

Charity Registration No. NIC103644

Company Registration No. NI036140 (Northern Ireland)

**FOOTPRINTS WOMENS CENTRE**  
**GROUP ANNUAL REPORT AND FINANCIAL STATEMENTS**  
**FOR THE YEAR ENDED 31 MARCH 2021**

## **FOOTPRINTS WOMENS CENTRE**

### **LEGAL AND ADMINISTRATIVE INFORMATION**

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<b>Directors</b>	Ms M Boyle Ms N Braniff Ms U Carberry Ms J Dornan Ms A Fisher Mrs S Glymond Ms R Holmes Ms M McNeill
<b>Centre Director</b>	Ms I Loughran
<b>Charity number</b>	NIC103644
<b>Company number</b>	NI036140
<b>Registered office</b>	84a Colmill Poleglass Dunmurry Belfast BT17 OAR
<b>Auditor</b>	GMcG LISBURN Century House 40 Crescent Business Park Lisburn Co Down BT28 2GN
<b>Bankers</b>	Danske Bank Belfast Finance Centre PO Box 183 Donegall Square West Belfast BT1 6GE  Ulster Bank Limited 130 Andersonstown Road Belfast BT11 9BY
<b>Solicitors</b>	Edwards & Co 28 Hill Street Belfast BT1 2LA

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## FOOTPRINTS WOMENS CENTRE

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## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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The directors present their report and financial statements for the year ended 31 March 2021.

The financial statements have been prepared in accordance with the accounting policies set out in note 1 to the financial statements and comply with the charity's [governing document], the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

#### **Chair's report**

The well-being of our communities, now and into the future, is dependent on organisations such as Footprints surviving, and thriving, as we work to provide and sustain essential services to women and children in the Colin area throughout this pandemic and into our recovery.

The nature of the impact of COVID-19 has changed our work practices, revealed the necessity of investing in resources, technology, data and information, cyber security and behavioural changes. This change, whilst initially overwhelming, has ensured that Footprints had the potential to create a more sustainable operating model during this period of uncertainty and laid the foundation for our organisation to increase its impact of its services into the future.

The primary goal for Footprints during COVID-19 was to continue to deliver safe, sustained and quality services to the most vulnerable women and children, including new families as the demand for these services grew. The preference for face-to-face service delivery is now complemented by the necessity to use telephone and virtual meetings and workshops in order to ensure continuity of supports.

Building resilience in Footprints workforce has played a key role in our success in adapting and overcoming the challenges we have faced over this past year. For staff today, workplace demands, combined with COVID added pressure, have conspired to create unprecedented levels of stress that directly impact wellbeing, and overall levels of morale. We have focused not only on their professional development, but also introducing an organisational health well-being strategy for the future 3-year period in safeguarding employee health and well-being.

Providing emergency responses, resilience planning and the process of ongoing adjustment and innovation as the pandemic evolved has further developed and grown our organisational services, practices and policies to ensure digital privacy and security, improving our communications between local and regional organisations – prioritising collaboration over competition and growing our food and support services to meet increased need.

The good news is that there is opportunity in crisis. Throughout history, times of crisis have always heightened the opportunity for bringing out the best in us, allowing us to emerge even stronger as an organisation.

#### **Our Purposes and activities**

The purposes of the charity are:

(a) The promotion for the public benefit of urban regeneration in the Colin area and the surrounding catchment areas in Belfast and the City of Lisburn (the "area of benefit"), an area of social and economic deprivation, by all or any of the following means:

(i) the relief of poverty in such ways as may be thought fit;

(ii) the relief of unemployment among women in such ways as may be thought fit, including assistance to find employment;

(iii) the advancement of education, training or retraining and providing unemployed women with work experience;

(iv) the creation of training and employment opportunities for women by the provision of workspace, buildings and/or land for use on favourable terms;

## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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(v) the provision of recreational facilities for women or those who by reason of their youth, age, infirmity or disablement, poverty or social and economic circumstances, have need of such facilities;

(vi) The preservation and protection of health of women and the provision of childcare.

(vii) To provide encouragement and practical support services to existing and new women's groups in the area of benefit so as to increase their efficiency and effectiveness in achieving their charitable aims.

(viii) To develop the capacity and skills of women in the area of benefit in such a way that they are better able to identify, and help meet, their needs and to participate more fully in society.

(ix) To promote social inclusion, equality of opportunity and good relations across all diversity strands, including race, ethnicity, gender, age, sexual orientation, religion and disability and to encourage diversity.

The vision that shapes our annual activities is, to enable women and children to grow to ensure their voices are heard and that they take their rightful place in a just and equal society. The charity also has general aims relating to each key area of activity all of which link to the charity's purpose.

In shaping our objectives for the year and planning our activities, the directors have considered the Charity Commission's guidance on public benefit, including the guidance 'public benefit: running a charity (PB2)'.

Footprints Women's Centre relies on grants and the income generated through the services delivered by its subsidiary Footprints Trading Limited. We strive to provide open access to all services, programmes, activities and projects, enabling women and children to reach their full potential.

We endeavour to encourage all women and children within the Colin community to actively engage and participate within Footprints at whatever level is appropriate for them.

#### **The strategies employed to achieve the charity's aims and objectives are to:**

- Lobby and work to influence policy to support better services for women and children
- Generate income through a social enterprise model that will enable us to develop autonomously and to sustain the services delivered within Footprints Women's Centre.
- Continue to build upon our existing early intervention programmes responding to emerging need.
- Continue to champion the case for social justice as it affects the lives of women and children.

Putting these strategies into action we have 5 key areas of activity which are: Support Services; Children's Services, Training and Education, Sustainable Living and Women's Empowerment.

Within each key area of activity we deliver a range of programmes, services and projects.

#### **Support Services**

Support Services for women continues to be a core area of work within the Centre. Footprints has continued to offer the only 'open door' crisis intervention services in the Colin Community for women. The daily demand for the service, demonstrates the overwhelming need that exists within the community for vital support services. COVID has enabled us to supplement the service with a telephone and online service which will add to our reach within the community.

In addition to an 'open door' crisis intervention service, Footprints Support team have also continued to provide weekly drop-in groups; childcare respite; older women's groups; a 1:1 support service for women experiencing domestic violence; advocacy; referral to specialist agencies; stress management techniques; assist suicide first aid contact point and domestic violence awareness raising programmes. We have also held 'Pop up' support service sessions in community venues including local hostels, providing group and one to one support to women and families. The services were held both by face to face and virtual delivery and garden gate visits to women's homes.

## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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The support service team bring specialist skills and experience ensuring that services continue to meet the diverse range of needs of the women and families in the area.

All of this work is delivered by a highly skilled team who have developed positive working relationships with key agencies, including Social Services, Belfast and Lisburn Women's Aid, PSNI, Multi Agency Risk Assessment Conference, NIHE, Colin Neighbourhood Partnership, Sally Gardens and Colin Surestart.

Footprints held Colin's annual 'Circle of Hope' event as part of a series of 2021 International Womens Day events, raising awareness of the rising levels of violence in the area and to stand in solidarity with all victims. Footprints' currently chairs the Colin Domestic Violence Forum and works with community and elected representatives in ensuring women's safety is at the heart of Colin.

