



Sheffield Women's Counselling
and Therapy Service

Sheffield Women's Counselling and Therapy Service Limited

trading as

Saffron Sheffield

Report and Financial Statements
for the Year Ended 31 March 2023

Charity Registration Number 1010129 (England & Wales)
Company Registration Number 02443288

Reference and Administration Details

Charity Name: Sheffield Women's Counselling and Therapy Service Limited, also known as Saffron Sheffield

Charity No: 1010129 (England & Wales)

Company No: 02443288

Registered Office & Operational Address:

289 Abbeydale Road, Sheffield, South Yorkshire S7 1FJ

Trustees: Trustees who are also directors under company law and who served during the year and up to the date of this report were as follows:
Pamela Marshall (Chair, until resignation at AGM on 21/11/22)
Emma Draper (Chair from 21/11/22)
Teresa Allewell (Stepped down as Treasurer at AGM on 21/11/22)
Judith Dodds (Treasurer from 21/11/22)
Ahmina Akhtar (Deputy Chair)
Olivia Sinclair
Gillian Godden
Afolasade Ladejobi

Key Management Personnel:

Sarah Smart (Chief Executive Officer)
Ingrid Harris (Head of Clinical Services)
Keren Bramman (Finance Manager)
Danielle Hogan (Office Manager)

Bankers: Co-operative Bank plc
PO Box 250, Delf House, Southway, Skelmersdale WN8 6WT

Independent Examiner:

Christy Lau FCCA CTA DChA, Slade & Cooper Limited
Beehive Mill, Jersey Street, Ancoats, Manchester, M4 6JG

Saffron Sheffield's Board of Trustees present their report and the unaudited financial statements for the year ended 31 March 2023. The trustees' report includes the directors' report, as company law requires.

The reference and administration details on page 1 form part of this report. All financial statements comply with current statutory requirements, the memorandum and articles of association of Sheffield Women's Counselling and Therapy Service Limited ("**the company**" or "**the charity**" or "**Saffron Sheffield**") and the Statement of Recommended Practice - Accounting and Reporting by Charities: SORP applicable to charities preparing their accounts in accordance with FRS 102.

Structure, Governance and Management

Sheffield Women's Counselling and Therapy Service Limited is a charitable company limited by guarantee, incorporated on 15 November 1989 and registered as a charity on 26 March 1992. The Saffron directors established the company under a Memorandum of Association, which sets out its objects and powers, and its Articles of Association govern it. Sheffield Women's Counselling and Therapy Service Limited adopted the trading name Saffron Sheffield in 2019.

Day-to-day responsibility of the charity is delegated by the trustees to the CEO, supported by the Head of Clinical Services. The management and governance of Saffron Sheffield are guided by local, regional and national policy and informed by feedback from both current and past clients.

We hold memberships with the British Association for Counselling and Psychotherapy (BACP), the National Council for Voluntary Organisations (NCVO), and the Association of Chief Executives for Voluntary Organisations (ACEVO).

Board of Trustees

The board usually comprises 7 - 10 trustees. A person wishing to become a trustee must be aged 18 or over and recommended by the trustees after an appropriate recruitment process. Trustees must retire at each AGM but can offer themselves for re-election or further co-option. Trustees can at any time co-opt someone to be a trustee, but the total number of co-opted trustees can be, at most, half the number of elected trustees.

Trustees meet 11 times a year. Quarterly reports are provided by the CEO, Head of Clinical Services and Finance Manager, covering financial performance, clinical outcomes and staff well-being.

All trustees give their time voluntarily and receive no benefits from the charity. Any expenses reclaimed from the charity are set out in Notes to the Accounts, Note 11. The trustees of Saffron Sheffield guarantee to contribute an amount not exceeding £1 to the charity's assets in the event of winding up.

Risk Management

Although Saffron Sheffield's current turnover is below the threshold requirement to report on Risk Management, the trustees believe it remains good practice to carry out reviews appropriate to the scale and risk of our service.

Saffron Sheffield's Risk Register and Risk Appetite Framework, reflecting all aspects of the charity's operations, is annually reviewed to be confident that there is the appropriate management of any organisational risks.

We have appropriate and robust policies and processes for our service, such as safeguarding, health and safety, data security and finance. We ensure all staff have read and understood each one and have continuous access to those relevant to their post and responsibilities.

The following are specific risk reviews and actions undertaken during the reporting period.

- Recognising that the periods of lockdown during the pandemic significantly affected workforce well-being and mental health and that a positive life-work balance can improve employee motivation and performance and reduce stress, the trustees approved a Flexible and Remote Working policy to formalise ongoing arrangements temporarily made with staff members during the Covid-19 pandemic.
- Having decided to continue to provide a blended service of online, telephone and face-to-face therapy indefinitely, Saffron Sheffield recognised the increased risk of a data security breach. The trustees engaged a specialist data protection company, Custodia Continuity, to audit all systems and data controls annually to ensure continuous client confidentiality and legal compliance. Custodia Continuity also worked with the CEO to implement the following;
 - new secure and robust data backup processes for all client data and shared drive workspaces
 - annual data security training for all staff and trustees
 - guest internet services at Saffron Sheffield's premises and appropriate anti-virus software across all of our hardware and cloud-based devices to ensure the highest protection against cybercrime
 - continuous management and updating of all data security and compliance policies
- As our Financial Review later mentions in this report, the trustees recognised the risk of holding all our funds in one bank account. To minimise any losses in the event of a bank failure and to maximise protection from the Financial Services Compensation Scheme (FSCS), the trustees agreed to open a second bank account.

We manage any specific client risk through assessments at several stages throughout the therapy journey. Our therapists undertake structured assessments and have

support from the Head of Clinical Service to share decision making and ensure any intervention is proportionate.

All clinical staff receive clinical supervision from either the Head of Clinical Services or another qualified and approved therapist. We ensure all supervisors follow best practice guidance from the BACP.

Objectives and Activities

The trustees have given due regard to the Charity Commission's guidance on public benefit when annually reviewing the charity's objectives and planning its activities, complying with the duty in section 4 of the 2006 act.

The objectives of Saffron Sheffield, as set out in its governing document, are

- to promote and protect the mental health and wellbeing of women and girls, in particular through the provision of counselling and psychotherapy, and
- to advance the education of the public with regard to the mental health and wellbeing of women and girls.

This report will examine how Saffron Sheffield's activities in the reporting year have contributed to its objectives. It will also highlight how the charity has benefited the people it aims to help.

Who We Help

The direct beneficiaries of our activities are women in Sheffield aged 16 and over who have experienced trauma in childhood or adulthood. Our clients usually suffer from complex post-traumatic stress symptoms due to chronic or repeated instances of trauma.

Women self-refer to our service, having been signposted in 2022-23 by their GP (19%), Sheffield Talking Therapies - IAPT (15%), Online search engine (13%), friends (10%), Social Services (4%), Community Mental Health Teams (2%), university counsellors (2%), or other organisations or individuals (35%).

The women who accessed our service during 2022-23 relayed to us the following experiences and trauma responses;

Traumatic experiences

- 40% experienced sexual abuse, sexual violence, rape or sexual exploitation as a child or young adult.
- 25% experienced sexual abuse, sexual violence, rape or sexual exploitation as an adult.
- 44% experienced physical domestic abuse.
- 70% experienced mental/emotional/controlling (coercive) behaviour.

