



EDINBURGH WOMEN'S AID LIMITED
(a company limited by guarantee)

Report and Financial Statements

Year ended 31 March 2017

Charity No: SC028301
Company No: SC237521



EDINBURGH WOMEN'S AID LIMITED

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EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

The trustees are pleased to present their annual trustees' report together with the financial statements of the charity for the year ending 31 March 2017 which are also prepared to meet the requirements for a directors' report and accounts for Companies Act purposes.

The financial statements comply with the Charities and Trustee Investment (Scotland) Act 2005, the Charities Accounts (Scotland) Regulations 2006 (as amended), the Companies Act 2006, the Memorandum and Articles of Association, 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 2015).

Chairpersons Report 2016/17

This year we have continued to develop the work of Edinburgh Women's Aid by:

- creating a new role of children's court advocacy worker, funded by the Esmee Fairbairn Trust
- extending CEDAR Edinburgh thanks for funding from CEC, The Robertson Trust and the RS Macdonald Trust

Our services continue to provide critical support to women and their children who are affected by domestic abuse. These include safe emergency accommodation and emotional and practical support. We also offer outreach to women in various localities across Edinburgh, support children and young people and more recently provide independent advocacy to assist women with the legal system.

Congratulations and thanks to the Board and staff who have worked tirelessly throughout this year. It has been an honour as Chair to work with the women of EWA who are committed to achieving our vision and mission and be part of the ongoing struggle to eliminate violence against women and children.

Naomi Bright, Chair

Objectives and activities

Purpose

The purposes of the company shall be wholly charitable. In particular, the purposes shall be:-

- To relieve the needs of women and accompanying children who have experienced or are experiencing abuse, either mental, physical or sexual, in their home or within a relationship with a partner of either sex.

Aims and activities

The principal aim of Edinburgh Women's Aid is to provide information, support, crisis counselling and, where appropriate, temporary accommodation to women and any accompanying children and young people, who have experienced or are at risk of domestic abuse. Edinburgh Women's Aid also aims to raise awareness of issues in relation to domestic abuse and to work with other organisations to develop strategies to address these issues.

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Objectives and activities (continued)

These aims are achieved by the activities noted in the Achievement and Performance section.

We measure success in meeting our aims through:

- Measuring the number of women and children who use our range of services
- Achieving a high occupancy percentage for our refuges
- Measuring the number of women and children who indicate that things have improved for them on their support plan
- Receiving scores of 'good' or above in our Care Inspectorate inspections
- Receiving positive feedback on our reports from our funders
- Positive feedback from women and children regarding their interaction with our services.

Achievements and performance

In order to achieve the above aims, Edinburgh Women's Aid offers a range of services which include:-

- Telephone helpline. The phone line is open Mon, Tues, Wed, Fri 10am – 3pm, Thurs 10am – 7pm, Sat 10am-1pm. An answerphone picks up calls received outside of these hours.
- One to One drop in facility for information, support or crisis counselling (no appointment necessary). This service operates Mon 1pm – 3pm, Tues, Wed, Fri 10am – 3pm, Thurs 2pm – 7pm and Sat 10am – 1pm. The one-one sessions provide information and support and are also the access point to refuge accommodation. **754 women contacted EWA in 2016/17, either by phone or by coming into the drop in service. Of this total number 537 were new clients to the service.**
- As our main office is in the centre of Edinburgh and not easily accessible by public transport, the outreach service offers one-one support in local communities. The outreach service operates mainly through appointments utilising accommodation through local agencies. This service also supports women who have lived in refuge or other temporary accommodation following domestic abuse and who are moving into stable accommodation. This service used to be called 'resettlement'. EWA no longer differentiates between our services in the community and they are all considered 'outreach'. The element of our service which supports women who cannot attend at our centre in Stockbridge is funded by the Scottish Government until June 2017 and the element which supports women moving into settled accommodation is funded by City of Edinburgh Council until November 2017. **225 women were allocated to the outreach service in 2016/17.**
- Refuge accommodation. Where appropriate, Edinburgh Women's Aid offers safe temporary accommodation to women and any accompanying Children and Young People (CYP) who are homeless due to domestic abuse. There are two types of accommodation available, shared and individual flats. In shared accommodation, up to four women/families share a house. Families have their own bedrooms however the kitchen and other facilities are shared. Staff visit regularly (at least once per week) and accompany women to appointments i.e. housing, lawyer etc. This can work very well in that women can access both staff support and peer support. We have twenty one shared spaces, including one accessible space and two bedsit spaces which are reserved for women with no accompanying children/young people. **58 women stayed in shared refuge and the average occupancy for 2016/17 was 95%.**

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Achievements and performance (continued)

- *In addition to shared accommodation, we have a property with eight individual flats together with an office and communal area. These flats are for women who may have additional needs such as physical/mental health, dependency and/or parenting issues and have twenty four hour staff support. This service offers more intense support and works closely with external agencies to maximise long term goals. **22 women stayed in 24-hr refuge and the average occupancy for 2016/17 was 97%.***
- *Children and Young People's Service. CYP are also negatively affected through domestic abuse. Edinburgh Women's Aid has always recognised this and provides support for children and young people both in refuge and whilst on resettlement to help them deal with difficult changes within their family environment. **42 children stayed in refuge in 2016/17 and received support and 11 of these received support when settling onwards into permanent accommodation.***

