funds and is being written off over 8 years.

The Screwfix grant was fully spent on storage heaters during 20/21; the balance carried forward represents the net book value of these which are being written off over 3 years.

The extra funding from the MOJ was fully spent during 20/21; the balance carried forward represents the net book value of laptops and screens purchased with these funds and is being written off over 3 and 4 years.

The DWP grant was fully spent on office equipment 20/21; the balance carried forward represents the net book value of this which is being written off over 3 years.

15.2 Details of material funds held and movements during the previous reporting period

Fund names	Purpose and Restrictions	Type	Fund balances brought forward	Income	Expenditure	Fund balances carried forward
			£	£	£	£
General		UR	207,371	287,181	-288,536	206,016
Tesco Bags of Help 17/18	Purchase of IT Equipment	R	1,498		-1,455	43
Ministry of Justice	Funding for core costs	R	0	86,520	-86,520	0
Clothworkers' Foundation	Capital funding for building development	R	35,000		-5,000	30,000
Comic Relief Homeless Women	Support work for homeless women	R	14,974	55,655	-36,076	40,553
RCEW DT Project National	Funds to increase the digital capacity within the organisation	R	14,346	5,549	-19,120	775
Lottery Community Fund	Funding for volunteer costs	R		10,000	-10,000	0
Devon Community	Funding for volunteer advanced training and support	R		10,000	-4,000	6,000
Lloyds Bank Foundation	Funding for staffing costs	R		34,694	-16,670	18,024
Screwfix	Funding for replacement of heaters	R		5,000		5,000
Total restricted income funds			65,818	207,418	-172,841	100,395
Total Funds as per balance sheet			273,189	494,599	-461,377	306,411

The Tesco bags of help 2017/18 grant was fully spent during 17/18; the balance carried forward represents the net book value of IT equipment purchased with this grant and is being written off over 3 years.

The Clothworkers' Foundation grant was fully spent during 18/19; the balance carried forward represents the net book value of office expansion expenses purchased with these funds and is being written off over 8 years.

The RCEW DT project grant was fully spent by 31 March 2020; the balance carried forward represents the net book value of computer equipment purchased with this grant and is being written off over 3 years.

16. Transactions with trustees and related parties

Trustee remuneration and benefits

None of the trustees have been paid any remuneration or received any other benefits from an employment with the charity or a related entity.

Trustees' expenses

During the year the charity made the following transactions with 1 of the trustees (2020: 1 of the trustees).

Type of expenses reimbursed

Leaving gift
TOTAL

This year	Last year
£	£
24	66
24	66

Transactions with related parties

There have been no related party transactions in the reporting period.