

Safeline Warwick
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2020

COMPANY REGISTRATION NUMBER: 03529271

CHARITY REGISTRATION NUMBER: 1070854

Safeline Warwick
Company Limited by Guarantee
Financial Statements
Year ended 31 March 2020

	Page
Trustees' annual report (incorporating the director's report)	1
Independent examiner's report to the trustees	15
Statement of financial activities (including income and expenditure account)	16
Statement of financial position	17
Statement of cash flows	18
Notes to the financial statements	19
The following pages do not form part of the financial statements	
Detailed statement of financial activities	29
Notes to the detailed statement of financial activities	31

Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report)
Year ended 31 March 2020

The trustees, who are also the directors for the purposes of company law, present their report and the unaudited financial statements of the charity for the year ended 31 March 2020.

Chair's report

Welcome to the Safeline Annual Report for 2019/20

In the last Annual Report I reported that I was honoured to have served as acting Chair since taking on the role in January 2019. That situation prevailed throughout 2019 and in January 2020 the Trustees formally elected me as their Chair. I mention this not as an act of self-aggrandisement but as an example of the care and due diligence applied by your Trustees in discharging their responsibilities to Safeline.

As mentioned last year, we had a major refresh of the Board in 2018 and I am delighted to report that throughout 2019/20 all Trustees, without exception, have demonstrated total commitment and enthusiastic support for the activities of Safeline. During the year we had six formal Board meetings and Trustees have attended a number of formal and informal events organised by Safeline as well as visiting offices and engaging with staff.

A feature of each Board meeting is a presentation by staff on key activities of the charity. This allows further engagement by Trustees and adds significantly to our understanding of the work being done by Safeline. We are able to witness the enthusiasm, passion, and dedication first-hand, which provides a great sense of the culture that prevails throughout the organisation. I believe I can say without fear of contradiction that this is appreciated by all and assists greatly in our discussions about the strategic direction and goals we set.

Working together as a team, with the benefit of a diverse range of skills, knowledge, and experience, we are well positioned to support the development of Safeline for future challenges. We are consistently impressed by the professional and caring approach demonstrated by both staff and volunteers, and the results they achieve in the community are impressive. The culture and values within the organisation are not determined from the top down but are endemic in those who work for us and with us, including the Trustees. Encouraging and maintaining such a culture is not easy and we must give credit to Neil Henderson and his senior team who work hard to sustain it, sometimes in the face of adversity.

For Trustees, the year has been one of rapid learning and consolidation. A diverse group of relative strangers have quickly transformed into a working team with a common objective. As we gain experience, we feel more confident to offer constructive challenge stemming from a shared vision of the potential of Safeline to grow and expand its activities to meet a demand that continues to grow dramatically. To this end we have been proactive in supporting the use of technology to provide innovative solutions to meeting that demand without losing the personal touch and quality of service offered. To do this requires resource and as with any charity, income is a key element.

Funding is a challenge for all charities and we are no exception. It is therefore to everyone's credit that once again we have generated, through hard work and persistence, another record level of income this year. This is not something that has happened by accident. Income generation is a cornerstone of our strategy for growth and Trustees have fully supported an investment in the recruitment and development of our fundraising team to raise the professionalism and effectiveness of this vital activity. Important as this has been through the year the

Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2020

real value of this investment is being realised right now as we battle with the impact of Coronavirus.

As I write this report, we are ten months into a global pandemic, the like of which has never been experienced in living memory. Whilst we are only covering the first two months of the COVID 19 crisis in this report we must give credit to all staff and volunteers for the efforts they have made to adapt quickly to the challenge and maintain the services we offer in unprecedented circumstances. As yet we have no idea of the overall impact it will have on all our lives but we can be proud of the way we have responded and provided support to vulnerable people who may otherwise feel totally isolated and cut off from any support.

As mentioned later in the CEO's report, the year saw the final phase of the previous three-year strategic plan. The Trustees, senior leadership team, staff and volunteers have all contributed to the discussions relating to the Strategic Plan for the next three years. However, despite the best of intentions the implementation of that strategic plan has been overtaken by the need to deal with the immediate issues of COVID. Discussions were well advanced on finalising our objectives and turning them into an action plan but progress on the fine tuning has been hampered by the requirement to focus on the immediate rather than long term. However, it has not been forgotten and discussions continue whilst the day to day activities remain flexible to cope with the changing landscape created by the pandemic. We continue to focus on our vision to ensure that "Everyone affected by or at risk of sexual abuse and rape feels supported and empowered"

Later in this report you will read some of the detail of our activities during the year and will be able to make your own assessment of how successful the year has been. What is clear is that the demand for the services we offer and the way they are delivered is changing. Safeline has been quick to identify this trend and has responded not only to support those in our immediate geographical area but in ways that allow us to reach out to those who have not been able to access our services in the past. It is to everyone's credit that we have been swift to respond to this change and develop and deliver new ways to enable more people to access the support we offer. We are extremely proud of this achievement but, as Trustees, we are also aware that the growth needs to be conducted in a controlled way that does not impact negatively on the organisation and our people. This is a key element in our deliberations of our future strategy.

Finally, may I thank everyone who has contributed to the success of Safeline throughout the year. It is a year in which we celebrated 25 years of continuous development of the services we offer to a growing number of victims/survivors. We have come a long way since those early days of operating out of a spare bedroom at the home of our founder Di Shoreman, who we acknowledged by her appointment as Honorary President. Twenty five years ago I doubt Di could have foreseen the growth and success of Safeline and I will end my report by assuring Di and everyone else associated with Safeline that the Trustees will continue to give our full support and commitment in the coming year and beyond.

Eric Hogg, Chair, Safeline.

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Reference and administrative details

Registered charity name	Safeline Warwick
Charity registration number	1070854
Company registration number	03529271
Principal office and registered office	6 New Street Warwick CV34 4RX

The trustees

L Ward
L J Scott OBE
C F Hodges
M E T Davies
E Hogg - Chair
R Jenkinson
B Mistry
S Thurlow

Independent examiner	Jonathan Cousins FCCA 8 Jury Street Warwick CV34 4EW
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Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2020

Structure, governance and management

Governing Document:

Safeline was established in 1994. It became a Company Limited by Guarantee on 17th March 1998 and a Registered Charity on 4th August 1998. As a charitable company it has Memorandum and Articles of Association as its governing document. These were amended in 2001 and 2007. On 25th November 2010 these were updated with Trustee names on them. The Memorandum and Articles of Association established Safeline objects and powers.

Recruitment and Appointment of Management Committee:

Trustees of the Charity are also Company Directors and under the company's Articles are known as members of the Board. Under requirements of the Memorandum and Articles, members of the Board serve for an annual period and retire by rotation at each Annual General Meeting.