#### **Children's Services**

The day-care facility continues to be registered for 68 places, and operates as part of our Social Enterprise, delivering affordable and flexible childcare to working parents and women in full time education/training. In addition, we continue to deliver day-care through a Service Level Agreement (SLA) for childcare respite for South Eastern Trust (SET).

The SET, SLA provides childcare places for children at risk of going into care and families in need of support. The Centre also takes emergency social services referrals.

Without this vital service many children would be left in unstable circumstances in relation to family life and environment.

The day-care has, along with many similar childcare providers, incurred additional costs while operating within Covid-19 guidance at a time when there has been reduced demand for services as a result of Covid-19 restrictions.

#### **Training and Education**

Footprints has continued to deliver a successful capacity building programme, funded by a range of funders including Urban Villages. This has enabled the centre to provide women with the opportunity to participate in empowerment, leadership and personal development courses delivered by highly skilled tutors.

We have placed an emphasis on building positive Mental health, working with both our members and staff in providing mental health sessions, activities, support and short and long term strategies in place to sustain these as part of our core work.

Training has been both face to face in small groups and virtually, as we continue to develop a range of delivery modes through the development of Footprints staff and resources. Training can now be accessed and delivered using laptops and tablets, supported by a Digital Media Worker, creating and developing Footprints digital platform.

#### **Sustainable Living Project**

April 2020-March 2021, was dominated by the Covid 19 pandemic and the pivoting of services to meet need in the Colin area. As the scale of the Covid 19 crisis became evident, Footprints response and focus was to bring the services to the most vulnerable members in the community.

In March 2020 the Social Supermarket was temporarily closed and services were provided via home delivery. The Social Supermarket and chiller van were key to providing essential food support and baby supplies for families during lockdown. In this year, supported by food stock from our community partner Fareshare, the Social Supermarket service supplied 23 tonnes of food (which equates to over 54,000 meals) to families in Colin.

## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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Many private donors and organisations also contributed funds and supplies to ensure this essential service could be maintained, including Glenwood Business Centre, Urban Villages NI and Celtic Football Club. A Covid 19 emergency fund from National Lottery Community Fund enabled Footprints to continue to respond to need in the community and to carry out adaptations to the Social Supermarket premises. In September 2020, The Social Supermarket reopened with Covid secure measures in place and remained open throughout subsequent lockdowns. A shopping delivery service remained as an option for vulnerable members. An additional 100 new members were registered, all of whom had been financially impacted by the pandemic.

The Community Café adapted services to deliver home cooked meals to families. In excess of 2,500 nutritious meals, Breakfast Boxes, Lunch Boxes, Afternoon Tea boxes, Fruit boxes and Festive Food boxes were delivered to a wide range of groups including Footprints Seniors Groups, Mums Groups, Syrian Women's Group and local hostels. Children's Activity packs, Women's Wellness and Safety packs were delivered alongside this food support.

Catering services at Footprints remained operational to provide children cared for in day-care with hot meals and nutritious snacks and to facilitate Cook a Long sessions for women and children.

In order to reduce isolation and maintain connectivity, the FEED Enhancement Project delivered wrap around support through a variety of medium to members, this support included: 1-1 Support telephone calls, On line programmes, Social media activities, What's app & Zoom groups. A creche was provided for young children so mums could fully participate. Many volunteers continued to contribute their time and skills to assist members in the community, providing both practical support and emotional support.

Despite the challenges of social distancing, the community news channel NVTV made two films at Footprints during this period. One film showcased how the pandemic had impacted women and children and was an opportunity for Centre members to highlight their experiences.

The second film launched Footprints research report "2020 Vision for Newcomer Women and Children" This research was supported by an underspend on funding from Awards for All and enabled Footprints to establish how we can build on and develop existing partnership work with Newcomer women and their families in Colin.

As a result of taking part in the research a new project, led by Footprints Syrian Women's Group was launched "Good Morning Syrian Sisters /Sabah Alkeer. A telephone network was established to enable Syrian volunteers to reach out to Newcomer women ensuring that there is a friendly voice to welcome and support women as they continue their life journey and resettlement in Northern Ireland. This support was vital to wellbeing and reducing isolation during the pandemic.

Since the Sabah Alkeer project began and with funding awarded from Belfast Strategic Partnership, ten Syrian women in NI commenced a Community Interpreters programme.

#### **Financial review**

The results for the period are as set out on pages 13 to 43. The charity returned net incoming resources of £55,496 (2020 - £185,219) of which there were unrestricted net incoming resources of £43,245 and restricted net incoming resources of £12,251. At 31 March 2021, the level of unrestricted reserves held was £424,703 (2020 - £381,458).

The Directors have set aside £209,522 (2020 - £106,600) out of unrestricted funds in relation to Core Activities, Business Reserves, Governance Costs and Programme Costs.

#### **Reserves policy**

It is the policy of the charity to aim to maintain free reserves in unrestricted funds at a level equivalent to between six and nine month's expenditure. The directors consider that reserves should be the equivalent of 6-9 month's personnel and overhead costs, calculated and reviewed annually. Reserves at this level will ensure that, in the event of a significant drop in funding, they will be able to continue the charity's current activities while consideration is given to ways in which additional funds may be raised. This level of reserves has been maintained throughout the year.

The directors has assessed the major risks to which the charity is exposed, and are satisfied that systems are in place to mitigate exposure to the major risks.

## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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##### **Structure, governance and management**

The charity is a company limited by guarantee and is governed by its Memorandum and Articles of Association.

The directors who served during the year and up to the date of signature of the financial statements were:

Ms M Boyle

Ms N Braniff

Ms U Carberry

Ms J Dorman

Ms A Fisher

Mrs S Glymond

Ms R Holmes

Ms M McNeill

New directors are appointed by the members of the charity at the annual general meeting.

Footprints Women's Centre is managed by a voluntary board of directors who are responsible for both the management of the charity and the trading arm owned by the charity, Footprints Trading Ltd. The Board of Directors meet monthly to oversee the management of the Centre. A finance and personnel sub-committee has been established. These groups meet monthly. There is a separate board for the trading company and this board meets bi-monthly.

The Board of Directors employs a centre director who is responsible for the day-to-day management of the organisation. The Board of Directors conducts bi-annual reviews of the strategic plan, and at the same time reviews board performance. Policies and procedures are reviewed and updated on an ongoing basis.

The charity receives an annual gift aid donation from its trading subsidiary Footprints Trading Ltd. Footprints Trading Ltd run a number of charitable activities which are also in pursuit of the charitable objectives of Footprints Womens Centre.

##### **Key management personnel**

The directors consider the board of directors, and the senior management team to comprise the key management personnel of the charity in charge of directing and controlling, running and operating the organisation on a day to day basis. All directors give of their time freely and no director received remuneration in the year.

The pay of the senior staff is benchmarked against NJC Scales.



## **FOOTPRINTS WOMENS CENTRE**

### **DIRECTORS' REPORT (CONTINUED)**

#### **FOR THE YEAR ENDED 31 MARCH 2021**

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##### **Statement of directors' responsibilities**

The directors, who also act as trustees for the charitable activities of Footprints Womens Centre, are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company Law requires the directors to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that year.

In preparing these financial statements, the directors are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The directors are responsible for keeping adequate accounting records that 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.

