

Ashiana Sheffield

Financial Statements

for the year ended 31st March 2013

Ashiana Sheffield

Report of the Management Committee for the year ended 31st March 2013

The Management Committee presents its report and audited financial statements for the year ended 31st March 2013.

Reference and Administrative Information

Charity name	Ashiana Sheffield
Charity Registration Number	1120401
Company Registration Number	5853854
Registered Office	Knowle House 4 Norfolk Park Road Sheffield S2 3QE

Management Committee

Daljit Kaur	
Raffit Tanveer Kiyani	
Haleema Hussain	resigned 26 th July 2013
Emma Shipley	appointed 26 th July 2013
Shruti Bhargava	appointed 23 rd November 2012
Frida Cotterell	appointed 14 th December 2012
Amerjit Basi	resigned 23 rd November 2012
Lee Adams	appointed 26 th July 2013
Zahida Khan	appointed 26 th July 2013
Sarah Quinn	appointed 26 th July 2013

Company Secretary

Nasim Minhas	resigned 19 th February 2013
Emma Shipley	appointed 26 th July 2013

Principal staff

Rachel Mullan-Feroze	Service Director
Jacqueline Yafai	Service Manager

Auditors

Slade & Cooper Limited
46-50 Oldham Street
Manchester
M4 1LE

Bankers

National Westminster Bank
7 Earl Street
Sheffield S1 3FP

Ashiana Sheffield
Report of the Management Committee
for the year ended 31 March 2013

Our Aims and Objectives
Purposes and aims

Our charity's purposes as set out in the objects contained in the company's memorandum of association are as follows:

THE CHARITY'S OBJECTS ("THE OBJECTS") SHALL BE TO RELIEVE THE DISTRESS AND SUFFERING EXPERIENCED BY WOMEN FROM MINORITY ETHNIC GROUPS AND ANY CHILDREN OF SUCH WOMEN (AND IN PARTICULAR ASIAN WOMEN AND WOMEN WITH CHILDREN) WHO HAVE BEEN MALTREATED BY THEIR PARTNERS, OTHER FAMILY MEMBERS OR MEN KNOWN TO THEM.

TO RELIEVE THE DISTRESS AND SUFFERING EXPERIENCED BY MEN TRAFFICKED IN TO THE UK"

Aim

- To provide culturally specific and expert services for Black, Asian, Minority Ethnic and Refugee (BAMER) women and children arriving in Sheffield and recently arrived from all over the world, fleeing domestic and sexual abuse and abuse within a range of multiple perpetrator systems such as forced marriage, human trafficking, gang violence and 'honour'-based violence.
- To provide services for women suffering the effects of recent and lifelong trauma, from widely different religious, linguistic and geographical communities and experiences and confronted with sharing intimate living spaces at points of crisis and potential breakdown in their lives.
- To provide specialist women-only services in framework for women that facilitates their understanding of their experiences in a context of patriarchy and racism, and promotes self esteem and recovery.
- To adopt a holistic approach to service provision by developing projects such as training and development, advocacy, employment, floating support, language support, volunteering, community education and awareness raising.
- To support BAMER women to access the criminal justice system, whether this concerns reporting to the police, or pursuing a prosecution.
- To challenge systems which might be institutionally sexist or racist to ensure BAMER women's views are heard.
- To play a key role both in helping BAMER women and children access their rights, and to advocate on their behalf.
- To provide services for high risk clients experiencing forced marriage, honour based violence, or survivors of trafficking and women with no recourse to public funds.

Ensuring our work delivers our aims

We review our strategic objectives and activities regularly to ensure that our work fits with our aims and objects. We undertake business planning exercises, involving the staff team, trustees and our clients to review milestones and the impact of our work in the previous year. These reviews look at whether the organisation has achieved its key objectives and assess the outcomes for service users. The review also helps us ensure our aims, objectives and activities remain focused on our stated purposes. We have referred to the Charity Commission's general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees have considered how planned activities will contribute to the aims and objectives they have set.