Due to the nature of the charity's work, the Board members seek to ensure that the needs of people affected by sexual abuse are appropriately reflected through the diversity of the trustee board such as recruiting survivors of abuse, expert clinicians, prevention experts and appropriate professional skills such as marketing, fundraising finance and change management expertise. Potential Board members are required to provide a list of their skills and have references taken up prior to appointment. They are then co-opted onto the Board until the next Annual General Meeting formally elects them.

Trustees Induction and Training:

New Trustees are given a detailed Safeline induction by the Chair, other Trustees, the Chief Executive and Safeline staff and are issued with a Trustee Handbook that outlines the vision, mission and values of the organisation as well as what it means to be a trustee with roles and responsibilities highlighted.

Organisational Structure:

Safeline has a provision for a maximum of ten Trustees and the Board meets at least six times a year. Trustees are responsible for the effective governance of the charity, ensuring it achieves its charitable objectives, as well as maintaining high legal and ethical standards in the eyes of its service users, regulatory bodies and the wider community.

Trustees delegate the day-to-day operational management of Safeline to the Chief Executive (Neil Henderson) to ensure anyone supported by the charity receives the best possible support available.

Risk Management:

Trustees regularly review major risks to which the charity is exposed, and the mitigating actions designed to effectively manage these risks. External funding risks are reduced by investing in fundraising resource to grow and diversify its income and increase the proportion of unrestricted funds. Internal risks are minimised by the reviewing and updating internal policies and procedures and ensuring these are consistently deployed and complied with across all aspects of the charity.

Public Benefit Test:

As part of the updated Charities Act 2006 all charities need to promote and show how public benefit is being addressed. All activities are undertaken to further the charity's purposes for the public benefit; Trustees have had regard to the Charity Commission's guidance on public benefit. Safeline aims to protect and support anyone at risk of sexual abuse and support those already affected. Services include free and timely counselling (face-to-face, by phone and online), creative therapies, a free telephone and online service, prevention projects and one to one support for vulnerable children and young people, support for anyone wanting to report their abuse to the police and pursue it through the criminal justice process and training for parents and professionals who want to protect people affected by sexual abuse.

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Objectives and activities

The charitable objectives are:

To help prevent sexual abuse, rape and sexual exploitation and to promote and protect the good health of survivors throughout England and Wales by providing qualified Counsellors, Psychotherapists, Creative therapists, ISVAs, Early Intervention coordinators, Emotional Support Advisors and general Support staff to advise and support them to cope and recover to move beyond their unwanted sexual experiences.

The charity also works to increase awareness and promote understanding of the importance of Early Intervention initiatives and the effects of sexual abuse on survivors in society through training, education and working in partnership with community organisations and statutory services.

Safeline's vision is that:

"Everyone affected by or at risk of sexual abuse and rape feels supported and empowered"

The main activities of the charity are:

- To help prevent sexual abuse, rape, and sexual exploitation and to promote and protect the good health of all survivors throughout England and Wales.
- To provide evidence based early intervention and therapeutic support services to all survivors of sexual abuse, rape, and sexual exploitation throughout England and Wales.
- To provide qualified Counsellors, Psychotherapists, Creative therapists, ISVAs, Early Intervention coordinators, Emotional Support Advisors and general Support staff to support and advise anyone at risk of or affected by sexual abuse, rape and sexual exploitation throughout England and Wales; on how to cope with and move beyond their unwanted sexual experiences.
- To provide education, training and awareness raising campaigns around the issue of the sexual abuse, rape, and sexual exploitation of people of all ages and backgrounds and continue to learn from our work and respond effectively to new knowledge and identified needs.

Strategic report

The following sections for achievements and performance and financial review form the strategic report of the charity.

Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2020

Achievements and performance

2019/20 has been another very successful year for Safeline but as we review the achievements of the last 12-months, we need to acknowledge that the world is in the middle of a global pandemic of enormous proportions that was unexpected but is likely to have devastating and long-lasting consequences for everyone. COVID not only affects people's physical health, it also impacts their mental wellbeing, education, social interaction, human connectivity, and lifestyles and will undoubtedly reshape our future.

It is already clear that COVID will have a devastating impact on the client group we support: it has heightened stress and anxiety for many survivors, their family and friends and many are finding themselves in situations that could threaten both their emotional and physical health. COVID will undoubtedly dominate 2020/21; it creates financial risk for the charity and maintaining support to a client group who needs it more than ever will be challenging. However, we are a resilient organisation and I am confident we will successfully deal with it.

2019/20 was the last year of our strategic plan, so it is a good time to reflect on the progress we have made over the last 3-years.

Our strategy has been to create a 'One Stop Shop' approach for the people we support by providing them with a comprehensive range of high-quality interventions under one roof that caters for all their needs and that they can access in the way they want, (face to face or remotely).

Safeline is an inclusive organisation and supports everyone aged 3 and above with counselling and psychotherapy, group work and creative therapies, (art, play, drama, narrative), Advocacy support, (ISVA/CHISVA), emotional and practical support and Prevention/Early intervention services for children and young people. Support can be accessed face to face or by telephone or online, (text, email, live chat) and the majority of services have been independently accredited against recognised quality standards.

The reach, breadth, and depth of Safeline's work has been completely transformed over the period of the strategic plan. In 2016, Safeline supported approximately 400 people, all of them based in Warwickshire, all of them received face-to-face support, and almost all of them were survivors of sexual abuse. In 2019, we supported an estimated 10,000 people, only 20% of these were based in Warwickshire, 80%, were supported remotely throughout England and Wales, and we are now working with a significant number of people to help prevent sexual abuse as well as supporting increased numbers of survivors of abuse

COVID is already beginning to highlight the benefits of Safeline's strategy and its early adoption of technology to provide survivors with access to Telephone and Online therapeutic support. No matter what restrictions the pandemic might create for people, we will be able to support them.

Face to Face support

Although Face to Face services now only account for 20% of all Safeline clients, these services remain at the very core of our charity and are a vital source of support to the increasing numbers of survivors who want to use them.

Demand for face to face support in 2019/20 increased by 20% compared to the previous year. High-profile news stories and TV drama storylines about sexual abuse, increased awareness raising activities to promote Safeline services, new referral pathways, new service developments and the fact our services have been independently accredited as meeting best practice quality standards, encouraged more people to use these services.

We have now had five consecutive years of growth for these services which in a sector that is recognised as being under-funded presents significant challenges for us. For example, we now have a waiting list for our face to face counselling service that averages 60 days. Because of our 'One Stop Service', approach, we are able to offer other support whilst the client is on the waiting list that helps keeps them safe.

However, year on year growth is making it increasingly difficult for us to reduce waiting times and so much of the

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

focus this year has been on trying to identify solutions that best supports clients in these challenging circumstances.

Despite the growth in demand for face to face support, we managed to avoid waiting lists for our Independent Sexual Violence Advisor, (ISVA) service, we continued to accept referrals for support for all face to face services, continued to offer long-term support to everyone we worked with and we delivered exceptional outcomes for our clients. For those clients that provided feedback, 98% of them rated Safeline as 'very good or excellent' at meeting their needs for support.

