

BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE
FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2007

Charity Number 1084854

CARSTON

Chartered Accountants & Registered Auditors
First Floor, Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

SATURDAY



A18 *A52QOS7U* 11
18/08/2007
COMPANIES HOUSE

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

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BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

CHAIRMAN'S STATEMENT

YEAR ENDED 31 MARCH 2007

CHAIR'S STATEMENT

Year 2006 - 2007 has been a year of consolidation and expansion to meet the demanding need for BAWSO services

BAWSO's offices in North Wales opened in April 2006. We are now able to provide advice and information to BME women accessing our offices in Cardiff, Newport, Swansea and Wrexham

The first BME refuge in South West was completed on schedule in March 2007

The home office has opened Specialist Domestic Violence Courts in Wales to ensure fast tracking of case hearing for our clients. BAWSO has been funded to have an Independent Domestic Violence Advocate to support the service user through the court process

BAWSO in partnership with All Wales Ethnic Minority Association (AWEMA) has started a project to encourage BME women to access the job market. This involves providing appropriate training to enhance both their soft and hard skills to enable them to lead an independent life and improve quality of life through employment

During the period a total of 345 women and 552 children accessed our services. These were supported by 63 paid staff, 133 volunteers and 120 interpreters

Our trustees on the Board, now include members from both South and North Wales, as well as ex service users

In the external environment, our policy drive is influenced by both the U K government and the Welsh Assembly Government. BAWSO is a member of the Violence Against Women Working Group in the Welsh Assembly Government. Forced Marriage, Prostitution and Trafficking being high on their agenda at present

Thank you

We like most voluntary organisations are always having to balance delivery of quality services within limited resources. We however could not deliver this service without the support of the

- Welsh Assembly Government
- Local Authorities (Cardiff, Newport, Swansea and Wrexham)
- Local Housing Associations
- Women's Aid groups
- Welsh Women's Aid
- WCVA
- BME organisations
- BME communities in Wales
- Committed Individuals from the Welsh communities at large
- Staff
- Volunteers

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

The trustees, who are also directors for the purposes of company law, present their report and the financial statements of the charity for the year ended 31 March 2007

REFERENCE AND ADMINISTRATIVE DETAILS

Registered charity name	Black Association of Women Step Out Ltd
Charity registration number	1084854
Company registration number	3152590
Registered office	9 Cathedral Road Cardiff CF11 9HA

THE TRUSTEES

The trustees who served the charity during the period were as follows

Sheila Henderickson
Shade Ajayi
Amina Ali
Fatima Begum
Sujatha Thaladi
Patience Ogunmilua
Sabrina Hashem
Brenda Thompson
Loyce Eades
Adaugo Emezie
Chetna Sinha
Dr Kebebush Mulugeta
Uzo Iwobi
Lata Unny

Sabrina Hashem was appointed as a member of the board on 21 June 2006
Brenda Thompson was appointed as a member of the board on 21 June 2006
Loyce Eades was appointed as a member of the board on 29 November 2006
Adaugo Emezie was appointed as a member of the board on 29 November 2006
Chetna Sinha was appointed as a member of the board on 29 November 2006
Dr Kebebush Mulugeta was appointed as a member of the board on 29 November 2006
Uzo Iwobi was appointed as a member of the board on 8 December 2006
Lata Unny was appointed as a member of the board on 8 December 2006
Shade Ajayi retired as a member of the board on 21 June 2006
Amina Ali retired as a member of the board on 21 June 2006
Fatima Begum retired as a member of the board on 29 March 2007
Sujatha Thaladi retired as a member of the board on 26 July 2006
Patience Ogunmilua retired as a member of the board on 21 June 2006

LEGAL STATUS

The charity is a company limited by guarantee and registered under the Companies Acts

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Each member of the board of directors has agreed to guarantee the company's debts for the amount of £1 each

Relationship with other organisations in the pursuit of charitable objectives

Bawso Women's Aid is affiliated to Welsh Women's Aid, which is an umbrella organisation for all the Women's Aid groups in Wales.