*It has also been recognised that children and young people may be in situations where their mother has not sought help therefore, through additional funding from Scottish Government, we also provide an outreach service which works with CYP in schools to reach those who may not otherwise receive support. This additional funding is in place until June 2017. **118 children received support through our outreach service in 2016/17.***

*The CEDAR project supports mothers and their children to rebuild their relationship after abuse. Our CEDAR project is funded by The Robertson Trust, RS Macdonald Trust and City of Edinburgh Council Children and Families Grants Programme to March 2019. **18 children and 12 mothers or carers completed CEDAR programmes in 2016/17.***

*Our Children's Court Advocacy Service works with children and young people who are affected by court interventions in their lives due to domestic abuse. This project is funded to March 2019 by the Esmee Fairbairn Trust. **Our court advocacy worker supported 47 children and young people in 2016/17.***
- *The EDDACS service provides support to women after a police call out where the perpetrator has been taken into custody and enters the court process. This is an independent advocacy service that provides support and information at the earliest opportunity and also carries out a risk assessment. Using the *Safelives Risk Assessment tool to identify high risk cases for referral to a MARAC (Multi Agency Risk Assessment Conference)* we look to identify interventions to reduce or manage the risk. This service supports, though it is not dependent on, Edinburgh Domestic Abuse Court with funding provided through the Scottish Government to June 2017. **1,310 women used the EDDACS court support service in 2016/17 of whom 694 were new referrals and 168 were flagged as repeat clients during the year.***

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Achievements and performance (continued)

- Partnership working/raising awareness. Edinburgh Women's Aid feels strongly that the issues around domestic abuse cannot be addressed unless all agencies take these issues on board. In order to do this, we are active members of many Partnership Forums including the Vice Chairing the Edinburgh VAW partnership and co-ordinating its reference group. We take part in the CEDAR Project Advisory Group, the Domestic Abuse Court Implementation Group, Police Scotland's Domestic Abuse Co-ordination Unit Group and Scottish Women's Aid working groups and forums.
We delivered 6 training sessions to external agencies to raise awareness and increase their understanding of the complex issues relating to domestic abuse.
We are a partner in the multi-agency MATAC meetings which work with police to hold perpetrators to account. 13 MATAC meetings were held in Edinburgh and 51 high risk perpetrators were discussed leading to 106 solved crime reports.
We co-ordinate and co-chair MARAC in Edinburgh. Thirteen MARACs were held in Edinburgh in 2016/17 and a total of 288 cases were discussed at these meetings and actions taken by agencies to reduce their risk.
The domestic abuse disclosure scheme, was launched in October 2015 and Edinburgh Women's Aid has attended the 4-weekly forums since that date, involved in decision making and supporting informing enquirers.

The Housing Support and Children and Young People Services are registered with the Care Inspectorate and subject to their inspection process. **Both of these services were inspected by the Care Inspectorate in the year 2016/17 the Housing Support Service receiving 4's (Good) and the Children's Service receiving 5's (Very Good)**

In 2016/17 EWA received 5 complaints. Two were anonymous complaints made by the same individual by telephone and did not contain enough information to enable us to investigate. Two were from service users and one from an external agency. The three complaints from service user and the external agency were fully investigated as per our complaints procedure and all complainants fully informed of the outcome and any non-confidential actions taken as a result. No appeals against complaint outcomes were received.

Finance Report

For the year ending 31 March 2017, EWA reported total income of £1,362,007, an increase of 2.65% over the previous year. This increase mainly relates to a change in funding and development of an expansion of our domestic abuse court advocacy service – EDDACS.

The net movement in funds for the year was a surplus of £63,647 (2016: £3,983). General unrestricted reserves stood at £537,488 (2016: £494,486), designated reserves stood at £124,914 (2016: £124,914) and restricted funds stood at £103,498 (2016: £82,853). Total reserves were therefore £765,900 (2016: £702,253).

The Trustees and staff have taken all necessary steps to ensure that we are operating at maximum efficiency, with all operational costs under tight scrutiny. Furthermore, EWA has been looking at new ways of income generation. The Board continues to evaluate new proposals for services as well as operational efficiencies.

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Funding

EWA is primarily funded by the City of Edinburgh Council (Services for Communities) and the Scottish Government through its Violence against Women Funding stream and its Children's Services Fund. CEC provided 52% of our total funding in 2016/17, down from 56% in the previous year.

Income from housing increased to £340k this year. Housing benefit remains a challenge to forecast because of the unpredictable nature of our services.

Reserves Policy

EWA Reserves policy is to ensure sufficient levels of reserves to enable operating activities to be maintained, taking account of potential risks and contingencies that may arise from time to time.

The Trustees must also take into account the risk of funding cuts and the immediate impact this could have on the services of the organisation. As such, the Trustees estimate the following contingencies in the event of an unexpected loss of funding from our largest funding contributor:-

- Three months of operating costs (approximately £331k) to enable the organisation to remain operational while services are reviewed or wound down, or for alternative funding sources to be explored.
- £105k to provide for the statutory redundancy pay for impacted employees.
- £15k to provide for the cost of moving the EWA offices to a smaller location if deemed necessary, or for the windup of the Cheyne Street premises.
- £30k to cover additional three months salaries for CEO, finance and administrative workers to enable transitional management to secure alternative financing.

The Board believe the target Operating Reserve (as list above) should be £481K at the year-end there are Operating Reserves of £537K or approximately 4.8 months of operating expenses. As general unrestricted fund are slightly higher than the target the board are satisfied that the targets are being sufficiently met.