To build capacity to support more clients and reduce waiting times, we recruited three counsellors for our Stratford Upon Avon office, (referrals in the town, grew by 53% in the last 12-months), and recruited nine student volunteer counsellors, who successfully completed our bespoke OCN accredited training, 'Working with Survivors of Sexual Abuse' to enable them to support survivors throughout Warwickshire.

To meet the increased demand for our ISVA service, (referrals grew by 40% in 2019/20), maintain high-quality support and protect the wellbeing of our staff, (avoiding excessive caseloads), we recruited a new full-time ISVA and a part-time ISVA. We also recruited a 4-day a week ISVA administrator who provides critical admin support to the ISVA's which maximises the time they spend supporting clients. We estimate the administrator role has increased the capacity of our ISVA's by 50%.

We continued to develop our 'One Stop Shop' approach by introducing new services and new sources of support. For example, we introduced a new Art therapy support group for survivors and partnered with a national legal firm to provide ISVA clients with access to Professional legal advice on such things as compensation claims. We also trained our counsellors to be able to support survivors with a wide range of specific needs, such as dementia, and clients from a wide range of ethnic backgrounds. Safeline is fully committed to equal access and equal outcomes for all survivors of sexual abuse and we established a partnership with Imran Manzoor from the 'Breaking the Silence' charity in Bradford, a charity which supports Asian male survivors, to help us achieve that.

We continued to develop our referral pathways to make access to our face to face services easier, quicker, and safer. We created new referral pathways with the Mental Health Intervention for School Children, (MHISC), which has led to a 65% increase in vulnerable children and young people accessing our counselling services. We also worked with the South Warwickshire CCG, who gave us access to 33 GP's who now all refer to us.

We also developed and improved existing referral pathways. We refreshed our literature to ensure referral agencies were aware of the full range of services we provide and we trained key agencies such as Warwickshire Police and Warwickshire Foster carers, to ensure they were fully aware of the support that was available and how it could be accessed.

We also started the development of the UK's first mobile app that will enable victims of sexual violence crimes in Warwickshire to access an ISVA, who can offer independent, specialist practical and emotional support, quickly, easily, discreetly, and safely; referral agencies will also be able to use the App to make referrals. The app is being developed by Safeline, in partnership with Red C, who is undertaking the development work free of charge.

Telephone and Online Services

Safeline's National male Helpline and Online Support service, its National telephone and online counselling service and its Warwickshire residents Helpline, continued to fulfil a critical need for so many victims of sexual abuse and rape. It offers a highly effective, efficient, accessible, professional alternative to other types of therapeutic support currently available across England and Wales.

80% of all Safeline clients are now choosing to access support in this way, and demand is growing year on year as more victims/survivors become aware of its existence. The number of survivors accessing the National Telephone and online counselling service in 2019/20 grew by 47% compared to the previous year.

Many of the people that use these services, have in the past, been denied support from statutory services for having psychological needs deemed 'too complex' or they were unable to access specialist support because of a disability or other protected characteristics, lived remotely, some geographic areas lack specialist face to face

Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2020

services or working times or costs prevented it.

The accessible nature of remote support is helping to remove these barriers. Our performance data clearly evidenced that marginalised groups, (e.g., people who describe themselves as having a disability, non-white British survivors), are now able to access specialist support as a direct result of Safeline providing this service. For example, 57% of all users during the year, described themselves as having one or more disabilities.

Our data also clearly demonstrated the effectiveness of this type of support. For example, our clinical evaluation tool, the Warwick, and Edinburgh Mental Wellbeing Scale demonstrated that Telephone and Online counselling clients achieve meaningful improvements in mental wellbeing, similar to those of Face to Face therapies and the average cost of a telephone and online counselling session was £22.30 compared with the costs of a Face to Face NHS IAPT session of between £99 and £177 (Muralikrishnan et al., 2013). This data will help us create a compelling business case for continued/increased support in 2020/21.

Because demand for this type of support is growing exponentially, our telephone and online services are having to develop and adapt at a rapid rate. Demand for the National Male Helpline and Online Support Service is increasing year on year, but funding has remained constant. Because of this, we implemented several efficiency improvements to create additional capacity to help maintain/improve the quality of support provided and to facilitate increased numbers of new users. These changes resulted in first-time answered call rate improving from 67% to 82%, 98% of all users stated they would positively recommend the service to others, and new callers have increased by 40%.

The National Male Helpline and Online Support Service also helped provide vital support to significant numbers of survivors following the biggest rape case in British legal history, that of Reynhard Sinaga. We also supported the Coronation Street and Archers male sexual abuse storylines. These high-profile events always create significant spikes in demand for support which we deal with.

We recruited, trained, and equipped, six new Telephone and Online counsellors to help meet the increased demand Telephone and counselling.

We published two original pieces of research based around the experiences and needs of male survivors of sexual abuse that will influence national policy and practice.

The most satisfying achievement of 2019/20 was when our Telephone and Online support services were awarded the independently accredited, Helplines Partnership quality standards. These are nationally recognised quality standards that define and accredits best practice in helpline work and demonstrate that we are effectively meeting the needs of service users, workers, funders, and everyone coming into contact with our helpline. As far we know, our telephone and online services are the only ones in the UK to have two quality Kite Marks. Prevention/Early Intervention Services

We continued to advocate for a greater focus on Early Intervention activities to try and rebalance the current culture of 'late reaction'. Safeline believes that many costly and damaging social problems in our communities are created because we are not giving children and young people the right type of support in their earliest years. Without that support, individuals who have adverse early childhood experiences can end up costing communities millions of pounds throughout their lifetime through trying to cope with their problems and behaviours. Our view is that investing in early intervention activities that give children the social and emotional bedrock they need to achieve and to pre-empt those problems, delivers significant societal and economic benefits.

More commissioning organisations recognised the importance of early intervention activities and funded our work in this area including, the National Lottery, Children in Need and the Warwickshire Police and Crime Commissionaire. Because of this, we were able to recruit 3 new staff and increase the number of vulnerable children supported by 74% compared to previous years.

We expanded our work in Primary schools where only 1 in 8 children who are sexually abused are identified by parents and professionals, (Children's Commissionaire 24th November 2015). More children were supported than planned and our evaluation frameworks demonstrated that our interventions had a very positive impact on the children's mental-health, behaviours and safety. Demand for this type of support now outweighs our capacity to deliver.

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Demand for our Early Intervention, Safer Relationships course increased dramatically during the year. In collaboration with secondary schools, we identified significant numbers of young people who were being groomed or were at risk of being groomed online and provided them with one to one support to give them the knowledge and skills they need to keep themselves safe. The number of schools we supported during the year grew by 25% compared to the previous year.