RESERVES POLICY

The board of directors have established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets (the free reserves) held by the charity should be between 3 and 6 months of the resources expended, which equates to £445,000 to £890,000. At this level, the board feel that they would be able to continue on current activities of the charity in the event of a significant drop in funding. It would be necessary to consider how the funding would be replaced or activities changed. At present the free reserves, which amount to £663,149, are within these limits.

Major Risks

The board of directors have identified the major risks that Bawso is exposed to and have reviewed them. Systems are in place to mitigate those risks.

Secretary	Mutale Nyoni	
Auditor	Carston Chartered Accountants & Registered Auditors First Floor, Tudor House 16 Cathedral Road Cardiff CF11 9LJ	
Bankers	The Cooperative Bank 37 Park Place Cathays Park Cardiff	
Senior staff	Mutale Nyoni Angelina Jones Samsunear Ali Lorraine Johnson Rakhshanda Shahzad	Chief executive Floating support & development manager Corporate services manager Domestic Abuse project manager - south east Domestic Abuse project manager - south

STRUCTURE, GOVERNANCE AND MANAGEMENT

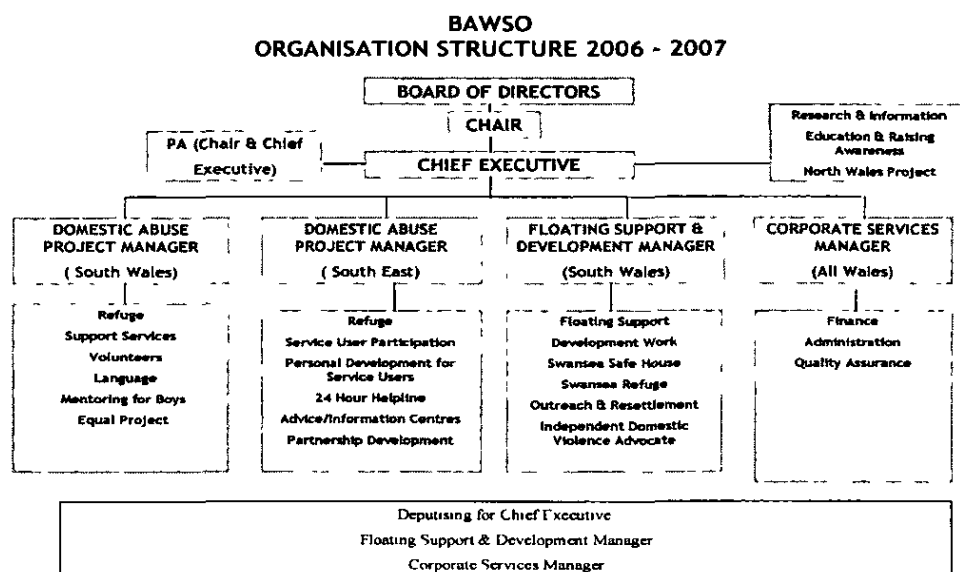
Governance

Following last year's skills audit, this year 8 new Board Members were recruited with a wide range of skills, experience and knowledge. They also come from varied professional backgrounds. Governance Training has been undertaken by the Board. A training programme is also being designed to cover other areas specific to BAWSO strategic management.

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007



Strategic Management

BAWSO has produced the 2005 - 2008 Forward Plan. This Plan establishes a framework for BAWSO to extend the very significant impact it has beyond the delivery of excellent services to initiatives designed to tackle the causes of violence and to draw together common interests to tackle violence through effective partnership working. It is the guidance tool for work we are undertaking in long term the plan presented to the Welsh Assembly Government at the Violence against Women Working Group Meeting and was well received.

