

**Report of the Trustees and
Financial Statements for the Year Ended 30 September 2020
for
Safe Steps CIO**

Butlers Chartered Accountants
Suite 6 Burley House
15 High Street
Rayleigh
Essex
SS6 7EW

Safe Steps CIO

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Safe Steps CIO

Report of the Trustees for the Year Ended 30 September 2020

The trustees present their report with the financial statements of the charity for the year ended 30 September 2020. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

Safe Steps has developed an approach to activities that are trauma informed and survivor focused, developing services that take an intersectional approach to meeting individual needs of survivors of domestic abuse. We offer a range of community services to support women, men, young people and children to rebuild their lives after domestic abuse. Our ethos is to work with and for all survivors of domestic abuse, providing the support to empower all survivors on their journey to a brighter future, tailoring services to meet their different needs at different points in their lives.

We exist to:

" relieve the needs of victims of domestic abuse from the South East Region of England by aiding the provision of temporary accommodation, items, services or facilities and by any other means at the trustees' discretion.

" to preserve and protect the mental and physical health of adults and children in necessitous circumstances in the South East Region of England;

" educate the public in the South East Region of England in the causes and effects of domestic abuse and the prevention thereof, including by understanding or contributing to research and to publish the useful results of such research.

Safe Steps CIO

Report of the Trustees for the Year Ended 30 September 2020

OBJECTIVES AND ACTIVITIES

Significant activities

The charity has developed an approach to activities that are trauma informed and survivor focused, developing services that take an intersectional approach to meeting individual needs of survivors of domestic abuse. Our ethos is to work with rather than for survivors of domestic abuse and our aim is to include and empower all survivors to take a lead in steering their lives towards brighter futures. During the year the charity obtained contracts to run significant projects.

Southend Refuge Service :

- 1 - Refuge accommodation, community and outreach services to women fleeing from domestic abuse.
- 2 - Support services for children, young people and families who have been affected by the trauma of abuse.
- 3 - One to one work with children and young people via CYP practitioners, counsellors, or psychotherapists for more complex cases.
- 4 - Recovery work is offered through age appropriate group work in addition to groups with parents, in order to help them support their children and work through their issues.
- 5 - Counselling services and other empowering group work is offered as part of our recovery programmes to survivors who are moving away from crisis towards safety.

National Lottery Community Fund:

- 1 - To provide domestic abuse crisis services for those with complex needs.
- 2 - To provide crisis support support for children and young people experiencing adverse childhood experiences and in particular for those who had witnessed and experienced domestic abuse in their family homes or within their own relationships.
- 3 - To undertake preventative work with young people, focused on identifying positive relationships in order to break the cycle of abuse in the next generation.

During the pandemic it became apparent that our delivery model needed to adapt to non-face to face delivery. It is our intention to make our recovery programmes more accessible to people in their own homes, translating group sessions to online programmes. These will not be a replacement for face to face delivery, but will enable us to increase our reach.

Referrals into our helpline and community services increased during the pandemic and have shown no signs of decreasing as the lockdown has continued. It will be a priority to ensure helpline, adult services and our child and young person services are resourced appropriately, and service standards maintained, to manage the increase in demand and case complexity.

The charity will continue to develop community and online fundraising.

Public benefit

Trustees can confirm that they have complied with the duty of Section 4 of the Charities Act, 2006 and have paid due regard to the Charity Commission guidance on public benefit.

The main activities of the charity are described above. These activities are undertaken to further our charitable purposes for the public benefit. Further information regarding the charities achievements is provided in the Chair's report.

Volunteers

The charity is committed to recruiting, training and retaining more volunteers from the community in the following year now that our projects are established and operational.

Experts by Experience

The charity welcomes the involvement of survivors of domestic abuse at every level of our organisation and will strongly support all survivors to take a leading role in the domestic abuse sector.