The children and young people we support, identified a need for a Peer Support Group. The group is aimed at 11-18-year olds who have suffered sexual abuse. It provides a safe place for young survivors to share their own lived experience, build their confidence and self-esteem, and develop skills to cope with the challenges they face. Evidence gathered from the group clearly indicates peer support improves mental wellbeing.

The charity was immensely proud when Cora-Laine Moynihan, a past user of Safeline's early intervention services and currently a Safeline student ambassador, was awarded the Diana Legacy Award, one of only 20 people in the world to receive this prestigious accolade. She was awarded it for dedicating the last five-year's to helping other young people cope and recover from the effects of abuse. Cora-Laine continues to promote and support the work Safeline does.

Operations

As in any organisation, our back-office operations are an essential part of the charity and critical to our success. Over the last 3-4 years, we have invested significantly in our back-office operation to help deliver our charitable aims and objectives: new IT and telephony systems to support our new remote services, additional staff and accommodation to support increased client numbers, admin posts to free up our experts to focus on supporting clients, improve the client experience and secure efficiency improvements, and investment in back-office staff training and development to increase their capabilities, professionalism, confidence and expertise. None of the achievements mentioned in this report, would have been possible without the input and support of this team.

To meet the increased demand for our services, we had to increase the size of our staff team by 40% compared to the previous year, all services had increased staff resource. The operations team, with the support of line-managers, led on all aspects of the recruitment, the process was seamless and to time, enabling us to meet our commitments to funders.

Increasing the staff team by 40% created challenging accommodation issues. Our existing premises needed to be adapted to safely accommodate not only a growing staff team, but a growing client base and we also had to ensure our premises remained conducive to supporting survivors of all ages and genders. This was successfully delivered across all 3 Safeline sites; in 2016, Safeline operated from one site. numbers.

We continued the development of our new data capture and reporting system that will help transform the performance of Safeline. Because of the complex and diverse nature of our services, we have had to develop a be-spoke system to meet all of our needs. In conjunction with our operations team, a supporter of Safeline provided pro-bono support to help them develop the system and connect us with database developers. The project is close to completion and having access to 'real time', detailed operational data will enable us to continually improve the performance of the charity and the services we provide.

The majority of Safeline staff are specialists so attracting and retaining experienced, high-quality, people within the organisation is a strategic imperative for us. Because of this, we commenced the development of a new employee strategy, that will help us attract, retain, develop, and motivate our employees. We completed an assessment to identify and understand current issues, engaged our people in developing solutions and have started implementing prioritised changes. Unsurprisingly, salaries were identified as a major risk to us attracting and retaining staff so Trustees agreed a new market benchmark and appropriate salary structure that recognised the contribution and ongoing loyalty from our staff. Almost all staff received a salary increase in 2019/20, the remainder will receive one in 2020/21. These increases add cost to the bottom line of the charity, however, the benefit of attracting/retaining experienced, specialist staff far outweighs the cost of high staff turnover and the loss of of experience and knowledge from the charity.

Income Generation

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Income generation is critical to the financial resilience, sustainability, and development of the charity. It is also very important for our independence and that is why a major focus this year has been trying to increase the proportion of our funding generated from supporter donations. Being independent enables us to challenge policy makers and advocate in the very best interests of the people we support to drive change to better protect them.

Income generation within Safeline is a top priority and it receives, a high level of focus and support. As part of our strategic plan, we made the decision to invest in experienced fundraising resource to help generate more income to support our ambitions and resilience. That decision has generated a significant return on investment; income over the last 6-years has grown by 562%. During the year we implemented several initiatives designed to build on this track record of growth.

We refreshed our income strategy and clearly articulated our goals: Income growth, diversification away from high risk/high dependent funding, grow unrestricted income, target longer term funding, increase our win rate by targeting those funders whose goals are closely aligned to Safeline's.

We increased our income generation team capacity by 30% and recruited two new, highly experienced fundraisers who brought new skills and capabilities, (Marketing, PR, Social media and Community Fundraising) to the team and new, fresh ideas about how we could further improve our income generation.

We also recruited several fundraising volunteers who support our community fundraising and who have helped us increase unrestricted income from local events and groups. We have also attracted new individual supporters both in the UK and abroad. For example, we started working closely with a group of female tattoo artists who are trying to tackle sexual abuse within their sector. We are supporting them, with training and access to services and they are promoting the charity and raising funds for us. We also connected with a talented female artist who has experienced abuse and whose art reflects her experiences. We are developing several exciting ideas that will hopefully come to fruition in 2020/21.

We have significantly improved our social media presence for both fundraising and awareness. We are now on YouTube, LinkedIn, Facebook, and Twitter. We created an Instagram account which has generated a substantial number of loyal followers who are actively following us and supporting/promoting/connecting us.

Warwickshire will always be very important to Safeline and we delivered some very notable achievements last year including, a sell-out fundraising event in Warwick Castle to celebrate our 25th Anniversary and our first ever Golf Day which will become an annual event. We increased awareness of Safeline in Stratford Upon Avon, by creating several corporate connections and running awareness events at the Further Education colleges. We developed strong relationships with all local major supermarkets for awareness raising and donations to fundraising events and established strong relationships with local news providers, TV, radio, and the press.

Strengthening the Sector

As Safeline grows and we listen to, support, and learn from large numbers of victims/survivors from many different backgrounds; as we continue to develop and extend our interventions, (local and National), which are evidence based and deliver effective, meaningful outcomes, it is creating opportunities to influence and inspire beyond what Safeline can achieve alone.

Safeline has started to play a greater role in helping to strengthen the sector by disseminating knowledge, and raising public awareness of the issue of sexual abuse and child sexual exploitation.

On 18 September 2019, the CEO of Safeline was invited to Downing Street to meet Robert Buckland, the Lord Chancellor and Priti Patel, the Home Secretary to discuss support for victims of crime. Safeline's CEO and Head of ISVA, met with the Solicitor General 23 October 2019 to discuss how the criminal justice system could better support the interests of victims.

Safeline has staff on various local and national forums such as the Warwickshire Sexual Abuse and Assault strategy Steering group and the recently formed Silver Command group, a government led group to support the needs of victims/survivors during COVID.

We also worked in close partnership with other survivor services to signpost male survivors to the National Male

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Helpline and Online Support service, and through the formation of the Male Survivors Partnership (UK) ensure that there is a stronger, more collective national voice, available for male survivors to be heard and that duplication is kept to a minimum so public monies are spent responsibly and effectively.

In summary, I would like to thank everyone who has helped make 2019/20 an incredible year for Safeline. Our clients who help shape and influence everything we do, our amazing staff and volunteers whose commitment humbles me. Our Trustees for empowering us to be the best we can be and to our many funders and supporters who give us the resources and the support we need to make a difference to so many people's lives.