BAWSO appreciates that progress will depend upon exceptionally strong governance, excellent research, the highest professional levels of service, the support of partners, and the most determined degree of collective courage to ensure that Wales is recognised as a country in which violence against BME women is understood at all levels, addressed at all levels, and challenged at all levels.

Policy Development

During 2006/2007 both personnel and service delivery policies were reviewed. Staff handbook has been revised and project handbook has been produced to the effect.

OBJECTIVES AND ACTIVITIES

Purpose Built Refuges

BAWSO is the only organisation in Wales that provides specialist safe temporary accommodation for BME women facing violence. We have 4 purpose built Refuges in 3 locations (Cardiff, Newport and Swansea). Our Refuge facilities meet the needs of women facing violence in a number of ways, which includes domestic violence but increasingly includes an ever increasing number of women facing other forms of violence including trafficking and forced marriage.

The Domestic Violence Support Workers work in partnership with the Women to ensure that they have a structured support plan, designed to cater for the Individual needs of the women. Together they develop

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

and action plan which is reviewed regularly

Childcare

BAWSO childcare services support children of both sexes up to their 16th birthday to enable them to maintain self esteem and build self confidence during a period over which many feel powerless and disrupted in their school work, friendships and emotional life. The service is integral to each refuge but also available to women who are not accommodated at a place of safety.

Outreach and Resettlement

The Outreach and Resettlement Project provides practical and emotional support to BME women who live in the community and not in a refuge. For most women the most appropriate response to violence is to seek support without facing all the implications of entering a refuge. Accordingly, the support requested from the service tends to be unrelenting and, because of its nature, it demands the commitment of considerable time and staff resources.

Floating Support (Cardiff, Newport and Swansea)

Floating Support delivers emotional and practical support to BME women and children living in social housing having moved out of their violent household. Currently just over 90 women receive this service each year.

Advice and Information Centres

On average BAWSO receives three visits a day to one or other of its premises from women seeking advice and taking the first tentative steps towards addressing the violence they endure.

BAWSO has the Community Legal Services Commission Quality Mark that ensures that the advice and information given is correct and appropriate.

Help line

The 24-hour Help-Line is not intended, nor is it designed, to handle a large volume of calls because BAWSO has strong links with partner organisations that readily make referrals, and BAWSO links with BME communities are such that other referrals are frequently self referrals or referrals through friends or family. However, the service provides a vital safety net for those without other routes into BAWSO and for emergencies that occur out of hours.

HELPLINE NUMBER 0800 731 8147

Language Support

BME women are confronted with a myriad of problems in addressing domestic and other forms of violence directed towards them. The absence of language skills makes the challenges they face immeasurably more difficult. Accordingly, the BAWSO Language Support service delivered, which includes interpretation and translation, is an essential component to the delivery of all BAWSO support services.

The number of languages provided by the service has increased rapidly and in particular including Eastern European languages as BAWSO supports inward migration and those fleeing sex trafficking cartels.

Volunteer Project

BAWSO relies on supporting specialist employees with trained volunteers. They work with Floating Support project, in the Refuges, in Outreach and Resettlement, and in other Support Services. Volunteers

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

are primarily BME women and around 15% a year move on into employment as a result of the skills acquired as a volunteer

Mentoring For Boys Project

Research strongly suggests that a high proportion of men who are violent in their relationships experienced domestic violence when they were young. Accordingly, BAWSO works with boys and young men up aged 9 to 16 who live with their mother in a refuge through trained male volunteers as mentors.

Education and Raising Awareness Project

This is a new project which aims to deliver training to statutory, voluntary and BME community groups, to raise the awareness on the issues of domestic abuse from the black perspective and to produce training and other publicity material and documents.

Since the project started, presentations and small training sessions have been delivered to various organisations. It is felt that there is a lot of work to be done in this area to raise awareness not only on domestic abuse from a Black perspective, but to inform agencies and service providers about the many layers of issues facing BME women and their children when they decide to leave a violent relationship.