##### **Auditor**

The auditor, GMcG LISBURN, is deemed to be reappointed under section 487(2) of the Companies Act 2006.

##### **Disclosure of information to auditor**

Each of the directors has confirmed that there is no information of which they are aware which is relevant to the audit, but of which the auditor is unaware. They have further confirmed that they have taken appropriate steps to identify such relevant information and to establish that the auditor is aware of such information.

This report has been prepared in accordance with the provision applicable to companies entitled to the small companies exemption.

The directors' report was approved by the Board of Directors.

**Ms U Carberry**

Director

Dated: 2 December 2021

## FOOTPRINTS WOMENS CENTRE

### INDEPENDENT AUDITOR'S REPORT

#### TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE

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##### Opinion

We have audited the financial statements of Footprints Womens Centre (the 'parent charitable company') and its subsidiaries (the 'group') for the year ended 31 March 2021 which comprise the group statement of financial activities, the group statement of financial position, the company statement of financial position, the group statement of cash flows, the company statement of cash flows and the notes to the financial statements, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 *The Financial Reporting Standard applicable in the UK and Republic of Ireland* (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the group's and parent charitable company's affairs as at 31 March 2021 and of its incoming resources and application of resources, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

##### Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the *Auditor's responsibilities for the audit of the financial statements* section of our report. We are independent of the group and parent charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

##### Conclusions relating to going concern

In auditing the financial statements, we have concluded that the directors' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charity's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the directors with respect to going concern are described in the relevant sections of this report.

## **FOOTPRINTS WOMENS CENTRE**

### **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE**

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#### **Other information**

The other information comprises the information included in the annual report other than the financial statements and our auditor's report thereon. The directors are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon. Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

#### **Opinions on other matters prescribed by the Companies Act 2006**

In our opinion, based on the work undertaken in the course of our audit:

- the information given in the directors' Report, prepared for the purposes of company law, for the financial year for which the financial statements are prepared is consistent with the financial statements; and
- the directors' report has been prepared in accordance with applicable legal requirements.

#### **Matters on which we are required to report by exception**

In the light of the knowledge and understanding of the group and parent charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the directors' report included within the directors' report.

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

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the directors' report and from the requirement to prepare a strategic report.

## **FOOTPRINTS WOMENS CENTRE**

### **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE**

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#### **Responsibilities of directors**

As explained more fully in the statement of directors' responsibilities, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the directors determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the directors are responsible for assessing the group's and parent charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the directors either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

#### **Auditor's responsibilities for the audit of the financial statements**

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud, is detailed below.

## **FOOTPRINTS WOMENS CENTRE**

### **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE**

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#### **Extent to which the audit was considered capable of detecting irregularities, including fraud**

We identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, and then design and perform audit procedures responsive to those risks, including obtaining audit evidence that is sufficient and appropriate to provide a basis for our opinion.

In identifying and assessing potential risks of material misstatement in respect of irregularities, including fraud and non-compliances with laws and regulations, we considered the following:

- The nature of the industry and sector, control environment and business performance, including the group's remuneration policies for directors, bonus levels and performance targets, if any;
- Results of our enquiries of management about their own identification and assessment of the risks of irregularities;
- Any matters we identified having obtained and reviewed the group's documentation of their policies and procedures relating to:
  - Identifying, evaluating and complying with laws and regulations and whether they were aware of any instance of non-compliance;
  - Detecting and responding to the risks of fraud and whether they have knowledge of any actual, suspected or alleged fraud; and
  - The internal controls established to mitigate risks of fraud or non-compliance with laws and regulations;
- The matters discussed among the audit engagement team regarding how and where fraud might occur in the financial statements and potential indicators of fraud.

As a result of these procedures, we considered the opportunities and incentives that may exist within the group for fraud and identified the greatest potential for fraud in income recognition. In common with all audits under ISAs (UK), we are also required to perform specific procedures to respond to the risk of management override.

We also obtained an understanding of the legal and regulatory frameworks that the group operates in, focusing on provisions of those laws and regulations that had a direct effect on the determination of material amounts and disclosures in the financial statements. The key laws and regulations we considered in this context included the Companies Act 2006, and local tax legislation.

In addition, we considered provisions of other laws and regulations that do not have a direct effect on the financial statements but compliance with which may be fundamental to the group's ability to operate or to avoid a material penalty.

## **FOOTPRINTS WOMENS CENTRE**

### **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE**

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#### **Audit response to risks identified**

Our procedures to respond to the risks identified included the following:

- Reviewing the financial statement disclosures and testing to supporting documentation to assess compliance with provisions of relevant laws and regulations described as having a direct effect on the financial statements;
- Enquiring of management concerning actual and potential litigation and claims;
- Performing analytical procedures to identify any unusual or unexpected relationships that may indicate risks of material misstatement due to fraud;
- Reading minutes of meetings of those charged with governance and reviewing correspondence with tax authorities; and
- In addressing the risk of fraud through management override of controls, testing the appropriateness of journal entries and other adjustments; assessing whether the judgements made in making accounting estimates are indicative of a potential bias; and evaluating the business rationale of any significant transactions that are unusual or outside the normal course of business.

We also communicated relevant identified laws and regulations and potential fraud risks to all engagement team members and remained alert to any indications of fraud or non-compliance with laws and regulations throughout the audit.

Owing to the inherent limitations of an audit, there is an unavoidable risk that we may not have detected some material misstatements in the financial statements, even though we have properly planned and performed our audit in accordance with auditing standards. In addition, as with any audit, there remains a higher risk of non-detection of irregularities, as they may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal controls. We are not responsible for preventing non-compliance and cannot be expected to detect non-compliance with all laws and regulations.

A further description of our responsibilities is available on the Financial Reporting Council's website at: <https://www.frc.org.uk/auditorsresponsibilities>. This description forms part of our auditor's report.

## **FOOTPRINTS WOMENS CENTRE**

### **INDEPENDENT AUDITOR'S REPORT (CONTINUED) TO THE DIRECTORS OF FOOTPRINTS WOMENS CENTRE**

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#### **Use of our report**

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

**Mr Stephen Houston FCA (Senior Statutory Auditor)  
for and on behalf of GMcG LISBURN**

2 December 2021

**Chartered Accountants  
Statutory Auditor**

Century House  
40 Crescent Business Park  
Lisburn  
Co Down  
BT28 2GN

# FOOTPRINTS WOMENS CENTRE

## STATEMENT OF FINANCIAL ACTIVITIES INCLUDING INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2021

	Notes	Unrestricted funds 2021 £	Restricted funds 2021 £	Total 2021 £	Unrestricted funds 2020 £	Restricted funds 2020 £	Total 2020 £
<b>Income from:</b>							
Voluntary Income	3	131,431	-	131,431	7,673	103,693	111,366
Charitable activities	4	-	491,497	491,497	-	457,075	457,075
Other trading activities	5	191,904	-	191,904	339,741	-	339,741
Investments	6	1,246	-	1,246	828	-	828
<b>Total income</b>		<b>324,581</b>	<b>491,497</b>	<b>816,078</b>	<b>348,242</b>	<b>560,768</b>	<b>909,010</b>
<b>Expenditure on:</b>							
Raising funds	7	196,475	-	196,475	195,436	-	195,436
Charitable activities	8	68,731	495,376	564,107	64,289	464,066	528,355
<b>Total resources expended</b>		<b>265,206</b>	<b>495,376</b>	<b>760,582</b>	<b>259,725</b>	<b>464,066</b>	<b>723,791</b>
<b>Net incoming/(outgoing) resources before transfers</b>		<b>59,375</b>	<b>(3,879)</b>	<b>55,496</b>	<b>88,517</b>	<b>96,702</b>	<b>185,219</b>
Gross transfers between funds	14	(16,130)	16,130	-	(2,994)	2,994	-
<b>Net income for the year/ Net movement in funds</b>		<b>43,245</b>	<b>12,251</b>	<b>55,496</b>	<b>85,523</b>	<b>99,696</b>	<b>185,219</b>
Fund balances at 1 April 2020		381,458	719,841	1,101,299	295,935	620,145	916,080
<b>Fund balances at 31 March 2021</b>		<b>424,703</b>	<b>732,092</b>	<b>1,156,795</b>	<b>381,458</b>	<b>719,841</b>	<b>1,101,299</b>

The statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities.