Financial review

Financial review

Income for the 2019/20 financial year was £980,994, compared to £960,130 the previous year, an increase of £20,864. This sustains the excellent progress made in growing income to sustain and develop the activities of the charity.

Charitable expenditure for the year was £929,813, compared to £816,547, the previous year; an increase of £113,266, (14%), the highest level of charitable expenditure the charity has ever incurred, which helped support increased investment in frontline services to support more clients and develop our services.

Income exceeded expenditure for the year ending 31 March 2020 by £51,181. Total funds carried forward now stands at £455,993 compared to £404,812 in 2018/19. Restricted funds increased from £271,783 to £313,825, an increase of £42,042, (15.4%) and Unrestricted funds increased from £133,029 to £142,168, an increase of £9,139, (7%).

Overall Financial Health

At the time of writing this report, Safeline's overall financial health is good. However, COVID will definitely have a negative impact our finances. At this stage, it is too early to assess what the full impact will be. We believe we will lose income, through cancelled fundraising events and reduced giving from individuals and organisations and competition for available funds will be much more competitive. We also anticipate that there could be an increase in demand for our services if people are asked to lockdown at home and schools close.

Given this scenario, we have already implemented several actions to try and mitigate the negative financial impact that does not undermine our ability to maintain support to our clients. Actions so far include, ceasing all non-essential spend, reviewing our financial controls to ensure they are fit for purpose, contacting funders to obtain assurance around current funding, submitting new bids to replace lost income and identifying alternative/creative ways to secure donations from individuals and organisations.

We go into COVID having delivered a very good financial performance in 2019/20, we have minimal creditors/liabilities and because we receive a significant proportion of our income in advance of any expenditure, our cash flow is healthy. That may help reduce the immediate pressure on us to take drastic action that could undermine the support we provide to clients. Our objective is to get through the 2020/21 financial year without making anyone redundant, maintaining our services and without having to use our unrestricted reserves.

Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2020

Financial review *(continued)*

Reserves

Reserves are a critical part of Safeline's financial management and Trustees have adopted a policy that strikes a balance between tying up money unnecessarily, which limits the number of people we can support, and not having sufficient funds, which affects our ability to meet our liabilities in the event of a financial crisis.

It is good financial/governance practice that any level of reserves should reflect the individual circumstances of the charity. In determining the level of reserves for Safeline, Trustees considered the following factors:

- Limited liabilities: Despite significant growth in both income and expenditure, the level of liability in the event of insolvency or a major reduction in funding is considered to be relatively small and constant. The main liabilities are rent on premises and limited redundancy costs. The senior management team have recently reviewed what the maximum exposure might be and estimate that to be no more than £100,000.
- Cash flow: Safeline has always had a very good working capital position because a significant proportion of its income is received in advance of any expenditure and robust procedures exist to manage its cash. Therefore, there are very few troughs in the charity's cash flow.
- The nature of the funds: Considerations here include the source of funding, length of funding, how secure it is, and the level of unrestricted funds which can be spent on any purpose of the charity or used as reserves.
- Future spending plans: The need to fund unfunded posts, potential new services
- Financial controls: How effective are the internal financial controls?

This approach to managing reserves has been very effective for several years now and based on consideration of all the above factors, Trustees believe the level of reserves should be within the range of £110,000 and £150,000. Our current level of unrestricted reserves is £142,168, well within the target range.

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Plans for future periods

Based on our experience of COVID so far, we believe the pandemic will dominate everyone's lives in 2020/21. Our two main objectives will be to emerge from the crisis financially secure and to ensure continued support for a client group who have been disproportionately affected by the pandemic. We will only achieve these objectives with the full support of our staff, volunteers, and Trustees and so leading and supporting our people will be a key priority over the next 12-months and potentially beyond.

The last few years have demonstrated the importance of having a clear vision, and strategic plan that focuses our energies and resources, sets priorities and common goals, and delivers intended outcomes/results, and so irrespective of COVID and its impact, we will find the time to continue the development of our new strategic plan. The plan is well advanced and we believe investing time now to finalise it will provide the organisation with a clear direction as it emerges from the chaos of the pandemic.

The strategic goals we are working towards include:

- Protecting and supporting 15,000 people a year in various ways who have been affected by or are at risk from sexual abuse and rape or who have a role to play in supporting people who have been affected
- Generating £1.5m of sustainable income from a diverse range of sources to provide the necessary resources to support our ambitions.
- Effectively attracting, engaging, developing, motivating, and retaining our staff and volunteers to help us deliver our aims and objectives.
- Becoming a UK specialist sexual violence training organisation.
- Ensuring equitable access and equitable outcomes for all victims/survivors.
- A recognised provider of Prevention and Early Intervention services throughout England and Wales.
- Collaborating with trusted, like-minded organisations who can help add value to Safeline by improving/expanding our value propositions, develop/strengthen propositions, or help us be more efficient.
- Recognised for having a strong brand reputation that positions Safeline as a leader in its field and builds loyalty amongst our users and supporters.
- Extending our 'One Stop Shop' approach by developing new, high-quality, services that are driven by victim/survivor need, and meet all their needs for support.

Safeline Warwick

Company Limited by Guarantee

Trustees' Annual Report (Incorporating the Director's Report) *(continued)*

Year ended 31 March 2020

Qualifying indemnity provision

During the year the Charity took out Trustees Indemnity insurance.

Trustees Responsibilities

The trustees, who are also directors for the purposes of company law, are responsible for preparing the trustees' 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 charity trustees to prepare financial statements for each year which give a true and fair view of the state of affairs of the charitable company and the incoming resources and application of resources, including the income and expenditure, 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 applicable Charities SORP;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.

The trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity 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 charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The trustees' annual report and the strategic report were approved on 21 December 2020 and signed on behalf of the board of trustees by:



E Hogg - Chair
Trustee

Safeline Warwick
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)
Year ended 31 March 2020

		Unrestricted funds	2020 Restricted funds	Total funds	2019 Total funds
	Note	£	£	£	£
Income and endowments					
Donations and legacies	5	191,542	721,275	912,817	903,914
Other trading activities	6	63,095	1,896	64,990	54,769
Investment income	7	1,674	–	1,674	1,447
Other income	8	1,513	–	1,513	–
Total income		<u>257,824</u>	<u>723,171</u>	<u>980,994</u>	<u>960,130</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations and legacies	9	9,867	–	9,867	15,794
Expenditure on charitable activities	10,11	238,818	681,129	919,946	800,753
Total expenditure		<u>248,685</u>	<u>681,129</u>	<u>929,813</u>	<u>816,547</u>
Net income and net movement in funds		<u>9,139</u>	<u>42,042</u>	<u>51,181</u>	<u>143,583</u>
Reconciliation of funds					
Total funds brought forward		133,029	271,783	404,812	261,229
Total funds carried forward		<u>142,168</u>	<u>313,825</u>	<u>455,993</u>	<u>404,812</u>

The statement of financial activities includes all gains and losses recognised in the year.
All income and expenditure derive from continuing activities.