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Report of the Management Committee
for the year ended 31 March 2013

Ashiana regularly monitors and evaluates its services to ensure that interventions improve the outcomes for BAMER women and children and also ensure the organisation is accountable. Monitoring and evaluation are essential in helping the charity understand what works best for BAMER women and children. Frameworks for reviewing services include methods such as user evaluation forms, exit questionnaires, focus groups, and interviews with key stakeholders. Evaluations are done internally or sometimes external evaluations are commissioned. Ashiana is an organisation that strives to meet the need of service users, fulfil the requirements of funders and ensure that high quality standards are maintained and examples of good practice are recognised through its delivery of services.

Ashiana is committed to providing a consistent, quality service to all our service users across the projects.

We work in partnership with the IDVAS Service to provide specialist support for high risk BAMER women and children and provide support to the MARAC Board for high risk BAMER victims. Many BAMER women with complex needs and who are at high risk may not follow mainstream pathways or access services through the usual referral routes and may not be appropriately supported without our service.

We also know that women who do not receive an appropriate service from a BAMER women's organisation are more likely to withdraw from services and wait until problems escalate before accessing services again, creating greater costs and distress. So while short term savings may be achieved by withdrawing specialist BAMER services, over the long term there is a higher probability that the issue will manifest itself again with greater economic and social consequences. The need for specialist provision is even more acute for higher risk issues. Where BAMER women are at risk of forced marriage, honour based violence and potential domestic homicides the priority is to find a place of physical safety they will trust enough to access.

The shared experience in a BAMER service of being in a minority group reduces isolation for service users and supports their journey out of self-blame towards recovery and self esteem. The role models of competent black women professionals from their own communities delivering the service are powerful catalysts in opening up new possibilities of a self-determining future for them.

The focus of our work

Our main objectives for the year were to provide safe emergency accommodation and support in the community for Black, Asian, Minority Ethnic and Refugee women and children, all of which achieve a public benefit. We achieved this by;

- Providing emergency accommodation and support for BAMER women and children experiencing domestic abuse, forced marriages and honour-based violence.
- Providing emergency accommodation and support for women who have been trafficked for the purposes of sexual exploitation and domestic servitude. This includes support for their dependants.
- Providing floating support services for women and children living in their own homes / tenancies or in the community and those who have exited from the domestic abuse refuges.
- Providing volunteering opportunities for BAMER women by enabling them to access the Ashiana Empowerment Through Advocacy Project.

How our activities deliver public benefit - Who used and benefited from our services?

Support for Victims of Trafficking

Ashiana continues to provide accommodation and outreach support to victims of human trafficking. Since July 1st 2011 we have been doing this work in partnership with the Salvation Army who now hold the Ministry of Justice anti-human trafficking contract.

The project supports the service users in their experiences of being trafficked, and works very closely with them on their asylum and / or immigration case. A key aspect of the work is to support victims within the National Referral Mechanism, a process established to ensure the identification of victims of trafficking, in order for them to access the supports to which they are entitled. Through key working meetings and ongoing support, the trafficking project enables the development of skills and confidence and supports victims to become independent, and move on in a planned way.

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Report of the Management Committee
for the year ended 31 March 2013

Over the last twelve months we have continued to build relationships with external stakeholders to further the support available to the women and children in the project. Workers meet regularly with the Competent Authorities in the UKBA to discuss issues that have arisen regarding trafficking and asylum claims. This on-going dialogue also provides for an opportunity to raise awareness about the realities of the women's experiences and the impact this has on them. We contribute to specialist workshops convened by the Human Trafficking Foundation, the object of which is to provide a consistent, quality service to victims of trafficking.

We continue to strive to improve the service and outcomes for victims of trafficking.

Women with No Recourse to Public Funds

One of the pressures on our service is the issue of women with no recourse to public funds who come into England on spousal visas, experience domestic abuse and are then faced with the choice of staying with an abusive husband or leaving without any recourse to financial assistance. Ashiana is working with the Sheffield Domestic Abuse Partnership to develop a strategy to support women with no recourse to public funds.

Floating Support Service

The Floating Support Service offers a package of support and practical security measures suited to the survivor's home to enable them to remain at home if they wish to do so. We have worked closely with the MARAC (multi agency risk assessment conference) to support women in the community who are considered at risk.

Ashiana staff continue to work closely with key agencies including social care and the Police Public Protection Unit. Through this work we are able to offer prevention and early intervention, safety planning and safety measures alongside building community confidence and encouraging increased reporting of domestic abuse. We have also continued to participate in the MARAC process and we have provided advice and support regarding BAMER service users.