- 57% experienced relationship trauma.
- 1% experienced exploitation, modern slavery, trafficking or county lines.
- 11% experienced being a victim or witness of a crime or an accident.
- 16% experienced health or medical related trauma.
- 21% experienced bereavement.

Traumatic responses

- 97% had depression, anxiety or stress.
- 15% had self-harmed.
- 42% had suicidal thoughts.
- 9% had attempted suicide.
- 8% were misusing substances.
- 8% were misusing alcohol.

The women who access our support frequently disengage with other services, suffering additional distress, thereby increasing the risk of further abuse or exploitation.

We work with women who are often denied access to other services because

- They are actively self-harming
- They have recently attempted suicide
- They are still living with their abuser
- They are displaying significant dissociative symptoms
- They are assessed as too vulnerable to begin a therapeutic intervention.

We also monitored those accessing our service during 2022-23 to show our reach into the Sheffield community. 37% lived in postcode areas of Sheffield that are ranked in the lowest 15% of wards in the Indices of Deprivation 2019. The correlation between deprivation and poor mental health is well documented. As a further indicator of our clients' often challenging circumstances, 29% were unemployed. Feedback tells us that those in work (28% full-time, 21% part-time) routinely struggled to hold down a job due to trauma symptoms.

Alongside this, we monitored that;

- 20% had Asian, Black or mixed ethnicity.
- 48% self-disclosed their mental ill health as a disability.
- 42% were caring for children.
- 3% were retired.

External Impacts

Several external impacts have exacerbated the mental health fragility of many women we support.

Cost of Living Crisis

Research from the Living Wage Foundation has shown that the cost of living crisis disproportionately impacted women. Many are trapped in low-paid and insecure jobs, such as cleaners, catering staff and care workers. Over half of low-paid workers have been forced to rely on food banks. Poverty and financial stress extend the symptoms of previous trauma experiences and put women at higher risk of severe mental health problems.

A recent study by Women's Aid also reports that the cost of living crisis is devastatingly impacting vulnerable women, with nearly three-quarters of domestic abuse victims saying the spiralling cost of living has stopped them from escaping their abusive partner safely.

In response to this crisis, we offered free essential hygiene and toiletry products in our premises bathrooms for our clients to take discreetly. We also introduced an emergency assistance fund for clients who need help to afford transportation to and from their therapy sessions, which helps to manage the risk of interrupted therapy.

Covid-19

The Covid-19 pandemic has continued to impact women's mental health, exacerbating trauma symptoms such as flashbacks, anxiety, self-harm and suicidality.

We continued a blended offer of face-to-face, online or telephone therapy alongside returning to offering an additional opportunity for evening face-to-face appointments one evening a week at our premises on Abbeydale Road. Learning from this period has been that some clients engage more readily with online sessions, mostly from their homes, and monitoring shows that this has not impacted our effectiveness.

We continued to follow safeguarding and risk management protocols for remote working, carefully managing any signs, symptoms or disclosures of abuse and self-harm. We have appropriately trained all new therapeutic staff recruited since the implementation of remote working.

Media & World Events

The strain of living through and absorbing news headlines and social media commentary on femicide and domestic abuse - alongside the ongoing pandemic, political corruption and the war in Ukraine - has been continuous over the past twelve months. For our clients, this barrage of bad news has resulted in additional emotional distress, fear, concern and an ongoing lack of trust in the police and others whose purpose is to protect society.

Our Service

We provide free, accessible, high-quality psychotherapy and wellbeing activities for women in Sheffield who have experienced trauma. We help women understand that their trauma is not their fault, alleviate their distress and help them rebuild their lives. We continue to see how essential our specialised service is in Sheffield, especially with the disproportionate impact of external forces on women becoming increasingly apparent.

1:1 Therapy

- *Waiting Lists*

In the face of growing demand and rising costs, there are limits to the service we can safely provide. Despite the generosity of our donors, our capacity only allows us to work with an average of 65 women at any given time. Alongside this, exacerbated trauma symptoms relating to external impacts have increased the number of sessions each woman needs. 91% of our clients now require 20 or more sessions, and the number of those needing 40 sessions has doubled. Because of this, our waiting list has to remain closed longer as women are moving more slowly through our service.

We opened our waiting list in June 2022, and 320 women registered for 1:1 therapy, a 133% year-on-year increase on our previous intake in 2021. Of the 320 women registered in June 2022, 88 started their first therapy session during this reporting year. These 88 had an average waiting time of 39 weeks (9 months) from registration to their first therapy session. During this waiting time, They also undertook their starting point and first full assessment.

As of the 31st March 2023;

- 140 women were still awaiting their initial starting point assessment
- 71 women were awaiting their full assessment, and
- 32 had completed all assessments and were waiting to start their 1:1 therapy

We are hoping to be able to open our waiting list again in early 2024.

As an agile organisation, we have continued to learn and adapt our working processes to maintain expanded delivery levels. We have also implemented a six-monthly communication process for women registered for our service, advising them of an estimated waiting time.

- *Assessments*

We conducted comprehensive clinical assessments to obtain a detailed picture of

client symptoms, assess their risk to themselves and others, and inform an appropriate personalised therapy offer. For each client, we undertook the following;

- A starting point session identifying suitability for our specialist therapy.
- Full clinical assessments at therapy's beginning, middle and end using an internationally recognised tool (TSI-II).

During 2022-23, we offered 511 assessments (2022: 366). 214 women attended 442 assessments (2022: 143).

- *Therapy Sessions*

Helping women walk free from the severe and multiple traumatic experiences of their past can take time. We offered long-term, tailored, specialised therapy of 6 - 40 sessions, focusing on the woman and her needs. This approach helped therapy progress at a manageable pace. It gave clients time to feel stable and trust enough to go deeper and share the details of their traumatic experiences.

175 women benefited from 1:1 therapy sessions (2022: 153) from the 2,485 1:1 therapy sessions offered (2022: 2,372). 70 clients completed therapy in this time (2022: 75). This year-on-year decrease is due to the number of women needing more sessions, as detailed earlier in this report.

Wellbeing

- *1:1 & Groups*

We offered tailored wellbeing support to help manage risk for clients waiting for 1:1 therapy. We provided 184 sessions of 1:1 wellbeing support (2022: 155), attended by 71 women (2022: 55). We provided 24 sessions of online group wellbeing support (2022: 30) attended by five women (2022: 5).

Accessibility

- *Premises*

In the first year of the pandemic, our premises at Daniel Hill in Sheffield became unfit for purpose. The Trustees agreed to use 289 Abbeydale Road, a building we own, for all our service operations moving forward. The Trustees gave one month's notice to the local authority to terminate the tenancy of 44 Daniel Hill, and we fully vacated the premises on 18 May 2022.

We have developed a Building Accessibility Statement for 289 Abbeydale Road, available on our website.

- *Non-English Speakers*

This year we developed processes and pathways to support working clinically with clients for whom English is not their first language. Development included procuring a working relationship with a professional interpreter service and providing specific therapist training.

Recruitment and Team Development

At Saffron Sheffield, we employ and engage highly skilled professionals. During this reporting period, we recruited a new staff therapist, one associate therapist and two volunteer therapists to the clinical team. All underwent rigorous selection and demonstrated they had a good depth of experience in delivering psychotherapy for trauma and abuse before starting with us. We also recruited to the part-time post of Fundraiser.

Our Senior Therapists have now completed supervision training and have taken responsibility for supervising some of our clinical staff and volunteers. We hold a monthly reflective practice for our clinical team.

At the end of the current reporting period, we had eleven employed staff (7 FTE), seven associate staff and four volunteers.