The notes on pages 19 to 27 form part of these financial statements.

Safeline Warwick
Company Limited by Guarantee
Statement of Financial Position
31 March 2020

	Note	2020 £	£	2019 £
Fixed assets				
Tangible fixed assets	17		27,450	23,120
Current assets				
Debtors	18	75,436		49,485
Cash at bank and in hand		<u>378,756</u>		<u>355,719</u>
		454,192		405,204
Creditors: amounts falling due within one year	19	<u>25,649</u>		<u>23,512</u>
Net current assets			<u>428,543</u>	<u>381,692</u>
Total assets less current liabilities			<u>455,993</u>	<u>404,812</u>
Net assets			<u>455,993</u>	<u>404,812</u>
Funds of the charity				
Restricted funds			313,825	271,783
Unrestricted funds			<u>142,168</u>	<u>133,029</u>
Total charity funds	21		<u>455,993</u>	<u>404,812</u>

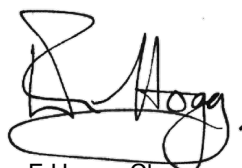
For the year ending 31 March 2020 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Directors' responsibilities:

- The members have not required the company to obtain an audit of its financial statements for the year in question in accordance with section 476;
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of financial statements.

These financial statements have been prepared in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the board of trustees and authorised for issue on 21 December 2020, and are signed on behalf of the board by:



E Hogg - Chair
Trustee

The notes on pages 19 to 27 form part of these financial statements.

Safeline Warwick
Company Limited by Guarantee
Statement of Cash Flows
Year ended 31 March 2020

	2020 £	2019 £
Cash flows from operating activities		
Net income	51,181	143,583
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	8,333	5,768
Dividends, interest and rents from investments	(1,674)	(1,447)
Accrued income	(451)	(20,198)
<i>Changes in:</i>		
Trade and other debtors	(25,951)	(8,721)
Trade and other creditors	2,588	(4,894)
Cash generated from operations	<u>34,026</u>	<u>114,091</u>
Net cash from operating activities	<u>34,026</u>	<u>114,091</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	1,674	1,447
Purchase of tangible assets	(12,663)	(3,104)
Net cash used in investing activities	<u>(10,989)</u>	<u>(1,657)</u>
Net increase in cash and cash equivalents	23,037	112,434
Cash and cash equivalents at beginning of year	355,719	243,285
Cash and cash equivalents at end of year	<u>378,756</u>	<u>355,719</u>

The notes on pages 19 to 27 form part of these financial statements.

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements
Year ended 31 March 2020

1. General information

The charity is a public benefit entity and a private company limited by guarantee, company number 03529271, incorporated and registered in England and Wales and a registered charity, charity number 1070854, in England and Wales. The address of the registered office and principal place of business is 6 New Street, Warwick, CV34 4RX.

2. Statement of compliance

These financial statements have been prepared in compliance with FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland', the 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) (Charities SORP (FRS 102)) and the Companies Act 2006.

3. Accounting policies

Basis of preparation

The financial statements have been prepared on the historical cost basis, as modified by the revaluation of certain financial assets and liabilities and investment properties measured at fair value through income or expenditure.

The financial statements are prepared in sterling, which is the functional currency of the entity and rounded to the nearest £.

Going concern

There are no material uncertainties about the charity's ability to continue.

Judgements and key sources of estimation uncertainty

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the amounts reported. These estimates and judgements are continually reviewed and are based on experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

No significant judgements have had to be made in preparing these financial statements.

Fund accounting

Unrestricted funds are available for use at the discretion of the trustees to further any of the charity's purposes.

Designated funds are unrestricted funds earmarked by the trustees for particular future project or commitment.

Restricted funds are subjected to restrictions on their expenditure declared by the donor or through the terms of an appeal, and fall into one of two sub-classes: restricted income funds or endowment funds.

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

3. Accounting policies *(continued)*

Incoming resources

All incoming resources are included in the statement of financial activities when entitlement has passed to the charity; it is probable that the economic benefits associated with the transaction will flow to the charity and the amount can be reliably measured. The following specific policies are applied to particular categories of income:

- income from donations or grants is recognised when there is evidence of entitlement to the gift, receipt is probable and its amount can be measured reliably.
- legacy income is recognised when receipt is probable and entitlement is established.
- income from donated goods is measured at the fair value of the goods unless this is impractical to measure reliably, in which case the value is derived from the cost to the donor or the estimated resale value. Donated facilities and services are recognised in the accounts when received if the value can be reliably measured. No amounts are included for the contribution of general volunteers.
- income from contracts for the supply of services is recognised with the delivery of the contracted service. This is classified as unrestricted funds unless there is a contractual requirement for it to be spent on a particular purpose and returned if unspent, in which case it may be regarded as restricted.

Resources expended

Expenditure is recognised on an accruals basis as a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is classified under headings of the statement of financial activities to which it relates:

- expenditure on raising funds includes the costs of all fundraising activities, events, non-charitable trading activities, and the sale of donated goods.
- expenditure on charitable activities includes all costs incurred by a charity in undertaking activities that further its charitable aims for the benefit of its beneficiaries, including those support costs and costs relating to the governance of the charity apportioned to charitable activities.
- other expenditure includes all expenditure that is neither related to raising funds for the charity nor part of its expenditure on charitable activities.

All costs are allocated to expenditure categories reflecting the use of the resource. Direct costs attributable to a single activity are allocated directly to that activity. Shared costs are apportioned between the activities they contribute to on a reasonable, justifiable and consistent basis.

Tangible assets

Tangible assets are initially recorded at cost, and subsequently stated at cost less any accumulated depreciation and impairment losses. Any tangible assets carried at revalued amounts are recorded at the fair value at the date of revaluation less any subsequent accumulated depreciation and subsequent accumulated impairment losses.

An increase in the carrying amount of an asset as a result of a revaluation, is recognised in other recognised gains and losses, unless it reverses a charge for impairment that has previously been recognised as expenditure within the statement of financial activities. A decrease in the carrying amount of an asset as a result of revaluation, is recognised in other recognised gains and losses, except to which it offsets any previous revaluation gain, in which case the loss is shown within other recognised gains and losses on the statement of financial activities.

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

3. Accounting policies *(continued)*

Depreciation

Depreciation is calculated so as to write off the cost or valuation of an asset, less its residual value, over the useful economic life of that asset as follows:

Leasehold Property Improvements	-	10% straight line
Fixtures & Fittings	-	15% reducing balance
Equipment	-	25% straight line

Impairment of fixed assets

A review for indicators of impairment is carried out at each reporting date, with the recoverable amount being estimated where such indicators exist. Where the carrying value exceeds the recoverable amount, the asset is impaired accordingly. Prior impairments are also reviewed for possible reversal at each reporting date.

