

Charity registration number: 1144548

Company registration number: 07630180

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

ANNUAL REPORT AND ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2022

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Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2022

Trustees:	L Regan K Haydon-Cohen (Resigned 19 November 2021) H V R Sugg (Resigned 19 November 2021) M Parks R Wilder J H S Stavert L Jones M Gilbert (appointed 24 January 2022) M Hester (Appointed 24 January 2022) A Lawson (Appointed 28 February 2022) J Alford-Mole (Resigned 06 August 2021)
Charity Registration Number	1144548.
Company registration number	07630160 (England and Wales)
Principal address:	Verney House 115 Sidwell Street Exeter Devon EX4 6RY
Registered office:	The Gallery 3 New Quay Street Teignmouth Devon TQ14 8DA
Independent Examiner	Dawn O'Connor FCA Yannons Chartered Accountants The Gallery New Quay Street Teignmouth Devon TQ14 8DA

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 2022.

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 of rape by the provision of medical, legal and emotional counselling.

Public benefit

The activities undertaken which are for public benefit include a telephone helpline and 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.

In 2021-22 we ran our 14th volunteer recruitment and training programme to boost volunteer numbers which had fallen off during the Covid pandemic. This is a 6-month accredited programme preparing volunteers to fulfil specific functions within the organisation.

In Autumn 2021 we brought in 8 new volunteers, who are now delivering our telephone helpline and email service over three dedicated sessions per week. They 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 2021-22 saw us begin to return to the workplace following the Covid pandemic, but the long-term effects of the huge changes that occurred during the pandemic were becoming apparent.

Having coped with various stages of lockdown, and bouts of Covid affecting the workforce and our service users, we began towards the end of the year to settle to a 'new normal' for the organisation.

This has meant all staff will work a minimum of one day a week at home from now on, which had never happened pre-pandemic. A couple of workers will work the majority of hours from home, while others will work in the office. It's been a time of adjustment and tweaking to find a system that works for the organisation, for our service users and for our staff.

Having been required to introduce online and telephone support work at pace during the pandemic, we have now built this method of working permanently into our service, and run a fully hybrid service. Just over 11% of our support sessions were conducted in person during 2021-22, though this was beginning to increase at the end of the financial year.

The unprecedented rise in the number of referrals we saw during the pandemic, caused by the increased isolation and anxiety that followed the national lockdown of spring 2020, did not tail off.

Overall the number of referrals across the financial year was up 41% on 2020-2021. Every month across the year saw a higher referral rate than the year before. We carried out 4,117 sessions of direct support – an increase of 48% on the previous year.

Thanks to the sterling work of our volunteers we maintained our telephone helpline sessions all year, and took 383 calls – down 15% on the previous year. We responded to 379 emails coming into our email support service, which was a noticeable rise of 53% on the previous year.

Devon Rape Crisis and Sexual Abuse Services Ltd
Year Ended 31 March 2022

We began a project of work with the University of Exeter around consent training for students, and support for students who have been affected by sexual violence – both while at the university and historically. This is ongoing.

We organised the UK's biggest Reclaim the Night march in November 2021, to mark 16 days of Action to end Violence Against Women and Girls.

Financial review

The organisation ended the financial year with a shortfall which was covered by the funds brought forward from 2020/21. This was intended so that we could use up some of our reserves which had built up due to extra income received during the Covid pandemic.

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 fundraising, 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 07630160. 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 a 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 will continue with a hybrid service, offering in-person support and remote support sessions by telephone and using online sessions. We hope to restart some group work at our base in Exeter.

We will continue to try and find ways to address our large and growing waiting list, through increased efficiencies, more group work and some preparatory work for women on the waiting list before they come into direct support. We also intend to increase the work we do around prevention and education.

The charity has taken advantage of the small companies' exemption in preparing the report above.

The annual report was approved by the trustees of the charity on 13 December 2022

And signed on its behalf by:



Trustee: Linda M. Regan

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 2022 as set out on pages 7 to 117.