Several staff CPD opportunities took place during this reporting period:

- Pretrial Therapy Protocol
- Safeguarding Lead Training (Level 4)
- Clinical Supervision
- Online and Telephone Counselling
- EMDR Therapy (Eye Movement Desensitisation and Reprocessing)
- Coercive Control
- Working with Interpreters
- General Data Protection Regulation (GDPR)

Client Engagement

A client engagement project in 2021 had limited take-up from former clients. Although this proved helpful learning, we felt a different approach would yield more beneficial results in the future. Early in 2023, we reached out to a broader pool of former clients by email, asking a range of service-related questions and inviting additional feedback. We received a high response rate (30%). We also proposed a regular focus group for client feedback, which was exceptionally well received (73% of respondents said they would attend). Further development work for client engagement will continue into 2023-24.

Awareness Raising

Saffron Voices

Our first 'Saffron Voices' impact event took place on Thursday, 23rd November 2022. The Sheffield company Gripple donated the use of their building Glide House for the event. The 40 attendees included donors and representatives from other Sheffield services and organisations.

"There was a wide range of information, people to talk to, and activities to participate in. The speech was especially moving and brought home what a huge impact the support of the charity can have. The outcome measures were also very impressive."

"I was impressed by the outcome measures, having never seen such detail of stats related to a therapeutic relationship before. It felt very powerful to have the quality of the work defined with so many clear figures. The personal account of a previous client was incredibly humbling and inspiring. Hearing about the journey of recovery a survivor can experience was an inspiration."

"There was a sense of calmness, kindness & strength to the service."

"Understanding the vision and aims for Saffron and having the info tables and person with lived experience speak helped to reinforce Saffron's importance within Sheffield."

"Thank you for a well-thought-out, inspiring event."

Fundraising

In the post-COVID environment, our services are in high demand. Yet, the end of emergency grants has meant that income diversification and financial sustainability remain a high priority.

Recognising that fundraising capacity within the charity was limited, a part-time fundraiser was recruited in the latter part of 2022 to focus on larger, multi-year grant applications, allowing the CEO more time to focus on major donor, corporate and individual fundraising activities. Alongside this, we stayed updated with charity regulations and data protection developments to ensure we were legally compliant.

Partnerships

Saffron Sheffield plays an active role in several networks within the Sheffield and South Yorkshire area and nationally.

Sheffield Psychologies Board (SPB)

This board meets monthly to share practice, collaborate on service improvements and develop client/patient pathways. Consequently, mental health practitioners across the

city are better aware of our specialist service and how to signpost clients to us. We can also better support clients to access other mental health services. We are well-embedded in existing pathways and regularly liaise with other health and social care practitioners to ensure continuity of care.

End Violence Against Women and Girls (WAVES)

WAVES is a Sheffield voluntary sector forum for organisations whose primary purpose is working to end violence against women and their children. Saffron is a member organisation and works collaboratively to share resources, information, and best practices to develop a strong voice to tackle domestic and sexual abuse, rape and other forms of male or gender-based violence.

Mental Health Partnership Network (MHPN)

This network was developed to support and sustain Sheffield's strong mental health voluntary sector. It exists to ensure that the mental health voice is heard, its diverse perspectives are represented in several inter-agency forums and opportunities are maximised to influence policy and decision-makers, funders and commissioners and other partner agencies. Saffron Sheffield's CEO has been a member of the Steering Committee of the MHPN since September 2021.

The Survivor's Trust

The Survivors Trust is the largest umbrella agency for specialist rape and sexual abuse services in the UK. It has been providing infrastructure support to members for the past 15 years. Saffron Sheffield is one of 124 member agencies based in the UK and Ireland.

Synergy (Sheffield Mental Health Alliance)

Saffron Sheffield's CEO has been involved in the Governance and wider Steering Committee, which worked towards forming this alliance. The alliance comprises a group of Voluntary and Community Sector partners who will come together, along with Experts by Experience, to improve the provision of mental health services across Sheffield and to influence the sector and the wider system positively.

Sheffield City Council's Domestic and Sexual Abuse Provider Consultation Group

This group exists to provide a formal forum for commissioned and non-commissioned providers working in and around domestic abuse and sexual abuse to consult and be consulted on local, regional and national initiatives and developments.

Clinical Lead Network

This is an informal network for all heads/leads of third-sector therapeutic services in

Sheffield, Doncaster, Rotherham and Barnsley. They meet every other month, allowing peer support discussion and consultation on clinical and professional topics. The Head of Clinical Services represents Saffron Sheffield at these meetings.

Achievement and Performance

This year, we have successfully helped many women deal with the consequences of broken relationships, sexual or domestic abuse, bereavement and other traumatic experiences.

Women accessing our service told us that due to our support, they could better recognise the potential for unhealthy relationships, enabling them to make better choices, build resilience and keep themselves safe. We also understand our long-term impact when, some time after completing therapy, former clients have said:

"Saffron helped me understand my issues, process them, and gave me the tools to turn my life around. I am still using these now".

"I still reflect on the experience as it has been so meaningful and impactful on my life."

Our work has wider, additional benefits for the families and communities of the women we directly support. Our clients told us that therapy has made them better parents. Many also found it easier to attend or volunteer in community activities. Therapy has also helped women keep or find new employment.

We are confident that our blended therapy offer achieved the same standards for building therapeutic relationships, ensuring client satisfaction and reducing trauma symptoms, anxiety, and depression. Our clinical results have continued to be as strong as before the pandemic, and client testimonies demonstrated that our service remains critical for the women of Sheffield.

Our activities have proved life-changing for clients. Our in-depth assessment process has proved invaluable, and significant psychological change has occurred due to our specialist 1:1 therapy.

Client Outcomes

We capture a balance of quantitative and qualitative data, and the combination of clinical monitoring using the Trauma Symptom Inventory-II (TSI-2) and self-reported changes whilst identifying personal goals reflects our holistic, collaborative approach.

Our monitoring system is customised, and we are confident that it provides the best outcomes in data collection for our organisation, clients and funders. We are mindful of the value and profoundly personal nature of focused therapy time for our beneficiaries, so we endeavour to monitor change with minimal client disruption.

From April 2022 to March 2023, we collected information on 24 different trauma symptoms from all 70 clients who had completed therapy. Although we monitor and capture data from various points in the therapeutic journey, we focus our reporting of outcomes primarily on women who have completed therapy with us to provide a more conclusive reflection of change.

The below outcomes for this reporting period show the continuing effectiveness of our work.

Of the 70 women that completed therapy in the reporting period:

- 92% had a statistically significant reduction in their trauma symptoms
- 97% felt more self-confident
- 82% felt better able to say 'no' and be assertive when they needed to be
- 94% felt better able to have healthy boundaries in their relationships
- 100% achieved a personal goal they set for themselves
- 92% felt they were better able to recognise abuse in a relationship
- 74% felt less isolated

We received feedback forms from 63 of the 70 clients who completed therapy. These showed a positive trend among clients in self-reported improvements in physical health and mental health-related emergency visits:

- 51% said their physical health had improved
- 41% were visiting their GP less often
- 17% were visiting A&E less often

Feedback forms also showed how clients felt about Saffron Sheffield:

- 97% were happy with the service they received
- 100% would recommend Saffron Sheffield to a friend
- 98% were satisfied with their initial contact and response

Of the 33 clients who completed their 1:1 wellbeing sessions, 28 (85%) saw a reduction in depression symptoms as measured by the Patient Health Questionnaire (PHQ), and 30 (91%) experienced a decrease in their general anxiety as measured by the Generalised Anxiety Disorder (GAD) 7 scale.

