

COMPANY NUMBER: 3860803
CHARITY NUMBER: 1091544

SAFENET DOMESTIC ABUSE SERVICE

(FORMERLY EAST LANCASHIRE WOMEN'S REFUGE ASSOCIATION)

Report and Financial Statements

Year ended 31 March 2013

Contents

| | Page |
|---|-------------|
| Directors, Executive Officers, Advisors and Bankers | 1 |
| Directors' Report | 2 – 7 |
| Independent Auditor's Report | 8 |
| Statement of Financial Activities | 9 |
| Balance Sheet | 10 |
| Notes | 11-16 |

Directors, Executive Officers, Advisors and Bankers

Board

Chair

K Ainsworth

Vice Chair

Vacancy (from 5 March 2012)
S Livesey (from 12 November 2012)

Other Directors

K.L.P.Booth (resigned 6 April 2012)
J.M. Davies
S.E. Mayor
T.C. Noon (resigned 5 July 2012)

Other Trustees

C. Yates (appointed 5 March 2012 resigned 9 July 2012))
S Livesey (Appointed 16 April 2012)
R Horman (Appointed 18 November 2012)
J Cooper (Appointed 18 November 2012)

Executive Officers

Charity Manager and Company Secretary

H.J.Gauder

Registered Office

Centenary Court
Croft Street
Burnley
BB11 2ED

External Auditor

Baker Tilly UK Audit LLP
3 Hardman Street
Manchester
M3 3HF

Solicitors

Forbes Solicitors
Rutherford House
4 Wellington Street
St. Johns
Blackburn
BB 8DD

Bankers

Yorkshire Bank
25 Manchester Road
Burnley
Lancashire
BB11 1HX

Report of the Directors

The Board is pleased to present its report along with the financial statements for the year ended 31 March 2013. This report incorporates the requirements of the Trustees' Annual Report.

Objectives and Activities

The charity protects victims and survivors of domestic violence and abuse from further harm. It provides services to support victims and survivors; and works to prevent violence and abuse, and to promote safe and healthy relationships.

SafeNet Domestic Abuse Service ("SafeNet"), formerly East Lancashire Women's Refuge Association ('ELWRA'), provides temporary emergency accommodation and community based support services to women and children experiencing domestic violence. The key priorities for the charity during the year 2012/13 were:

SafeNet services to Women and Children:

The Refuge operates 24 hours a day, responding to emergency referrals from partner agencies, admitting new families and supporting them throughout their stay at the Refuge. The Support Service provides emotional and practical support to enable women to move away from abusive relationships and successfully resettle within the community.

The Outreach Support Service offers support to women and children in the community, including a helpline service and drop-in support surgeries at various community venues in Burnley and Pendle.

Both the Refuge and the Outreach Service include provision for women and children with:

- additional health needs (including mental health issues, self-harming behaviours, substance misuse and dependency issues, sexual and reproductive health issues and issues relating to physical disability).
- specialised, cultural sensitive support needs – for minority ethnic women and children to overcome language barriers and support different lifestyles and cultures.
- children's needs- services to children who are resident in the Refuge, and those in the community which meet their emotional, psychological, physical, social and educational developmental needs.

All individual and group work with children is designed to:

- address emotional health needs
- develop children's potential through building self-esteem, confidence and opportunities
- take into account the unique circumstances of the individual child, and is based on the core principles of a client centred approach and ethos.

Inter-Agency Working

We work to raise the profile of the charity; awareness of the range of services available; and contribute to inter-agency working in Lancashire.

Finance and Resource Management

To ensure that the Association has sufficient funds to maintain core services in the short and long term, and ensure that the refuge building, resources and working practices meet recognised standards for quality, security and health and safety.

Development of Organisation and Staff

To maintain an effective management and staffing structure, ensure that staff and volunteers have the knowledge and skill to deliver excellent services as required, and to provide quality work placements for students. Also to help management board members govern effectively, set clear strategy, and monitor organisational effectiveness.