Refuge Domestic Abuse

We supported 50 women in the refuges. Residents are allocated a key worker who works individually with them through support planning and individual sessions. The staff work in an empowering, non-judgmental and empathic approach supporting service users to make informed choices and decisions to self-determine their lives and move forward. Ashiana operates an emergency out of hours system.

Support workers respond to crisis situations; when young people first come into refuge they are frightened, confused, missing their family and possessions and are unsure about their future. Workers support the children and young people by working through their experiences, settling them into the refuge environment, getting them into schools, reassuring them of the situation and empowering them to make choices.

The Refuge provides safe and secure accommodation and is installed with C.C.T.V and emergency systems.

Empowerment Through Advocacy

'Empowerment Through Advocacy' is funded by the Big Lottery Fund. It is designed to help us better address identified need in the communities we work with as well as assisting those communities to better utilise the resources that are available to them.

The Ashiana Empowerment Through Advocacy (Advocacy and Volunteer Project) is a five-year project funded by the Big Lottery Fund. It began in August 2010, with total funding for the life of the project. The project offers advocacy services and volunteering opportunities to women in the Sheffield area. The project is highly successful and has previously operated a waiting list. Placements have included work with a range of partners including Ashiana's own services.

A number of volunteers have additionally gained support with employment and skills.

Training and Development Project

Ashiana created the Training and Development Project to support the delivery of specialist refuge provision by focusing on preventative and development work. The project aims to:

- Build self esteem and confidence in Black, Asian, Minority Ethnic and Refugee (BAMER) women survivors of domestic abuse and trafficking, reducing the likelihood of returns to abusive situations.
- Develop training programmes for Ashiana staff.
- Develop training programmes for service users
- Support organisational change and development.
- Raise awareness and develop understanding of domestic abuse, forced marriage, honour based violence, FGM, trafficking and related issues in BAMER communities, in the wider community and amongst professionals

Ashiana Sheffield
Report of the Management Committee
for the year ended 31 March 2013

Financial review

As the organisation has continued grow we have revised our financial procedures in line with this growth. We have developed more robust systems for the management of Housing Benefit and Service Charge so we can track late payments and avoid arrears.

Reserves policy

The Management Committee has examined the charity's requirements for reserves in light of the main risks to the organisation. It has established a policy whereby the unrestricted funds not committed or invested in tangible fixed assets held by the charity should be 3 months of the expenditure. The reserves are needed to meet the working capital requirements of the charity. As the organisation has grown considerably recently, the present the level of reserves does not equate to 3 months running costs. The Management Committee is identifying a strategy for increasing the level of reserves. This is important in the event of a significant drop in funding it means we can continue the current activities of the charity.

Funds have been designated within unrestricted funds to develop an integrated training and development strategy for delivering the objects of the charity in the context of government policy and wider developments.

Principal funding sources

The context of significant funding reductions across the public sector has affected some of our work. Despite the cuts in funding for domestic abuse services, Ashiana has continued to secure the same level of funding for **domestic abuse** refuges and the domestic abuse floating service. We have also continued to receive funding from Sheffield City Council and other local authorities for women and children with no recourse to public funds.

We have continued to deliver our sub-contract from the Salvation Army to support victims of trafficking. This is in the form of both a sub-contract for accommodation units and an outreach service.

We also receive Home Office funding (to end December 2012) to enable us to deliver training on Female Genital Mutilation. This funding was then renewed.

The Forced Marriage Unit and TSB Foundation have funded the Training and Development Officers work on the Challenge Project, a peer mentoring scheme for young people around Forced Marriage, honour-based violence and Female Genital Mutilation.

The Empowerment through Advocacy Project funded by the Big Lottery Fund is continuing to develop. The project has been reviewed and is meeting its targets.

Investment policy

At present the money that the charity has in reserve has been re-invested to ensure a better return on the investment. Ashiana is also planning to increase funding by attracting new donors and through other fund raising activities.

Plans for Future Periods

We will plan to undertake a merger of part of our Domestic Abuse refuge services with two other local, specialist providers to secure greater impact for our clients. We are working with experts in this field to ensure that this is done properly and in the best interests of our clients.