Client Voices

"Saffron has been a safe haven, a place for guidance and support without judgement and with care. Of the many services I have found myself involved with, Saffron has been where I have felt heard, respected and cared for. The service has been somewhat of a lifeline and the place which has significantly helped my life circumstances. I have always felt appropriately supported and respected during all interactions from admin to therapist. I am grateful to the service and for the integrity and care of the staff."

"My therapist helped me enormously from learning more about myself to helping me realise my feelings count much more than I ever would have accepted. Also learned the long chain of events which was to become my life were to stem back right to my childhood. I grew up believing I was useless and deserved everything. I left therapy with a change of heart. My therapist showed me I could believe in myself and the more time I had with her the taller I grew. Thank you so much."

"I have tried other types of counselling before but this has genuinely been the most helpful. I can notice a real change in how I feel and how I deal with past and present issues. As well as helping me process a difficult time in my life, I feel like it has equipped me to deal with difficult situations in the future too."

"Saffron is a brilliant organisation. I've been in the system a long time and to get the opportunity to talk to someone professional is rare, but the situation here has been great, I feel at ease and able to open up."

"I just want to say I started at the lowest of the low, really depressed, and now my sessions have given me the strength, the confidence and the right way to go about things, which is amazing, thank you. There should be more places like Saffron for people like me."

*"This is my first ever face to face counselling, and it has been invaluable. I started as a rather lost woman with low self-esteem, feeling unvalidated and not knowing how to navigate my way through family trauma and starting my own, individual life all over. My therapist has been there to listen and help me discover my way through this fog, helping me to find my worth and values and leading me to find my own standards and boundaries. I am still on this journey every day, but now I have found my self-confidence to be proactive in creating the life I want. I would not be at this point without the wonderful weekly accountability check-in that I found with our meetings, which I always looked forward to, and will miss. *A funny note: I always found your lovely loo so welcoming! :) Apart from it being so clean and having such kindly worded notices, the wicker chest of drawers in there smells homely. The free toiletries, apart from being so practical, are just such a kind and thoughtful gesture, that just made me feel cared for and protected."*

"It's hard to describe the difference that this therapy has made in my life, but that doesn't detract from the huge change and shift I feel - I am more in touch with my own feelings as well as more able to express them. I'm not having debilitating flashbacks and anxiety any more. I still have work to do but I know how to do it and I don't feel scared of it any more. Thank you."

"It's hard to find a therapist or organisation that will listen or understand neurodiversity. I have found that the approach Saffron has provided is person-led, I have experienced being validated in my own experiences and within myself rather than experiencing someone telling me how I am or what will work for me without actually knowing enough

about neurodivergent individuals. It is important to me that my mental health support professionals actually know accurate and authentic information, as I know what not knowing this looks like. Overall I have felt heard and validated, which enabled me to trust."

"This service has saved my life in a way I will never forget. I now understand and accept what I have been through. I know myself for the first time in 24 years and am happy. I know I can now deal with any situation with confidence. This service has turned my life around, and I will always be grateful. I felt safe, not rushed, understood and supported from start to finish. I hope this service continues and saves a lot more lives of women who have been in my situation."

"I can't thank Saffron enough. My therapist has helped me unlock feelings I had shut away for years. It's been a long time since I was this happy with myself. I would recommend Saffron to anyone who is struggling. They're all angels on earth."

"The beacon of hope that Saffron Sheffield offers its clients in times when no other avenues are accessible is truly remarkable, and I hope they continue to be able to offer many more women the chance to reclaim their independence, autonomy, and ability to live and enjoy their lives to the fullest."

Service Evaluation

In January 2023, we undertook three separate surveys to evaluate the effectiveness of our service.

Lived Experience

We asked our staff and trustees about their experience with trauma and therapy. The below statistics show that we are empathetic professionals who truly know and understand our client's circumstances.

- 86% had lived experience of trauma, including parental bereavement, sexual abuse, domestic abuse and rape, neglect, vicarious trauma and being a victim or witness of crime.
- 64% had received therapy for their trauma.

Client Experience

We asked 40 ex-service users why they came to Saffron Sheffield for therapy.

- 33% accessed therapy with us because they couldn't find another suitable service
- 35% of clients wanted to access a women-only service
- 58% wanted a long-term specialised therapy service

- 65% couldn't afford to pay for private therapy
- 23% had tried another service but didn't get the help they needed
- 72% wanted to be involved in any future focus groups we may develop
- 80% wanted to be more involved in helping to raise awareness of our work

External Organisations

We asked 18 external organisations in Sheffield what they thought about our work.

- 100% think Sheffield has an ongoing need for our therapy service
- 83% signpost women to our service

They went on to say;

"The service has an excellent reputation in Sheffield."

"We work with victims of domestic abuse who have experienced long-term trauma, and this service allows them to enter a recovery period and offers vital support to our victims. There are no other services in Sheffield like this. Our clients speak really highly of the service."

"There are long waiting lists within services for people with mental health problems- we know that Covid pandemic has impacted on women's mental health- increase in trauma and abuse. Women need access to safe and effective services such as Saffron- they provide complementary and different services to the standard NHS offer within Sheffield."

"Saffron is a vital part of the offer for women, given the level of expertise and compassionate support that they give, and clearly the demand outweighs the supply of available resources."

"It's an amazing service. It would be great to see the service expand to support more women."

"The work of Saffron Sheffield is absolutely vital to Sheffield's mental health offer. There are very limited options for women seeking longer-term mental health support in a space that feels safe for them, and Saffron offers just that."

"Saffron is one of the many jewels in the crown in the voluntary sector landscape in Sheffield due to the nature of their bespoke therapeutic support, their 40-week offer and that the service is free to women who need this specialist help. Without Saffron, there would be countless women for whom their recovery would not be possible, and their life potential would be further blighted."

Financial Review

Overview

At the end of the reporting period, the charity held total funds of £311,647 (2022: £316,915). Of this, £4,544 (2022: £15,770) is held in Restricted funds and £307,103 (2022: £301,145) in Unrestricted funds. The Unrestricted funds total of £307,103 comprises the value of Saffron Sheffield's main premises (289 Abbeydale Road), which is a fixed asset of £138,650, free reserves of £108,000 and a designated fund of £60,543 which is allocated towards service delivery in the new financial year 2023-2024. This breakdown is shown in the Notes to the Accounts, Note 20.

Net current assets at the end of the reporting period were £173,087 (2022: £174,610).

Income

Total income for the reporting period came to £292,799, an increase from the previous year (2022: £249,272). The Sheffield Integrated Care Board (ICB), formally the Clinical Commissioning Group (CCG), has continued to acknowledge the importance of our work in Sheffield, awarding us £83,021 in the reporting period. We appreciate that the ICB continues to recognise our role as a specialist service provider.

In addition, we were fortunate to have been awarded 20 grant donations totalling £201,706 (2022: £154,785) from a range of local and national charitable trusts, which are detailed in the Notes to the Accounts, Notes 3 and 4. 4 of these grants are multi-year funding agreements which we specifically targeted to help ensure future funding security.

Per our funding strategy, we continued seeking opportunities to diversify our income streams with more individual donor fundraising activities. These included an ongoing partnership with Sheffield Wednesday Football Club - taking a bucket collection outside Hillsborough Stadium on match days, a matched funding Christmas appeal, peer-to-peer sponsored events and the 'Step out for Saffron' walking challenge. We have also increased our digital presence, including supporter emails, social media channels and website development, enabling a more straightforward process for online donations.