The statement of financial activities also complies with the requirements for an income and expenditure account under the Companies Act 2006.



# FOOTPRINTS WOMENS CENTRE

## CONSOLIDATED STATEMENT OF FINANCIAL POSITION

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	15		697,299		713,192
<b>Current assets</b>					
Debtors	16	48,268		57,375	
Cash at bank and in hand		511,315		366,540	
		559,583		423,915	
<b>Creditors: amounts falling due within one year</b>	17	(100,087)		(35,808)	
Net current assets			459,496		388,107
<b>Total assets less current liabilities</b>			1,156,795		1,101,299
<b>Income funds</b>					
Restricted funds	20		732,092		719,841
<u>Unrestricted funds</u>					
Designated funds	21	209,522		106,600	
General unrestricted funds		215,181		274,858	
			424,703		381,458
			1,156,795		1,101,299

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

The financial statements were approved and authorised for issue by the Directors by the Directors on 2 December 2021

Ms N Braniff  
Trustee

Ms U Carberry  
Trustee

Company Registration No. NI036140

# FOOTPRINTS WOMENS CENTRE

## COMPANY STATEMENT OF FINANCIAL POSTITION

AS AT 31 MARCH 2021

	Notes	2021 £	£	2020 £	£
<b>Fixed assets</b>					
Tangible assets	15		697,299		713,192
<b>Current assets</b>					
Debtors	16	49,849		135,149	
Cash at bank and in hand		438,075		266,988	
		487,924		402,137	
<b>Creditors: amounts falling due within one year</b>	17	(44,612)		(31,124)	
Net current assets			443,312		371,013
<b>Total assets less current liabilities</b>			1,140,611		1,084,205
<b>Income funds</b>					
Restricted funds	20		732,092		719,841
<u>Unrestricted funds</u>					
Designated funds	21	209,522		106,600	
General unrestricted funds		198,997		257,764	
			408,519		364,364
			1,140,611		1,084,205

As permitted by S408 Companies Act 2006, the charitable company has not presented its own profit and loss account and related notes. The charitable company's surplus for the year was £56,406 (2020 - £185,443).

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

The financial statements were approved by the Board of Directos and authorised for issue on 2 December 2021

Ms N Braniff  
Trustee

Ms U Carberry  
Trustee

Company Registration No. NI036140

# **FOOTPRINTS WOMENS CENTRE**

## **GROUP STATEMENT OF CASH FLOWS**

**FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	23		160,351		108,009
<b>Investing activities</b>					
Purchase of tangible fixed assets		(16,822)		(41,318)	
Interest received		1,246		828	
<b>Net cash used in investing activities</b>			(15,576)		(40,490)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			144,775		67,519
Cash and cash equivalents at beginning of year			366,540		299,021
<b>Cash and cash equivalents at end of year</b>			511,315		366,540

**FOOTPRINTS WOMENS CENTRE**

**COMPANY STATEMENT OF CASH FLOWS  
FOR THE YEAR ENDED 31 MARCH 2021**

	Notes	2021 £	£	2020 £	£
<b>Cash flows from operating activities</b>					
Cash generated from operations	25		186,937		161,741
<b>Investing activities</b>					
Purchase of tangible fixed assets		(16,822)		(41,318)	
Interest received		972		338	
<b>Net cash used in investing activities</b>			(15,850)		(40,980)
<b>Net cash used in financing activities</b>			-		-
<b>Net increase in cash and cash equivalents</b>			171,087		120,761
Cash and cash equivalents at beginning of year			266,988		146,227
<b>Cash and cash equivalents at end of year</b>			438,075		266,988

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS

#### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies

##### Charity information

Footprints Womens Centre is a private company limited by guarantee incorporated in Northern Ireland. The registered office is 84a Colmill, Poleglass, Dunmurry, Belfast, BT17 0AR.

##### 1.1 Accounting convention

The financial statements have been prepared in accordance with the charity's Memorandum and Articles of Association, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charity is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

##### 1.2 Basis of consolidation

The consolidated financial statements incorporate those of Footprints Womens Centre and all of its subsidiaries (ie entities that the group controls through its power to govern the financial and operating policies so as to obtain economic benefits).

All intra-group transactions, balances and unrealised gains on transactions between group companies are eliminated on consolidation. Unrealised losses are also eliminated unless the transaction provides evidence of an impairment of the asset transferred.

##### 1.3 Going concern

At the time of approving the financial statements, the directors have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. Thus the directors continue to adopt the going concern basis of accounting in preparing the financial statements.

##### 1.4 Charitable funds

Unrestricted funds are available for use at the discretion of the directors in furtherance of their charitable objectives.

Designated funds comprise funds which have been set aside at the discretion of the directors for specific purposes. The purposes and uses of the designated funds are set out in the notes to the financial statements.

Restricted funds are subject to specific conditions by donors as to how they may be used. The purposes and uses of the restricted funds are set out in the notes to the financial statements.

##### 1.5 Incoming resources

Income is recognised when the charity is legally entitled to it after any performance conditions have been met, the amounts can be measured reliably, and it is probable that income will be received.

Cash donations are recognised on receipt. Other donations are recognised once the charity has been notified of the donation, unless performance conditions require deferral of the amount. Income tax recoverable in relation to donations received under Gift Aid or deeds of covenant is recognised at the time of the donation.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2021

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##### 1 Accounting policies (Continued)

The charity receives government grants in respect of the provision of specified services, projects and activities. Income from government and other grants are recognised at fair value when the charity has entitlement after any performance conditions have been met, it is probable that the income will be received and the amount can be measured reliably. If entitlement is not met then these amounts are deferred.

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the charity; this is normally upon notification of the interest paid or payable by the bank.

Income from activities for raising funds represents amounts receivable for goods and services and is recognised to the extent that it is probable that the economic benefits will flow to the company and the revenue can be reliably measured. Revenue is measured at the fair value of the consideration received or receivable for goods and services provided in the normal course of business, exclusive of trade discounts.

Turnover is measured at the fair value of the consideration received or receivable and represents amounts receivable for goods and services provided in the normal course of business, net discounts, VAT and other sales related taxes.

