

Safeline Warwick
Company Limited by Guarantee
Unaudited Financial Statements
31 March 2019

COMPANY REGISTRATION NUMBER: 03529271

CHARITY REGISTRATION NUMBER: 1070854



Safeline Warwick
Company Limited by Guarantee
Financial Statements
Year ended 31 March 2019

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Safeline Warwick
Company Limited by Guarantee
Trustees' Annual Report (Incorporating the Director's Report)
Year ended 31 March 2019

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 2019.

Chair's report

Welcome to the Safeline Annual Report for 2018/19.

As a relative newcomer to Safeline I am honoured to have served as acting Chair since the resignation of Sue Noyes, the previous Chair, in January 2019.

Since last year, we have had a major refresh of the board. Board renewal is good governance practice because it ensures that the Board of Trustees is current and has the necessary competencies and critical skills it needs to take the charity to the next level. The size of the board was increased this year to enable us to recruit Trustees with the skills, experience and contacts the charity needed, and we now have a very good balance between long tenure Trustees who bring continuity and 'institutional knowledge, and new Trustees with independence and fresh insights.

Five new Trustees took up their appointments in the Autumn of 2018. We have all been on a steep learning curve but with the support of the senior staff and existing Trustees we have been able to assimilate the important issues and get to grips with the culture and values of Safeline to lay a solid foundation of understanding to help us effectively fulfill our role.

Despite having little experience of the type of support Safeline provides, in common with other Trustees, I was initially attracted by the challenge presented by the need to meet a rapidly expanding demand for supporting survivors of sexual abuse and rape and the provision of services focuses on 'Prevention'. The new Board have settled quickly to the task of providing the support and challenge needed to fulfill the requirements of good governance and it is a privilege to work with a group of staff and volunteers who are totally committed to the objectives of Safeline and precatave in delivering those objectives.

As Trustees, we have a strategic and advisory role that carries no executive powers. However, our job has been made much easier by the fact that Safeline employees and volunteers across the board are totally professional and dedicated to the success of the charity. With limited resources and an increasingly competitive market for funding and donations, it is a credit to all that during the year we increased our income to another record level for the charity, which allowed us to deliver vital services to even more people and expand the scope of our coverage. Despite this expansion in activity the leadership team, with the support of the staff and volunteers, kept the costs of delivery to a minimum so that clients derived maximum benefit from the additional funding.

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. The quality and range of contributions to those discussions has been impressive and underlines the enthusiasm, passion and commitment that everyone, irrespective of whether they are paid staff or volunteers, has shown to making Safeline successful in its vision to ensure that "Everyone affected by or at risk of sexual abuse and rape feels supported and empowered"

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Elsewhere in this report you will read some of the detail of our activities during the year and I invite you to make your own assessment of how successful the year has been. From our perspective as Trustees we believe Safeline is on an upward trajectory and is well placed to expand its activities into areas where there are different challenges, but the issues are the same.

Using our expertise and experience we shall continue to seek innovative and technology led solutions to supplement and enhance the confidential tailored support we provide for clients. In doing so we aim to extend our reach without compromising the quality of the services we provide.

As well as providing 'Support' to the Charity, part of our role as Trustees is to provide 'Challenge' to ensure that the Charity is operating effectively and meeting its objectives. Getting the balance right between 'Support' and 'Challenge' is, in itself, a challenge. It is therefore to the credit of the Trustees and Senior team that, at least for the moment, we believe that balance is about right. As always, there is room for improvement, and we are in no way complacent or lacking in diligence in fulfilling our role as Trustees.

We all recognise we are still on a steep part of the learning curve I referred to earlier and without exception have committed to attend training and development sessions outside of our normal Board meetings. What is gratifying is that we have a Board of Trustees all of whom are willing to spend time and energy and lend their expertise and contacts to help make Safeline even more effective and raise our profile in the community and marketplace. It is therefore without reservation that I commend my fellow Trustees to you and offer my opinion that Safeline is 'in safe hands'.

Finally, may I end my part of the report by thanking everyone who has contributed to the success of Safeline throughout the year and assure them that we will continue to give our full support and commitment in the coming year and beyond.

Eric Hogg, Acting Chair, Safeline.