Service users' training and development Projects

BAWSO delivers confidence building, parenting, English and specific subject courses such as IT to all women receiving its services. For many, this provides an important means of acquiring the necessary skills to live independently and acquire employment. For around 75% the English language courses are essential. The Project works in partnership with other educational organisations, such as Women's Connect First, Women's Workshop, and WEA Organisations.

Research and Information Project

During the year Research has been undertaken as a priority to fulfill the requirements of the Welsh Assembly Government regarding Violence Against Women and Forced Marriage in particular.

The agenda on forced marriages was developed, aims and objectives were established and considerable and detailed research into the extent of forced marriages in Wales was undertaken. Thanks to these findings BAWSO is now able to advise and propose most appropriate intervention, when cases of forced marriages are encountered by different practitioners.

In addition, the strengthening of the monitoring and evaluation of BAWSO services has been achieved through the tailor made Database coordinated by the project. This will allow BAWSO to ensure that scarce resources are used to best effect.

ACHIEVEMENTS AND PERFORMANCE

- Opening of the first BME refuge in Swansea
- North Wales Advice and information Centre in Wrexham
- Independent Domestic Violence Advocate
- EQUAL project in partnership with All Wales Ethnic Minority Association (AWEMA)

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

FINANCIAL REVIEW

Supporting People Revenue Grant (SPRG) is the main source of funding for BAWSO Service Delivery Projects ie Refuge provision and Floating Support BAWSO is currently operating five schemes under the SPRG funding

At the beginning of the financial year 2006/2007, the Welsh Assembly Government announced a stepped cut in the SPRG funding Larger the scheme the larger the % of funding cut we would face As a result, BAWSO's largest scheme of 65 family units, the Cardiff Tenant Support Scheme contracted by the City and County of Cardiff, faced the funding cut again This time the size of scheme was also reduced to 50 family units

BAWSO has developed a funding strategy to diversify sources of funding

PLANS FOR FUTURE PERIODS

Financial forward plan

- 1 To maintain and develop further services in order to meet increasing demands in Wales
- 2 To continue to broaden the funding base of the charity towards a point at which at least 15% of income is from non-governmental sources
- 3 To continue to satisfy a reserves policy that will deliver three to six months current running costs to meet any unexpected fall in grant income
- 4 To address salary differentials and levels related to comparable employment opportunities elsewhere in Wales in order to retain and attract staff
- 5 To address the long term issue of funding central premises

The extent of services

- 6 To extend the coverage of services geographically across Wales, and in so doing enhance access
- 7 To strengthen the extent and relevance of services by continuing to develop service user participation in the design and delivery of services
- 8 To take action within existing resources to initiate new projects designed to provide a service to groups of women facing particular types of abuse - FGM, prostitution, trafficking, forced marriage and honour based violence

Existing Services

- 9 To sustain and improve the tried and tested pattern of service provision delivered by BAWSO
- 10 To ensure that support services - administration, volunteers programme, and language support develop sufficiently to support improving services

New Projects

- 11 To establish initiatives in the area of female genital mutilation (FGM), prostitution and trafficking, forced marriage, and internet counselling

BLACK ASSOCIATION OF WOMEN STEP OUT LTD COMPANY LIMITED BY GUARANTEE

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

Partnership Working

12 To pay attention to the need to nurture and advance existing partnerships and to develop new partnerships in order to address changing needs and new challenges

Working with the National Assembly

13 To work closely on the agenda being pursued by the Domestic Violence and Violence against Women Working Group

Research and Information

14 To initiate primary research and the collation of existing research in order to establish and grow evidenced and correct information upon which to base future services

Strengthened governance

15 To further strengthen governance by extending the unique composition of the Board, and increasing user involvement

Monitoring and Evaluation

16 To increase the use of monitoring and evaluation, extend data collection and if possible initiate primary research in order to inform the design and delivery of local services across Wales

Awareness building

17. Establish and progress a programme of activities designed to raise awareness of abuse against BME women with a guide to appropriate actions to tackle it

RESPONSIBILITIES OF THE TRUSTEES

The trustees are responsible for preparing the Trustees Annual Report, the Chairman's statement and the financial statements in accordance with applicable law and regulations

Company law requires the trustees to prepare financial statements for each financial year. Under that law the trustees have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The financial statements are required by law to give a true and fair view of the state of affairs of the charity and of the surplus or deficit of the charity for that period.