**Report of the Trustees
for the Year Ended 30 September 2020**

OBJECTIVES AND ACTIVITIES

Beneficiaries of service

Safe Steps has continued to support survivors of domestic abuse from the Southend Borough. Services include Dove Crisis Support, Fledglings Child and Family Support, Break the Cycle (13-19yrs) and Refuge emergency accommodation. Safe Steps continued to provide COMPASS, the triage and helpline for all 14 districts in Essex; Basildon, Braintree, Brentwood, Castle Point, Chelmsford, Colchester, Epping, Harlow, Maldon, Rochford, Southend, Tendring, Thurrock and Uttlesford.

In January 2020 our commission with Southend Borough Council to provide community support, child and family support and refuge accommodation was extended for a further three years. We were successful in our application to The National Lottery and a further four years was granted to deliver Break The Cycle, a dedicated CYPVA service.

ACHIEVEMENT AND PERFORMANCE

Review of Activities and Achievements

In 2019/2020, Safe Steps directly supported 3524 adult and child survivors of domestic abuse, providing advocacy, recovery programmes, counselling and a helpline. Services were delivered from the Dove Crisis Centre, Southend Refuge or from The Chapel, our venue for group delivery.

Our COMPASS helpline supported an additional 651 professionals during this year, providing information on domestic abuse and guidance.

Before our access to schools was restricted due to lockdown we delivered 24 healthy relationship workshops to 470 children and young people this year.

The range of services included; IDVA and crisis advocacy, child and family recovery programmes and 1-1 support, CYPVA support for 13-19yrs, a range of recovery programmes, refuge accommodation, counselling for adults and children, schools' workshops, helpline and training.

From our refuge and community-based services, 96% of clients surveyed told us they felt more confident following our support, 97% said they felt better able to recognise abusive behaviour and 91% said their support networks had improved. 93% of parents we surveyed told us they felt more confident in their parenting skills and 98% told us they understood more about the impact domestic abuse had had on their children.

FINANCIAL REVIEW

Principal funding sources

The charity is principally funded by commissioned contracts, and charitable grant making trusts and lotteries. The majority of this funding is restricted for projects providing measurable outcomes.

Investment policy and objectives

The Trust Deed authorises the Trustees to make and hold investments using the general funds of the charity. The trustees have the power to invest in any way that is appropriate and in the interests of the charity and its service users.

The charity ensures that all funds held in UK bank accounts are held at balances within government assured levels.

Reserves policy

The trustees have a reserves policy which was implemented after the end of the financial year. The policy states that the charity will hold reserves equal to 6 months of unrestricted expenditure in order to cover the expected costs in the event of having to close the charity.

The trustees are aware that they are not currently meeting this policy due to the commencement of large restricted contracts in the year. As a result, the trustees have addressed the need to increase the level of reserves as high priority within the five year strategic business plan.

**Report of the Trustees
for the Year Ended 30 September 2020**

FINANCIAL REVIEW

Funds in deficit

The charity's general fund was in deficit at the end of the year due to the initial costs in the period which were incurred in readiness for the charity to start commencement of activities after the year end.

This deficit was due to administrative delays and the trustees are aware that deficits are not planned for future accounting periods.

Impact of Coronavirus

The Covid-19 pandemic naturally had an impact on the delivery of our services in 2019/2020, mid way through our reporting year. The most significant impact was the need to immediately cease face to face support services and adapt to remote working. Casework was delivered via telephone and online video platforms. Staff demonstrated a great deal of resilience during this year and have worked tirelessly to adapt the services we provide to clients/survivors and their children via remote working methods. This was successful and clients responded well to telephone appointments

Our plans to increase the recruitment of volunteers were put on hold along with the suspension of our programme of workshops we deliver in schools however all previous plans managed to continue within the set outcomes.

The trustees were assured of the financial stability of the charity during the pandemic and recovery time period due to the continuation of pre contracted funding streams.

The trustees considered any financial or operational risks relating to the pandemic and it was deemed that the charity held suitable reserves not to raise any risk level or concern at the date this report was signed.

FUTURE PLANS

The charity has been working on its future plans and the following matters are considered high importance to the future operations.