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Year ended 31 March 2019

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 Atkinson	(Resigned 20 July 2018)
P O'Neill	(Resigned 20 July 2018)
L Ward	
J Cummins	(Resigned 19 October 2018)
L J Scott OBE	(Appointed 18 October 2019)
C F Hodges	
M E T Davies	(Appointed 19 October 2018)
E Hogg - Chair	(Appointed 19 October 2018)
R Jenkinson	(Appointed 19 October 2018)
B Mistry	(Appointed 19 October 2018)
S Thurlow	(Appointed 19 October 2018)
S Noyes	(Resigned 7 December 2018)
D Pratt	(Resigned 20 July 2018)

Independent examiner	Jonathan Cousins FCCA 8 Jury Street Warwick CV34 4EW
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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. Safeline is currently reviewing the Memorandum and Articles of Association to ensure it reflects its current activities, these will be proposed and voted on at the next Annual General Meeting

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

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Trustees' Annual Report (Incorporating the Director's Report) *(continued)*
Year ended 31 March 2019

who want to protect people affected by sexual abuse.

Objectives and activities

The objectives of the charity are to provide information concerning sexual abuse and rape, work to reduce the incidence of such abuse and finally to safeguard those at risk of or affected by sexual abuse and rape.

Safeline achieves these by carrying out the following activities:

- Initial client assessments - to determine client needs, tailoring services to suit
- One to one counselling - mainly for people aged 11 years and upwards
- Support Groups - on a 'closed' basis for a time limited period
- Telephone helpline - accessed via a free phone number
- ISVA - supporting clients through the criminal justice system
- Projects - work with at risk of or already excluded young people from schools
- CAF - counselling for young people with child protection plans
- APE - alternative provision in education, linked to our young people projects
- Client training - e.g. confidence building, coping strategies and anger management
- External training - for health and teaching staff, e.g. on working with survivors and self-harm
- Information packs - to cater for different audiences
- Newsletters - published quarterly, for survivors, volunteers, supporters and funders
- Lending library - of books for survivors, volunteers and workers

Strategic report

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

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Year ended 31 March 2019

Achievements and performance

Safeline is one of the few sexual abuse and rape charities in the UK that has an equal focus on preventing sexual abuse and supporting those affected. Over the past 12 months, our 25th year, we have seen very strong progress against each of our key strategic objectives:

- Helping prevent sexual abuse, rape and child sexual exploitation;
- Supporting more survivors who have suffered abuse to feel empowered to live the lives they want to lead
- Raising awareness of the prevalence of sexual abuse and rape, encouraging more people to break the silence and talk openly and honestly about it.

Preventing sexual abuse, rape and child sexual exploitation

This year, we have protected and supported an estimated 350 vulnerable children in Warwickshire through our pioneering prevention and education work, the highest number ever.

Safeline works with children who have survived sexual abuse, rape or sexual exploitation or are at risk. By engaging directly with them, we are helping equip them with the knowledge, tools and resilience they need, to recognise abuse and prevent it from happening or recurring.

Our interventions also helped children develop the necessary 'life skills' (cognitive, personal and inter-personal) and confidence to help them deal effectively with the demands and challenges of everyday life and transition into confident/resilient individuals who are capable of making informed decisions and taking positive action about their future.

The children we work with find it very hard to talk about the abusive situations that affect them, but due to the confidence and trust they have in the Safeline early intervention coordinators, significant numbers of them disclosed incidents of sexual abuse, rape and exploitation, which allowed our staff to take the relevant steps to keep them safe.

Another very encouraging development this year was that more of the children we supported, recognised the key role they had to play in keeping other young people safe and they embraced the concept of becoming 'Ethical Bystanders' (a golden thread running through all of our interventions), protecting not only themselves but others as well. Some students for example, created a WhatsApp group for any child or young person who had engaged with the Safeline interventions, so they could support one another. One of the creators of the group stated:

"I have made new friends, me and another student created a Safeline only group chat on WhatsApp so that anyone from Safeline young people on the group chat can talk at any time and there is always someone online to talk to, I thought of it because we all have similar experiences and we love helping each other in tough situations".

Prior to this year, Safeline's prevention work had been limited to secondary school children (aged 11 - 16). However, given that the average age of a victim of sexual abuse is 9 years and that very little support currently exists for this age group, Safeline was able to secure a Big Lottery Reaching Communities grant for £280k over three years, to provide much needed early intervention support in primary schools.

The grant enables us to provide age specific support (group and one-to-one) for children aged 9 years to 10, equip parents with age-appropriate ways for them to have difficult but essential conversations with their children about how to stay safe from sexual abuse or abuse online, and provide creative therapies for children who have survived abuse.

During the year, Safeline started working with Lord John Bird, the creator of the Big Issue, to raise awareness about the inextricable link between sexual violence and homelessness; 38% of homeless youths report being sexually abused as a reason for leaving home. We want to shine a light on this issue and ensure it is addressed within the Government's Victims strategy and the Rough Sleeping strategy.