The total income from individual donors and campaign activity during the reporting period was £8,072 (2022: £9,945).

We are encouraged that our income from individual donations is only slightly lower than the previous year, despite the current cost of living pressures. Charities Aid Foundation (CAF) have reported that in 2022, 4.9 million individuals chose not to give to charity, and 3.2 million people said they recently reduced or stopped a regular gift to a charity as a direct result of the rising cost of living. We will continue to monitor the situation, managing risk and being agile in our strategic decision-making around our fundraising activities.

Expenditure

Total expenditure for the reporting period came to £298,067, an increase in spending compared to the previous year (2022: £274,996). As a provider of specialist services, our staff costs continue to be our main expenditure, and we have increased capacity across the staff team in the year in response to the increased demand for our services. Due to the rising cost of living and significant growth over recent years, we undertook a full remuneration review in January 2023 for all salaried posts. Benchmarking was against charities of a similar size and activity to ensure fairness. The trustees agreed to increase all staff salaries in line with the benchmarking data from April 2023 and will review again before the 2024-2025 financial year starts.

In the reporting period, we also invested in improving our data security, engaging the services of data specialists Custodia Continuity, and allocating additional resources to awareness-raising activities which included our annual impact event and report.

Reserves Policy

The trustees review the reserves each year in line with Charity Commission guidance. We hold reserve funds to;

- meet expenditure commitments in the event of cash flow difficulties which could otherwise bring about an interruption to service for our clients
- pay for unforeseen expenditure
- enable the winding up of the charitable company in the event of ceasing to operate

The level of required reserves agreed by the trustees is an amount sufficient to cover at least four months of fixed and essential running costs (as per the budgeted costs for the financial period). The trustees have therefore approved an increase to the level of reserves held up to £108,000 for the financial year ahead (£103,000 for the financial year ending 31 March 2023). The increase reflects the increased monthly operational cost in the financial year 2023-2024 budget.

As part of the charity's ongoing risk management, the trustees agreed to open a separate bank account to hold Saffron Sheffield's reserves, enabling the charity to benefit from increased protection for its cash deposits under the Financial Services Compensation Scheme (FSCS). The Trustees reviewed a range of options to select a bank suitable to the charity's needs, and a new account will be in use within the new financial period 2023-2024.

Plans for the Future

As we finalise this report, we are focussed on several ongoing fundraising activities to diversify our income, including individual appeals, sponsored events and community activities.

Our CEO is also exploring additional income opportunities through the delivery of external CPD training to therapists and other professionals across South Yorkshire. At the time of writing this report, we have already provided a 'Neurodiversity 101' workshop to 23 delegates from 14 Sheffield organisations. We received good feedback from the delegates and plan to hold this workshop again before the end of the year.

"I think it was a great training. I feel I have come away more confident and equipped to be Neurodivergent affirmative in my practice."

We will also hold a day-long training event with Zoe Lodrick in March 2024. Zoe is a Psychotherapist and Sexualised Trauma Specialist and a highly regarded expert in her field. Having had experience in training and consultation with police forces, social workers, teachers, crisis workers, and therapists, we believe there will be significant demand for this event across Sheffield.

Our CEO has also begun working with a former client and a student volunteer to develop our Client Engagement plan to reach out more widely to former clients and structure our approach to become an integral part of service delivery/development.

As a team, we are currently working with Sheffield Women's Aid to design and deliver a collaborative wellbeing group for Sheffield women.

Alongside this, our premises requires some external maintenance, and we hope to secure funding and complete any building work in 2023-24.

Statement of Responsibilities of the Trustees

The trustees (who are also directors of Sheffield Women's Counselling and Therapy Service Limited for the purposes of company law) are responsible for preparing the trustees' annual report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice). Company law requires the trustees to prepare financial statements for each financial year, which give an accurate and fair view of the charitable company's state of affairs and the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period.

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

- select suitable accounting policies and then apply them consistently
- observe the methods and principles in the Charities Statement of Recommended Practice
- make judgements and estimates that are reasonable and prudent
- state whether applicable UK Accounting Standards and statements of recommended practice have been followed, subject to any material departures disclosed and explained in the financial statements
- prepare the financial statements on a 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 that disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps to prevent and detect fraud and other irregularities.

Additionally, the trustees are responsible for maintaining the integrity of the corporate and financial information 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. The trustees have prepared this report in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

The trustees' annual report has been approved by the trustees on 16th October 2023 and signed on their behalf by:



Emma Draper
Chair of Trustees

Independent examiner's report to the members of
Sheffield Women's Counselling and Therapy Service Limited (Saffron Sheffield)

I report to the charity trustees on my examination of the accounts of the company for the year ended 31 March 2023 which are set out on pages 22 to 42.

Responsibilities and basis of report

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

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

Independent examiner's statement

Since the company's gross income exceeded £250,000 your examiner must be a member of a body listed in section 145 of the 2011 Act. I confirm that I am qualified to undertake the examination because I am a member of the Association of Chartered Certified Accountants, which is one of the listed bodies.

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

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

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



Christy Lau FCCA CTA DChA
Slade & Cooper Limited
Beehive Mill, Jersey Street, Ancoats Manchester, M4 6JG
Date 26/10/2023

Sheffield Women's Counselling and Therapy Service Limited

Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2023

	Note	Unrestricted funds £	Restricted funds £	Total funds 2023 £	Total funds 2022 £
Income from:					
Donations and legacies	3	11,430	-	11,430	11,945
Charitable activities	4	33,250	248,119	281,369	235,806
Other trading activities	5	-	-	-	1,521
		<hr/>	<hr/>	<hr/>	<hr/>
Total income		44,680	248,119	292,799	249,272
Expenditure on:					
Raising funds	6	31,941	-	31,941	19,436
Charitable activities	7	6,781	259,345	266,126	255,560
		<hr/>	<hr/>	<hr/>	<hr/>
Total expenditure		38,722	259,345	298,067	274,996
		<hr/>	<hr/>	<hr/>	<hr/>
Net income/(expenditure) for the year	9	5,958	(11,226)	(5,268)	(25,724)
		<hr/>	<hr/>	<hr/>	<hr/>
Net movement in funds for the year		5,958	(11,226)	(5,268)	(25,724)
		<hr/>	<hr/>	<hr/>	<hr/>
Reconciliation of funds					
Total funds brought forward	21	301,145	15,770	316,915	342,639
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward	21	307,103	4,544	311,647	316,915
		<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

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

A full comparative Statement of Financial Activities is available on the last page of the financial statements.

Sheffield Women's Counselling and Therapy Service Limited
Company number 02443288

Balance sheet as at 31 March 2023

	Note	2023		2022	
		£	£	£	£
Fixed assets					
Tangible assets	14		138,560		142,305
Total fixed assets			138,560		142,305
Current assets					
Debtors	15	9,494		17,110	
Cash at bank and in hand	16	216,636		255,380	
Total current assets		226,130		272,490	
Liabilities					
Creditors: amounts falling due in less than one year	17	(53,043)		(97,880)	
Net current assets			173,087		174,610
Total assets less current liabilities			311,647		316,915
Net assets			311,647		316,915
The funds of the charity:					
Restricted income funds	19		4,544		15,770
Unrestricted income funds	20		307,103		301,145
Total charity funds			311,647		316,915

For the year in question, the company was entitled to exemption from an audit under section 477 of the Companies Act 2006 relating to small companies.