Designated Funds

Building and Capital Asset Reserve:

The Building and Capital Asset Reserve is intended to provide a ready source of funds for repair of EWA premises, including furniture, fixtures, automobiles and equipment necessary for the effective operation of the organisation. The target amount of the Building and Capital Asset Reserve is £100k, accounted for as follows:-

- £30K, vehicle replacement
- £10k for property repairs
- £60k for the standard refuge kits, which represents the costs of fully replacing the equipment in the refuges.

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Reserves Policy (continued)

Fiona McLean Innovation Fund:

The Fiona McLean Innovation Fund is intended to provide funds to meet special targets of opportunity or need that further the mission of EWA, which may or may not have specific expectation of incremental or long-term increased income. This reserve is also intended as a source of funds for additional staff development/training, research or investment in infrastructure that will build long term capacity. The EWA Board, on the presentation of a formal business case, will determine eligibility for the Fund.

Risk Management

EWA has a risk register that is monitored by the board of directors.

The principle risks and uncertainties facing the charity are:

- Loss of major contracts – the CEC contract is in place until November 2017 and a review of service is currently under way.
- Changes to the way in which housing benefit is calculated could have a significant impact on Edinburgh Women's Aid. Decision on such a change has been deferred until 2020.

EWA is mitigating these risks by:

- Fully engaging in the review of DA services and focussing on maintaining and promoting its excellent reputation as a specialist provider of services.
- Expanding its funding base through grant applications and developing partnerships
- Developing alternative business models in case of loss of funding/changes to benefits.

Plans for Future Periods

In the year 2016/17, EWA continued, as with all third sector organisations, to face the challenge of maintaining and developing services in an environment of austerity. The Violence against Women, EDDACS and Children's Services Fund projects, were funded by the Scottish Government until June 2017. City of Edinburgh Council is reviewing domestic abuse services and a contract with them is in place to November 2017. At the time of writing, EWA had received confirmation of standstill Scottish Government funding to June 2020 and had been successful in its application to be part of the CEC innovative design for domestic abuse services from November 2017 onwards. EWA's Board and management will continue to work hard to secure additional and sustainable funding for our crucial services and will work with staff and stakeholders to find ways of meeting the challenges of continuing to provide a range of relevant services in an environment of reduced funding yet an increasing demand for services.

Structure, Governance and Management

Governing Document

Edinburgh Women's Aid Limited is a charitable company limited by guarantee, incorporated on 1 October 2002. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association. In the event of the company being wound up members are required to contribute an amount not exceeding £1.

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Recruitment and Appointment of Trustees

The Trustees of the charity, who are also Directors for the purposes of Company Law, under the Company's Articles are known as the Board of Trustees. The Memorandum and Articles of Association set out the requirements regarding the charity's Trustees, as follows:-

The number of Trustees shall be no less than three.

The Board comprises nominated, elected and co-opted members.

Trustees' Induction and Training

The majority of the present Trustees are familiar with the practical work of the charity. They have fully considered the induction and training requirements of new Trustees and have agreed the following:-

To enhance new Trustees' decision-making and understanding of the charity, all new Trustees are briefed by the current Board on how the charity was established and how it has evolved. During this briefing, particular emphasis is placed on explaining aims and objectives of the charity and how these are achieved. New Trustees are given copies of previous meeting documents including minutes of Trustees meetings.

In addition, new Trustees' induction and training involves a brief session with existing Board members to further familiarise new Trustees with the charity and the context within which the charity operates. This briefing session would encompass:-

- The obligations of Trustees.
- The main documents which set out the operational framework for the charity including the Memorandum and Articles of Association.
- Resourcing and the current financial position as set out in the latest published accounts.
- Future plans and objectives.

All new Trustees receive a copy of the Memorandum and Articles of Association and the latest financial statements and Annual report.

This year Naomi Blight took over the Chair of Edinburgh Women's Aid, vacating her role as Vice-Chair. Deborah Benson took on the role of Vice-Chair and Alison Morton-Nicholls took on the role of Treasurer. Following a recruitment process, we were delighted to welcome Alison Morton-Nicholls to the board.

Members of the board of Trustees

Members of the Board of Trustees, who are Directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report, are set out on page 9.

Members of the charitable company guarantee to contribute an amount not exceeding £1 to the assets of the charitable company in the event of winding up. The total number of such guarantees at 31 March 2017 was nine.

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

Pay and Remuneration of Key Personnel

Senior and Management staff are remunerated in line with industry norms along with any increments set out at time of recruitment, or awarded as a result of any additional training, qualifications or responsibility. Otherwise, increments are usually limited to annual cost of living increases across all pay scales.