This year also saw the introduction of Safeline's Employability intervention. Children affected by sexual abuse have a high probability of ending up being long-term unemployed or in the lowest paid jobs. Safeline believes that this inequality needs to be addressed and has introduced an Employability project to enable students to

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plan a career path and equip them with some important knowledge and skills that increases their chances of a rewarding career or further education as well as keep them safe from abuse and exploitation. Significant numbers of local businesses are supporting the intervention and XL Catlin, the global insurance company, funded its development.

Supporting survivors of abuse

For those who have survived abuse, we were able to provide more survivors with free, independent, specialist, tailored support that was timely and non-time limited to help get their lives back on track and avoid re-victimisation.

During the year, we supported an estimated 1,500 clients through our face-to-face, telephone and online counselling services, a 25% increase on the previous year. We anticipate that the demand for these client centred, specialist services will continue to grow as awareness of Safeline and the services it offers increases.

To meet this demand, we recruited and invested in more clinical staff and counselling volunteers which enabled us to provide timely access to support, maintain our long-standing policy of not limiting counselling and, because we recruit counsellors and psychotherapists with different talking therapies, tailor our support to survivors which is critical to their recovery.

There was a significant increase in the number of children and young people seeking long-term support from us and we now have four Art Therapists and several other psychotherapists and counsellors who can work creatively with those clients who prefer to express themselves through the medium of art or play or for children who do not have the words to engage in talking therapies.

Safeline currently has 40 counselling volunteers, and because of their generosity and commitment, the cost of providing face-to-face support to survivors is approximately 50% lower than if we employed paid counsellors.

Safeline remained an inclusive organisation supporting everyone regardless of age (age 4+), gender, sexual orientation, ethnicity, religion or political views, something we are very proud of. However, we know that because of cultural and social norms in certain communities, disclosing abuse and accessing help is very difficult, and we recognise that we need to do more to better support these individuals.

We continued to develop the number of strategic relationships we have with organisations who can refer survivors to our services. Currently we work with more than 60 referral agencies including the Police, Education Organisations, NHS & Clinical Commissioning Groups, CAMHS (Child and Adolescent Mental Health Service), Paediatric Sexual Assault Referral Centres, Local Authority and Social Services. Our success resulted in us being selected to be an approved provider for MHISC (Mental Health Interventions for School Children) providing counselling and art therapy to school children and significant numbers of children are now being referred to us.

Increasing numbers of people found the courage to ask us to help them report the abuse to the police and support them through the criminal justice system. We met this need through our experienced and committed ISVA team who work tirelessly to support the clients through this difficult and emotionally demanding process. However, over the last 12 months, it's become apparent that only a small proportion of victims, (17%), are reporting their experiences to the police, and the Crown Prosecution Service are prosecuting and convicting fewer perpetrators. The criminal justice system is failing survivors and because of this, Safeline has been actively engaged in a Government review into the prosecution of rape cases and are working locally with Warwickshire Police and the Witness service to ensure all victims have meaningful access to justice.

Safeline continued to be at the forefront of using telephone and online technologies to better support people affected by sexual abuse and rape.

Because we have been supporting and listening to victims/survivors of sexual abuse for 25 years, we know that not everyone needs or wants long-term counselling support. In some instances, a phone call to validate their feelings is all they need. We also know that many people find it difficult to cope with talking therapies and instead prefer the anonymity of a phone call, text or email. We also know that some people find it difficult to access specialist support services because of where they live, physically they find it difficult, or their lifestyle prevents it. Safeline believes that no one should be denied access to specialist support and that everyone should have choice in how they access it, so over the last 12 months we have continued to develop our

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Year ended 31 March 2019

telephone and online capacity/capability to further support more people.

In 2015, the Ministry of Justice funded Safeline to operate the national male helpline and online service. Awareness of the service is growing and last year we engaged with over 29,000 clients for emotional support, information and advice, a 31% increase on the previous year.

In addition, with funding from the Home Office, we doubled our online counselling capacity from the previous year; this innovative service is transforming how people can access long-term counselling support.

We also made changes to our website to create a self-help resource for people affected by sexual abuse. This facility helps individuals, who aren't ready to access support from a specialist agency, understand the problems they are experiencing, and they can learn/adopt positive coping mechanisms to deal with them.

Investing in technology to help people affected by sexual abuse and rape has enabled thousands more people access the specialist support they so desperately need to begin their journey of recovery. Based on client feedback, we know it delivers effective support and outcomes and it provides them with choice on how they want to access support. It is also very cost-effective; it's estimated that the cost of supporting people using telephone and online technologies is approximately 50 - 60% less than face-to-face interventions.