In preparing these financial statements, the trustees are required to

- select suitable accounting policies and then apply them consistently,
- make judgements and estimates that are reasonable and prudent,
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and which enable them to ensure that the financial statements comply with Companies Act 1985. The trustees 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.

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

TRUSTEES ANNUAL REPORT *(continued)*

YEAR ENDED 31 MARCH 2007

In so far as the trustees are aware

- there is no relevant audit information of which the charity's auditors are unaware, and
- the trustees have taken all steps that they ought to have taken to make themselves aware of any relevant audit information and to establish that the auditors are aware of that information

AUDITOR

A resolution to re-appoint Carston as auditor for the ensuing year will be proposed at the Annual General Meeting

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985

Registered office
9 Cathedral Road
Cardiff
CF11 9HA

Signed on behalf of the board



Trustee

SHEILA HENDRICKSON

Name

Date 28.1.07

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BLACK
ASSOCIATION OF WOMEN STEP OUT LTD**

YEAR ENDED 31 MARCH 2007

We have audited the financial statements of Black Association of Women Step Out Ltd for the year ended 31 March 2007 on pages 12 to 19 which have been prepared under the historical cost convention and the accounting policies set out on page 14

This report is made solely to the company's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

RESPECTIVE RESPONSIBILITIES OF THE TRUSTEES AND AUDITORS

The responsibilities of the trustees (who also act as directors of Black Association of Women Step Out Ltd for the purposes of company law) for preparing the Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) are set out in the Statement of Responsibilities of the Trustees on page 8.

Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985, and whether the information given in the Trustees' Annual Report is consistent with the financial statements. The information given in the Trustees' Report includes that specific information presented in the Chairman's statement that is cross-referred from the Business Review section of the Trustees' Report.

In addition, we report to you if, in our opinion, the charitable company has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding remuneration of the trustees and other transactions is not disclosed.

We read other information contained in the Annual Report and consider whether it is consistent with the audited financial statements. This other information comprises only the Trustees' Annual Report and the Chairman's statement. We consider the implications for our report if we become aware of any apparent misstatements or material inconsistencies with the financial statements. Our responsibilities do not extend to any other information.

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

**INDEPENDENT AUDITOR'S REPORT TO THE MEMBERS OF BLACK
ASSOCIATION OF WOMEN STEP OUT LTD (continued)**

YEAR ENDED 31 MARCH 2007

BASIS OF AUDIT OPINION

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charitable company's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

We have undertaken the audit in accordance with the requirements of APB Ethical Standards including APB Ethical Standard - Provisions Available for Small Entities, in the circumstances set out below:

In common with many other businesses of our size and nature we use our auditors to assist with the preparation of the financial statements.

OPINION

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charitable company's affairs as at 31 March 2007 and of its incoming resources and application of resources, including its income and expenditure, for the year then ended,
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the information given in the Trustees Annual Report is consistent with the financial statements