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:

D. O'Connor

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: 17 December 2022

Statement of financial activities for the year ended 31 March 2022 (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	298,184	261,131	554,315	699,724
Investments	150	0	150	654
Training	3,500	0	3,500	1,800
Other	4,000	0	4,000	4,000
Total	300,834	261,131	561,965	706,178
Expenditure (Notes 5)				
Expenditure on:				
Charitable activities	326,866	287,343	614,209	599,194
Training	2,555	1,747	4,302	0
Total	329,421	289,090	618,511	599,194
Net income/(expenditure)	(28587)	(27959)	(56546)	106,984
Net movement in funds	(28587)	(27959)	(56546)	106,984
Reconciliation of funds:				
Total funds brought forward	337,638	75,757	413,395	306,411
Total funds carried forward	309,051	47,798	356,849	413,395

Company registration number 07630160

Balance sheet as at 31 March 2022

		Unrestricted funds £	Restricted income funds £	Total this year £	Total last year £
Fixed assets:					
Tangible assets	(Note 10)	24,662	32,647	57,309	79,594
Current assets					
Debtors	(Note 11)	10,875	15,942	26,817	33,286
Cash at bank and in hand	(Note 14)	294,057	3,761	297,818	324,096
Total current assets		304,932	19,703	324,635	357,382
Creditors: amounts falling due	(Note 12)	20,543	4,552	25,095	23,581
Net current assets		284,389	15,151	299,540	333,801
Total assets less current liabilities		309,051	47,798	356,848	413,395
Total net assets		309,051	47,798	356,848	413,395
Funds of the Charity:					
Restricted income funds	(Note 15)		47,798	47,798	75,757
Unrestricted funds		309,051		309,051	337,638
Total funds		309,051	47,798	356,849	413,395

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 Print
behalf of all the trustees/directors Name:

LINDA MARIA REGAN

Signature:

Linda Maria Regan

Date:

13 December 2022

Signature of director
authenticating accounts being
sent to Companies House

Signature:

AS ABOVE

Date:

Print

Name:

Notes to the accounts for the year ended 31 March 2022

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 SORP 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 FRS102: SORP). 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	12,383	0	12,383	33,869
Gift Aid	0	0	0	0
General grants provided by government/other agencies	280,801	261,131	541,932	665,855
Total	293,184	261,131	554,315	699,724
Charitable activities:				
Other	0	0	0	0
Other trading activities:				
Events income	0	0	0	0
Income from investments:				
Interest income	150	0	150	654
Separate material item of income:				
Training income	3,500	0	3,500	1,800
Other:				
Employment allowance	4,000	0	4,000	4,000
TOTAL INCOME	300,834	261,131	561,965	706,178

4. Analysis of receipts of government grants

	This year	Last year
	£	£
Ministry of Justice		
Restricted - Provision of support services for male and female victims of sexual violence aged 13 and over	181,046	129,780
Extra funding reCovid -19	0	78,851
JRS Grant	354	5,083
DWP	0	5,635
Total	181,400	219,349

5. Expenditure

Analysis of expenditure:

Expenditure on raising funds:

Expenditure on charitable activities:

	Unrestricted funds: £	Restricted income funds: £	Total funds: £	Last year £
General activities	110,204	5,868	116,072	105,071
Depreciation	7,967	17,132	25,099	26,231
Staff costs	206,175	264,343	470,518	465,492
Governance costs - note 6	2,520		2,520	2,400
Total expenditure on charitable activities	326,866	287,343	614,209	599,194

Separate material item of expense

Training and consultancy	2,555	1,747	4,302	0
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TOTAL EXPENDITURE

329,421	289,090	618,511	599,194
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6. Support Costs

Independent examiner's fee

Other governance costs

Total

This year

Last year

£

£

2,520

2,400

0

0

2,520

2,400

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

Last year

£

£

945

900

1,575

1,500

2,520

2,400

8. Paid employees

	This year £	Last year £
8.1 Staff Costs		
Salaries and wages	411,039	402,876
Social security costs	31,934	33,302
Pension costs (defined contribution pension plan)	24,316	23,264
Other staff costs	3,229	6,050
Total staff costs	470,518	465,492

No employees received employee benefits (excluding employer pension costs) for the reporting period of more than £50,000.

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	16	15
Administration	2	2
Total	21	20

9. Pension contributions

Pension costs

Contributions to the employee pension schemes for the year amounted to £24,316 (2021: £23,264).