We are confident that this action will also enable our other services to achieve even greater focus and impact.

There remains an unmet need for the services that we provide. Over the coming year, we will further diversify our funding sources and build additional services in order to meet this need.

Ashiana Sheffield

Report of the Management Committee for the year ended 31 March 2013

Structure, governance and management

Governing document

The organisation is a charitable company limited by guarantee, incorporated and registered as a charity. The company was established under a Memorandum of Association which established the objects and powers of the charitable company and is governed under its Articles of Association.

Company status

The company is limited by guarantee and all members have agreed to contribute a sum not exceeding £10 in the event of a winding-up. The number of guarantees at 31st March 2013 was 5.

Recruitment and appointment of trustees

The Directors of the company are also charity trustees for the purposes of charity law and under the company's Articles are known as members of the Management Committee. All members of the Management Committee give their time voluntarily and receive no benefits from the charity. The Management Committee seeks to ensure that the needs of this group are appropriately reflected through the diversity of the trustee body.

Induction and training of trustees

The trustees organise a training day to review the work of the organisation and set targets for the coming year. The Training and Development Officer provides additional support and training is provided for new trustees or those that are not familiar with the practical work of the charity. The training and development officer will provide training for new members and assess their suitability to be on the Board. We are in the process of recruiting new members for the Board

New policies have been developed for recruiting and supporting management committee members. An induction plan for new members has been developed. The induction process will ensure that all trustees understand the workings of the organisation. Policies and procedures are in place to ensure that decisions are taken at the appropriate level. The Management Committee has a risk management strategy which comprises a regular review of the risks the charity may face and assessment of the level of risk. Trustees ensure that major risks, such as changing in funding priorities, are considered and planned for.

Organisational structure

The organisation is managed by a voluntary Management Committee of dedicated and professional women. The Management Committee meets every month and has the role of overseeing and influencing the strategic direction and policy of Ashiana. Members of the Committee have various skills and experiences which are invaluable in supporting the work of the charity.

Day to day responsibility for the provision of the service is delegated to the Senior Management Team, who are responsible for ensuring that the charity delivers the services specified and that key performance indicators are met.

Risk management

Risk is addressed on an ongoing basis within the organisation at varying levels. Risks to the organisation are discussed at weekly staff meetings and on a monthly basis with the Management Committee. Measures have been put into place to minimise risks and the policies of the charity reflect this. Each year the Management Committee conducts a review of the major risks to which the charity is exposed. A risk register has been established and is updated at least annually. We are continuing to work within the Supporting People Quality Framework. As part of the new contract to support victims of trafficking the Salvation Army (SATCo) will be undertaking an audit of Ashiana's information security systems and safeguarding. We are also working with SATCo to develop KPIs to enable us to report on the keys issues regarding this work.

We are continually striving to ensure a consistent quality of delivery for all operational aspects of the charity. These procedures are periodically reviewed to ensure that they continue to meet the needs of the charity.

Ashiana Sheffield

**Report of the Management Committee
for the year ended 31 March 2013**

Statement of Management Committee responsibilities

The Management Committee is responsible for preparing the Report of the Management Committee and the financial statements in accordance with applicable law and regulations.

Company law requires the Management Committee to prepare financial statements for each financial year. Under that law the Management Committee has elected to prepare the financial statements in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities). Under company law the Management Committee must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and the income and expenditure of the charitable company for that period. In preparing these financial statements the Management Committee is required to:

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

The Management Committee is responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose at any time the financial position of the charitable company and to enable it 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 taking reasonable steps for the prevention and detection of fraud and other irregularities.

Members of the Management Committee, who are directors for the purposes of company law, and trustees for the purposes of charity law, who served during the year and up to the date of this report are set out on page 1.

In accordance with company law, as the company's directors, each of the Management Committee certify that:

- so far as they are aware, there is no relevant information of which the auditors are unaware;
- as directors of the company they have taken all necessary steps to be aware of information which would be relevant for audit purposes and have communicated them to the auditors.

Auditors

Slade & Cooper Limited were re-appointed as the charitable company's auditors during the year and have expressed their willingness to continue in that capacity.