Safeline operates the national male helpline and online service, and because interactions with it are growing exponentially, we now have the biggest repository of qualitative and quantitative data on male survivors in the UK. To ensure that this data is used to better inform national policy and practice, Safeline, in conjunction with the Male Survivors Partnership and Dr Siobhan Weare of Lancaster University, secured funding from the Home Office to commission research to provide insights into men's experiences of help-seeking, and the characteristics of male survivors. This is one of the biggest research projects ever undertaken on male survivors in the UK and the findings are scheduled to be published November 2019. The Ministry of Justice have already expressed an interest in accessing the findings of the research because they need evidence-based insights to inform their victims strategy.

The quality of our counselling, ISVA and Helpline/Online services was recognised during the year, when Safeline was awarded the Independent Accreditation 'Quality Mark' for achieving the Quality Standards for services supporting male victims/survivors of sexual violence. This achievement tangibly demonstrated our continuing and ongoing commitment to improving the quality of support for all survivors of abuse and we are the first 'all gender' service provider in the UK to achieve this. We are currently engaging with the Helplines Partnership to get our Helpline and online service independently accredited against their recognised quality standards. The assessment is scheduled to take place late 2019.

Raising Awareness

Raising awareness about sexual abuse and rape is at the heart of everything we do, and we believe that everyone has a role to play in helping us achieve that.

Safeline has worked hard during the year to raise awareness about the issue, the harm it does, the need to provide free, timely, specialist support for survivors and, most importantly, to make people affected, aware of how they can access that support.

As a result of our awareness raising activities, we are now working with more schools throughout Warwickshire, more agencies are referring people to our services, we are engaging with more decision makers locally and nationally, more people are supporting us, financially and non-financially, to help sustain our services and more people are aware of the work we do and are accessing support. In 2018/19, 40% of all counselling clients self-referred to us, people are finding us without having to go through a referral agency which can often be a barrier to them seeking support.

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Financial review

Income for the 2018/19 financial year was £960,130, an increase of 27.3% on the previous year, the highest level of income ever generated by the charity.

Charitable expenditure for the year was £816,547, an increase of 4% on the previous year, the highest level of charitable expenditure the charity has ever incurred.

Income exceeded expenditure for the year ending 31 March 2019 by £143,583, and because of this, the funds available to the charity grew from £261,229 in 2017/18 to £404,813 in 2018/19; both the restricted and unrestricted available grew.

A significant amount of income, approximately £90,000, was received and recognised in the 2018/19 financial year but will be expended in the 2019/20 financial year. For example it will be spent on investment in new services and activities funded by the Big Lottery Fund and the Stratford Town Trust.

This income brought forward in our reserves has already been allocated to spending in the 19/20 year as follows:

Restricted Reserve Funds	Total
Reserve balances at 31.03.2019	271,784
Committed spend in 2019/20 from	
brought forward reserves:	
Clinical Supervision	2,190
Young Peoples Projects	5,772
Sessional Fees	39,954
Office Support	1,619
Premises & Resources	18,827
Staff & Volunteer Expenses	4,254
Employment Costs	82,160
Staff and Volunteer Training	2,168
Governance and Compliance Costs	1,235
Total committed spend from reserves	158,179

Overall Financial Health

Safeline's income is growing. A significant proportion of our income is received in advance of any expenditure so our cash flow is always positive. We have very few creditors and limited liabilities, our fixed assets are growing, we have an appropriate level of reserves, not too much or too little, and our financial controls are robust. Because of this, the current financial health of the charity is good.

Income

We have a proven track record of consistently delivering increased levels of income and have five consecutive years of double-digit growth.

As well as growing our income, we have also been successful in diversifying our income to reduce the over reliance we had on particular funding streams such as statutory income. Increased income from grants, individual and community giving, corporate supporters and earned income from selling our services, has helped deliver this diversity.

We have also significantly increased the proportion of unrestricted income we have which allows us to be more responsive, more agile, more independent, and more forward-thinking as a charity.

We have recently increased our fundraising capacity to enable us to maintain our track record of growth.

Expenditure

Because of our income growth, we have been able to deliver six consecutive years of increased charitable expenditure on frontline services and supporting clients.

We are passionate about ensuring that the funds given to us are put to the best possible use, so over the past 4 years we have worked very hard to significantly reduce the proportion of our income spent on overheads. Today just 10.4 pence in the pound is spent on support costs. This represents great progress but it needs to be recognised that as the charity grows in order to protect and support more people, additional investment in overheads (accommodation and people) is required to support and sustain that growth.

Safeline takes its legal and ethical financial obligations very seriously and considers itself to be a financially conscious and compliant organisation. To ensure we continue to manage our finances in a compliant, safe and effective way, we continually review and improve our internal financial monitoring systems and develop in-house expertise/capability. This will ensure the day to day financial management and forward financial planning of the charity is robust and effective.