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 £	Fixtures, fittings and equipment £	Total £
At the beginning of the year	108,962	53,650	162,602
Additions	0	2,814	2,814
Disposals	0	0	0
At end of the year	108,962	56,464	165,416
Depreciation			
At the beginning of the year	53,222	29,786	83,008
Eliminated on disposals	0	0	0
Charge for the year	12,476	12,623	25,099
At end of the year	65,698	42,409	108,107
Net book value			
Net book value at the end of the year	43,254	14,055	57,309
Net book value at the beginning of the year	55,730	23,864	79,594

11. Debtors and prepayments

Prepayments and accrued income
Other debtors
Total

This year	Last year
£	£
7,040	5,810
19,777	27,476
26,817	33,286

12. Creditors and accruals

Trade creditors
Taxes and social security
Accruals and deferred income
Total

Amounts falling due within one year	
This year	Last year
£	£
11,417	5,269
9,681	8,066
3,997	10,246
25,095	23,581

13. Provisions for liabilities and charges

Other financial commitments

As at 31 March 2022 the charity had total commitments under operating leases expiring between 2 and 5 years and after 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 £2,638 (2021 - £8,375).

Leases expiring between 2 and 5 years

The total amount of other financial commitments not provided in the financial statements was £61,198 (2021 - £nil).

Leases expiring in over 5 years

The total amount of other financial commitments not provided in the financial statements was £nil (2021 - £73,783).

14. Cash at bank and in hand

Cash at bank and in hand
Total

This year	Last year
£	£
297,818	324,096
297,818	324,096

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	337,638	300,834	-329,421	309,051
Tesco Bags of Help 21/22	Support for victims of sexual violence	R	0	2,000	-2,000	0
Ministry of Justice	Support for victims of sexual violence	R	0	181,046	-181,046	0
Ministry of Justice	Additional funding for Covid-19	R	16,362	0	-7,948	8,414
Clothworkers' Foundation	Capital funding for building development	R	25,000	0	-5,000	20,000
Comic Relief Homeless Women	Homeless Women's Project	R	22,350	39,856	-47,284	14,922
Reclaim The Night	Annual march to reclaim the streets during 16 days of Action to end violence against women and girls	R	0	800	-800	0
Devon Community Foundation	Funding for volunteer advanced training and support	R	0	5,000	-4,333	667
Lloyds Bank Foundation	Contribution towards core costs	R	4,860	32,429	-37,289	0
Screwfix	Funding for replacement of heaters	R	3,333	0	-1,667	1,666
DWP	Specialist office equipment	R	3,852	0	-1,723	2,129
Total restricted income funds			75,757	261,131	-289,090	47,798
Total Funds as per balance sheet			413,395	561,965	-618,511	356,849

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	206,016	327,646	-196,024	337,638
Tesco Bags of Help 17/18	Purchase of IT Equipment	R	43	0	-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	0	78,851	-62,489	16,362
Clothworkers' Foundation	Capital funding for building development	R	30,000	0	-5,000	25,000
Comic Relief Homeless Women	Support work for homeless women	R	40,553	0	-18,203	22,350
Comic Relief	Additional funding for Covid-19	R	0	40,000	-40,000	0
RCEW DT Project	Funds to increase the digital capacity within the organisation	R	775	0	-775	0
National Lottery Community Fund	Funding for volunteer costs	R	0	10,000	-10,000	0
Devon Community Foundation	Funding for volunteer advanced training and support	R	6,000	0	-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	0	4,750	-4,750	0
Screwfix	Funding for replacement of heaters	R	5,000	0	-1,667	3,333
PCC	Additional funding for Covid-19	R	0	74,467	-74,467	0
Exeter City Council	Additional funding for Covid-19	R	0	3,000	-3,000	0
DWP	Specialist office equipment	R	0	5,635	-1,783	3,852
Total restricted income funds:			100,395	378,532	-403,170	75,757
Total Funds as per balance sheet			306,411	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.

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 (2021: 1 of the trustees).

Type of expenses reimbursed	This year	Last year
	£	£
Leaving gift	0	24
Meeting expenses	269	0
Travel	267	0
TOTAL	536	24

Transactions with related parties

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