##### 1.6 Resources expended

All expenditure is accounted for on an accrual basis and has been classified under headings that aggregate all costs related to the category. Expenditure is recognised where there is a legal or constructive obligation to make payments to third parties, it is probable that the settlement will be required and the amount of the obligation can be measured reliably. It is categorised under one of the following headings: Costs of raising funds, Expenditure on charitable activities and Other expenditure.

Irrecoverable VAT is charged as an expense against the activity for which expenditure arose.

Support costs are those that assist the work of the charity but do not directly represent charitable activities and include office costs, governance costs, depreciation costs and administrative payroll costs. They are incurred directly in support of expenditure on the objects of the charity and include project management carried out at the office. Office costs, depreciation costs governance costs and payroll costs are allocated to charitable activities based on usage. The allocation of the support costs is analysed in note 10.

##### 1.7 Tangible fixed assets

Tangible fixed assets are initially measured at cost and subsequently measured at cost or valuation, net of depreciation and any impairment losses.

Depreciation is recognised so as to write off the cost or valuation of assets less their residual values over their useful lives on the following bases:

Land and buildings	2% Straight Line
Plant and equipment	25% Straight Line
Fixtures and fittings	25% Straight Line
Computers	33% Straight Line
Motor vehicles	25% Reducing Balance

Freehold land is not depreciated.

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is recognised in net income/(expenditure) for the year.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

#### FOR THE YEAR ENDED 31 MARCH 2021

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#### 1 Accounting policies (Continued)

##### 1.8 Cash and cash equivalents

Cash and cash equivalents include cash in hand, deposits held at call with banks, other short-term liquid investments with original maturities of three months or less, and bank overdrafts. Bank overdrafts are shown within borrowings in current liabilities.

##### 1.9 Financial instruments

The charity has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charity's balance sheet when the charity becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

##### **Basic financial assets**

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

##### **Basic financial liabilities**

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

##### **Derecognition of financial liabilities**

Financial liabilities are derecognised when the charity's contractual obligations expire or are discharged or cancelled.

##### 1.10 Employee benefits

The cost of any unused holiday entitlement is recognised in the period in which the employee's services are received.

Termination benefits are recognised immediately as an expense when the charity is demonstrably committed to terminate the employment of an employee or to provide termination benefits.

##### 1.11 Retirement benefits

Payments to defined contribution retirement benefit schemes are charged as an expense as they fall due.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

#### 2 Critical accounting estimates and judgements

In the application of the charity's accounting policies, the directors are required to make judgements, estimates and assumptions about the carrying amount of assets and liabilities that are not readily apparent from other sources. The estimates and associated assumptions are based on historical experience and other factors that are considered to be relevant. Actual results may differ from these estimates.

The estimates and underlying assumptions are reviewed on an ongoing basis. Revisions to accounting estimates are recognised in the period in which the estimate is revised where the revision affects only that period, or in the period of the revision and future periods where the revision affects both current and future periods.

##### Key sources of estimation uncertainty

###### Fixed assets

The annual depreciation charge on fixed assets depends primarily on the estimated lives of each type of asset and estimates of residual values. The directors regularly review these assets lives and change them as necessary to reflect current thinking on remaining lives in light of prospective economic utilisation and physical condition of the assets concerned. Changes in assets lives can have a significant impact on depreciation charges for the period. Detail of the useful lives is included in the accounting policies.

###### Restricted and unrestricted funds

Judgements are made in relation to allocation of income and expenditure to restricted and unrestricted funds. The directors consider it appropriate to allocate these funds based on interpretation of donations received.

#### 3 Voluntary Income

	Unrestricted funds	Unrestricted funds	Restricted funds	Total
	2021	2020	2020	2020
	£	£	£	£
Donations and gifts	8,804	2,906	208	3,114
Charitable activities	122,627	4,767	-	4,767
Donated goods and services	-	-	103,485	103,485
	<u>131,431</u>	<u>7,673</u>	<u>103,693</u>	<u>111,366</u>

###### Donated goods and services

Donated goods and services of £NIL (2020 - £103,485) in the prior year the value of capital refurbishment works carried out to the charity's existing premises, by Urban Villages in partnership with Belfast City Council and The Executive Office.



# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 4 Charitable activities

	Training & Education	Womens Services	Childrens services	Healthy Living	Catering Services	Total 2021	Total 2020
	2021	2021	2021	2021	2021	£	£
Grants receivable for charitable activities	39,415	77,361	138,425	219,018	17,278	491,497	457,075
Analysis by fund							
Restricted funds	39,415	77,361	138,425	219,018	17,278	491,497	457,075
<b>For the year ended 31 March 2020</b>							
Restricted funds	25,670	74,866	135,276	204,793	16,470		457,075

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

#### 4 Charitable activities (Continued)

	Training & Education	Womens Services	Childrens services	Healthy Living	Catering Services	Total 2021	Total 2020
	£	£	£	£	£	£	£
<b>Grants receivable for charitable activities</b>							
BBC Children in Need	-	-	18,309	-	-	18,309	23,178
BCC Celebration of Women Garden	-	4,580	-	-	-	4,580	-
BCC Good Relations	-	-	-	-	-	-	(709)
BCC Revenue	3,600	3,600	3,600	3,600	3,600	18,000	18,000
BCC Keeping Women Safe	-	-	-	-	-	-	4,801
BCC Summer Scheme	-	-	-	-	-	-	1,745
BCC PCSP	1,440	-	-	-	-	1,440	-
BCC Celebrating Culture	-	-	-	-	-	-	1,930
Black Santa	1,000	-	-	-	-	1,000	700
BRO Community Development	-	24,549	4,676	-	-	29,225	25,795
Bro Health Development Unit	-	-	-	54,075	-	54,075	50,721
CLEAR	-	984	-	-	-	984	-
COVID Additional Funding	-	-	-	13,456	-	13,456	-
COVID Recovery	999	999	999	1,000	1,000	4,997	-
Community food shop	-	-	-	85,851	-	85,851	120,158
DFC-CIF	12,679	12,678	12,678	47,238	12,678	63,391	64,350
DFC Feed Enhancement	-	-	-	-	-	47,238	46,870
DFC - Social supermarket	-	-	-	-	-	-	(1,022)
DFC - WCCF	-	-	98,163	-	-	98,163	77,732
Keeping healthy, staying safe	-	-	-	1,120	-	1,120	-
MAS	-	3,347	-	-	-	3,347	-
Rank foundation	4,980	-	-	-	-	4,980	-
SET SLA	-	17,124	-	-	-	17,124	14,326

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

4 Charitable activities (Continued)							
SELF	727	-	-	-	-	727	-
Urban Villages	13,990	-	-	-	-	13,990	8,500
30 Years Celebration	-	9,500	-	-	-	9,500	-
	<u>39,415</u>	<u>77,361</u>	<u>138,425</u>	<u>219,018</u>	<u>17,278</u>	<u>491,497</u>	<u>457,075</u>

# **FOOTPRINTS WOMENS CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

### **5 Other trading activities**

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Catering income	13,208	12,799
Childcare income	148,016	288,591
Shop income	9,604	12,410
Room hire	260	16,994
Hospitality	20,816	8,614
Project facilitation	-	333
	<u>191,904</u>	<u>339,741</u>

### **6 Investments**

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
Interest receivable	1,246	828
	<u>1,246</u>	<u>828</u>