We want to make sure that we make the most effective use of our resources, fulfill our commitments to our funders and plan for our long-term financial stability. Because of these objectives our financial management is designated as a critical internal process and is regularly subjected to scrutiny by the Board of Trustees. Financial

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Year ended 31 March 2019

performance and management are standing agenda items on every Board and Senior Management meeting.

With the support of external financial experts, Safeline has developed an agreed set of Financial Protocols that guide the management of all the charity's financial activities and compliance with these protocols is regularly reviewed.

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 £90,000.
- 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. As a consequence there are very few troughs in the charity's cash flow.
- The nature of the funds: Considerations 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, what is the working capital situation?

This approach to managing reserves has been very effective for a number of 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 £133,029 which is comfortably within the target range, and gives the charity scope to release and re-invest up to £23,000 back into charitable activities to continue to support more people.

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Plans for future periods

Our 25-year celebrations continue in 2019/20 and we will use this to further raise awareness about the prevalence of sexual abuse and rape and the support that is available so that we protect and support even more people.

2019/20 also marks the end of our current three strategy and I am pleased to say that all of the objectives we set ourselves in 2017 have been delivered and that underpins why we are protecting and supporting more people than ever before. But we're determined to achieve even more.

The process for creating a new three-year plan is well advanced. We have refreshed our vision, mission and values and we are all very clear on what we want the charity to achieve going forward. To ensure that we know that we are continuing to make a difference, we will measure our progress against the following goals.

We will know we are making progress if: -

- Even more children are being equipped with the knowledge, tools and resilience they need, to keep themselves and others safe.
- More survivors of abuse are accessing our services in the way they want and receiving the support they need to get their lives back on track
- More people from under-represented communities are able to access our services in the way they want and receive appropriate/sensitive and professional support.
- We are working more collaboratively with other agencies who can advise and assist in the development of new innovative and sensitive services.

Safeline is a remarkable, dynamic and responsive charity that has demonstrated that it can help transform the lives of thousands of people. That desire to ensure everyone affected by, or at risk of sexual abuse, rape and child sexual exploitation, feels supported and empowered is as great now as it has ever been.

With the backing of our staff, volunteers, Trustees and supporters, we can and will, empower even more people in the future.

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.

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

Year ended 31 March 2019

The trustees' annual report and the strategic report were approved on 16 December 2019 and signed on behalf of the board of trustees by:

A handwritten signature in black ink, appearing to read 'N Henderson', is written over a horizontal line.

N Henderson
Chief Executive Officer

Safeline Warwick

Company Limited by Guarantee

Independent Examiner's Report to the Trustees of Safeline Warwick

Year ended 31 March 2019

I report to the trustees on my examination of the financial statements of Safeline Warwick ('the charity') for the year ended 31 March 2019.

Responsibilities and basis of report

As the trustees of the company (and also its directors for the purposes of company law) you are responsible for the preparation of the financial statements in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of the charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I can confirm that I am qualified to undertake the examination because I am a registered member of ACCA which is one of the listed bodies.

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of the charity as required by section 386 of the 2006 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair' view which is not a matter considered as part of an independent examination; or
4. the financial statements have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



17th December 2019

Jonathan Cousins FCCA
Independent Examiner

8 Jury Street
Warwick
CV34 4EW

Safeline Warwick
Company Limited by Guarantee
Statement of Financial Activities
(including income and expenditure account)

Year ended 31 March 2019

		Unrestricted funds £	2019 Restricted funds £	Total funds £	2018 Total funds £
	Note				
Income and endowments					
Donations and legacies	5	182,702	721,212	903,914	699,494
Other trading activities	6	54,769	—	54,769	50,323
Investment income	7	1,447	—	1,447	3,940
Total income		<u>238,918</u>	<u>721,212</u>	<u>960,130</u>	<u>753,757</u>
Expenditure					
Expenditure on raising funds:					
Costs of raising donations	8	15,730	63	15,794	21,635
Expenditure on charitable activities	9,10	200,852	599,902	800,753	765,050
Total expenditure		<u>216,582</u>	<u>599,965</u>	<u>816,547</u>	<u>786,685</u>
Net income/(expenditure) and net movement in funds		<u>22,336</u>	<u>121,247</u>	<u>143,583</u>	<u>(32,928)</u>
Reconciliation of funds					
Total funds brought forward		110,693	150,536	261,229	294,158
Total funds carried forward		<u>133,029</u>	<u>271,783</u>	<u>404,812</u>	<u>261,229</u>

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

These draft accounts have been prepared acting as accountants, not as auditors, from the accounting records and from information and explanations given to us for the private use of Safeline Warwick only and on condition that it must not be disclosed to any other person without the written consent of Edwards, Pearson & White. No responsibility is assumed to any other person.

The notes on pages 18 to 26 form part of these financial statements.