Directors' (trustees') responsibilities:

- The members have not required the company to obtain an audit of its accounts for the year in question in accordance with section 476 of the Companies Act 2006
- The directors (trustees) acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts

These accounts are prepared in accordance with the special provisions of part 15 of the Companies Act 2006 relating to small companies and constitute the annual accounts required by the Companies Act 2006 and are for circulation to members of the company.

The notes on pages 25 to 42 form part of these accounts.

Approved by the trustees on 16/10/2023 and signed on their behalf by:



Emma Draper (Chair)



Judith Dodds (Treasurer)

Sheffield Women's Counselling and Therapy Service Limited

Statement of Cash Flows
for the year ending 31 March 2023

	Note	2023 £	2022 £
Cash provided by/(used in) operating activities	23	(38,744)	(993)
Increase/(decrease) in cash and cash equivalents in the year		(38,744)	(993)
Cash and cash equivalents at the beginning of the year		255,380	256,373
Cash and cash equivalents at the end of the year	16	216,636	255,380

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023

1 Accounting policies

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

a Basis of preparation

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 (FRS 102), second edition - October 2019 (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), the Companies Act 2006 and UK Generally Accepted Accounting Practice.

Sheffield Women's Counselling and Therapy Service Limited meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note.

b Preparation of the accounts on a going concern basis

The trustees consider that there are no material uncertainties about the charitable company's ability to continue as a going concern.

The trustees do not consider that there are any sources of estimation uncertainty at the reporting date that have a significant risk of causing a material adjustment to the carrying amount of assets and liabilities within the next reporting period.

c Income

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the item(s) of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from government and other grants, whether 'capital' grants or 'revenue' grants, is recognised when the charity has entitlement to the funds, any performance conditions attached to the grants have been met, it is probable that the income will be received and the amount can be measured reliably and is not deferred.

Income received in advance of a provision of a specified service is deferred until the criteria for income recognition are met.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

d Donated services and facilities

Donated professional services and donated facilities are recognised as income when the charity has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use by the charity of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), general volunteer time is not recognised; refer to the trustees' annual report for more information about their contribution.

e Interest receivable

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

f Fund accounting

Unrestricted funds are available to spend on activities that further any of the purposes of the charity.

Designated funds are unrestricted funds of the charity which the trustees have decided at their discretion to set aside to use for a specific purpose.

Restricted funds are donations which the donor has specified are to be solely used for particular areas of the charity's work or for specific projects being undertaken by the charity.

g Expenditure and irrecoverable VAT

Expenditure is recognised once there is a legal or constructive obligation to make a payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

Irrecoverable VAT is charged as a cost against the activity for which the expenditure was incurred.

h Operating leases

Operating leases are leases in which the title to the assets, and the risks and rewards of ownership, remain with the lessor. Rental charges are charged on a straight line basis over the term of the lease.

i Tangible fixed assets

Individual fixed assets costing £1,000 or more are capitalised at cost and are depreciated over their estimated useful economic lives on a straight line basis as follows:

Land & buildings	50 years
Improvements to property	4 years
Fixtures & fittings	3 years
Equipment	4 years

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

j Debtors

Trade and other debtors are recognised at the settlement amount due after any trade discount offered. Prepayments are valued at the amount prepaid net of any trade discounts due.

k Cash at bank and in hand

Cash at bank and cash in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

l Creditors and provisions

Creditors and provisions are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors and provisions are normally recognised at their settlement amount after allowing for any trade discounts due.

m Financial instruments

The charity only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

n Pensions

Employees of the charity are entitled to join a defined contribution 'money purchase' scheme. The charity's contribution is restricted to the contributions disclosed in note 10. There were £nil outstanding contributions at the year end.

The money purchase plan is managed by The Pensions Trust and the plan invests the contributions made by the employee and employer in an investment fund to build up over the term of the plan a pension fund which is then converted into a pension upon the employee's normal retirement year age when eligible for a state pension. The total expense ratio of the plan is 0.45% for the main fund, and total expense ratio is less than 0.52%, and this is deducted from the investment fund annually. The trust has no liability beyond making its contributions and paying across the deductions for the employee's contributions.

2 Legal status of the charity

The charity is a company limited by guarantee registered in England and Wales and has no share capital. In the event of the charity being wound up, the liability in respect of the guarantee is limited to £1 per member of the charity. The registered office address is disclosed on page 1.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

3 Income from donations and legacies

	Total 2023 £	Total 2022 £
Donations		
Individual Giving, Gift aid and The Big Give campaign activity	8,072	9,945
Arnold Clark Community Fund	1,000	1,000
The Cooperative Bank	1,000	-
The Gripple Foundation	1,000	-
The Big Give	358	-
Ecclesiastical Movement for Good	-	1,000
	<hr/>	<hr/>
Total	11,430	11,945
	<hr/> <hr/>	<hr/> <hr/>

All donations and legacies income is unrestricted.

4 Income from charitable activities

Current reporting period	Unrestricted £	Restricted £	Total 2023 £
NHS Sheffield CCG	-	83,021	83,021
Sheffield City Council Covid recovery	-	50,000	50,000
The Leathersellers' Foundation	25,000	-	25,000
Sheffield City Council Tackling Inequalities	-	10,000	10,000
Sheffield Town Trust	-	2,000	2,000
J.G. Graves Charitable Trust	-	3,000	3,000
The Cutlers' Company Charitable Trust	1,000	-	1,000
Henry Smith Charity	-	60,000	60,000
Lloyds Bank Foundation for England & Wales	2,250	-	2,250
South Yorkshire PCC / MoJ	-	23,382	23,382
The Brelms Trust CIO	-	3,466	3,466
James Neill Trust Fund	2,000	-	2,000
The Talbot Trusts	-	2,500	2,500
Zachary Merton & George Woofindin Convalescent Trust	-	750	750
Evan Cornish Foundation	-	10,000	10,000
Charles and Elsie Sykes Trust	2,000	-	2,000
The Tramlines Trust	1,000	-	1,000
	<hr/>	<hr/>	<hr/>
Total	33,250	248,119	281,369
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

4 Income from charitable activities (cont.)

Previous reporting period	<i>Unrestricted</i> £	<i>Restricted</i> £	<i>Total 2022</i> £
<i>NHS Sheffield CCG</i>	-	83,021	83,021
<i>Sheffield Town Trust</i>	-	2,000	2,000
<i>J.G. Graves Charitable Trust</i>	3,000	-	3,000
<i>The Cutlers' Company Charitable Trust</i>	-	1,000	1,000
<i>Henry Smith Charity</i>	-	59,200	59,200
<i>Lloyds Bank Foundation for England & Wales</i>	25,000	-	25,000
<i>South Yorkshire PCC / MoJ</i>	-	22,440	22,440
<i>Rosa's Covid-19 Response Fund</i>	-	3,264	3,264
<i>South Yorkshire's Community Foundation</i>	-	5,000	5,000
<i>The Brelms Trust CIO</i>	-	3,431	3,431
<i>James Neill Trust Fund</i>	1,000	-	1,000
<i>The Talbot Trusts</i>	-	15,000	15,000
<i>Wesleyan Foundation</i>	-	10,000	10,000
<i>Zachary Merton & George Woofindin Convalescent Trust</i>	-	750	750
<i>The Big Give</i>	-	700	700
<i>Hyman Winstone Foundation</i>	-	500	500
<i>Rethink Mental Illness</i>	500	-	500
Total	<u>29,500</u>	<u>206,306</u>	<u>235,806</u>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

5 Income from other trading activities

	2023 £	2022 £
Room hire	-	1,521
	<hr/>	<hr/>
	-	1,521
	<hr/> <hr/>	<hr/> <hr/>

All income from other trading activities is unrestricted.