Legal and administrative information

Company Number SC237521

Charity Number SC028301

Board of Directors/Trustees	Alva Traebert	Resigned 3 October 2016
	Naomi Blight	Chairperson
	Jo Birch	Resigned 24 May 2016
	Deborah Benson	Vice Chairperson
	Abbie McCreath	
	Irina McLean	Resigned 23 May 2016
	Jane O'Donnell	
	Miriam Khan	
	Maro McNab	
	Kirsty Mooney	
Fiona Morrison		
Alison Morton-Nicholls	Appointed 24 November 2016	

Company Secretary Linda Rodgers

Key Management Personnel	Linda Rodgers	Chief Executive Officer
	Maureen Stevenson	Finance and Admin Team Leader
	Karen Griffins	Women's Services Team Leader
	Alison Roxburgh	Child's Services Team Leader
	Valerie Waugh	EDDACS Team Leader

Registered Office and Operational Address 4 Cheyne Street
Edinburgh
EH4 1JB

Senior Statutory Auditor Kevin Cattnach

Independent Auditor Whitelaw Wells
Chartered Accountants & Statutory Auditors
9 Ainslie Place
Edinburgh EH3 6AT

Bankers Unity Trust Bank plc
Nine Brindley Place
4 Oozells Square
Birmingham B1 2HB

EDINBURGH WOMEN'S AID LIMITED

REPORT OF THE TRUSTEES

YEAR ENDED 31 MARCH 2017

RESPONSIBILITIES OF THE TRUSTEES

The Directors are responsible for preparing the Directors' Annual Report and the financial statements in accordance with the 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 that give a true and fair view of the state of the affairs of the charitable company as at the balance sheet date and of its incoming resources and application of resources, including income and expenditure, for the financial year. In preparing those financial statements, the Directors are required to:

- Select suitable accounting policies and then apply them consistently;
- Observe the methods and principles of the Charities SORP;
- 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 assume that the charitable company will continue on that basis.

The Directors are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and to enable them to ensure that the financial statements comply with the Companies Act 2006, the Charities & Trustees Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The Directors are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

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

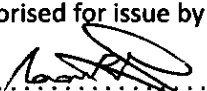
Statement as to disclosure of information to auditors

So far as the Trustees are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the charitable company's auditors are unaware, and each Trustee has taken all the steps he ought to have taken as a Trustee in order to make himself aware of any relevant audit information and to establish that the charitable company's auditors are aware of that information.

AUDITORS

A resolution to re-appoint Whitelaw Wells as Accountants and Auditors for the ensuing year will be proposed at the Annual General Meeting.

This report has been prepared in accordance with SORP and in accordance with the special provisions of Part 15 of the Companies Act 2006 applicable to small companies. Approved by and authorised for issue by the board of directors on 25/3/2017 and signed on their behalf by:-

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Naomi Blight (Chairperson)

EDINBURGH WOMEN'S AID LIMITED

INDEPENDENT REPORT OF THE AUDITORS TO THE BOARD OF TRUSTEES

YEAR ENDED 31 MARCH 2017

We have audited the financial statements of Edinburgh Women's Aid Limited for the year ended 31 March 2017, which comprise the Statement of Financial Activities (incorporating the Income and Expenditure Account), the Balance Sheet, the Cash Flow Statement and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and the 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 2015).

This report is made exclusively to the members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006 and to the company's Trustees as a body, in accordance with Section 44 (1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and regulation 10 of the Charities Accounts (Scotland) Regulations 2006 (as amended). Our audit work has been undertaken so that we might state to the Members and the Trustees those matters we are required to state to them in an Auditor's Report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company, its members as a body and its Trustees as a body, for our audit work, for this report, or for the opinions we have formed.

Respective Responsibilities of Trustees and Auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 10, the Trustees (who are also the Directors for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

We have been appointed as Auditor under section 44 (1) (c) of the Charities and Trustee Investment (Scotland) Act 2005 and under the Companies Act 2006 and report in accordance with regulations made under those Acts.

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

Scope of the Audit of the Financial Statements

An audit involves obtaining evidence about the amounts and disclosures in the accounts sufficient to give reasonable assurance that the accounts are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the charitable company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the Trustees; and the overall presentation of the accounts. In addition, we read all the accounts and non-financial information in the Trustees' Report to identify material inconsistencies with the audited accounts and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

EDINBURGH WOMEN'S AID LIMITED

INDEPENDENT REPORT OF THE AUDITORS TO THE BOARD OF TRUSTEES

YEAR ENDED 31 MARCH 2017

Opinion on Accounts

In our opinion the accounts:-

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2017 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006, the Charities and Trustee Investment (Scotland) Act 2005 and regulation 8 of the Charities Accounts (Scotland) Regulations 2006 (as amended).

Opinion on Other Matters Prescribed by the Companies Act 2006

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

Matters on which we are Required to Report by Exception

We have nothing to report in respect of the following matters where the Companies Act 2006 and the Charities Accounts (Scotland) Regulations 2006 (as amended) requires us to report to you if, in our opinion:-

- the charitable company has not kept proper and adequate accounting records, or returns adequate for our audit have not been received from branches not visited by us or;
- the accounts 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 Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies exemption from the requirement to prepare a Strategic Report or in preparing the Trustees' Annual Report.

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Kevin Cattnach

Senior Statutory Auditor

for and on behalf of Whitelaw Wells, Statutory Auditor

Whitelaw Wells is eligible to act as an auditor in terms of Section 1212 of the Companies Act 2006