This report has been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities (issued in March 2005) and in accordance with the provisions applicable to companies subject to the small companies' regime of the Companies Act 2006.

Approved by the Management Committee and signed on its behalf by:

Daljit Kaur (Chair)

..... Date

Independent Auditor's Report
To the members of Ashiana Sheffield
for the year ended 31 March 2013

We have audited the financial statements of Ashiana Sheffield for the year ended 31 March 2013, which comprise the Statement of Financial Activities (including the income and expenditure account), the Balance Sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Respective responsibilities of trustees and auditors

As explained more fully in the Trustees' Responsibilities Statement set out on page 7, the trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view.

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

Scope of the audit of the financial statements

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

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 March 2013, and of its incoming resources and application of resources, including its income and expenditure, for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

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

(continued)

Independent Auditor's Report (continued)

Matters on which we are required to report by exception

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

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

Catherine Hall FCCA DChA

Senior Statutory Auditor

for and on behalf of

Slade & Cooper Limited
Statutory Auditors
Green Fish Resource Centre
46-50 Oldham Street
Manchester
M4 1LE

Date:

Ashiana Sheffield
Statement of Financial Activities
(including Income and Expenditure account)
for the year ended 31 March 2013

	Note	Unrestricted funds £	Restricted funds £	2013 £	2012 £
Incoming resources					
<i>Incoming resources from generated funds</i>	2				
Voluntary income		280	-	280	140
Activities for generating funds		1,185	-	1,185	4,029
Investment income		1,475	-	1,475	1,515
<i>Incoming resources from charitable activities</i>	3				
Supported housing & community based outreach		626,165	75,941	702,106	671,244
Development activity		-	19,350	19,350	23,000
Total incoming resources		629,105	95,291	724,396	699,928
Resources expended					
<i>Charitable activities</i>	4				
Refuge & tenancy support		581,503	60,839	642,342	610,243
Development activity		12,419	24,131	36,550	23,432
Governance costs		6,840	-	6,840	6,600
Total resources expended		600,762	84,970	685,732	640,275
Net incoming/(outgoing) resources for the year	6	28,343	10,321	38,664	59,653
Transfer between funds		(213)	213	-	-
Net movement in funds		28,130	10,534	38,664	59,653
Funds at 31 March 2012		129,134	86,799	215,933	156,280
Funds at 31 March 2013		£ 157,264	£ 97,333	£ 254,597	£ 215,933

The Statement of Financial Activities includes all gains and losses in the year. All incoming resources and resources expended derive from continuing activities.

**Ashiana Sheffield
Company no. 5853854**

**Balance Sheet
as at 31 March 2013**

	Note	2013	2012
		£	£
Fixed assets			
Tangible assets	9	999	3,959
Current assets			
Debtors	10	56,958	26,529
Cash at bank and in hand		273,774	265,875
		330,732	292,404
Creditors: amounts falling due in less than one year	11	(77,134)	(80,430)
		253,598	211,974
Net current assets		253,598	211,974
Total assets less current liabilities		£ 254,597	£ 215,933
Reserves			
Unrestricted funds			
Designated funds	13	44,787	45,000
General funds		112,477	84,134
		157,264	129,134
Subtotal		157,264	129,134
Restricted funds	14	97,333	86,799
		£ 254,597	£ 215,933

The financial statements have been prepared in accordance with the provisions available to companies subject to the small companies' regime of the Companies Act 2006.

Approved by the Management Committee, and signed on their behalf by:

Daljit Kaur (Chair)

Date

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2013

1 Accounting policies

The principal accounting policies adopted in the preparation of the financial statements are set out below. They have been applied consistently during the year, and in the preceding year.

a Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Companies Act 2006, the Statement of Recommended Practice - Accounting and Reporting by Charities (issued in March 2005) and the Financial Reporting Standard for Smaller Entities (effective April 2008).

b Fund accounting

- Unrestricted funds are available for use at the discretion of the trustees in furtherance of the general objectives of the charity.
- Designated funds are unrestricted funds earmarked by the Management Committee for particular purposes.
- Restricted funds are subjected to restrictions on their expenditure imposed by the donor or through the terms of an appeal.

c Incoming resources

All incoming resources are included in the Statement of Financial Activities when the charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

- Voluntary income is received by way of grants, donations and gifts and is included in full in the Statement of Financial Activities when receivable. Grants, where entitlement is not conditional on the delivery of a specific performance by the charity, are recognised when the charity becomes unconditionally entitled to the grant.
- Donated services and facilities are included at the value to the charity where this can be quantified. The value of services provided by volunteers has not been included in these accounts.
- Investment income is included when receivable.
- Incoming resources from charitable trading activity are accounted for when earned.
- Incoming resources from grants, where related to performance and specific deliverables, are accounted for as the charity earns the right to consideration by its performance. Amounts outside this are deferred.