### **7 Raising funds**

	Unrestricted funds	Unrestricted funds
	2021	2020
	£	£
<u>Fundraising and publicity</u>		
Trading costs	18,436	37,365
Staff costs	178,039	158,071
	<u>196,475</u>	<u>195,436</u>

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

8 Charitable activities	Training & education	Womens services	Childrens services	Healthy Living	Catering services	Total 2021	Total 2020
	£	£	£	£	£	£	£
Staff costs	16,966	39,536	125,219	118,674	13,087	313,482	316,383
Depreciation and impairment	5,125	4,238	4,238	14,876	4,238	32,715	32,469
Catering purchases	1,037	9	9	1,408	23,861	26,324	44,015
Tutor costs	-	-	-	-	-	-	7,501
Programme costs	5,514	4,677	4,158	61,321	971	76,641	17,631
Other staff costs	-	-	-	-	-	-	2,606
Evaluation cost	55	55	55	3,205	56	3,426	-
Equipment and materials	91	92	248	542	260	1,233	125
Room hire costs	360	-	-	-	-	360	15,591
Volunteer costs	-	-	-	-	-	-	856
Childcare support	-	-	-	-	-	-	1,877
Share of support costs (see note 10)	29,148	48,607	133,927	200,026	42,473	454,181	439,054
Share of governance costs (see note 10)	22,112	14,137	15,529	39,087	13,959	104,824	84,561
	1,020	1,020	1,020	1,020	1,022	5,102	4,740
	52,280	63,764	150,476	240,133	57,454	564,107	528,355

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 8 Charitable activities (Continued)

Analysis by fund							
Unrestricted funds							
Restricted funds							
		8,852	8,854	8,851	8,853	33,321	68,731
		43,428	54,910	141,625	231,280	24,133	495,376
		52,277	63,764	150,476	240,133	57,454	564,107
		=====	=====	=====	=====	=====	=====
For the year ended 31 March 2020							
Unrestricted funds		8,372	8,370	8,370	8,369	30,808	64,289
Restricted funds		36,560	84,031	149,452	172,074	21,949	464,066
		44,932	92,401	157,822	180,443	52,757	528,355
		=====	=====	=====	=====	=====	=====

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

FOR THE YEAR ENDED 31 MARCH 2021

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#### 9 Description of charitable activities

##### Training & education

Footprints currently provide the only community based adult learning and training facility within Colin, with on-site creche.

##### Womens services

Support services for women are a core area of work within the Centre, providing vital support programmes to women in the community who are most vulnerable.

##### Childrens services

Children's services offers vital services to children and parents within the Colin community, providing daycare services alongside work to champion the needs of vulnerable children.

##### Healthy living

The Sustainable Living project seeks to engage the community in various food initiatives. The aim is to promote healthier living, and to tackle food poverty within Colin community.

##### Catering services

Catering services provided within the Centre across the various services offered, and also for the local community.

# **FOOTPRINTS WOMENS CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

### **10 Support costs**

	Support costs	Governance costs	2021	2020	Basis of allocation
	£	£	£	£	
Rent and rates	2,221	-	2,221	2,253	Useage
Heat & light	10,141	-	10,141	9,280	Useage
Travel	742	-	742	1,697	Useage
Printing & postage	5,886	-	5,886	5,464	Useage
Telephone	3,621	-	3,621	3,088	Useage
Computer costs	5,932	-	5,932	7,558	Useage
Cleaning	5,803	-	5,803	2,129	Useage
Repairs	17,971	-	17,971	15,736	Useage
Insurance	3,562	-	3,562	5,807	Useage
Training costs	705	-	705	3,950	Useage
Sundry	3,478	-	3,478	2,304	Useage
Subscriptions	1,206	-	1,206	1,360	Useage
Hospitality	20,956	-	20,956	5,870	Useage
Bank charges	505	-	505	96	Useage
Accountancy	22,095	-	22,095	17,969	Useage
Audit fees	-	4,800	4,800	4,200	Governance
Legal and professional	-	302	302	540	Governance
	<u>104,824</u>	<u>5,102</u>	<u>109,926</u>	<u>89,301</u>	
Analysed between					
Charitable activities	<u>104,824</u>	<u>5,102</u>	<u>109,926</u>	<u>89,301</u>	

Accountancy costs of £22,095 (2020 - £17,969) represent the cost of seconding a person from our accountants to cover the finance function of the charity and its subsidiary, rather than incur a salary cost for a finance member of staff.

Governance costs includes payments to the auditors of £4,800 (2020- £4,200) for audit fees.

### **11 Directors**

None of the directors (or any persons connected with them) received any remuneration or benefits from the charity during the year.



## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

#### 12 Employees

##### Number of employees

The average monthly number of employees during the year was:

	2021 Number	2020 Number
Managerial, administrative and childcare	32	33

##### Employment costs

	2021 £	2020 £
Wages and salaries	472,916	447,175
Social security costs	16,363	23,696
Other pension costs	2,242	3,583
	491,521	474,454

The charity considers its key management personnel to comprise of the directors and the Centre Director. The total employment benefits including employer pension contributions of the key management personnel were £45,481 (2020 - £39,645).

There were no employees whose annual remuneration was £60,000 or more.

#### 13 Taxation

As a charity all profits from trading activities and investment income are used for charitable purposes and thus no liability to corporation tax arises.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 14 Transfers

Transfers were made from unrestricted funds to cover resources expended in excess of funds received in relation to the following projects:

**Awards for all** - Transfer of £40.

**BCC Revenue** - Transfer of £16,190.

**DFC Social Supermarket** - £14.

**SET SLA** - Transfer of £1.

**Urban Villages** - Transfer of £327

Transfers were made from restricted funds for unused income transferred to unrestricted funds in relation to the following projects:

**BRO Health & Development**- Transfer of £250.

**BRO Community Development**- Transfer of £9.

**CIF CORE**- Transfer £107.

**WCCF CIF Core** - Transfer £76.

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

### 15 Tangible fixed assets

Group and Company	Land and buildings £	Plant and equipment £	Fixtures and fittings £	Computers £	Motor vehicles £	Total £
<b>Cost</b>						
At 1 April 2020	987,403	107,203	35,498	34,127	28,035	1,192,266
Additions	-	1,728	5,964	9,130	-	16,822
At 31 March 2021	987,403	108,931	41,462	43,257	28,035	1,209,088
<b>Depreciation and impairment</b>						
At 1 April 2020	305,267	100,172	32,499	34,127	7,009	479,074
Depreciation charged in the year	19,583	2,371	2,491	3,013	5,257	32,715
At 31 March 2021	324,850	102,543	34,990	37,140	12,266	511,789
<b>Carrying amount</b>						
At 31 March 2021	662,553	6,388	6,472	6,117	15,769	697,299
At 31 March 2020	682,136	7,031	2,999	-	21,026	713,192

# **FOOTPRINTS WOMENS CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

### **16 Debtors**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Amounts falling due within one year:</b>		
<b>Group</b>		
Trade debtors	6,269	6,381
Other debtors	38,294	46,883
Prepayments and accrued income	3,705	4,111
	<u>48,268</u>	<u>57,375</u>
<b>Company</b>		
Trade debtors	26	258
Amounts owed by group undertakings	7,824	83,903
Other debtors	38,294	46,877
Prepayments and accrued income	3,705	4,111
	<u>49,849</u>	<u>135,149</u>

### **17 Creditors: amounts falling due within one year**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Group</b>		
Deferred income	68,921	-
Trade creditors	10,756	8,633
Other creditors	3,918	12,094
Accruals and deferred income	16,492	15,081
	<u>100,087</u>	<u>35,808</u>
<b>Company</b>		
Deferred Income	20,171	-
Trade creditors	10,358	8,481
Other creditors	3,066	12,019
Accruals and accrued income	11,017	10,624
	<u>44,612</u>	<u>31,124</u>

### **18 Deferred income**

#### **Group**

Included in deferred income is £20,171 (2020 - £Nil) which relates to monies received for programmes which have not yet been carried out. Also £48,750 (2020 - £Nil) received to aid in the recovery of the COVID-19 pandemic in the following year.