- 1.To support the Local Authority implementation of the Domestic Abuse Act 2021
- 2.To publish a five year strategy
- 3.To evidence and promote the quality service standards and specialist knowledge within Safe Steps
- 4.To ensure the survivors voice is represented in service planning and delivery.
- 5.To increase our accessibility to survivors, particularly those with protected characteristics, as classified by the Equality Act 2010.
- 6.To increase our Community Fundraising and our community profile

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, a deed of trust and constitutes an unincorporated charity.

Recruitment and appointment of new trustees

As set out in the Constitution, the Chair of trustees is nominated by her fellow trustees. New trustees are interviewed by a panel of existing trustees to assess suitability for the charity.

Organisational structure

The day to day operations of the charity are delegated to the Chief Executive Maria Sookias from June 2019. Subsequent to this AGM reporting period, in January 2021, the Board appointed Sarah Conlon as Interim CEO, following the departure of the Chief Executive.

The Chief Executive appoints appropriate staff to ensure projects are delivered to a high standard.

**Report of the Trustees
for the Year Ended 30 September 2020**

STRUCTURE, GOVERNANCE AND MANAGEMENT

Induction and training of new trustees

The Trustees maintain a good working knowledge of charity law and best practice by attending charity courses run by outside providers. New Trustees are supplied with an induction folder containing copies of the constitution, current Annual Report, Business Plan and leaflets of guidance from the Charity Commission in order to perform their role diligently.

Related parties

The charity has relationships with related parties and other charities and organisations with which it co-operates in the pursuit of its charitable objectives.

Notable relationships exist with Essex Police, MARAC, Southend Essex and Thurrock (SET) Domestic Abuse Board, Essex County Council and more locally Southend Borough Council. Partnership working with Changing Pathways and Next Chapter. Working with our statutory partners such as SET Children's Social Care and Adult Social Care, Schools, Acute, Community and Primary care health providers to safeguard clients and their families. We have close working relationships with our voluntary sector partners, HARP, CGL and SEAS amongst many others who assist in providing the best possible outcome for clients.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Charity number

1177687

Principal address

C/O 4 West Road
Westcliff on Sea
Essex
SS0 9DA

Trustees

Ms L J Hodges
Ms S E Thomas Trustee (resigned 27.11.2020)
Ms J Hudson Trustee
A Tregoning Trustee (resigned 15.6.2021)
Ms N Drogman Trustee (resigned 27.5.2021)
Mrs L Peters Trustee (appointed 29.1.2020)
Mrs L Parks (appointed 27.11.2020)
Miss C Venables (appointed 27.11.2020)

Independent Examiner

H Meagher
ICAEW 9130081
Butlers Chartered Accountants
Suite 6 Burley House
15 High Street
Rayleigh
Essex
SS6 7EW

Solicitors

Paul Robinson Solicitors
Old Bank
470-474 London Road
Westcliff on Sea
Essex
SS0 9LD

Safe Steps CIO

**Report of the Trustees
for the Year Ended 30 September 2020**

Approved by order of the board of trustees on 25 June 2021 and signed on its behalf by:

Miss C Venables - Trustee

Independent Examiner's Report to the Trustees of Safe Steps CIO

Independent examiner's report to the trustees of Safe Steps CIO

I report to the charity trustees on my examination of the accounts of Safe Steps CIO (the Trust) for the year ended 30 September 2020.

Responsibilities and basis of report

As the charity trustees of the Trust you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the Act').

I report in respect of my examination of the Trust's accounts carried out under section 145 of the Act and in carrying out my examination I have followed all applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a registered member of ICAEW 9130081 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 Trust as required by section 130 of the Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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.