For the purposes of impairment testing, when it is not possible to estimate the recoverable amount of an individual asset, an estimate is made of the recoverable amount of the cash-generating unit to which the asset belongs. The cash-generating unit is the smallest identifiable group of assets that includes the asset and generates cash inflows that largely independent of the cash inflows from other assets or groups of assets.

For impairment testing of goodwill, the goodwill acquired in a business combination is, from the acquisition date, allocated to each of the cash-generating units that are expected to benefit from the synergies of the combination, irrespective of whether other assets or liabilities of the charity are assigned to those units.

Financial instruments

The company only has basic financial instruments.

- Financial assets

Financial assets comprise items such as cash at bank and in hand, trade and other debtors. These are initially recorded at cost on the date they originate. The company considers evidence of impairment for all individual elements comprising financial assets and any subsequent impairment is recognised in profit or loss.

- Financial liabilities

Financial liabilities comprise items such as corporation and other taxes, bank and bank loans, accruals and trade and other creditors. These are initially recorded at cost on the date they originate, net of transaction costs where applicable. The company considers evidence of impairment for all individual elements comprising financial liabilities and any subsequent impairment is recognised in profit or loss.

Defined contribution plans

Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided. Prepaid contributions are recognised as an asset to the extent that the prepayment will lead to a reduction in future payments or a cash refund.

When contributions are not expected to be settled wholly within 12 months of the end of the reporting date in which the employees render the related service, the liability is measured on a discounted present value basis. The unwinding of the discount is recognised as an expense in the period in which it arises.

Safeline Warwick

Company Limited by Guarantee

Notes to the Financial Statements *(continued)*

Year ended 31 March 2020

4. Limited by guarantee

The company is limited by guarantee.

5. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Donations			
Donations and Regular Givers	58,499	2,000	60,499
Contract Income	–	39,329	39,329
CAF Income	42,075	–	42,075
Non Statutory Grants	32,800	229,139	261,939
Statutory Funding - Ministry of Justice	–	291,080	291,080
Other Statutory Funding	25,000	132,710	157,710
Young People Project (PCC)	–	3,017	3,017
Corporate Funding	33,168	–	33,168
Gifts in Kind	–	24,000	24,000
	<u>191,542</u>	<u>721,275</u>	<u>912,817</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Donations			
Donations and Regular Givers	41,017	–	41,017
Contract Income	30,000	39,329	69,329
CAF Income	23,580	–	23,580
Non Statutory Grants	34,475	215,615	250,090
Statutory Funding - Ministry of Justice	–	301,108	301,108
Other Statutory Funding	25,000	148,196	173,196
Young People Project (PCC)	1,030	6,090	7,120
Corporate Funding	27,600	10,874	38,474
Gifts in Kind	–	–	–
	<u>182,702</u>	<u>721,212</u>	<u>903,914</u>

6. Other trading activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Fundraising income	56,275	1,896	58,170
Training	6,820	–	6,820
	<u>63,095</u>	<u>1,896</u>	<u>64,990</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Fundraising income	47,176	–	47,176
Training	7,593	–	7,593
	<u>54,769</u>	<u>–</u>	<u>54,769</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

7. Investment income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Bank interest	<u>1,674</u>	<u>1,674</u>	<u>1,447</u>	<u>1,447</u>

8. Other income

	Unrestricted Funds £	Total Funds 2020 £	Unrestricted Funds £	Total Funds 2019 £
Gift Aid	<u>1,513</u>	<u>1,513</u>	<u>–</u>	<u>–</u>

9. Costs of raising donations and legacies

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Costs of raising donations and legacies - Donations	<u>9,867</u>	<u>–</u>	<u>9,867</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Costs of raising donations and legacies - Donations	<u>15,730</u>	<u>63</u>	<u>15,794</u>

10. Expenditure on charitable activities by fund type

	Unrestricted Funds £	Restricted Funds £	Total Funds 2020 £
Charitable Activities	221,378	604,654	826,031
Support costs	<u>17,440</u>	<u>76,475</u>	<u>93,915</u>
	<u>238,818</u>	<u>681,129</u>	<u>919,946</u>

	Unrestricted Funds £	Restricted Funds £	Total Funds 2019 £
Charitable Activities	121,220	594,443	715,662
Support costs	<u>79,632</u>	<u>5,459</u>	<u>85,091</u>
	<u>200,852</u>	<u>599,902</u>	<u>800,753</u>

11. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2020 £	Total fund 2019 £
Charitable Activities	<u>826,031</u>	<u>93,915</u>	<u>919,946</u>	<u>800,753</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

12. Analysis of support costs

	Support Costs £	Total 2020 £	Total 2019 £
Staff costs	65,536	65,536	52,834
Premises	12,818	12,818	9,414
Communications and IT	6,369	6,369	4,614
Professional Fees	9,193	9,193	18,228
	<u>93,916</u>	<u>93,916</u>	<u>85,090</u>

13. Net income

Net income is stated after charging/(crediting):

	2020 £	2019 £
Depreciation of tangible fixed assets	8,333	5,768

14. Independent examination fees

	2020 £	2019 £
Fees payable to the independent examiner for: Independent examination of the financial statements	1,440	1,440

15. Staff costs

The total staff costs and employee benefits for the reporting period are analysed as follows:

	2020 £	2019 £
Wages and salaries	552,129	489,166
Employer contributions to pension plans	15,438	12,460
Other employee benefits	72	578
	<u>567,639</u>	<u>502,204</u>

The average head count of employees during the year was 24 (2019: 22). The average number of full-time equivalent employees during the year is analysed as follows:

	2020 No.	2019 No.
Number of staff	18	22

No employee received employee benefits of more than £60,000 during the year (2019: Nil).

16. Trustee remuneration and expenses

No remuneration or other benefits from employment with the charity or a related entity were received by the Trustees.

No expenses were paid to Trustees during the year.

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

17. Tangible fixed assets

	Long leasehold property £	Fixtures and fittings £	Equipment £	Total £
Cost				
At 1 April 2019	29,281	24,064	25,298	78,643
Additions	—	—	12,663	12,663
At 31 March 2020	<u>29,281</u>	<u>24,064</u>	<u>37,961</u>	<u>91,306</u>
Depreciation				
At 1 April 2019	15,538	16,074	23,911	55,523
Charge for the year	2,928	1,199	4,206	8,333
At 31 March 2020	<u>18,466</u>	<u>17,273</u>	<u>28,117</u>	<u>63,856</u>
Carrying amount				
At 31 March 2020	<u>10,815</u>	<u>6,791</u>	<u>9,844</u>	<u>27,450</u>
At 31 March 2019	<u>13,743</u>	<u>7,990</u>	<u>1,387</u>	<u>23,120</u>

18. Debtors

	2020	2019
	£	£
Prepayments and accrued income	7,722	7,775
Other debtors	67,714	41,710
	<u>75,436</u>	<u>49,485</u>

19. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	6,471	4,818
Accruals and deferred income	7,535	7,986
Social security and other taxes	11,643	10,708
	<u>25,649</u>	<u>23,512</u>

20. Pensions and other post retirement benefits

Defined contribution plans

The amount recognised in income or expenditure as an expense in relation to defined contribution plans was £15,438 (2019: £12,460).