#### **Company**

Included in deferred income is £20,171 (2020 - £Nil) which relates to monies received for programmes which have not yet been carried out.

## **FOOTPRINTS WOMENS CENTRE**

### **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)**

**FOR THE YEAR ENDED 31 MARCH 2021**

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#### **19 Contingent Liability**

A contingent liability exists to repay grants received in relation to capital refurbishment costs should certain conditions not be fulfilled by the charity. In this regard deeds of covenants and charges have been registered by the granting body who financed the refurbishment works.

# **FOOTPRINTS WOMENS CENTRE**

## **NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)** **FOR THE YEAR ENDED 31 MARCH 2021**

### **20 Restricted funds**

The income funds of the charity include restricted funds comprising the following unexpended balances of donations and grants held on trust for specific purposes:

	Movement in funds				Movement in funds			
	Balance at 1 April 2019 £	Incoming resources £	Resources expended £	Transfers £	Balance at 1 April 2020 £	Incoming resources £	Resources expended £	Transfers £
								Balance at 31 March 2021 £
Awards for all	5,835	-	(4,370)	-	1,465	-	(1,505)	40
BBC Children in Need	7,366	23,386	(25,017)	(3,156)	2,579	18,309	(17,435)	-
BCC Celebrating Culture	-	1,930	(1,930)	-	-	-	-	-
BCC Celebration of Women Garden	-	-	-	-	-	4,580	-	-
BCC Good relations	710	(709)	-	(1)	-	-	-	-
BCC Revenue	-	18,000	(28,054)	10,054	-	18,000	(34,190)	16,190
BCC St Patricks	1	-	-	(1)	-	-	-	-
BCC Keeping Women Safe	-	4,801	(4,805)	4	-	-	-	-
BCC PCSP	-	-	-	-	-	1,440	-	-
Belfast Health Development Unit	332	-	(500)	168	-	-	-	-
Big Lottery - Energy Efficient Venue	39,772	-	(925)	-	38,847	-	(925)	-
Big Lottery - CNP	3,125	-	(71)	-	3,054	-	(71)	-
Black Santa	-	700	-	-	700	1,000	(700)	-
Blackburn Trust	849	-	-	(849)	-	-	-	-
BSP Family Friendly Belfast	80	-	-	(80)	-	-	-	-
Buildings Reserve	462,052	103,485	(16,524)	-	549,013	-	(16,524)	-
BRO Community Development	227	25,796	(26,014)	-	9	29,225	(29,225)	(9)
BRO Health and Development	345	50,721	(50,816)	-	250	54,075	(54,075)	(250)
BRO Sectional Build	85,360	-	(1,897)	-	83,463	-	(1,897)	-
CLEAR	2,004	-	-	(2,004)	-	984	(984)	-
Colin Surestart	1,250	-	-	(1,250)	-	-	-	-
Community Food Shop	-	120,158	(81,840)	(420)	37,898	85,851	(80,535)	-
COVID additional funding	-	-	-	-	-	13,456	(11,530)	-
COVID Recovery	-	-	-	-	-	4,997	(3,657)	-

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

20	Restricted funds (Continued)									
DFC-CIF	107	64,349	(64,349)	-	107	63,391	(63,391)	(107)	-	
DFC Feed Enhancement	-	46,870	(44,936)	-	1,934	47,238	(41,423)	-	7,749	
DFC Social Supermarket	1,956	(1,022)	(488)	-	446	-	(460)	14	-	
DFC - WCCF	6,823	77,732	(84,479)	-	76	98,163	(98,163)	(76)	-	
Flax Project	72	-	(86)	14	-	-	-	-	-	
Keeping Healthy, Staying safe	-	-	-	-	-	1,120	(1,120)	-	-	
MAS	-	-	-	-	-	3,347	(3,347)	-	-	
Rank foundation	-	-	-	-	-	4,980	(3,879)	-	1,101	
SEIF	-	-	-	-	-	727	(230)	-	497	
SET SLA	1,879	14,326	(17,124)	919	-	17,124	(17,125)	1	-	
Summer Scheme	-	1,745	(1,757)	12	-	-	-	-	-	
Urban Villages	-	8,500	(8,084)	(416)	-	13,990	(12,985)	327	1,332	
30 Years celebration	-	-	-	-	-	9,500	-	-	9,500	
	620,145	560,768	(464,066)	2,994	719,841	491,497	(495,376)	16,130	732,092	

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

#### 20 Restricted funds (Continued)

##### Awards for All

Funded by the Big Lottery, this project has been designed to develop an empowerment infrastructure within Footprints Women's Centre that will lead to stronger engagement with women from the Colin Neighbourhood and ensure that the services delivered by the organisation are needs lead and will provide women with the access to empowerment programmes, will regenerate future leadership and will promote transparency through a clear communication strategy. Ultimately, this will empower women to lobby effectively on issues affecting their lives and will effect real change.

##### BBC Children in Need

To fund the salary of a full-time family empowerment worker.

##### BCC Celebrating Culture

This project brings BAME families recently moved into the Colin Neighbourhood with families living in the area to support their integration into the community. The project celebrates diversity in our community and welcomes our new neighbours through our shared love of growing and cooking good food.

##### BCC Celebration of Women Garden

This project will provide workshops, materials and training for women and young girls in Colin to design and build mosaic and wooden structures for Footprints Garden.

##### BCC Good Relations

This project facilitated partners to travel across communities in the Colin and Village areas and to participate safely in programmes and activities that promote mutual respect and understanding of shared history.

##### BCC Revenue

The provision of funding for the running costs of the building.

##### BCC St Patricks

This project will celebrate St Patrick's Day with groups at Footprints Women's Centre and also with a group from our 'sister' centre, Windsor Women's Centre, bringing together women from different generations, religious beliefs and cultural identities.

##### BCC Keeping Women Safe

Funding for safety resources and a therapeutic programme for women, and also contributing to salary costs for a Women's Support Worker.

##### BCC PCSP

Support from Belfast City Council in building partnership work around issues of domestic violence and supporting awareness raising and capacity building on dealing with domestic violence issues in Colin area.



## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 20 Restricted funds (Continued)

##### **Belfast Health Development Unit**

This project offered funding towards Footprints Women's Centre 'Fruit of the Future' project as apart of the Family Friendly Belfast Event held to launch the fruit tree planting in the grounds of the centre.

##### **Big Lottery - Energy Efficient Venue**

Funding to carry out an energy audit, to increase the energy efficiency of the premises.