Growth

SafeNet's Growth Strategy 2012 -14 concentrates on the maintenance of existing East Lancashire Services; establishment and subsequent consolidation of our Lancaster operations; and further expansion in Burnley in conjunction with the property owning strength and expertise of Calico Homes. It was approved by SafeNet Board in April 2012 and set a number of targets and below you will find a brief update of our current position in relation to each:

Targets 2012-14

- To successfully retain the existing Supporting People contract for the Burnley based SafeNet refuge service when the current term expires in 2013. Retention will either be through Lancashire County Council exercising the option to extend the existing contract for a further two years (as contractually permitted) or alternatively through success in a direct retender process.
- To successfully retain the management of the Independent Domestic Violence Advisor (IDVA) service, subject to partner organisations continuing to provide the required funding (funding is reviewed on an annual basis).
- To successfully retain the Outreach Supporting People contract for East Lancashire, subject to Lancashire County Council continuing to commission the service (this is to be reviewed during 2012/13).
- To successfully maintain the Children's Service at the Burnley based refuge as a minimum at the current service levels.

Report of the Directors (continued)

- To extend and expand SafeNet specialist services both within Lancashire and beyond. Specifically:
- Establish the new Lancaster Refuge and secure Supporting People funding beyond the initial 12 month contract term (that commences when the refuge opens at the end of 2012).
- Extend the provision of dispersed 'safe houses' by one per year, thus achieving an increase from one property as at April 2012 to three properties by April 2014.
- Establish the new drop-in service at Calico's head office for the IDVA and Outreach services by December 2012.
- Produce a feasibility study by April 2013 for the provision of an accommodation based service for women with complex needs, for example, including alcohol, drug use and mental health challenges. In the event that the feasibility study demonstrates a viable scheme is deliverable and also that suitable funding is accessible then to ensure the service is operational by April 2014.

Public Benefit

We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the directors consider how planned activities will contribute to the aims and objectives they have been set.

The Company undertakes and manages its activities in line with the above objectives through the provision of support contracts. The directors receive regular updates on performance and feel that the objectives have been achieved as set out in the next section.

Achievements and Performance

SafeNet has achieved its targets for 2012 -14 as follows:

Targets & Progress 2012-14

1. **To successfully retain the existing Supporting People contract for the Burnley based SafeNet refuge service when the current term expires in 2013. Retention will either be through Lancashire County Council exercising the option to extend the existing contract for a further two years (as contractually permitted) or alternatively through success in a direct retender process.**

2. *Achieved for 2012-14, by the extension of the existing contract for one further year to March 2014*

3. **To successfully retain the management of the IDVA service, subject to partner organisations continuing to provide the required funding (funding is reviewed on an annual basis).**

Achieved for 2012-13, with a positive forecast for the following year.

4. **To successfully retain the Outreach Supporting People contract for East Lancashire, subject to Lancashire County Council continuing to commission the service (this is to be reviewed during 2012/13).**

Achieved. SafeNet were awarded the contract to deliver domestic violence support services until end September 2013

5. **To successfully maintain the Children's Service at the Burnley based refuge as a minimum at the current service levels.**

Achieved. Funding gained for our Children's Services Co-ordinator post through a combination of LCC's Gateway Fund and Lloyds TSB until July 2014, and on-going funding from Children In Need is in place until March 2014 for our two part time on-site children's support workers who provide direct support to children/young people at the refuge. In addition, additional 'underspend' funds allowed us to deliver a temporary support service for children living with abuse in the community.

6. **To extend and expand SafeNet specialist services both within Lancashire and beyond. Specifically:**

- **Establish the new Lancaster Refuge and secure Supporting People funding beyond the initial 12 month contract term**

Report of the Directors (continued)

SafeNet made excellent progress establishing the Lancaster Refuge, purchasing a suitable property, gaining planning permission for change of use, tendering the building work contract, raising funds towards the cost of restructuring and renovating the building and undertaking a programme of works to bring the building up to the required standard for use residential use as a supported housing project. By the end of March 2013, the building work was completed and the building was handed over to SafeNet. Final work was completed to furnish and equip the building, which was formally opened by Lancaster City Council Cllr Karen Leytham on 28th March 2013 at an event for all key stakeholders and funders. The refuge opened to Lancaster residents on 1.4.2013.

- **Extend the provision of dispersed 'safe houses' by one per year, thus achieving an increase from one property as at April 2012 to three properties by April 2014.**

Following the success of our pilot 'dispersed unit' safe house, a safe terraced property situated close to the refuge, we have now established a second dispersed unit, also very closely located to the main refuge building, where we are able to move refuge residents as a second stage accommodation facility. In some circumstances, we are able to use these properties to accommodate a more diverse range of families with more complex requirements, such as families with older male children. This development allows us a higher degree of flexibility in the services we offer to a wide range of people experiencing domestic abuse.

- **Establish the new drop-in service at Calico's head office for the IDVA and Outreach services by December 2012.**

This work is on-going and schedules for the move revised to June 2013.