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

21. Analysis of charitable funds

Unrestricted funds

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
General funds	<u>133,029</u>	<u>257,824</u>	<u>(248,685)</u>	<u>142,168</u>

	At 1 April 2018	Income	Expenditure	At 31 March 2019
	£	£	£	£
General funds	<u>110,693</u>	<u>238,918</u>	<u>(216,582)</u>	<u>133,029</u>

Restricted funds

	At 1 April 2019	Income	Expenditure	At 31 March 2020
	£	£	£	£
Restricted Fund	<u>271,783</u>	<u>723,171</u>	<u>(681,129)</u>	<u>313,825</u>

	At 1 April 2018	Income	Expenditure	At 31 March 2019
	£	£	£	£
Restricted Fund	<u>150,536</u>	<u>721,212</u>	<u>(599,965)</u>	<u>271,783</u>

22. Analysis of net assets between funds

	Unrestricted Funds	Restricted Funds	Total Funds 2020
	£	£	£
Tangible fixed assets	27,450	–	27,450
Current assets	126,827	327,364	454,191
Creditors less than 1 year	<u>(12,109)</u>	<u>(13,539)</u>	<u>(25,648)</u>
Net assets	<u>142,168</u>	<u>313,825</u>	<u>455,993</u>

	Unrestricted Funds	Restricted Funds	Total Funds 2019
	£	£	£
Tangible fixed assets	23,120	–	23,120
Current assets	114,583	290,621	405,204
Creditors less than 1 year	<u>(4,674)</u>	<u>(18,838)</u>	<u>(23,512)</u>
Net assets	<u>133,029</u>	<u>271,783</u>	<u>404,812</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2020

23. Financial instruments

The company only has basic financial instruments.

- Financial assets

Financial assets comprise items such as cash at bank and in hand, trade and other debtors. These are initially recorded at cost on the date they originate. The company considers evidence of impairment for all individual elements comprising financial assets and any subsequent impairment is recognised in profit or loss.

- Financial liabilities

Financial liabilities comprise items such as corporation and other taxes, bank and bank loans, accruals and trade and other creditors. These are initially recorded at cost on the date they originate, net of transaction costs where applicable. The company considers evidence of impairment for all individual elements comprising financial liabilities and any subsequent impairment is recognised in profit or loss.

24. Analysis of changes in net debt

	At 1 Apr 2019	Cash flows	At 31 Mar 2020
	£	£	£
Cash at bank and in hand	355,719	23,037	378,756
	<u> </u>	<u> </u>	<u> </u>

25. Related parties

The Trustees consider that there is no controlling party.

There were no related party transactions in the year.

Safeline Warwick
Company Limited by Guarantee
Management Information
Year ended 31 March 2020

The following pages do not form part of the financial statements.

Safeline Warwick
Company Limited by Guarantee
Detailed Statement of Financial Activities
Year ended 31 March 2020

	2020 £	2019 £
Income and endowments		
Donations and legacies		
Donations and Regular Givers	60,499	41,017
Contract Income	39,329	69,329
CAF Income	42,075	23,580
Non Statutory Grants	261,939	250,090
Statutory Funding - Ministry of Justice	291,080	301,108
Other Statutory Funding	157,710	173,196
Young People Project (PCC)	3,017	7,120
Corporate Funding	33,168	38,474
Gifts in Kind	24,000	–
	<u>912,817</u>	<u>903,914</u>
Other trading activities		
Fundraising income	58,170	47,176
Training	6,820	7,593
	<u>64,990</u>	<u>54,769</u>
Investment income		
Bank interest	1,674	1,447
Other income		
Gift Aid	1,513	–
	<u>980,994</u>	<u>960,130</u>
Total income		

Safeline Warwick
Company Limited by Guarantee
Detailed Statement of Financial Activities *(continued)*
Year ended 31 March 2020

	2020	2019
	£	£
Expenditure		
Costs of raising donations and legacies		
Fundraising events	9,492	14,890
Raising awareness	375	904
	<u>9,867</u>	<u>15,794</u>
 Expenditure on charitable activities		
Wages and salaries	552,129	489,166
Pension costs	15,438	12,460
Other post-retirement benefits	72	578
Rent	22,961	22,951
Repairs and maintenance	16,843	13,504
Other establishment	6,723	5,475
Other motor/travel costs	24,167	24,471
Legal and professional fees	9,193	18,228
Telephone	6,369	4,614
Other office costs	70,708	41,531
Depreciation	8,332	5,769
Miscellaneous expenses	1,222	2,844
Young peoples projects	11,112	9,560
Clinical supervision	14,530	17,360
Sessional fees	145,994	116,236
Website costs	630	-
Room hire	5,453	7,399
Staff Training	8,070	8,607
	<u>919,946</u>	<u>800,753</u>
 Total expenditure	 <u>929,813</u>	 <u>816,547</u>
 Net income	 <u>51,181</u>	 <u>143,583</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Detailed Statement of Financial Activities
Year ended 31 March 2020

	2020	2019
	£	£
Costs of raising donations and legacies		
Costs of raising donations and legacies - Donations		
Fundraising and events	9,492	14,890
Raising awareness	375	904
	<u>9,867</u>	<u>15,794</u>
Costs of raising donations and legacies	<u>9,867</u>	<u>15,794</u>
Expenditure on charitable activities		
Charitable Activities		
<i>Activities undertaken directly</i>		
Wages and salaries	488,936	438,095
Pension costs	13,095	10,696
Recruitment expenses	72	578
Rent and rates	20,206	20,656
Other premises expenses	15,920	12,154
Printing, stationery & office misc	5,916	5,475
Staff and volunteer expenses	24,167	24,471
Computer, telephone and software	70,708	41,531
Miscellaneous expenses	1,222	2,844
Young peoples projects	11,112	9,560
Clinical supervision	14,530	17,360
Sessional fees	145,994	116,236
Website costs	630	-
Room hire	5,453	7,399
Staff Training	8,070	8,607
	<u>826,031</u>	<u>715,662</u>
<i>Support costs</i>		
Wages and salaries	63,193	51,071
Pension costs	2,343	1,764
Rent and rates	2,755	2,295
Other premises expenses	923	1,350
Printing, stationery and office misc	807	-
Legal and Professional Fees	9,193	18,228
Computer, telephone and software	6,369	4,614
Depreciation	8,332	5,769
	<u>93,915</u>	<u>85,091</u>
Expenditure on charitable activities	<u>919,946</u>	<u>800,753</u>