##### **CNP Big Lottery - Nutrition/ physical Activity and Domestic Violence**

Partnership to support people in the Colín Neighbourhood area, targeting the most vulnerable and socially deprived.

##### **Black Santa**

This funding supported the development of a therapeutic/reflection in the grounds of Footprints Womens Centre and provides a safe space for BAME and local families to meet and relax.

##### **Blackburn Trust**

Funded an event to celebrate the success of women learners in last academic year and encouragement for learners to stay engaged in lifelong learning through Footprints Training Programmes. The event also celebrated 100 years of women's suffrage.

##### **BSP Family Friendly Belfast**

This project provided a cross-community family circus school and dinner event. This will encourage families to build communication, develop healthy eating practices, promote healthy lifestyle and learning skills through the Belfast Circus School.

##### **Buildings reserve**

Funding for the premises used by the charity.

##### **BRO Community Development**

Funding for salaries for Women's Support Manager and caretaker.

##### **BRO Health Development**

Funding for salaries for Sustainable Living Manger, receptionists and cleaners.

##### **BRO - Sectional Build**

Funding for the sectional building creche and office space.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

#### 20 Restricted funds (Continued)

##### CLEAR

To fund women's support programme costs.

##### Colin - Surestart

To match fund childcare places for DEL training and education support.

##### Community Food Shop

This project enables 200 families per year, who are experiencing food poverty to shop for healthy low cost food at Footprints Social Supermarket. Members are able to access a wide range of wrap around support services including finance, debt, budgeting and nutritional advice to develop the tools to live autonomously and confidently. The project diverts surplus, in date, quality food from food partners to families in need and contributes to environmental objectives through a reduction in carbon emissions. Funding enabled the purchase of a refrigerated van to extend and strengthen the reach of the Social Supermarket by delivering food to vulnerable members of the community. The funding has sustained employment and created new posts, in order to develop Footprints Food Services as a social enterprise.

##### COVID additional funding

This award allowed modifications to the Community Food Store and chiller van to ensure service delivery to members was COVID secure when the Social Supermarket reopened. The funding enabled Footprints to continue to provide weekly food support packs to 50 high need families while the adaptations were taking place.

##### COVID Recovery

This funding supported the purchase of PPE clothing and equipment for staff. It also provided the purchase of Tablets to support digital classes and communication with members.

##### DFC Community Investment Fund

Funding for salary for the centre manager and part salary for finance manager.

##### DFC Feed Enhancement

This project supports 100 women a year to gain the skills and qualifications to improve their life opportunities. Women are supported into volunteering roles in the community, work placements with local providers and assisted on their journey to secure employment.

##### DFC Social Supermarket

The project will enable members to access surplus, in date, quality food, destined for landfill at reduced prices. Members will also access a range of Wrap around Services e.g Finance, Benefits Advice and Employability Skills to support a transition out of poverty.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 20 Restricted funds (Continued)

##### DFC-WCCF

Funded by the Department for Communities, this project provided onsite childcare places for women attending training and development, family support programmes, volunteering and other facilitated programmes. Budget lines included salary costs, replenishment of equipment and registration costs.

##### Flax project

A project run by Windsor Women's Centre as a cross community programme partnering with Footprints Womens Centre.

##### Keeping healthy, staying safe

This project enable the charity to supply a nutritious, weekend meal to 160 families over a period 2 months November 2020 - January 2021.

##### MAS

Maternal Advocacy Support Service Project supported by Big Lottery Community fund. Footprints is part of a network of Seven women centres building a peer support service for women in supporting and bringing about positive change for women experiencing perinatal mental health problems.

##### Rank Foundation

This project enables people with skills, talents and ambition to gain work experience full time for up to 12 months in a charity.

##### SELF

Social enterprise innovation fund provided funding for PPE, hygiene control equipment and resources in line with meeting COVID 19 regulations and infection control.

##### SET SLA

Block and spot contracts for the provision of childcare services.

##### Summer Scheme

This project will encourage integration and promotes opportunities to make new friends, while encouraging use of community facilities.

##### Urban Villages

As part of partnership with Poleglass Community Association and Ionad na Fuisceoirge, Footprints delivered an Education & Learning programme in the Colin area which addressed issues of low self confidence, isolation and mental health and helped residents to more fully engage with their community life/issues. Courses included mindfulness, life coaching, first aid, confidence building and women's empowerment.

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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#### 20 Restricted funds (Continued)

##### 30 Years celebration

The project will celebrate Footprints 30 year journey by, compiling a digital archive of photographs, making a film of present day services and members stories and the facilitation of future planning sessions

# FOOTPRINTS WOMENS CENTRE

## NOTES TO THE FINANCIAL STATEMENTS (CONTINUED)

### FOR THE YEAR ENDED 31 MARCH 2021

#### 21 Designated funds

The income funds of the charity include the following designated funds which have been set aside out of unrestricted funds by the trustees for specific purposes:

	Movement in funds		Movement in funds		
	Balance at 1 April 2019	Incoming resources	Balance at 1 April 2020	Incoming resources	Balance at 31 March 2021
	£	£	£	£	£
Designated fund	40,048	66,552	106,600	102,922	209,522
	40,048	66,552	106,600	102,922	209,522

The Directors have set aside £209,522 (2020 - £106,600) out of unrestricted funds in relation to CORE Activities, Business Reserves, Governance Costs and Programme Costs.

#### 22 Analysis of net assets between funds

	Unrestricted Funds	Restricted funds	Total Funds	Unrestricted Funds	Restricted funds	Total
	2021	2021	2021	2020	2020	2020
	£	£	£	£	£	£
Fund balances at 31 March 2021 are represented by:						
Tangible assets	11,135	686,164	697,299	10,220	702,972	713,192
Current assets/(liabilities)	413,568	45,928	459,496	371,238	16,869	388,107
	424,703	732,092	1,156,795	381,458	719,841	1,101,299

#### 23 Cash generated from group operations

	2021	2020
	£	£
Surplus for the year	55,496	185,219
Adjustments for:		
Investment income recognised in statement of financial activities	(1,246)	(828)
Donated assets	-	(103,485)
Depreciation and impairment of tangible fixed assets	32,715	32,469
Movements in working capital:		
Decrease/(increase) in debtors	9,107	(10,438)
(Decrease)/increase in creditors	(4,642)	5,072
Increase in deferred income	68,921	-
<b>Cash generated from operations</b>	<b>160,351</b>	<b>108,009</b>

## FOOTPRINTS WOMENS CENTRE

### NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2021

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**24 Analysis of changes in net funds - group**

The charity had no debt during the year.

**25 Cash generated from operations - company**

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
Surplus for the year	56,406	185,443
Adjustments for:		
Investment income recognised in statement of financial activities	(972)	(338)
Donated assets	-	(103,485)
Depreciation and impairment of tangible fixed assets	32,715	32,469
Movements in working capital:		
Decrease in debtors	85,300	41,609
(Decrease)/increase in creditors	(6,683)	6,043
Increase in deferred income	20,171	-
<b>Cash generated from operations</b>	<b>186,937</b>	<b>161,741</b>

**26 Analysis of changes in net funds - company**

The charity had no debt during the year.

This document was delivered using electronic communications and authenticated in accordance with the registrar's rules relating to electronic form, authentication and manner of delivery under section 1072 of the Companies Act 2006.