H Meagher
ICAEW 9130081
Butlers Chartered Accountants
Suite 6 Burley House
15 High Street
Rayleigh
Essex
SS6 7EW

25 June 2021

Safe Steps CIO

Statement of Financial Activities for the Year Ended 30 September 2020

		Unrestricted fund	Restricted funds	Year Ended 30.9.20 Total funds	Period 1.4.19 to 30.9.19 Total funds as restated £
	Notes	£	£	£	£
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	14,276	1,013	15,289	8,143
Charitable activities	4				
General		1,060	854,997	856,057	173,142
Other trading activities	3	338	374	712	-
Other income		4,384	29,029	33,413	137,334
Total		20,058	885,413	905,471	318,619
EXPENDITURE ON					
Charitable activities	5				
General		12,542	775,607	788,149	172,093
NET INCOME		7,516	109,806	117,322	146,526
Transfers between funds	14	9,521	(9,521)	-	-
Net movement in funds		17,037	100,285	117,322	146,526
RECONCILIATION OF FUNDS					
Total funds brought forward					
As previously reported		9,586	2,001	11,587	(605)
Prior year adjustment	10	-	134,334	134,334	-
As restated		9,586	136,335	145,921	(605)
TOTAL FUNDS CARRIED FORWARD		26,623	236,620	263,243	145,921

The notes form part of these financial statements

Safe Steps CIO

Balance Sheet 30 September 2020

	Notes	Unrestricted fund £	Restricted funds £	30.9.20 Total funds £	30.9.19 Total funds as restated £
FIXED ASSETS					
Tangible assets	11	11,984	-	11,984	-
CURRENT ASSETS					
Debtors	12	4,641	167,625	172,266	219,464
Cash at bank and in hand		21,271	208,437	229,708	61,811
		<u>25,912</u>	<u>376,062</u>	<u>401,974</u>	<u>281,275</u>
CREDITORS					
Amounts falling due within one year	13	(36,270)	(139,446)	(175,716)	(135,354)
NET CURRENT ASSETS		<u>(10,358)</u>	<u>236,616</u>	<u>226,258</u>	<u>145,921</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,626	236,616	238,242	145,921
NET ASSETS/(LIABILITIES)		<u>1,626</u>	<u>236,616</u>	<u>238,242</u>	<u>145,921</u>
FUNDS	14				
Unrestricted funds				1,626	9,586
Restricted funds				<u>236,616</u>	<u>136,335</u>
TOTAL FUNDS				<u>238,242</u>	<u>145,921</u>

The financial statements were approved by the Board of Trustees and authorised for issue on 25 June 2021 and were signed on its behalf by:

C Venables - Trustee

Safe Steps CIO

Cash Flow Statement for the Year Ended 30 September 2020

		Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated £
	Notes	£	
Cash flows from operating activities			
Cash generated from operations	1	183,876	60,846
Net cash provided by operating activities		183,876	60,846
Cash flows from investing activities			
Purchase of tangible fixed assets		(15,979)	-
Net cash (used in)/provided by investing activities		(15,979)	-
Change in cash and cash equivalents in the reporting period		167,897	60,846
Cash and cash equivalents at the beginning of the reporting period		61,811	965
Cash and cash equivalents at the end of the reporting period		229,708	61,811

The notes form part of these financial statements

Safe Steps CIO

Notes to the Cash Flow Statement for the Year Ended 30 September 2020

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

	Year Ended 30.9.20 £	Period 1.4.19 to 30.9.19 as restated £
Net income for the reporting period (as per the Statement of Financial Activities)	92,321	146,526
Adjustments for:		
Depreciation charges	3,995	-
Decrease/(increase) in debtors	47,198	(219,464)
Increase in creditors	40,362	133,784
Net cash provided by operations	<u>183,876</u>	<u>60,846</u>

2. ANALYSIS OF CHANGES IN NET FUNDS

	At 1.10.19 £	Cash flow £	At 30.9.20 £
Net cash			
Cash at bank and in hand	61,811	167,897	229,708
	<u>61,811</u>	<u>167,897</u>	<u>229,708</u>
Total	<u>61,811</u>	<u>167,897</u>	<u>229,708</u>

The notes form part of these financial statements

**Notes to the Financial Statements
for the Year Ended 30 September 2020**

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities Act 2011. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

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

Tangible fixed assets

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

Computer equipment - 25% on reducing balance

Taxation

The charity is exempt from tax on its charitable activities.