9 Ainslie Place

Edinburgh EH3 6AT

25 July 2017

EDINBURGH WOMEN'S AID LIMITED

**STATEMENT OF FINANCIAL ACTIVITIES
(INCORPORATING THE INCOME AND EXPENDITURE ACCOUNT)**

for the year ended 31 March 2017

	Note	Unrestricted Funds £	Designated Funds £	Restricted Funds £	Total Funds 2017 £	Total Funds 2016 £
Income and endowments from:						
Donations and legacies	2	17,138	-	-	17,138	17,194
Charitable activities						
Grants and housing income	3	339,773	-	1,003,056	1,342,829	1,307,421
Investment income		1,632	-	-	1,632	2,037
Other income		408	-	-	408	202
Total income		358,951	-	1,003,056	1,362,007	1,326,854
Expenditure on:						
Raising Funds	4	1,375	-	-	1,375	1,655
Charitable activities						
Women's services	5	315,830	-	731,677	1,047,507	1,143,078
Children's services	6	16,116	-	233,362	249,478	178,138
Total expenditure		333,321	-	965,039	1,298,360	1,322,871
Net income		25,630	-	38,017	63,647	3,983
Gross transfers between funds	16,17	17,372	-	(17,372)	-	-
Net movement in funds		43,002	-	20,645	63,647	3,983
Total funds brought forward		494,486	124,914	82,853	702,253	698,270
Total funds at 31 March 2017		537,488	124,914	103,498	765,900	702,253

The charity has no recognised gains or losses other than the surplus or deficit for the above financial years.

All of the activities of the charity are classed as continuing

The notes on pages 16 to 28 form part of these financial statements

EDINBURGH WOMEN'S AID LIMITED

BALANCE SHEET

as at 31 March 2017

	Note	£	2017 £	2016 £
Fixed assets				
Tangible fixed assets	12		75,328	85,758
Current assets				
Debtors	13	64,003		64,395
Cash at bank and in hand		688,554		631,748
		752,557		696,143
Creditors: amounts falling due within one year	14	(61,985)		(79,648)
Net Current Assets			690,572	616,495
Net Assets			765,900	702,253
Unrestricted Funds	16			
General Funds		537,488		494,486
Designated Funds		124,914		124,914
Restricted Funds	17		662,402	619,400
			103,498	82,853
			765,900	702,253

These financial statements have been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006 and with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

The notes on pages 16 to 28 form part of these financial statements.

These financial statements were approved by the Board of Directors on 25/7/2017 and signed on their behalf by:-



Naomi Blight (Chairperson)

Company Registration No: SC237521

EDINBURGH WOMEN'S AID LIMITED

CASH FLOW STATEMENT

For the year ended 31 March 2017

	2017	2016
	£	£
Cash flows from operating activities		
Net cash provided by operating activities (below)	55,174	89,749
Cash flows provided by from investing activities		
Interest received	1,632	2,037
Purchase of property, plant and equipment	-	(904)
Net cash provided by investing activities	<u>1,632</u>	<u>1,133</u>
Change in cash and cash equivalents in the year	56,806	90,882
Cash and cash equivalents brought forward	<u>631,748</u>	<u>540,866</u>
Cash and cash equivalents carried forward	<u><u>688,554</u></u>	<u><u>631,748</u></u>
 RECONCILIATION OF NET MOVEMENT IN FUNDS TO NET CASH FLOW FROM OPERATING ACTIVITIES		
Net movement in funds for the year	63,647	3,983
Interest received	(1,632)	(2,037)
Decrease in debtors	393	39,562
(Decrease)/increase in creditors	(17,663)	37,634
Add back depreciation	10,429	10,380
Loss/(gain) on disposal	-	227
Net cash provided by operating activities	<u><u>55,174</u></u>	<u><u>89,749</u></u>
 CASH AND CASH EQUIVILENTS		
Instant access bank deposits	<u><u>688,554</u></u>	<u><u>631,748</u></u>

The notes on pages 16 to 27 form part of these financial statements.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

1. Accounting Policies

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

Basis of accounting

The financial statements have been prepared in accordance with 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 (FRS102) (effective 1 January 2015) – Charities SORP (FRS 102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The charity constitutes a public benefit entity under FRS102. Assets and liabilities are initially recorded at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

The trustees consider there are no material uncertainties about the charitable company's ability to continue as a going concern. Accordingly the financial statements have been prepared on a going concern basis.

Grants

Capital and revenue grants are recognised in full in the Statement of Financial Activities in the year in which they are receivable. Deferred income represents amounts received for future periods and is released to income in the period for which it has been received.

Donations

Income is received by way of donations and gifts and is included in full in the Statement of Financial Activities when receivable. The value of services provided by volunteers has not been included.

Expenditure

All expenditure is included on an accruals basis and is recognised when there is a legal or constructive obligation to pay for expenditure. The charity is not registered for VAT and accordingly expenditure is shown gross of irrecoverable VAT.

Wherever possible, expenditure is allocated directly to cost of activities in furtherance of charitable objectives or cost of generating funds.

Allocation of support costs

Support costs are those functions that assist the work of the charity but do not directly undertake charitable activities. Support costs include governance costs which support the Trusts activities. These costs have been allocated to expenditure on charitable activities. The bases on which support costs have been allocated are set out in note 7.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

1. Accounting Policies (cont)

Depreciation

Assets are initially recorded at cost. Depreciation is charged to write off the cost of each asset, less its residual value, over the useful economic life of the asset as follows:-

Fixtures and fittings	20% straight line
Office equipment	33% straight line
Motor vehicles	25% straight line
Tenant improvements	20% straight line

The charity operates a policy of capitalising items costing more than £500.

Funds

Unrestricted funds may be used by the charity at its discretion to meet future capital or revenue expenditure. Designated funds are those unrestricted funds earmarked by the trustees for a specific purpose. Restricted funds are those where the donor has imposed a restriction on the use of the fund. Expenditure, which meets these criteria, is charged to the fund.

Operating leases

Rentals applicable to operating leases where substantially all of the benefits and risks of ownership remain with the lessor are charged against the Statement of Financial Activities on a straight-line-basis over the life of the lease.