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2013

d Resources expended

Expenditure is recognised on an accrual basis when a liability is incurred. Expenditure includes any VAT which cannot be fully recovered, and is included as part of the expenditure to which it relates:

- Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both the direct costs and support costs relating to such activities.
- Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include its audit fees and costs linked to the strategic management of the charity.
- Support costs include central functions and have been allocated to activity cost by amounts agreed with the funder.

e Operating leases

Rentals payable under operating leases, where substantially all the risks and rewards of ownership remains with the lessor, are charged to the Statement of Financial Activities in the year in which they fall due.

f Tangible fixed assets

Fixed assets are stated at cost less accumulated depreciation. Individual items costing less than £500 are not capitalised.

Tangible fixed assets are depreciated on a straight line basis over their estimated useful lives as follows:

Asset Category	Annual rate
Office furniture & equipment	33%
House equipment	33%

g Pensions

The charitable company contributes to a multi-employer defined benefit pension schemes on behalf of its employees. The assets of these schemes are entirely separate to those of the charity. It is not possible to identify the charity's share in the scheme's assets and liabilities and therefore the scheme has been treated as a defined contribution scheme in the accounts. The pension cost shown represents contributions payable by the charity on behalf of the employees.

There were contributions outstanding / (prepaid) at the balance sheet date of £2,245 (2012: £nil).

h Cash flow statement

The charity has taken advantage of the exemption in Financial Reporting Standard 1 from preparing a Cash Flow Statement on the grounds that it is a small charitable company.

i Going concern and post balance sheet events

These accounts have been prepared on a going concern basis. Ashiana is exploring merging its domestic Abuse services (which are funded by Sheffield City Council) with those of two other similar organisations. The charity signed a memorandum of understanding on 23rd October 2013 for these services to merge by 1 April 2014. The organisation will then focus its resources on developing its trafficking and other services.

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2013 (continued)

2 Incoming resources from generated funds

	Unrestricted £	Restricted £	Total 2013 £	<i>Total 2012</i> £
Voluntary income				
Donations	280	-	280	140
	<hr/>	<hr/>	<hr/>	<hr/>
	280	-	280	140
Other income	1,185	-	1,185	4,029
Investment income				
Bank interest	1,475	-	1,475	1,515
	<hr/>	<hr/>	<hr/>	<hr/>
	1,475	-	1,475	1,515
	<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources from generated funds	£ 2,940	£ -	£ 2,940	£ 5,684
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Ashiana Sheffield

Notes to the accounts for the year ended 31 March 2013 (continued)

3 Incoming resources from charitable activities

	Unrestricted £	Restricted £	Total 2013 £	Total 2012 £
Supported housing & community based outreach				
Grants & contracts				
Supporting People	210,058	-	210,058	219,054
No recourse grants for women	-	3,041	3,041	7,125
Poppy Project	-	-	-	52,500
SATCo	303,858	-	303,858	192,011
Big Lottery	-	70,850	70,850	69,128
BBC Children In Need	-	2,050	2,050	-
Sheffield City Council	-	-	-	20,000
	513,916	75,941	589,857	559,818
Rental income				
Housing benefit	112,761	-	112,761	106,975
Service charges	9,633	-	9,633	9,136
Voids	(10,145)	-	(10,145)	(4,685)
	112,249	-	112,249	111,426
Development activity				
Grant & contracts				
Forced Marriage Unit	-	-	-	18,000
TSB Grant	-	19,350	19,350	-
Home Office	-	-	-	5,000
	-	19,350	19,350	23,000
Total incoming resources from charitable activities	£ 626,165	£ 95,291	£ 721,456	£ 694,244