CARSTON
Chartered Accountants
& Registered Auditors

First Floor, Tudor House
16 Cathedral Road
Cardiff
CF11 9LJ

Date 26 July 2007

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

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

YEAR ENDED 31 MARCH 2007

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
INCOMING RESOURCES					
Incoming resources from generating funds					
Voluntary income	2	1,350,277	48,234	1,398,511	1,502,737
Activities for generating funds	3	2,669	—	2,669	1,880
Investment income	4	16,451	—	16,451	17,996
Incoming resources from charitable activities	5	87,241	—	87,241	64,821
TOTAL INCOMING RESOURCES		1,456,638	48,234	1,504,872	1,587,434
RESOURCES EXPENDED					
Costs of generating funds					
Costs of generating voluntary income	6	(10,221)	—	(10,221)	(20,096)
Charitable activities	7/8	(1,647,887)	(72,299)	(1,720,186)	(1,459,031)
Governance costs	9	(41,896)	—	(41,896)	(42,871)
Other resources expended	10	(1,414)	—	(1,414)	(4,745)
TOTAL RESOURCES EXPENDED		(1,701,418)	(72,299)	(1,773,717)	(1,526,743)
NET (OUTGOING)/ INCOMING RESOURCES BEFORE TRANSFERS					
	11	(244,780)	(24,065)	(268,845)	60,691
Transfer between funds	12	(22,374)	22,374	—	1
NET (EXPENDITURE)/ INCOME FOR THE YEAR		(267,154)	(1,691)	(268,845)	60,692
RECONCILIATION OF FUNDS					
Total funds brought forward		930,303	1,691	931,994	871,302
TOTAL FUNDS CARRIED FORWARD		663,149	—	663,149	931,994

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared

All of the above amounts relate to continuing activities

The notes on pages 14 to 19 form part of these financial statements

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

BALANCE SHEET

31 MARCH 2007

	Note	2007 £	2006 £
FIXED ASSETS			
Tangible assets	14	64,336	85,157
CURRENT ASSETS			
Debtors	15	44,540	42,194
Cash at bank and in hand		608,528	850,255
		<u>653,068</u>	<u>892,449</u>
CREDITORS Amounts falling due within one year	16	<u>(54,255)</u>	<u>(45,612)</u>
NET CURRENT ASSETS		598,813	846,837
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>663,149</u>	<u>931,994</u>
NET ASSETS		<u>663,149</u>	<u>931,994</u>
FUNDS			
Restricted income funds	17	—	1,691
Unrestricted income funds	18	663,149	930,303
TOTAL FUNDS		<u>663,149</u>	<u>931,994</u>

These financial statements have been prepared in accordance with the special provisions for small companies under Part VII of the Companies Act 1985

These financial statements were approved by the members of the committee on the
and are signed on their behalf by

25/07/07

 Trustee

 Trustee

SHENDRICKSON Name

SABRINA HASHEM Name

The notes on pages 14 to 19 form part of these financial statements

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

1. ACCOUNTING POLICIES

Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with applicable United Kingdom accounting standards, the Statement of Recommended Practice "Accounting and Reporting by Charities" issued in March 2005 (SORP 2005) and the Companies Act 1985

Cash flow statement

The trustees have taken advantage of the exemption in Financial Reporting Standard No 1 (revised) from including a cash flow statement in the financial statements on the grounds that the charity is small

Donations

Donations and legacies are accounted for in the year of receipt, unless notification is received before the year end, and the income is received shortly after

Grants

Grants are credited to the financial statements in the year in which they are receivable

Where grants are received in respect of capital purchases, the grant is credited to the statement of financial activities in the year in which the expenditure is incurred. The expenditure is also recognised in full in the same year.

Fixed assets

All fixed assets are initially recorded at cost.

Depreciation

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

Office equipment	- 25% straight line
Fixtures & fittings	- 25% straight line
Motor vehicles	- 25% straight line

Resources expended

Resources expended are included in the statement of financial affairs on an accruals basis

Certain expenditure is directly attributable to specific activities and has been included in the costs relating to that activity. Where costs cannot be directly attributed to a specific activity they have been allocated on a basis consistent with the use of the resource.