- **Produce a feasibility study by April 2013 for the provision of an accommodation based service for women with complex needs, for example, including alcohol, drug use and mental health challenges. In the event that the feasibility study demonstrates a viable scheme is deliverable and also that suitable funding is accessible then to ensure the service is operational by April 2014.**

Some work has been progressed, however this deadline has also been revised to end December 2013.

This is our second year as a subsidiary of Calico Homes Ltd, and the partnership is proving to be beneficial to both organisations. We continue to work closely to harmonise our organisations strategically via shared goals and policies and procedures as we work to strengthen our position in relation to existing contracts and future proposals to extend domestic violence services.

We continue to build on our previous success and maintain high standards in our provision of supported housing. Demand for our service remains consistently high. We offered and established service based on best practice, providing guidance and inspiration to others in the field.

During 2012/13 the charity worked to ensure that high quality services were maintained and that developments were planned and continued to be adequately resourced in priority areas. All objectives were either fully or partially met, with some as on-going work areas.

Best Companies

In February 2013, Calico became the 8th Best Company to work for in the Sunday Times top 100. The survey included staff from Calico Homes, Calico Enterprise and SafeNet. It was a fantastic achievement for all three and demonstrates our success as an employer of choice.

Staff Performance

SafeNet existing staff team has been stable during this year, with virtually no turnover of staff. Our staff team has expanded to include a new staff team for the Lancaster project, and we were pleased to attract a high calibre of candidate for these posts and subsequently employ an excellent staff team. Reflecting our organisation's ethos of being 'run by women, for women', and as set out in our governing documents, our staff team is women only. However, our team is diverse, with a wide range of staff from different backgrounds and with different language skills. Sickness levels are low which gives an indication of a motivated team.

Financial Review

The income, expenditure and resulting surplus, and the company's financial position at the end of the year are shown on pages 9 and 10 of the financial statements.

As in previous years, we have provided high quality supported housing for women and children escaping domestic abuse, in the East Lancashire area, and demand for our services remains consistently high.

Report of the Directors (continued)

We worked hard to raise funds for our children's services with mixed outcomes. We were unexpectedly able to fund a temporary Children's Community Support Service from Burnley Borough Council 'underspend' for the last 4 months of the year, which allowed us to build links with local schools and pilot work there.

In addition, we were very fortunate to receive a £65,000 grant from Rochdale Women's Refuge Association, who were winding down their organisation due to losing their key Supporting People contract during a tender process. They had reserve funds which they gifted to SafeNet to support children and young people experiencing domestic abuse. We proposed to use this money to fund a 3 year Outreach Schools Project, employing two part time workers to carry out the project.

Supporting People continued to fund our SafeNet Outreach service in 2013, following a tender process in which we were able to secure a contract to continue the funding on a temporary basis, until further work has been completed by SP to decide whether or not they will fund outreach services in future.

The conversion of premises for the new Lancaster and District Refuge has benefitted from several capital grants including:

- The Henry Smith Charity - £100,000.
- Take Pride Community Fund - £25,200.
- Francis C Scott Charitable Trust - £15,000 .
- The Galbraith Trust - £1,500.
- Green Partnership Awards - £550.
- The Garfield Weston Foundation- £25,000.

Plans for Future Periods

Priorities and Targets for 2013 – 2014

From April 2013, ELWRA was re-named as SafeNet Domestic Abuse Service in recognition of the extension of our services into North Lancashire.

SafeNet will move ahead plans to establish the proposed drop-in support centre for victims of domestic violence and abuse in Burnley, at Centenary Way, in partnership with Calico.

Following the successful 'dispersed unit' pilot and establishment of a second unit, SafeNet also plans to extend this scheme next year to add further 'safe-houses' which can be utilised to accommodate referrals from a wider range of clients, including those with complex needs, and families with older male children

SafeNet has a proactive approach to increasing its income and is working with our Calico partners to secure an increase in our income from Housing Benefits and towards securing steady, re-occurring funding for its Children's Services and for its community based services.

We will continue to work hard to find effective solutions to funding issues and to work in partnership with funding agencies to ensure we gain appropriate funding for all our services.

Structure, Governance and Management

Governing Document

The Company is registered as a Charity (no. 1091544) with the Charity Commission.

The Charity is constituted as a Company limited by guarantee (no. 3860803) and is governed by its Articles of Association. New articles of association were adopted on 1 April 2011.