Safeline Warwick
Company Limited by Guarantee
Statement of Financial Position
31 March 2019

	Note	2019 £	£	2018 £
Fixed assets				
Tangible fixed assets	16		23,120	25,784
Current assets				
Debtors	17	49,485		40,764
Cash at bank and in hand		<u>355,719</u>		<u>243,285</u>
		405,204		284,049
Creditors: amounts falling due within one year	18	<u>23,512</u>		<u>48,604</u>
Net current assets			381,692	235,445
Total assets less current liabilities			404,812	261,229
Net assets			404,812	261,229
Funds of the charity				
Restricted funds			271,783	150,536
Unrestricted funds			<u>133,029</u>	<u>110,693</u>
Total charity funds	20		404,812	261,229

For the year ending 31 March 2019 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 16 December 2019, and are signed on behalf of the board by:



N. Henderson
Chief Executive Officer
Charity Registration No.1070854

The notes on pages 18 to 26 form part of these financial statements.

Safeline Warwick
Company Limited by Guarantee
Statement of Cash Flows
Year ended 31 March 2019

	2019 £	2018 £
Cash flows from operating activities		
Net income/(expenditure)	143,583	(32,928)
<i>Adjustments for:</i>		
Depreciation of tangible fixed assets	5,768	6,852
Dividends, interest and rents from investments	(1,447)	(3,940)
Accrued (income)/expenses	(20,198)	21,070
Other operating cash flow adjustment	—	(1)
<i>Changes in:</i>		
Trade and other debtors	(8,721)	(6,073)
Trade and other creditors	(4,894)	(9,408)
Cash generated from operations	<u>114,091</u>	<u>(24,428)</u>
Net cash from/(used in) operating activities	<u>114,091</u>	<u>(24,428)</u>
Cash flows from investing activities		
Dividends, interest and rents from investments	1,447	3,940
Purchase of tangible assets	(3,104)	(6,753)
Net cash used in investing activities	<u>(1,657)</u>	<u>(2,813)</u>
Net increase/(decrease) in cash and cash equivalents	112,434	(27,241)
Cash and cash equivalents at beginning of year	243,285	270,526
Cash and cash equivalents at end of year	<u>355,719</u>	<u>243,285</u>

The notes on pages 18 to 26 form part of these financial statements.

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements
Year ended 31 March 2019

1. General information

The charity is a public benefit entity and a private company limited by guarantee, registered in England and Wales and a registered charity in England and Wales. The address of the registered office 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 2019

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 2019

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

A financial asset or a financial liability is recognised only when the charity becomes a party to the contractual provisions of the instrument.

Basic financial instruments are initially recognised at the amount receivable or payable including any related transaction costs.

Current assets and current liabilities are subsequently measured at the cash or other consideration expected to be paid or received and not discounted.

Debt instruments are subsequently measured at amortised cost.

Where investments in shares are publicly traded or their fair value can otherwise be measured reliably, the investment is subsequently measured at fair value with changes in fair value recognised in income and expenditure. All other such investments are subsequently measured at cost less impairment.

Other financial instruments, including derivatives, are initially recognised at fair value, unless payment for an asset is deferred beyond normal business terms or financed at a rate of interest that is not a market rate, in which case the asset is measured at the present value of the future payments discounted at a market rate of interest for a similar debt instrument.

Other financial instruments are subsequently measured at fair value, with any changes recognised in the statement of financial activities, with the exception of hedging instruments in a designated hedging relationship.

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2019

3. Accounting policies *(continued)*

Financial instruments *(continued)*

Financial assets that are measured at cost or amortised cost are reviewed for objective evidence of impairment at the end of each reporting date. If there is objective evidence of impairment, an impairment loss is recognised under the appropriate heading in the statement of financial activities in which the initial gain was recognised.

For all equity instruments regardless of significance, and other financial assets that are individually significant, these are assessed individually for impairment. Other financial assets are either assessed individually or grouped on the basis of similar credit risk characteristics.

Any reversals of impairment are recognised immediately, to the extent that the reversal does not result in a carrying amount of the financial asset that exceeds what the carrying amount would have been had the impairment not previously been recognised.

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.

4. Limited by guarantee

The company is limited by guarantee.