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

2. VOLUNTARY INCOME

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Donations				
Donations	3,249	–	3,249	8,003
Fundraising	598	–	598	10,376
Grants receivable				
SPRG Direct Access/supported housing	782,285	–	782,285	743,219
Children in Need	–	–	–	26,165
National Assembly for Wales core grant	207,568	–	207,568	203,499
Grants received	–	2,500	2,500	–
Home Office	–	25,000	25,000	–
Big Lottery Fund	–	–	–	30,327
Cardiff Tenant Support Scheme	241,800	–	241,800	335,332
Swansea Tenant Support Scheme	114,777	–	114,777	145,816
European Social Fund	–	20,734	20,734	–
	<u>1,350,277</u>	<u>48,234</u>	<u>1,398,511</u>	<u>1,502,737</u>

3. INCOMING RESOURCES FROM ACTIVITIES FOR GENERATING FUNDS

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Other activities for generating funds	<u>2,669</u>	<u>2,669</u>	<u>1,880</u>

4. INVESTMENT INCOME

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Bank interest receivable	<u>16,451</u>	<u>16,451</u>	<u>17,996</u>

5. INCOMING RESOURCES FROM CHARITABLE ACTIVITIES

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Other income from charitable activities	<u>87,241</u>	<u>87,241</u>	<u>64,821</u>

6. COSTS OF GENERATING VOLUNTARY INCOME

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Grants	<u>10,221</u>	<u>10,221</u>	<u>20,096</u>

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
COMPANY LIMITED BY GUARANTEE**

NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

7. COSTS OF CHARITABLE ACTIVITIES BY FUND TYPE

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Women's refuges	631,990	26,175	658,165	627,154
Floating support and advice	882,183	46,124	928,307	745,779
Support costs	133,714	–	133,714	86,098
	<u>1,647,887</u>	<u>72,299</u>	<u>1,720,186</u>	<u>1,459,031</u>

Support costs have been apportioned to charitable activities on the basis of overall cost to the charity of each activity

8. COSTS OF CHARITABLE ACTIVITIES BY ACTIVITY TYPE

	Direct charitable expenditure £	Support costs £	Total Funds 2007 £	Total Funds 2006 £
Women's refuges	658,165	66,857	725,022	663,211
Floating support and advice	928,307	66,857	995,164	795,820
	<u>1,586,473</u>	<u>133,714</u>	<u>1,720,186</u>	<u>1,459,031</u>

9. GOVERNANCE COSTS

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Audit fees	6,028	6,028	5,288
Financial advice	–	–	1,763
Professional fees	32,948	32,948	32,458
Costs of trustees' meetings	392	392	954
Interest payable	553	553	311
Board of Directors training	1,975	1,975	2,097
	<u>41,896</u>	<u>41,896</u>	<u>42,871</u>

Included in the cost of trustee meetings is an amount of £48 (2006 - £437) paid to the individual trustees in reimbursement of expenses. Seven trustees claimed expenses during the year.

10. OTHER RESOURCES EXPENDED

	Unrestricted Funds £	Total Funds 2007 £	Total Funds 2006 £
Losses on disposal of tangible fixed assets	1,414	1,414	4,745

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

11. NET (OUTGOING)/INCOMING RESOURCES FOR THE YEAR

This is stated after charging

	2007	2006
	£	£
Staff pension contributions	41,985	33,840
Depreciation	39,374	39,616
Auditors' fees	<u>6,028</u>	<u>5,288</u>

12. FUND TRANSFERS

Fund transfers represent expenditure in excess of restricted fund balances

13. STAFF COSTS AND EMOLUMENTS

Total staff costs were as follows:

	2007	2006
	£	£
Wages and salaries	1,184,023	950,648
Social security costs	115,080	97,536
Other pension costs	41,985	33,840
Other staff costs	27,116	23,612
	<u>1,368,204</u>	<u>1,105,636</u>

No trustee received any remuneration during the year (2006 nil)

Defined Contribution Pension Scheme

The pension scheme is run by Standard Life. The total cost to the charity of employers' contributions to the scheme during the year was £41,985 (2006 - £33,840)

There were no contributions outstanding at the year end

Particulars of employees:

The average number of employees during the year, calculated on the basis of full-time equivalents, was as follows

	2007	2006
	No	No
Service delivery staff	54	41
Administrative staff	6	5
	<u>60</u>	<u>46</u>

No employee received emoluments of more than £60,000 during the year (2006 - Nil)

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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

14 TANGIBLE FIXED ASSETS

	Office furniture £	Refuge furniture £	Motor vehicles £	Total £
COST				
At 1 April 2006	59,755	46,725	56,880	163,360
Additions	12,127	7,837	–	19,964
Disposals	(9,386)	(12,631)	–	(22,017)
At 31 March 2007	<u>62,496</u>	<u>41,931</u>	<u>56,880</u>	<u>161,307</u>
DEPRECIATION				
At 1 April 2006	27,600	22,163	28,440	78,203
Charge for the year	14,319	10,835	14,220	39,374
On disposals	(8,486)	(12,120)	–	(20,606)
At 31 March 2007	<u>33,433</u>	<u>20,878</u>	<u>42,660</u>	<u>96,971</u>
NET BOOK VALUE				
At 31 March 2007	<u>29,063</u>	<u>21,053</u>	<u>14,220</u>	<u>64,336</u>
At 31 March 2006	<u>32,155</u>	<u>24,562</u>	<u>28,440</u>	<u>85,157</u>

15. DEBTORS

	2007 £	2006 £
Trade debtors	7,366	2,520
Other debtors	20,724	27,089
Prepayments	16,450	12,585
	<u>44,540</u>	<u>42,194</u>

16. CREDITORS: Amounts falling due within one year

	2007 £	2006 £
Bank loans and overdrafts	5,452	7,617
PAYE and social security	35,767	–
Other creditors	1,729	10,649
Accruals	11,307	27,346
	<u>54,255</u>	<u>45,612</u>

**BLACK ASSOCIATION OF WOMEN STEP OUT LTD
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NOTES TO THE FINANCIAL STATEMENTS

YEAR ENDED 31 MARCH 2007

17. RESTRICTED INCOME FUNDS

	Balance at 1 Apr 2006 £	Incoming resources £	Outgoing resources £	Balance at 31 Mar 2007 £
European Social Fund	–	41,933	(41,933)	–
Home Office IDVA grant	–	26,175	(26,175)	–
WAG	–	2,500	(2,500)	–
Big Lottery Fund	1,691	–	(1,691)	–
	<u>1,691</u>	<u>70,608</u>	<u>(72,299)</u>	<u>–</u>

The European Social Fund grant is provided to partially fund the EQUAL project. The project runs employment skills training courses to equip service users with the skills to return to the job market. The European Social Fund, through a partnership with AWEMA, contributes 48.03% to the project.

The IDVA grant is to fund the employment of an Independent Domestic Violence Adviser to support service users through the Specialist Domestic Violence Court (SDVC) service in Cardiff and Swansea.

The WAG grant was towards the costs of the International Women's Day events.

The Big Lottery grant was provided to contribute towards staff, capital and other costs of the charity.

18. UNRESTRICTED INCOME FUNDS

	Balance at 1 Apr 2006 £	Outgoing resources £	Balance at 31 Mar 2007 £
General Funds	<u>930,303</u>	<u>(267,154)</u>	<u>663,149</u>

19. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Tangible fixed assets £	Net current assets £	Total £
Unrestricted Income Funds	<u>64,336</u>	<u>598,813</u>	<u>663,149</u>
Total Funds	<u>64,336</u>	<u>598,813</u>	<u>663,149</u>

20. RELATED PARTY TRANSACTIONS

The company was under the control of the trustees throughout the current and previous year. No transactions with related parties were undertaken such as are required to be disclosed under Financial Reporting Standard for Smaller Entities.

21. COMPANY LIMITED BY GUARANTEE

Each member of the Management Committee has undertaken to guarantee the Association's debts to the sum of £1 each.