Pensions

The Charity operates a Defined Contributions Pension Scheme. Contributions are charged in the accounts as they become payable in accordance with the rules of the Scheme.

2. Donations and legacies

	Unrestricted Funds £	Restricted Funds £	2017 Total Funds £	2016 Total Funds £
Donations	16,495	-	16,495	15,024
Appeals	643	-	643	2,170
	17,138	-	17,138	17,194

Income from donations and appeals was £17,138 (2016: £17,194) of which £17,138 (2016: £17,194) was unrestricted and £Nil (2016: £Nil) was restricted.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

3. Income from Charitable Activities

	Unrestricted Funds £	Restricted Funds £	2017 Total Funds £	2016 Total Funds
<u>Grants and donations:</u>				
The City of Edinburgh Council – Young carers	-	63,959	63,959	71,065
CEC - Housing Support – Refuge	-	385,840	385,840	385,840
CEC - Housing Support – Visiting Support	-	30,869	30,869	33,842
The City of Edinburgh Council – Cedar	-	40,057	40,057	-
The City of Edinburgh Council – EDDACS	-	-	-	50,069
Scottish Government: CYP Fund	-	84,047	84,047	84,047
Scottish Government Violence Against Women Fund	-	49,194	49,194	49,194
Scottish Government: Resilience and Infrastructure	-	-	-	10,000
Scottish Government: VAWG fund	-	100,000	100,000	247,000
Scottish Government: Justice fund	-	147,000	147,000	-
Scottish Women's Aid	-	40,000	40,000	400
Esmee Fairbairn	-	31,590	31,590	31,590
The Robertson Trust	-	15,500	15,500	-
The RS Macdonald Charitable Trust	-	12,000	12,000	-
Barnardo's	-	-	-	6,284
Youth & Philanthropy Initiative	-	-	-	3,000
Spifox	-	3,000	3,000	-
	-	1,003,056	1,003,056	972,331
<u>Housing Income</u>				
Housing Benefit receivable	289,623	-	289,623	297,886
Direct rent and fuel	50,150	-	50,150	37,204
	339,773	-	339,773	335,090
Total grants and housing income	339,773	1,003,056	1,342,829	1,307,421

Income from charitable activities was £1,342,829 (2016: £1,307,421) of which £339,773 (2016: £335,090) was unrestricted and £1,003,056 (2016: £972,431) was restricted.

EDINBURGH WOMEN'S AID LIMITED
NOTES TO THE FINANCIAL STATEMENTS
for the year ended 31 March 2017

4. Raising funds

	2017	2016
	£	£
Support costs:		
Salary cost	1,325	1,520
Administration	50	135
	1,375	1,655

Expenses on raising funds were £1,325 (2016: £1,655) of which £1,325 (2016: £1,655) was unrestricted and £nil (2016: £nil) was restricted.

**5. Charitable Activities: Women's services - Refuge & Resettlement
– Accommodation, Support, Outreach & Advice**

	2017	2016
	£	£
Salary costs	664,665	731,185
Training	5,769	12,873
Recruitment	1,145	4,735
Travel & miscellaneous workers costs	8,380	10,554
Refuge costs	147,185	171,237
Activities	6,575	5,326
Support cost:		
Admin, finance & management staff	90,168	81,102
Office property costs	75,587	83,256
Administration	25,251	24,701
Care Commission Fees	1,975	2,030
Depreciation & loss on the sale of fixed assets	7,246	7,492
Refund of grant from previous years	4,583	-
Governance	8,978	8,587
	1,047,507	1,143,078

Expenses on Women's services were £1,047,507 (2016: £1,143,078) of which £315,830 (2016: £330,906) was unrestricted and £731,677 (2016: £812,172) was restricted.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

6. Charitable Activities: Children's Services – Activities, Support, Outreach & Advice

	2017	2016
	£	£
Salary costs	156,028	125,751
Training	4,177	4,135
Recruitment	723	443
Travel & miscellaneous workers costs	2,375	604
Refuge costs	51	-
Activities	14,047	4,187
Support costs:		
Admin, finance and management staff	33,976	29,893
Office property costs	23,384	1,147
Administration	8,548	3,320
Care commission fees	297	272
Depreciation & loss on the sale of fixed assets	3,183	3,116
Governance	2,689	5,270
	249,478	178,138

Expenses on raising funds were £249,478 (2016: £178,138) of which £16,116 (2016: £11,110) was unrestricted and £233,362 (2016: £167,028) was restricted.

7. Support costs

Cost type	Total Governance	related	Other	Basis of
	Allocated		Support costs	allocation
	£	£	£	
Admin, finance and management staff	129,687	4,218	125,469	Staff time
Office Property costs	98,971	-	98,971	Staff time
Administration	17,405	-	17,405	Staff time
Audit/other professional fees	21,307	6,900	14,407	Governance
Audit bank charges	30	30	-	Governance
Board meetings/AGM	2,557	519	2,038	Governance
Depreciation	10,429	-	10,429	Usage
Care commission fee	2,272	-	2,272	Staff time
	282,658	11,667	270,991	

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

8. Summary analysis of expenditure and related income for activities

This table shows the cost of the main activities and the sources of income that support those activities.