6 Cost of raising funds

	2023 £	2022 £
Staff costs	26,942	12,970
Fundraising costs	4,999	6,466
	<hr/>	<hr/>
	31,941	19,436
	<hr/> <hr/>	<hr/> <hr/>

All expenditure on cost of raising funds is unrestricted.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

7 Analysis of expenditure on charitable activities

	Total 2023 £	Total 2022 £
Staff costs (see note 10)	198,996	189,806
Recruitment	1,280	6,604
Supervision	1,275	1,425
Associate therapists	30,067	37,936
Staff training	3,071	2,174
Staff travel & subsistence	237	301
Volunteer costs	76	-
User costs	5	127
Subscription & reference	293	407
Office supplies	792	1,037
Consultancy fees & expenses	4,617	1,230
Awareness raising	3,212	161
Premises costs	9,560	13,015
Office costs	4,323	5,303
Equipment & repairs	1,694	2,324
Depreciation	3,745	3,745
Governance costs (see note 8)	2,883	2,935
	<hr/>	<hr/>
	266,126	268,530
	<hr/> <hr/>	<hr/> <hr/>
	2023	2022
	£	£
Restricted expenditure	259,345	252,811
Unrestricted expenditure	6,781	2,749
	<hr/>	<hr/>
	266,126	255,560
	<hr/> <hr/>	<hr/> <hr/>

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

8 Analysis of governance and support costs

	Basis of apportionment	Governance £	Total 2023 £
Independent examination fees	Governance	480	480
Accountancy services	Governance	1,700	1,700
Legal and professional	Governance	703	703
		2,883	2,883
		2,883	2,883

Previous reporting period

	Basis of apportionment	Governance £	Total 2022 £
<i>Independent examination fees</i>	<i>Governance</i>	480	480
<i>Accountancy services</i>	<i>Governance</i>	1,927	1,927
<i>Legal and professional</i>	<i>Governance</i>	528	528
		2,935	2,935
		2,935	2,935

9 Net income/(expenditure) for the year

	2023 £	2022 £
This is stated after charging/(crediting):		
Depreciation	3,745	3,745
Operating lease rentals:		
Property	423	2,750
Other	-	-
Independent examiner's fees (net of VAT)		
Accountancy fees	1,207	1,133
Independent examination	400	400
QuickBooks Online subscription	210	472

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

10 Staff costs

Staff costs during the year were as follows:

	2023 £	2022 £
Wages and salaries	199,685	169,669
Social security costs	10,547	6,836
Pension costs	15,706	13,301
	225,938	189,806
	225,938	189,806
Allocated as follows:		
Cost of raising funds	26,942	12,970
Charitable activities	198,996	176,836
	225,938	189,806
	225,938	189,806

No employee has employee benefits in excess of £60,000 (2022: Nil).

The average number of staff employed during the period was 11 (2022: 10).

The key management personnel of the charity comprise the trustees and Chief Executive Officer. The total employee benefits of the key management personnel of the charity were £41,814 (2022: £39,510).

11 Trustee remuneration and expenses, and related party transactions

Neither the trustees nor any persons connected with them received any remuneration or reimbursed expenses during the year (2022: Nil).

Aggregate donations from related parties were £651 (2022: £595).

There are no donations from related parties which are outside the normal course of business and no restricted donations from related parties.

A declaration of interest was made in the year which relates to the supplier Custodia Continuity who were contracted to provide data security consultancy and support (to the value of £4,617 in the year ended 31 March 2023 which is shown under Consultancy fees in Note 7, Expenditure breakdown). One of the Directors of Custodia Continuity is the partner of a key staff member (Finance Manager) and therefore, in the interests of transparency, the Trustees consider it appropriate to disclose this as a related party transaction. The decision to engage Custodia Continuity was reviewed by the Chair of Trustees at the time prior to the contract being issued.

No other person related to the charity or Trustee had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2022: Nil).

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

12 Government grants

The government grants recognised in the accounts were as follows:

	2023 £	2022 £
NHS Sheffield CCG	83,021	83,021
South Yorkshire PCC / MoJ	23,382	22,440
Sheffield City Council	60,000	-
	166,403	105,461
	166,403	105,461

The unfulfilled conditions and contingencies attaching to the grants were to complete restricted projects (see note 19).

13 Corporation tax

The charity is exempt from tax on income and gains falling within Chapter 3 of Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that these are applied to its charitable objects. No tax charges have arisen in the charity.

14 Fixed assets: tangible assets

	Property & improvements £	Fixtures & fittings £	Equipment £	Total £
Cost				
At 1 April 2022	191,840	3,607	2,283	197,730
Disposals	-	-	-	-
	191,840	3,607	2,283	197,730
At 31 March 2023	191,840	3,607	2,283	197,730
Depreciation				
At 1 April 2022	49,535	3,607	2,283	55,425
Charge for the year	3,745	-	-	3,745
Disposals	-	-	-	-
	53,280	3,607	2,283	59,170
At 31 March 2023	53,280	3,607	2,283	59,170
Net book value				
At 31 March 2023	138,560	-	-	138,560
At 31 March 2022	142,305	-	-	142,305

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

15 Debtors

	2023 £	2022 £
Grants receivable	7,521	12,735
Other debtors	238	1,141
Prepayments and accrued income	1,735	3,234
	<hr/>	<hr/>
	9,494	17,110

16 Cash at bank and in hand

	2023 £	2022 £
Cash at bank and in hand	216,636	255,380
	<hr/>	<hr/>
	216,636	255,380

17 Creditors: amounts falling due within one year

	2023 £	2022 £
Other creditors and accruals	6,343	9,630
Deferred income	46,700	88,250
	<hr/>	<hr/>
	53,043	97,880

18 Deferred income

	2023 £	2022 £
Deferred grant brought forward	88,250	59,600
Grant received	46,700	88,250
Released to income from charitable activities	(88,250)	(59,600)
	<hr/>	<hr/>
Deferred grant carried forward	46,700	88,250

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

19 Analysis of movements in restricted funds

Current reporting period	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
NHS Sheffield CCG	13,581	83,021	(92,058)	-	4,544
Sheffield City Council Covid recovery	-	50,000	(50,000)	-	-
Sheffield City Council Tackling Inequalities	-	10,000	(10,000)	-	-
Sheffield Town Trust	-	2,000	(2,000)	-	-
J.G. Graves Charitable Trust	-	3,000	(3,000)	-	-
Henry Smith Charity	-	60,000	(60,000)	-	-
South Yorkshire PCC / MoJ	-	23,382	(23,382)	-	-
South Yorkshire's Community Foundation	1,489	-	(1,489)	-	-
The Brelms Trust CIO	-	3,466	(3,466)	-	-
The Talbot Trusts	-	2,500	(2,500)	-	-
Zachary Merton & George Woofindin Convalescent Trust	-	750	(750)	-	-
The Big Give	700	-	(700)	-	-
Evan Cornish Foundation	-	10,000	(10,000)	-	-
Total	15,770	248,119	(259,345)	-	4,544