5. Donations and legacies

	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
Home Office - ISVA	–	–	–
Statutory Funding - Ministry of Justice	–	301,108	301,108
Fee Income Counselling	–	–	–
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
	<u>182,702</u>	<u>721,212</u>	<u>903,914</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements (continued)
Year ended 31 March 2019

5. Donations and legacies (continued)

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Donations			
Donations and Regular Givers	16,840	869	17,709
Contract Income	54,980	48,943	103,923
CAF Income	11,170	–	11,170
Non Statutory Grants	21,485	61,498	82,983
Home Office - ISVA	–	15,000	15,000
Statutory Funding - Ministry of Justice	–	280,757	280,757
Fee Income Counselling	390	–	390
Other Statutory Funding	25,000	114,037	139,037
Young People Project (PCC)	–	2,450	2,450
Corporate Funding	46,075	–	46,075
	<u>175,940</u>	<u>523,554</u>	<u>699,494</u>

6. Other trading activities

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

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Fundraising income	30,183	3,702	33,885
Training	15,793	500	16,293
Room hire	145	–	145
	<u>46,121</u>	<u>4,202</u>	<u>50,323</u>

7. Investment income

	Unrestricted Funds £	Total Funds 2019 £	Unrestricted Funds £	Total Funds 2018 £
Bank interest	<u>1,447</u>	<u>1,447</u>	<u>3,940</u>	<u>3,940</u>

8. Costs of raising donations and legacies

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

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
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Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements (continued)
Year ended 31 March 2019

9. Expenditure on charitable activities by fund type

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

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Charitable Activities	132,084	564,086	696,170
Support costs	60,363	8,517	68,880
	<u>192,447</u>	<u>572,603</u>	<u>765,050</u>

10. Expenditure on charitable activities by activity type

	Activities undertaken directly £	Support costs £	Total funds 2019 £	Total fund 2018 £
Charitable Activities	<u>715,662</u>	<u>85,091</u>	<u>800,753</u>	<u>765,050</u>

11. Analysis of support costs

	Support Costs £	Total 2019 £	Total 2018 £
Staff costs	52,834	52,834	41,820
Premises	9,414	9,414	9,476
Communications and IT	4,615	4,615	3,322
Professional Fees	18,228	18,228	14,260
	<u>85,091</u>	<u>85,091</u>	<u>68,880</u>

12. Net income/(expenditure)

Net income/(expenditure) is stated after charging/(crediting):

	2019 £	2018 £
Depreciation of tangible fixed assets	<u>5,768</u>	<u>6,852</u>

13. Independent examination fees

	2019 £	2018 £
Fees payable to the independent examiner for: Independent examination of the financial statements	<u>1,440</u>	<u>1,440</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2019

14. Staff costs

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

	2019	2018
	£	£
Wages and salaries	489,166	503,811
Employer contributions to pension plans	12,460	7,292
Other employee benefits	578	667
	<u>502,204</u>	<u>511,770</u>

The average head count of employees during the year was 22 (2018: 24). The average number of full-time equivalent employees during the year is analysed as follows:

	2019	2018
	No.	No.
Number of staff	<u>22</u>	<u>24</u>

No employee received employee benefits of more than £60,000 during the year (2018: Nil).

15. Trustee remuneration and expenses

During the period there were no transactions entered into between the charity and the Trustees to report.

16. Tangible fixed assets

	Long leasehold property £	Fixtures and fittings £	Equipment £	Total £
Cost				
At 1 April 2018	27,226	23,280	25,033	75,539
Additions	<u>2,055</u>	<u>784</u>	<u>265</u>	<u>3,104</u>
At 31 March 2019	<u>29,281</u>	<u>24,064</u>	<u>25,298</u>	<u>78,643</u>
Depreciation				
At 1 April 2018	12,610	14,579	22,566	49,755
Charge for the year	<u>2,928</u>	<u>1,495</u>	<u>1,345</u>	<u>5,768</u>
At 31 March 2019	<u>15,538</u>	<u>16,074</u>	<u>23,911</u>	<u>55,523</u>
Carrying amount				
At 31 March 2019	<u>13,743</u>	<u>7,990</u>	<u>1,387</u>	<u>23,120</u>
At 31 March 2018	<u>14,616</u>	<u>8,701</u>	<u>2,467</u>	<u>25,784</u>

17. Debtors

	2019	2018
	£	£
Prepayments and accrued income	7,775	10,083
Other debtors	<u>41,710</u>	<u>30,681</u>
	<u>49,485</u>	<u>40,764</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2019

18. Creditors: amounts falling due within one year

	2019	2018
	£	£
Trade creditors	4,818	10,381
Accruals and deferred income	7,986	28,184
Social security and other taxes	10,708	10,039
	<u>23,512</u>	<u>48,604</u>

19. 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 £12,460 (2018: £7,292).