The Articles of Association are such that the Company is a subsidiary of Calico Homes Limited, a company limited by guarantee (registered number 3752751) and a Registered Provider with the Homes and Community Agency (registered number L4254).

The Articles of Association also ensure that the directors (who for the purposes of charity law are charity trustees) are the only members of the Company. Details of current trustees can be found on page 1.

In the event of the Company being wound up members are required to contribute an amount not exceeding £10.

Appointment of Directors

The charity either advertises for new directors in the local press, or approaches women with appropriate skills and/or experience to contribute to the management of the organisation. Directors are initially appointed as trustees for a probationary 6 month period during which new members will attend an agreed induction training programme with the goal of becoming full board members at the end of the 6 month period.

Report of the Directors (continued)

Directors' Induction and Training

New directors undergo training on their legal obligations under charity and company law; the content of the Articles of Association; the board and decision making processes; the business plan and recent financial performance of the charity. During the induction training programme, held over four training sessions, they learn about the organisation's purpose, history, aims and objectives, services, staff and volunteers, facilities, security, funding, residents' participation, strategic work, multi-agency and partnership involvement. They also meet key staff to learn about their work roles.

The background of the trustees means they are already familiar with the work being undertaken and their responsibilities as trustees. Presentations have been made to each Board meeting to further identify and explain the work being undertaken by the charity and its governance structure.

Organisation

The activities of the charity are divided into five separate work streams – the provision of housing related support (Refuge Support), support to children both resident and non-resident (Children's Services), Outreach support and phone line, support to victims in legal and court process (IDVA Service) and management of the housing service.

Each of these areas is provided with support and guidance from the employees of the parent body, Calico Homes Limited under the direction of the Charity Manager Helen Gauder.

Related Parties

SafeNet Domestic Abuse Service is a subsidiary of Calico Homes Limited. There is separate office accommodation. Calico Homes Limited employees provide services, e.g. payroll to the employees SafeNet Domestic Abuse Service. An arm's length charge is made for these services.

None of the directors receive any remuneration in respect of their roles as directors. Expenses of £219 (2012: £44) were paid to three trustees in respect of travel costs. Christina Yates was also a director of Calico Homes Limited, the parent body.

The day to day management of the charity is delegated to the Charity Manager.

Risk Management

The directors have undertaken a review of the major strategic risks faced by the charity and have put in place systems to mitigate the Refuge's exposure to the major risks. These systems are reviewed annually.

The main risks identified relate to Government policy, the availability of contracts and funding and the role of the voluntary sector. Reduced funding could lead to reductions in services, in particular for Children's Services and the community based Outreach Support Services.

Reserves Policy

The current level of reserves is sufficient to meet the needs of the charity. The objective of having unrestricted funds in reserve is to enable the charity to cope with unplanned events. Very often, the effects of the event can be managed in the long-term, but the charity needs reserves in the meantime. There is no rule on how large reserves should be; this will depend on what other action the charity is taking to mitigate the effects of external threats, as this will affect the level of reserves required.

The directors will attempt to maintain an overall target level for all reserves which is equivalent to at least six months net running costs of the Refuge accommodation support and children's services. This will be over and above those reserves represented by fixed assets in the balance sheet. The directors will monitor and review levels of reserves annually, in line with the guidance issued by the Charity Commission.

Governance Development

The governance function will be further developed through an appropriate development plan including key priorities as follows:

- Consideration of size, representation, skills and experience and diversity of the trustees, and the inclusion of service users.
- Develop a succession and recruitment strategy for the future.
- Develop more information and resources for members co-ordinated into a Board member resource pack which will include all of the constitutional requirements.
- Carry out trustee appraisals on a regular basis and provide a development plan to respond to identified needs.

Report of the Directors (continued)

Voluntary Help

Over the past year we have recruited several new volunteers in addition to existing volunteers. They have been trained to assist residents in practical tasks and life skills. They provide additional emotional support alongside the existing paid staff. Volunteers typically work 3 hours per week. The financial statements exclude costs for voluntary help, which cannot be quantified.

Statement of Directors' Responsibilities

The directors who are also trustees of SafeNet Domestic Abuse Service for the purposes of company law are responsible for preparing the directors' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the directors to prepare financial statements 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 that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities SORP
- make judgments 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 financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The directors are responsible for the maintenance and integrity of the corporate and financial information included on the charitable company's website. Legislation in the United Kingdom governing the preparation and dissemination of financial statements may differ from legislation in other jurisdictions.