	Raising funds £	Women's Services £	Children's Services £	Total 2017 £	Total 2016 £
Costs	(1,375)	(1,047,507)	(249,478)	(1,298,360)	(1,322,871)
Donations	17,138	-	-	17,138	17,061
Grants	-	780,403	222,653	1,003,056	972,331
Housing income	-	339,773	-	339,773	335,091
Investment income	1,632	-	-	1,632	2,037
Other income	408	-	-	408	202
	<u>17,803</u>	<u>72,669</u>	<u>(26,825)</u>	<u>63,647</u>	<u>3,851</u>

9. Net Income for the Year

This is stated after charging:

	2017 £	2016 £
Depreciation	10,429	10,380
Auditor's remuneration – audit fee	4,680	4,020
Auditors' remuneration – non-audit work	2,220	2,469
Operating lease		
Premise	125,676	129,446
Office equipment	15,715	13,964
Loss on disposal of fixed assets	-	(227)
	<u>148,720</u>	<u>160,206</u>

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

10. Staff numbers and costs

	2017	2016
	£	£
Wages & salaries	858,842	905,978
National Insurance contributions	70,297	68,929
Pension costs	4,425	446
Redundancy costs	7,196	-
	940,760	975,353

During the year one member of staff was made redundant and received a statutory redundancy payment of £7,196.

The number of persons employed by the charity during the year was as follows:

	Head count		Full time equivalent	
	2017	2016	2017	2016
	No.	No.	No.	No.
Project Manager	1	1	1	1
Support workers	48	51	28	31
Maintenance worker	1	1	1	1
• Finance & administration	6	4	5	3
	56	57	35	36

The charity considers its key management personnel comprise the Chief Executive and the four team leaders. The total employment benefits of the key management personal was £182,066 (2016: £179,442). No employee had emoluments of more than £60,000 during either the current or previous year.

11. Transactions with trustees

No Trustees received remuneration. Two Trustees were reimbursed travel expenses totalling £89 in relation to attendance at Board Meetings (2016: £219).

During the year the company paid for indemnity insurance which protects the charity from loss arising from neglect or default of its Trustees, employees or other officers and also protects the Trustees from loss arising as a result of their neglect or default. The cost of the Trustee's indemnity insurance is part of the annual insurance premium and a split of the cost is not available.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

12. Tangible Fixed Assets

	Office Equipment £	Refuge Equipment £	Fixtures & Fittings £	Tenant Improve- ments £	Vehicles £	Total £
Cost						
At 1 April 2016	34,372	60,480	6,892	25,428	19,020	146,192
Additions	-	-	-	-	-	-
Disposals	-	-	-	-	-	-
At 31 March 2017	34,372	60,480	6,892	25,428	19,020	146,192
Depreciation						
At 31 March 2016	20,858	-	5,198	24,572	9,807	60,435
Charge for the Year	5,909	-	692	251	3,577	10,429
Disposals	-	-	-	-	-	-
At 31 March 2017	26,767	-	5,890	24,823	13,384	70,864
Net book value						
At 31 March 2017	7,605	60,480	1,002	605	5,636	75,328
At 31 March 2016	13,514	60,480	1,694	857	9,213	85,758

A standard refuge kit for each refuge is capitalised and not depreciated. Replacement refuge equipment purchased in the year is written off through the SOFA.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

13. Debtors

	2017	2016
	£	£
Grants receivable	36,509	31,590
Prepayments and accrued income	13,012	13,890
Other debtors	14,482	18,915
	64,003	64,395

14. Creditors : amounts falling due within one year

	2017	2016
	£	£
Trade creditors	15,552	23,959
Accruals and other creditors	19,129	28,713
Grants repayable	6,690	6,690
Social Security and other taxes	18,663	19,715
Pension	1,951	571
	61,985	79,648

15. Operating lease commitments

At 31 March 2017 the charity had total commitments under non-cancellable operating leases, payable as follows:-

	2017		2016	
	Land &	2017	Land &	2016
	buildings	Other	buildings	Other
	£	£	£	£
Expiring:				
Within one year	131,060	13,415	129,471	9,675
Within one to five years	19,400	16,452	58,950	415
Greater than five years	-	-	-	-

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

16. Unrestricted funds

	Balance 31.03.16 £	Income	Expenditure £	Transfers £	Balance 31.03.17 £
General	494,486	358,951	(333,321)	17,372	537,488
<u>Designated funds:</u>					
Building and capital asset reserves					
Refuge equipment	60,480	-	-	-	60,480
Vehicle replacement	30,000	-	-	-	30,000
Property repairs	10,000	-	-	-	10,000
Fiona McLean Innovation Fund	24,434	-	-	-	24,434
	<u>619,400</u>	<u>358,951</u>	<u>(333,321)</u>	<u>17,372</u>	<u>662,402</u>

The purposes of the above funds were as follows:-

Building and Capital Assets reserve: This reserve is intended to provide a ready source of funds for repair of EWA premises, including furniture, fixtures, automobiles and equipment necessary for the effective operation of the organisation including the refuge kits.