Fund accounting

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

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

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

Pension costs and other post-retirement benefits

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

Notes to the Financial Statements - continued
for the Year Ended 30 September 2020

2. DONATIONS AND LEGACIES

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated £
Donations	£ 15,289	£ 597
Grants	-	7,546
	<u>15,289</u>	<u>8,143</u>

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

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated £
Department of Digital, Culture, Media & Sport - Tampon Tax Fund	-	7,546
	<u>-</u>	<u>7,546</u>

3. OTHER TRADING ACTIVITIES

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated £
Fundraising events	£ 712	-
	<u>712</u>	<u>-</u>

4. INCOME FROM CHARITABLE ACTIVITIES

	Activity	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated £
Commissioning income	General	£ 493,148	£ 71,688
Training fees	General	760	-
Government Grants	General	510	-
Grants	General	361,639	101,454
		<u>856,057</u>	<u>173,142</u>

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

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated £
	<u>£</u>	<u>£</u>

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2020**

4. INCOME FROM CHARITABLE ACTIVITIES - continued

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated
	£	£
National Lottery Community Fund - Breaking Free	122,460	50,179
National Lottery Community Fund - Break The Cycle	50,362	51,275
Ashworth Charitable Trust	3,000	-
Co-op Community Fund	3,716	-
Money Saving Expert Charity Fund	20,000	-
Ministry of House, Communities & Local Government - Covid-19	64,744	-
Ministry of Justice - Covid-19	82,915	-
Essex Community Foundation - Counselling	4,167	-
Essex Community Foundation - Covid-19	7,475	-
Active Essex	2,800	-
	<u>361,639</u>	<u>101,454</u>

5. CHARITABLE ACTIVITIES COSTS

	Direct Costs £	Support costs (see note 6) £	Totals £
Raising donations and legacies	25,001	-	25,001
General	780,927	7,222	788,149
	<u>805,928</u>	<u>7,222</u>	<u>813,150</u>

6. SUPPORT COSTS

	Finance £	Governance costs £	Totals £
General	4,055	3,167	7,222
	<u>4,055</u>	<u>3,167</u>	<u>7,222</u>

7. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 30 September 2020 nor for the period ended 30 September 2019.

Trustees' expenses

There were no trustees' expenses paid for the year ended 30 September 2020 nor for the period ended 30 September 2019.

Safe Steps CIO

Notes to the Financial Statements - continued for the Year Ended 30 September 2020

8. STAFF COSTS

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated
	£	£
Wages and salaries	505,073	110,720
Social security costs	36,444	6,795
Other pension costs	9,487	1,690
	<u>551,004</u>	<u>119,205</u>

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

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated
Management	2	-
Administration	2	-
Service delivery	16	11
	<u>20</u>	<u>11</u>

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

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund	Restricted funds	Total funds as restated
	£	£	£
INCOME AND ENDOWMENTS FROM			
Donations and legacies	8,143	-	8,143
Charitable activities			
General	-	173,142	173,142
Other income	3,000	134,334	137,334
Total	<u>11,143</u>	<u>307,476</u>	<u>318,619</u>
EXPENDITURE ON			
Charitable activities			
General	953	171,140	172,093
NET INCOME	<u>10,190</u>	<u>136,336</u>	<u>146,526</u>
RECONCILIATION OF FUNDS			
Total funds brought forward	(605)	-	(605)

Notes to the Financial Statements - continued
for the Year Ended 30 September 2020

9. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund	Restricted funds	Total funds as restated
	£	£	£
TOTAL FUNDS CARRIED FORWARD	<u>9,585</u>	<u>136,336</u>	<u>145,921</u>

10. PRIOR YEAR ADJUSTMENT

The prior year adjustment relates to the finalised funds receivable from the restricted fund holder that novated contracts over to Safe Steps due the year which were back dated for effective dates once the accounts were signed off.

11. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
Additions	<u>139</u>	<u>15,840</u>	<u>15,979</u>
DEPRECIATION			
Charge for year	<u>35</u>	<u>3,960</u>	<u>3,995</u>
NET BOOK VALUE			
At 30 September 2020	<u>104</u>	<u>11,880</u>	<u>11,984</u>
At 30 September 2019	<u>-</u>	<u>-</u>	<u>-</u>

12. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.20	30.9.19 as restated
	£	£
Trade debtors	167,371	49,053
Other debtors	-	34,958
Prepayments and accrued income	4,895	135,453
	<u>172,266</u>	<u>219,464</u>

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2020**

13. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	30.9.20	30.9.19 as restated
	£	£
Trade creditors	6,873	2,218
Taxation and social security	11,064	4,973
Other creditors	157,779	128,163
	<u>175,716</u>	<u>135,354</u>

14. MOVEMENT IN FUNDS

	At 1.10.19 £	Prior year adjustment £	Net movement in funds £	Transfers between funds £	At 30.9.20 £
Unrestricted funds					
General fund	9,586	-	(17,481)	9,521	1,626
Restricted funds					
National Lottery Community Fund - Breaking Free	8,272	33,114	(17,442)	8,272	32,216
National Lottery Community Fund - Break The Cycle	(1,795)	41,296	(39,501)	(1,794)	(1,794)
Essex County Council - Compass Project	(2,591)	-	19,798	3,035	20,242
Southend Borough Council - Refuge	(683)	59,924	46,436	(15,203)	90,474
Essex County Council - IDVA Project	(1,203)	-	6,284	3,188	8,269
Designated Fund	-	-	35	-	35
Ashworth Charitable Trust	-	-	44	-	44
Co-op Community Fund Southend Borough Council - Essential Living Fund	1	-	-	-	1
Money Saving Expert Charity Fund	-	-	2,897	-	2,897
Ministry of Housing, Communities and Local Government - Covid-19	-	-	46,747	(3,156)	43,591
Ministry of Justice - Covid-19	-	-	33,239	(3,863)	29,376
Essex Community Foundation - Counselling	-	-	2,971	-	2,971
Essex Community Foundation - Covid-19	-	-	2,288	-	2,288
Active Essex	-	-	2,500	-	2,500
	<u>2,001</u>	<u>134,334</u>	<u>109,802</u>	<u>(9,521)</u>	<u>236,616</u>
TOTAL FUNDS	<u>11,587</u>	<u>134,334</u>	<u>92,321</u>	<u>-</u>	<u>238,242</u>

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2020**

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	20,058	(37,539)	(17,481)
Restricted funds			
National Lottery Community Fund - Breaking Free	122,462	(139,904)	(17,442)
National Lottery Community Fund - Break The Cycle	50,360	(89,861)	(39,501)
Essex County Council - Compass Project	215,072	(195,274)	19,798
Southend Borough Council - Refuge	287,419	(240,983)	46,436
Essex County Council - IDVA Project	19,687	(13,403)	6,284
Designated Fund	1,593	(1,558)	35
Ashworth Charitable Trust	3,001	(2,957)	44
Co-op Community Fund	3,716	(210)	3,506
Money Saving Expert Charity Fund	20,000	(17,103)	2,897
Ministry of Housing, Communities and Local Government - Covid-19	64,744	(17,997)	46,747
Ministry of Justice - Covid-19	82,916	(49,677)	33,239
Essex Community Foundation - Counselling	4,167	(1,196)	2,971
Essex Community Foundation - Covid-19	7,476	(5,188)	2,288
Active Essex	2,800	(300)	2,500
	<u>885,413</u>	<u>(775,611)</u>	<u>109,802</u>
TOTAL FUNDS	<u>905,471</u>	<u>(813,150)</u>	<u>92,321</u>