Statement as to disclosure of information to auditors

The directors who were in office on the date of approval of these financial statements have confirmed, as far as they are aware, that there is no relevant audit information of which auditors are unaware. Each of the directors have confirmed that they have taken all steps that they ought to have taken as directors in order to make themselves aware of any relevant audit information and to establish that it has been communicated to the auditor.

Auditor

Baker Tilly UK Audit LLP has indicated its willingness to continue in office. A resolution will be proposed at the Annual General Meeting to reappoint them as auditor to the charity for the ensuing year.

Approved by the trustees and signed on their behalf by:-



Helen Gauder
Company Secretary
5 August 2013

Independent Auditor's Report to the Members of SafeNet Domestic Abuse Service

We have audited the financial statements of SafeNet Domestic Abuse Service for the year ended 31 March 2013 on pages 9 to 16. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

This report is made solely to the charitable Company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable Company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable Company and the charitable Company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of trustees and auditor

As explained more fully in the Statement of Directors' responsibilities set out on page 5, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's (APB's) Ethical Standards for Auditors.

Scope of the audit of the financial statements

A description of the scope of an audit of financial statements is provided on the APB's website at www.frc.org.uk/apb/scope/private.cfm.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable Company's affairs as at 31 March 2013 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006.

Opinion on other requirement of the Companies Act 2006

In our opinion the information given in the Trustees' Report for the financial year for which the financial statements are prepared is consistent with the financial statements.

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- the charity has not kept adequate accounting records, or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit.

Baker Tilly UK Audit LLP

KEITH WARD (Senior Statutory Auditor)
For and on behalf of BAKER TILLY UK AUDIT LLP, Statutory Auditor
Chartered Accountants
3 Hardman Street
Manchester
M3 3HF

Date: 8/8/13

Statement of Financial

| Activities | Note | Total Unrestricted Funds Year ended 31 March 2013 | Total General Restricted Funds Year ended 31 March 2013 | Total Restricted Fixed asset Funds Year ended 31 March 2013 | Total Funds Year ended 31 March 2013 | Total Funds Year ended 31 March 2012 |
|--|-------------|--|--|--|---|---|
| | | £'000 | £'000 | £000's | £'000 | £'000 |
| Incoming resources | | | | | | |
| <i>Incoming resources from generated funds:</i> | | | | | | |
| <i>Voluntary income:</i> | | | | | | |
| Grants and donations | 2 | 7 | 65 | 138 | 210 | 25 |
| Investment income | 3 | 1 | - | - | 1 | 2 |
| | | <u>8</u> | <u>65</u> | <u>138</u> | <u>211</u> | <u>27</u> |
| <i>Incoming resources from charitable activities</i> | 4 | 485 | 237 | - | 722 | 655 |
| Total incoming resources | | <u>493</u> | <u>302</u> | <u>138</u> | <u>933</u> | <u>682</u> |
| Resources expended | | | | | | |
| <i>Charitable activities:</i> | | | | | | |
| Direct Costs | | 480 | 242 | 0 | 722 | 645 |
| Governance costs | 6 | 4 | - | - | 4 | 13 |
| Total resources expended | 5 | <u>484</u> | <u>242</u> | <u>0</u> | <u>726</u> | <u>658</u> |
| Net incoming resources before transfers | 7 | 9 | 60 | 138 | 207 | 24 |
| Gross Transfers between funds | 13 | 3 | - | (3) | - | - |
| Net Movement in Funds | | <u>12</u> | <u>60</u> | <u>135</u> | <u>207</u> | <u>24</u> |
| Total Funds Brought Forward at 1 April | | 586 | 22 | - | 608 | 584 |
| Total Funds Carried Forward at 31 March | 13 | <u>598</u> | <u>82</u> | <u>135</u> | <u>815</u> | <u>608</u> |

All of the activities in the financial period are derived from continuing operations.

The Statement of Financial Activities includes all gains and losses in the period.

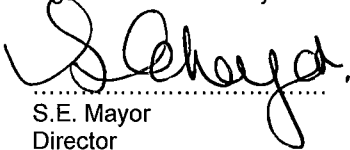
The notes on pages 11 to 16 form part of the accounts.