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

19 Analysis of movements in restricted funds (cont.)

Previous reporting period	<i>Balance at 1 April 2021 £</i>	<i>Income £</i>	<i>Expenditure £</i>	<i>Transfers £</i>	<i>Balance at 31 March 2022 £</i>
<i>NHS Sheffield CCG</i>	48,429	83,021	(117,869)	-	13,581
<i>Sheffield Town Trust</i>	-	2,000	(2,000)	-	-
<i>The Cutlers' Company Charitable Trust</i>	-	1,000	(1,000)	-	-
<i>Henry Smith Charity</i>	-	59,200	(59,200)	-	-
<i>South Yorkshire PCC / MoJ</i>	-	22,440	(22,440)	-	-
<i>Coronavirus Mental Health Response Fund</i>	9,626	-	(9,626)	-	-
<i>Rosa's Covid-19 Response Fund</i>	-	3,264	(3,264)	-	-
<i>People's Postcode Trust South Yorkshire's Community Foundation</i>	4,220	-	(4,220)	-	-
<i>The Brelms Trust CIO</i>	-	5,000	(3,511)	-	1,489
<i>The Talbot Trusts</i>	-	3,431	(3,431)	-	-
<i>Wesleyan Foundation</i>	-	15,000	(15,000)	-	-
<i>Zachary Merton & George Woofindin Convalescent Trust</i>	-	10,000	(10,000)	-	-
<i>The Big Give</i>	-	750	(750)	-	-
<i>Hyman Winstone Foundation</i>	-	700	-	-	700
<i>Foundation</i>	-	500	(500)	-	-
Total	62,275	206,306	(252,811)	-	15,770

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

19 Analysis of movements in restricted funds (cont.)

Name of fund	Description, nature and purposes of the fund
NHS Sheffield CCG	Towards the running costs of the charity, enabling the provision of Saffron Sheffield's service which offers women who have suffered sexual abuse an opportunity to explore their feelings and experiences in a safe, supportive women only setting.
Sheffield City Council - Community Covid Recovery Fund	Towards the cost of maintaining increased service delivery levels in the financial year 2022-23 and enabling the charity's longer-term therapy offer.
Sheffield City Council - Tackling Inequalities Fund	Towards the core costs of the charity and in particular to maintain the core post of CEO.
Sheffield Town Trust	Towards the running costs of the organisation, enabling the provision of therapy and counselling sessions for women who have experienced trauma or abuse.
The JG Graves Charitable Trust	Towards the cost of specialist therapy provision for women, supporting women to recover and rebuild their lives after trauma or abuse.
The Henry Smith Charity	Towards the running costs of the charity and in particular to maintain the core post of Head of Clinical Service and to fund Senior Therapist posts.
South Yorkshire Police and Crime Commissioner - Victim Services / Ministry of Justice	Towards the cost of therapy provision for women who have experienced trauma or abuse by contributing to the cost of Therapists.
South Yorkshire's Community Foundation - Community Grants Programme	Towards the cost of running Wellbeing sessions as part of the 'Skills for Wellbeing after Trauma and Abuse' project.
The Brelms Trust CIO	Towards the cost of maintaining the core post of Head of Clinical Service.
The Talbot Trusts	Towards the cost of specialist therapy provision for women, supporting women to recover and rebuild their lives after trauma or abuse.
The Zachary Merton & George Woofindin Convalescent Trust	Towards the running costs of the organisation, enabling the provision of therapy and counselling sessions for women who have experienced trauma or abuse.
The Big Give - Digital Capacity Grant	Towards the cost of enhancing data security for the charity.
Evan Cornish Foundation	Towards the cost of specialist therapy provision for women, supporting women to recover and rebuild their lives after trauma or abuse.

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

20 Analysis of movement in unrestricted funds

Current reporting period	Balance at 1 April 2022 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2023 £
General fund	245,305	19,680	(18,425)	-	246,560
Business continuity fund	55,840	25,000	(20,297)	-	60,543
	<u>301,145</u>	<u>44,680</u>	<u>(38,722)</u>	<u>-</u>	<u>307,103</u>
Previous reporting period	Balance at 1 April 2021 £	Income £	Expenditure £	Transfers £	Balance at 31 March 2022 £
General fund	247,023	42,966	(22,185)	(22,499)	245,305
Contingency fund	25,000	-	-	(25,000)	-
Business continuity fund	8,341	-	-	47,499	55,840
	<u>280,364</u>	<u>42,966</u>	<u>(22,185)</u>	<u>-</u>	<u>301,145</u>

Name of unrestricted fund

Description, nature and purposes of the fund

General fund	The General Fund figure after allowing for all designated funds. This figure comprises Saffron Sheffield's free reserves of £108,000 and the value of its fixed asset (property at 289 Abbeydale Road) £138,560.
Business continuity fund	Designated to fund otherwise unfunded operating costs in the 2023-24 operational budget. This fund includes £25,000 received from The Leathersellers Foundation which has been designated to fund operating costs in the 2023-24 financial year.
Contingency fund	Development fund for renewals at 289 Abbeydale Rd

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

21 Analysis of net assets between funds

Current reporting period	General fund £	Designated funds £	Restricted funds £	Total £
Tangible fixed assets	138,560	-	-	138,560
Net current assets/(liabilities)	108,000	60,543	4,544	173,087
Total	246,560	60,543	4,544	311,647
Previous reporting period	General fund £	Designated funds £	Restricted funds £	Total £
<i>Tangible fixed assets</i>	<i>146,050</i>	<i>-</i>	<i>-</i>	<i>146,050</i>
<i>Net current assets/(liabilities)</i>	<i>100,973</i>	<i>33,341</i>	<i>62,275</i>	<i>196,589</i>
Total	247,023	33,341	62,275	342,639

22 Operating lease commitments

The charity's total future minimum lease payments under non-cancellable operating leases is as follows for each of the following periods:

	Property		Equipment	
	2023 £	2022 £	2023 £	2022 £
Less than one year	-	2,750	-	-
	-	2,750	-	-

Sheffield Women's Counselling and Therapy Service Limited

Notes to the accounts for the year ended 31 March 2023 (continued)

23 Reconciliation of net movement in funds to net cash flow from operating activities

	2023 £	2022 £
Net income/(expenditure) for the year	(5,268)	(25,724)
Adjustments for:		
Depreciation charge	3,745	3,745
Decrease/(increase) in debtors	7,616	(9,750)
Increase/(decrease) in creditors	(44,837)	30,736
	<hr/>	<hr/>
Net cash provided by/(used in) operating activities	(38,744)	(993)
	<hr/> <hr/>	<hr/> <hr/>

Sheffield Women's Counselling and Therapy Service Limited

Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2022

	Note	Unrestricted funds £	Restricted funds £	Total funds 2022 £	Total funds 2021 £
Income from:					
Donations and legacies	3	11,945	-	11,945	9,680
Charitable activities	4	29,500	206,306	235,806	292,669
Other trading activities	5	1,521	-	1,521	719
Total income		42,966	206,306	249,272	303,068
Expenditure on:					
Raising funds	6	19,436	-	19,436	12,962
Charitable activities	7	2,749	252,811	255,560	197,089
Total expenditure		22,185	252,811	274,996	210,051
Net income/(expenditure) for the year	9	20,781	(46,505)	(25,724)	93,017
Net movement in funds for the year		20,781	(46,505)	(25,724)	93,017
Reconciliation of funds					
Total funds brought forward		280,364	62,275	342,639	249,622
Total funds carried forward		301,145	15,770	316,915	342,639

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