Fiona McLean Innovation Fund: This fund was originally created by an amount bequeathed from the estate of an ex-volunteer/staff member to be used to fund specific 'one-off' project as agreed by board and staff. During a previous year it was agreed to add to this fund and to use the funds to meet specific targets of opportunity or need that further the mission of EWA, which may or may not have specific expectation of incremental or long-term increased income. This reserve is also intended as a source of funds for additional staff development/training research, or investment in infrastructure that will build long term capacity.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

17. Restricted funds

	Balance 31.03.16 £	Income	Expenditure £	Transfers £	Balance 31.03.17 £
Housing Support – Visiting Support	-	30,869	(30,678)	(191)	-
Housing Support – Refuge Shared	-	177,840	(177,840)	-	-
Housing Support – 24 hour refuge	-	208,000	(208,000)	-	-
CEC Children & Families	16,528	63,959	(59,816)	(16,528)	4,143
SG: CYP Fund	4,088	84,047	(86,809)	-	1,326
SG: Violence Against Women Fund	-	49,194	(47,926)	(540)	728
SG: Resilience & infrastructure	10,000	-	(1,000)	-	9,000
Big Lottery Fund Grant - EDDACS	15,553	-	(15,553)	-	-
SG - EDDACS	-	247,000	(246,457)	-	543
Cedar project	-	67,557	(55,475)	-	12,082
Youth & Philanthropy Initiative	2,324	-	(328)	-	1,996
Youth & Philanthropy Initiative - toys	3,000	-	-	-	3,000
Esmee Fairbairn	31,360	31,590	(30,063)	-	32,887
Mellow Parenting	-	3,000	(870)	-	2,130
Employability worker	-	40,000	(4,337)	-	35,663
SWA helpline	-	-	113	(113)	-
	<u>82,853</u>	<u>1,003,056</u>	<u>(965,039)</u>	<u>(17,372)</u>	<u>103,498</u>

The purposes of the above funds were as follows:-

Housing Support (Visiting Support): funding to support women maintain their own tenancies.

Housing Support (Refuge): funding to provide support services to women in shared refuge accommodation.

Housing Support (24 hours): funding to provide 24/7 support services to women in refuge.

CEC Children & Families: funding to provide services for children and young people in refuge. The transfer from the restricted fund represents a transfer to general funds for amounts allocated against that fund in earlier years.

Scottish Government Children's Services WA Fund: Funding for the Children's Outreach service.

Scottish Government Violence Against Women Fund: Funding to employ an Outreach Worker to develop and support 'drop in' services in various areas of Edinburgh.

Scottish Government Resilience and infrastructure: Funding provided via Scottish Women's Aid to allow the charity to invest in its infrastructure.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

17. Restricted funds (cont)

Big Lottery Fund Grant - EDDACS: The Edinburgh Domestic Abuse Court Support Service (EDDACS) will provide an independent support and information service to victims in a domestic abuse incident where the perpetrator has been taken into custody. The project will support, but is not dependent on, the pilot fast track domestic abuse court in Edinburgh and will also implement MARAC to identify and improve outcomes through the multi-agency approach for high risk cases.

Scottish Government EDDACS: Funding to support Independent Domestic Abuse Advisor capacity to support the work of the Domestic Abuse Court.

Cedar Project: Funding received from CEC, The Robertson Trust and RS Macdonald to fund a project to run a recovery programme for children who have experienced domestic abuse.

Youth & Philanthropy Initiative: A project working with children and to provide replacement toys and equipment for the children's services.

Esmee Fairbairn: Funding received to support the Children of parents or carers who are using the EDDACS service.

Mellow Parenting: Mellow Parenting is an attachment and relationship based group intervention for mums who have babies and young children. Mixtures of reflective and practical techniques are used to allow parents to address their personal challenges and the challenges they face with their children. A typical Mellow Mum's group will run for 14 weeks, one day a week. Children participate in a children's group while the parents meet together. The personal group allows parents to discuss and reflect on how their experiences are affecting their relationships with their children now. Over snack/activity time the parents and children eat together and participate in a joint activity. This allows the parent and child to share in fun activities which build and strengthen their relationship. Lunchtime activities use cheap or free materials to allow mums to try at home later.

Employability Worker: Our Employability Project provides groupwork sessions for women which will:

- Consult with women about access to paid employment and the range of additional barriers that they face as a result of domestic abuse.
- Consult with women on what fair and sustainable employment means to them and creating a working definition.
- Set up a supported working group of women to develop a model/models of employability support that seek/s to address the barriers into fair and sustainable employment that they have identified.
- Support women to engage through joint events with partners and allies to share information and to discuss potential for change.
- Problem solve and create draft local solutions (these could be anything e.g. physical resources, mentor development programme, training, lobbying) that will be targeted to the area(s) most able to address the barriers identified by women.

EDINBURGH WOMEN'S AID LIMITED

NOTES TO THE FINANCIAL STATEMENTS

for the year ended 31 March 2017

18. Taxation

The charitable company is exempt from corporation tax on its charitable activities.

19. Company limited by guarantee

The members have agreed to contribute £1 each in the event of the company being wound up.

20. Analysis of net assets between funds

	General Funds £	Designated Funds £	Restricted Funds £	Total Funds £
Tangible fixed assets	14,848	60,480	-	75,328
Current assets	584,625	64,434	103,498	752,557
Current liabilities	(61,985)	-	-	(61,985)
Net assets at 31 March 2017	537,488	124,914	103,498	765,900

21. Pension and Other Post-Retirement Benefit Commitments

Edinburgh Women's Aid started to participate in a defined contribution pension scheme run by the Pensions Trust. The Charity's contribution to this scheme is 1% of participants' salaries which is charged to the Statement of Financial Activities in the year to which the payments relate. This scheme is open to all qualifying employees.

Defined contribution	2017 £	2016 £
Contributions payable by the company for the year	4,425	446

22. Related party transactions

No one individual had control of the charity during the year.

There were no related party transactions during the year as required to be disclosed by Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).