Balance Sheet

At 31 March 2013

| | Note | 2013 £'000 | 2012 £'000 |
|---|------|---------------|---------------|
| Fixed assets | | | |
| Tangible fixed assets | 9 | 606 | 195 |
| Current assets | | | |
| Debtors | 10 | 36 | 30 |
| Cash at bank and in hand | | 261 | 418 |
| | | <u>297</u> | <u>448</u> |
| Creditors: amounts falling due within one year | 11 | <u>88</u> | <u>35</u> |
| Net current assets | | <u>209</u> | <u>413</u> |
| Net assets | | <u>815</u> | <u>608</u> |
| Unrestricted fund | | | |
| General unrestricted funds | 13 | 598 | 586 |
| Restricted funds | | | |
| Fixed asset Restricted fund | 13 | 135 | |
| Operational Restricted fund | 13 | 82 | 22 |
| | | <u>217</u> | <u>22</u> |
| Total funds | | <u>815</u> | <u>608</u> |

The financial statements on pages 9 to 16 were approved by the trustees and authorised for issue on 5 August 2013 and signed on its behalf by:



S.E. Mayor
Director

Notes to the Financial Statements

1. Accounting policies

Basis of accounting

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice "Accounting and Reporting by Charities" (SORP 2005) issued in March 2005, the Charity (Accounts & Reports) Regulation 2008, applicable UK Accounting Standards and the Charities Act 2011.

As permitted under the Companies Act the company has adapted the Companies Act formats to reflect the special nature of its activities.

Going concern

The financial statements have been prepared on a going concern basis as the trustees are of the opinion that the Company has adequate resources to continue in operational existence for the foreseeable future.

Cash flow statement

The charity has taken advantage of the exemption from preparing a cash flow statement conferred by Financial Reporting Standard No.1, on the grounds that it is entitled to the exemptions available for small companies.

Incoming resources

Voluntary income and donations are included in incoming resources when they are receivable, except when the donors specify that they must be used in future accounting periods if donor's conditions have not been fulfilled, then the income is deferred.

Grants, where entitlement is not conditional on the delivery of specific performance by the company, are recognised when the company becomes unconditionally entitled to the grant. Grants, where related to performance and specific deliverances are accounted for as the company earns the right to consideration of its performance.

Investment income is recognised on a receivable basis.

Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis.

Expenditure which is directly attributable to specific activities has been included in these cost categories. Where costs and attributable to more than one activity, such as support costs, they have been apportioned across the cost categories on a basis consistent with the use of these resources.

Governance costs include those incurred in the governance of the charity and its assets and are primarily associated with constitutional and statutory requirements.

Pensions

The Company participates in a stakeholder pension scheme; a defined contribution pension scheme. Contributions to the defined contribution pension plans are charged to the statement of financial activities in the year to which they relate. The assets of the scheme are invested and managed independently of the finances of the Company.

Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. Assets with a cost of over £100 are capitalised.

Depreciation of Freehold Housing Property

Freehold land is not depreciated. Where a housing property comprises two or more major components with substantially different useful economic lives, each component is accounted for separately and depreciated over its individual useful economic life on the basis of original cost, less the proportion of other grants attributable to the component. Expenditure relating to subsequent replacement or renewal of components is capitalised as incurred and any remaining net book value relating to the original component is written off to the income and expenditure account in the year it is disposed of.

Major components and their useful economic lives are as follows:

| | |
|--|----------|
| Structure – general needs refuge accommodation | 75 years |
| Bathrooms | 30 years |
| Kitchens | 20 years |

Notes to the Financial Statements

1. Accounting policies (continued)

Depreciation on other fixed assets is calculated to write off their cost less any residual value over their estimated useful lives as follows:

| | |
|------------------------|---------------------------------|
| Computer equipment | 20% on a straight line basis |
| Fixtures and fittings | 10-20% on a straight line basis |
| Leasehold improvements | over the term of the lease |

The useful economic lives of all tangible fixed assets are reviewed annually.

Leased assets

Rentals payable under operating leases are charged to the income and expenditure account on a straight line basis over the lease term.

Restricted funds

Restricted funds are those funds which are to be used for specific purposes as laid down by the donor. Expenditure which meets these criteria is charged to the fund. Grants towards the cost of tangible fixed assets are treated as a separate restricted fund.

Unrestricted funds

Unrestricted funds are donations and other incoming resources receivable or generated for the objects of the charity without further specified purpose and are available as general funds.