20. Analysis of charitable funds

Unrestricted funds

	At 1 April 2018	Income	Expenditure	Transfers	At 31 March 2019
	£	£	£	£	£
General funds	110,693	238,918	(216,582)	-	133,029

	At 1 April 2017	Income	Expenditure	Transfers	At 31 March 2018
	£	£	£	£	£
General funds	102,258	226,001	(211,643)	(5,923)	110,693

Restricted funds

	At 1 April 2018	Income	Expenditure	Transfers	At 31 March 2019
	£	£	£	£	£
Restricted Fund	150,536	721,212	(599,965)	-	271,783

	At 1 April 2017	Income	Expenditure	Transfers	At 31 March 2018
	£	£	£	£	£
Restricted Fund	191,900	527,756	(575,042)	5,922	150,536

Safeline Warwick
Company Limited by Guarantee
Notes to the Financial Statements *(continued)*
Year ended 31 March 2019

21. Analysis of net assets between funds

	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	(4,674)	(18,838)	(23,512)
Net assets	133,029	271,783	404,812

	Unrestricted Funds £	Restricted Funds £	Total Funds 2018 £
Tangible fixed assets	25,784	–	25,784
Current assets	110,993	173,055	284,048
Creditors less than 1 year	(26,084)	(22,519)	(48,603)
Net assets	110,693	150,536	261,229

Safeline Warwick
Company Limited by Guarantee
Management Information
Year ended 31 March 2019

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 2019

	2019 £	2018 £
Income and endowments		
Donations and legacies		
Donations and Regular Givers	41,017	17,709
Contract Income	69,329	103,923
CAF Income	23,580	11,170
Non Statutory Grants	250,090	82,983
Home Office - ISVA	-	15,000
Statutory Funding - Ministry of Justice	301,108	280,757
Fee Income Counselling	-	390
Other Statutory Funding	173,196	139,037
Young People Project (PCC)	7,120	2,450
Corporate Funding	38,474	46,075
	<u>903,914</u>	<u>699,494</u>
 Other trading activities		
Fundraising income	47,176	33,885
Training	7,593	16,293
Room hire	-	145
	<u>54,769</u>	<u>50,323</u>
 Investment income		
Bank interest	1,447	3,940
	<u>1,447</u>	<u>3,940</u>
 Total income	<u>960,130</u>	<u>753,757</u>

Safeline Warwick
Company Limited by Guarantee
Detailed Statement of Financial Activities *(continued)*
Year ended 31 March 2019

	2019 £	2018 £
Expenditure		
Costs of raising donations		
Fundraising events	14,890	7,721
Raising awareness	904	13,914
	<u>15,794</u>	<u>21,635</u>
 Expenditure on charitable activities		
Wages and salaries	489,166	503,811
Pension costs	12,460	7,292
Other post-retirement benefits	578	667
Rent	22,951	20,159
Repairs and maintenance	13,504	13,511
Other establishment	5,475	8,181
Other motor/travel costs	24,471	22,276
Legal and professional fees	18,228	14,260
Telephone	4,614	3,322
Other office costs	41,531	37,478
Depreciation	5,769	6,853
Miscellaneous expenses	2,844	5,518
Young peoples projects	9,560	12,906
Clinical supervision	17,360	17,320
Sessional fees	116,236	72,708
Website costs	-	1,357
Room hire	7,399	11,427
Staff Training	8,607	6,004
	<u>800,753</u>	<u>765,050</u>
 Total expenditure	 <u>816,547</u>	 <u>786,685</u>
 Net income/(expenditure)	 <u>143,583</u>	 <u>(32,928)</u>

Safeline Warwick
Company Limited by Guarantee
Notes to the Detailed Statement of Financial Activities
Year ended 31 March 2019

	2019 £	2018 £
Costs of raising donations		
Fundraising and events	14,890	7,721
Raising awareness	904	13,914
	<u>15,794</u>	<u>21,635</u>
Costs of raising donations	<u>15,794</u>	<u>21,635</u>
Expenditure on charitable activities		
<i>Activities undertaken directly</i>		
Wages and salaries	438,095	463,177
Pension costs	10,696	6,106
Recruitment expenses	578	667
Rent and rates	20,656	18,506
Other premises expenses	12,154	12,539
Printing, stationery & office misc	5,475	8,181
Staff and volunteer expenses	24,471	22,276
Computer, telephone and software	41,531	37,478
Miscellaneous expenses	2,844	5,518
Young peoples projects	9,560	12,906
Clinical supervision	17,360	17,320
Sessional fees	116,236	72,708
Website costs	-	1,357
Room hire	7,399	11,427
Staff Training	8,607	6,004
	<u>715,662</u>	<u>696,170</u>
<i>Support costs</i>		
Wages and salaries	51,071	40,634
Pension costs	1,764	1,186
Rent and rates	2,295	1,653
Other premises expenses	1,350	972
Legal and Professional Fees	18,228	14,260
Computer, telephone and software	4,614	3,322
Depreciation	5,769	6,853
	<u>85,091</u>	<u>68,880</u>
Expenditure on charitable activities	<u>800,753</u>	<u>765,050</u>