Comparatives for movement in funds

	At 1.4.19 £	Net movement in funds £	Transfers between funds £	At 30.9.19 £
Unrestricted funds				
General fund	(605)	10,191	-	9,586
Restricted funds				
National Lottery Community Fund - Breaking Free	-	8,272	(8,272)	-
National Lottery Community Fund - Break The Cycle	-	39,502	1,794	41,296
Essex County Council - Compass Project	-	(2,593)	2,593	-
Southend Borough Council - Refuge	-	92,357	2,325	94,682
Essex County Council - IDVA Project	-	(1,203)	1,560	357
	<u>-</u>	<u>136,335</u>	<u>-</u>	<u>136,335</u>
TOTAL FUNDS	<u>(605)</u>	<u>146,526</u>	<u>-</u>	<u>145,921</u>

**Notes to the Financial Statements - continued
for the Year Ended 30 September 2020**

14. MOVEMENT IN FUNDS - continued

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	11,143	(952)	10,191
Restricted funds			
National Lottery Community Fund - Breaking Free	50,180	(41,908)	8,272
National Lottery Community Fund - Break The Cycle	92,572	(53,070)	39,502
Essex County Council - Compass Project	49,602	(52,195)	(2,593)
Southend Borough Council - Refuge	111,373	(19,016)	92,357
Essex County Council - IDVA Project	3,749	(4,952)	(1,203)
	<u>307,476</u>	<u>(171,141)</u>	<u>136,335</u>
TOTAL FUNDS	<u>318,619</u>	<u>(172,093)</u>	<u>146,526</u>

Transfers between funds

The charity took over 5 projects from another charity. The balance of restricted funds for each project as at the date of transfer were finalised at the year end but funds did not transfer until after date.

Therefore in the year there are transfers between restricted funds due to awaiting the transferred balances. All funds are held by the same previous contract holder and therefore are held in trust for the charity.

15. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 30 September 2020.

Safe Steps CIO

Detailed Statement of Financial Activities for the Year Ended 30 September 2020

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated
	£	£
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	15,289	597
Grants	-	7,546
	<hr/>	<hr/>
	15,289	8,143
Other trading activities		
Fundraising events	712	-
Charitable activities		
Commissioning income	493,148	71,688
Training fees	760	-
Government Grants	510	-
Grants	361,639	101,454
	<hr/>	<hr/>
	856,057	173,142
Other income		
Other income	4,378	3,000
Contract novation transfers	29,029	134,334
Interest Received	6	-
	<hr/>	<hr/>
	33,413	137,334
Total incoming resources	<hr/>	<hr/>
	905,471	318,619
EXPENDITURE		
Charitable activities		
Wages	505,073	110,720
Social security	36,444	6,795
Pensions	9,487	1,690
Rent and venue hire	14,517	3,621
Insurance	1,764	402
Light and heat	2,368	712
Telephone	16,234	2,986
Postage and stationery	5,774	2,609
Staff training	9,536	6,257
Staff welfare	958	-
Travel and motor	2,725	734
Recruitment and redundancy	4,274	3,731
Project costs	22,146	21,000
Carried forward	631,300	161,257

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Safe Steps CIO

Detailed Statement of Financial Activities for the Year Ended 30 September 2020

	Year Ended 30.9.20	Period 1.4.19 to 30.9.19 as restated
	£	£
Charitable activities		
Brought forward	631,300	161,257
Premises costs	950	723
Water	1,037	244
Security	483	272
Subscriptions	6,442	-
Repairs and renewals	34,341	614
Cleaning	2,057	794
Refreshments	1,506	89
Sundry	321	31
Freelance staff	46,894	-
Legal costs	3,017	482
Professional fees	60,540	1,285
IT and computer expenses	17,040	2,728
Sessional workers	-	1,444
	<hr/>	<hr/>
	805,928	169,963
Support costs		
Finance		
Bank charges	60	30
Fixtures and fittings	35	-
Computer equipment	3,960	-
	<hr/>	<hr/>
	4,055	30
Governance costs		
Auditors' remuneration for non audit work	2,340	2,100
Accountancy and legal fees	827	-
	<hr/>	<hr/>
	3,167	2,100
	<hr/>	<hr/>
Total resources expended	813,150	172,093
	<hr/>	<hr/>
Net income	92,321	146,526
	<hr/> <hr/>	<hr/> <hr/>

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