2. Voluntary income

| | 2013 £'000 | 2012 £'000 |
|---------------------------|---------------|---------------|
| Government Related Bodies | 3 | 7 |
| Donations | 207 | 18 |
| | <u>210</u> | <u>25</u> |

3. Investment income

| | 2013 £'000 | 2012 £'000 |
|--------------------------|---------------|---------------|
| Bank interest receivable | 1 | 2 |
| | <u>1</u> | <u>2</u> |

4. Incoming resources from charitable activities

| | Unrestricted Funds 2013 £'000 | Restricted Funds 2013 £'000 | Total Funds 2013 £'000 | Total Funds 2012 £'000 |
|-------------------------------------|-------------------------------------|-----------------------------------|------------------------------|------------------------------|
| Support contracts | - | 237 | 237 | 193 |
| Contributions in respect of tenants | 476 | - | 476 | 458 |
| Training fees | 9 | - | 9 | 4 |
| | <u>485</u> | <u>237</u> | <u>722</u> | <u>655</u> |

Notes to the Financial Statements

5. Analysis of charitable expenditure

| | Refuge Services £'000 | Support Contracts £'000 | 2013 Total £'000 | 2012 Total £'000 |
|--------------------|-----------------------------|----------------------------|------------------------|------------------------|
| Direct costs: | | | | |
| Staff Costs | 350 | 180 | 530 | 440 |
| Other Direct Costs | 142 | 54 | 196 | 218 |
| | <u>492</u> | <u>234</u> | <u>726</u> | <u>658</u> |

6. Governance costs

| | 2013 £'000 | 2012 £'000 |
|----------------|---------------|---------------|
| Auditor's fees | 3 | 3 |
| AGM cost | 1 | 1 |
| Management | - | 9 |
| | <u>4</u> | <u>13</u> |

Management have reassessed Management costs in the 2012-13 accounts and these costs have been included within charitable expenditure due to the nature of the activities being undertaken.

7. Net incoming resources

Net incoming resources are stated after charging:

| | 2013 £'000 | 2012 £'000 |
|---|---------------|---------------|
| Depreciation of owned assets and profit/loss of tangible fixed assets | 23 | 18 |
| Operating lease costs: other | 35 | 33 |
| Auditor's fees | 3 | 3 |
| | <u>61</u> | <u>54</u> |

8. Employees

| | 2013 £'000 | 2012 £'000 |
|-----------------------|---------------|---------------|
| Staff costs: | | |
| Salaries and wages | 487 | 466 |
| Social security costs | 39 | 37 |
| Other pension costs | 17 | 14 |
| | <u>543</u> | <u>517</u> |

No employees earned over £60,000 per annum. (2012: Nil)

None of the trustees receive any remuneration in respect of their roles as trustees. Expenses of £219 (2012: £44) were paid to three trustees in respect of travel costs.

The average number of employees during the year, by function was:

| | 2013 No. | 2012 No. |
|--|-------------|-------------|
| Direct charitable activities | 28 | 31 |
| Management and administration of the charity | 6 | 5 |
| | <u>34</u> | <u>36</u> |
| Number of Full Time Equivalent Employees | <u>19.5</u> | <u>16.2</u> |

Notes to the Financial Statements

9. Tangible fixed assets

| | Freehold property | Leasehold improvements | Computer equipment | Fixtures and fittings | Total |
|------------------------|----------------------|---------------------------|-----------------------|--------------------------|-------------|
| | £'000 | £'000 | £'000 | £'000 | £'000 |
| Cost | | | | | |
| At 1 April 2012 | 18 | 165 | 64 | 101 | 348 |
| Additions | 423 | - | 6 | 5 | 434 |
| Disposals | - | - | (3) | - | (3) |
| | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| Total at 31 March 2013 | 441 | 165 | 67 | 106 | 779 |
| | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| Depreciation | | | | | |
| At 1 April 2012 | - | 23 | 54 | 76 | 153 |
| Charge in year | 5 | 3 | 5 | 10 | 23 |
| Disposals | - | - | (3) | - | (3) |
| | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| Total at 31 March 2013 | 5 | 26 | 56 | 86 | 173 |
| | <hr/> | <hr/> | <hr/> | <hr/> | <hr/> |
| Net book values | | | | | |
| At 31 March 2013 | 436 | 139 | 11 | 20 | 606 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |
| At 1 April 2012 | 18 | 142 | 10 | 25 | 195 |
| | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> | <hr/> <hr/> |

10. Debtors

| | 2013 £'000 | 2012 £'000 |
|--------------------------------|---------------|---------------|
| Prepayments and accrued income | 36 | 30 |
| | <hr/> | <hr/> |
| | 36 | 30 |
| | <hr/> <hr/> | <hr/> <hr/> |

11. Creditors: amounts falling due within one year

| | 2013 £'000 | 2012 £'000 |
|------------------------------|---------------|---------------|
| Accruals and deferred income | 76 | 35 |
| Inter group balances | 12 | - |
| | <hr/> | <hr/> |
| | 88 | 35 |
| | <hr/> <hr/> | <hr/> <hr/> |

Notes to the Financial Statements

12. Analysis of net assets between funds

| | Restricted Funds 2013 £'000 | General Unrestricted Funds 2013 £'000 | Restricted Funds 2012 £'000 | General Unrestricted Funds 2012 £'000 |
|-----------------------|-----------------------------------|--|-----------------------------------|--|
| Tangible fixed assets | 135 | 471 | - | 195 |
| Net current assets | 82 | 127 | 22 | 391 |
| | <u>217</u> | <u>598</u> | <u>22</u> | <u>586</u> |

13. Movements in funds

| | Total at 31 March 2012 £'000 | Incoming Resources £'000 | Outgoing Resources £'000 | Gross Transfers Between Funds £'000 | Total at 31 March 2013 £'000 |
|-----------------------------|---------------------------------------|--------------------------------|--------------------------------|---|------------------------------------|
| General unrestricted funds | 586 | 493 | 484 | 3 | 598 |
| Fixed Asset Restricted Fund | - | 138 | - | (3) | 135 |
| General Restricted funds | 22 | 302 | 242 | - | 82 |
| | <u>608</u> | <u>933</u> | <u>726</u> | <u>-</u> | <u>815</u> |

The Restricted Fixed asset fund is amortised over the life of the fixed assets it relates to by an annual gross transfer to the unrestricted fund.

14. Restricted Funds

Fixed Asset Restricted Fund

Capital Grants include:

The Henry Smith Charity donated £100,000 for freehold property renovation costs.

Take Pride Community Fund granted £25,200 for improvements. (£21,336 utilised this year).

Francis C Scott Charitable Trust donated £15,000 for fixtures and fittings.

The Galbraith Trust donated £1,500 for work on the communal garden.

Green Partnership Awards donated £550 for garden works.

Operational Restricted Funds comprise funds received in respect of children's work from Children in Need, Lloyds TSB Foundation, Rochdale Women's Refuge and Lancashire County Council, Additional Health Needs worker from East Lancashire PCT, Domestic Violence Co-ordinator from Burnley Borough Council, IDVA service from Lancashire County Council Safer Lancashire Board and Helpline Outreach Services from Lancashire County Council.

The breakdown of this year's expenditure is as follows:

| Funding Source | Project | £ '000 |
|---|---|--------|
| LCC Central Gateway | Domestic Violence Children's Co-ordinator | 27 |
| Lloyds TSB Foundation | Domestic Violence Children's Service | 13 |
| BBC Children In Need | Domestic Violence Children's Workers | 27 |
| Burnley Community Safety Partnership | Children's Community Outreach | 12 |
| LCC Prevention & Early Intervention Fund | Domestic Violence Strategic Co-ordinator | 18 |
| East Lancashire Primary Care Trust Partnership Fund | Additional Health Needs | 9 |
| LCC Safer Lancashire Board | Independent Domestic Violence Advisor | 61 |
| LCC Supporting People | Outreach Service | 59 |
| Ribble Valley B.C | Children's Service | 3 |
| Burnley Borough Council | Sanctuary Project | 13 |

Notes to the Financial Statements

15. Parent undertaking

The Company is a subsidiary of Calico Homes Limited, a Company registered in England and Wales.

Consolidated accounts which include the results of the charity can be obtained from:

Company Secretary
Centenary Court
Croft Street
Burnley
BB11 2ED

No other accounts include the results of the charity. The trustees consider Calico Homes Limited to be the ultimate parent entity.

16. Related Party Transactions

The Company has taken advantage of the exemption set out in Financial Reporting Standard 8 "Related party disclosures" not to disclose transactions with members of the Group headed by Calico Homes Limited on the grounds that it has control of the Group and prepares consolidated financial statements.

17. Financial Commitments

Capital Commitments

There is a capital commitment of £40,815 to complete the renovation and landscaping work to the Freehold Property.

Operating leases

The payments which the Company is committed to make in the next year under operating leases are as follows:

| | 2013 £'000 | 2012 £'000 |
|---|---------------|---------------|
| Land and buildings Between one and two years | 35 | 33 |