Ashiana Sheffield

**Notes to the accounts
for the year ended 31 March 2013 (continued)**

4 Resources expended

	Supported housing & community based outreach			Development activity	Governance costs	Total 2013	Total 2012
	General & floating	Poppy project	SATCo				
	£	£	£	£	£	£	£
Staff costs	252,386	-	128,818	29,302	-	410,506	392,942
Accommodation	52,399	-	33,585	2	-	85,986	85,059
Bad debts	8,500	-	-	-	-	8,500	6,945
Administration	92,719	-	12,280	3,081	6,840	114,920	89,855
Interpreting Services	1,434	-	4,735	-	-	6,169	10,512
Subsistence	3,705	-	49,651	2,335	-	55,691	34,635
Project costs	-	-	-	-	-	-	5,000
Depreciation	3,960	-	-	-	-	3,960	15,327
Allocation of support costs	(54,232)	-	52,402	1,830	-	-	-
Total resources expended	£ 360,871	£ -	£ 281,471	£ 36,550	£ 6,840	£ 685,732	£ 640,275
<i>Total resources expended 2012</i>	<u><u>£ 459,297</u></u>	<u><u>£ 36,716</u></u>	<u><u>£ 114,230</u></u>	<u><u>£ 23,432</u></u>	<u><u>£ 6,600</u></u>	<u><u>£ 640,275</u></u>	

Support costs include central functions and have been allocated to activity cost by amounts agreed with the funder.

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2013 (continued)

5 Corporation tax

The charity is exempt from tax on income and gains falling within S505 of the Income & Corporation Taxes Act 1988 (ICTA 1998) or S256 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.

6 Net incoming/(outgoing) resources for the year

This is stated after charging/(crediting) the following:

	2013 £	2012 £
Auditor's remuneration	6,600	6,600
Depreciation	3,960	15,327
	<u>6,600</u>	<u>15,327</u>
Auditor's remuneration comprised:		
Audit	3,500	3,500
Accountancy	3,100	3,100
	<u>£ 6,600</u>	<u>£ 6,600</u>

7 Staff costs

Staff costs during the year were as follows:

	2013 £	2012 £
Wages and salaries	331,130	349,839
Social security costs	26,292	28,665
Sessional staff	38,846	-
Pension costs	10,714	14,666
Staff travel & other	3,524	10,234
	<u>£ 410,506</u>	<u>£ 403,404</u>

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

Service director	1.0	1.0
Service manager	1.0	1.0
Senior support worker	1.3	1.0
Support workers	6.1	5.0
Tenancy support worker	1.0	1.0
Finance & administration officer	0.8	0.8
Training & development officer	0.8	0.8
Employment Officer	0.1	1.0
Advocacy worker (part time)	1.0	1.0
Volunteer Co-ordinator	0.7	0.0
	<u>13.8</u>	<u>12.6</u>
Total	<u>13.8</u>	<u>12.6</u>

No employees received emoluments of more than £60,000 per annum.

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Notes to the accounts
for the year ended 31 March 2013 (continued)

8 Trustee remuneration and expenses, and related party transactions

Neither the management committee nor any persons connected with them received any remuneration or reimbursed expenses during the year.

No members of the management committee received travel and subsistence expenses during the year of £Nil (2012:£Nil).

No trustee or other person related to the charity had any personal interest in any contract or transaction entered into by the charity, including guarantees, during the year (2012: nil).

9 Fixed assets: tangible assets

	House equipment £	Office equipment £	Total £
Cost			
At 1 April 2012	46,170	23,032	69,202
Additions	-	1,000	1,000
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2013	£ 46,170	£ 24,032	£ 70,202
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation			
At 1 April 2012	45,958	19,285	65,243
Charge for the year	212	3,748	3,960
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
at 31 March 2013	£ 46,170	£ 23,033	£ 69,203
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net book value			
At 31 March 2013	£ -	£ 999	£ 999
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<i>At 31 March 2012</i>	£ 212	£ 3,747	£ 3,959
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

10 Debtors

	2013 £	2012 £
Housing benefit receivable	9,029	7,075
Prepayments	9,991	2,948
Other debtors	37,938	16,506
	<hr/>	<hr/>
	£ 56,958	£ 26,529
	<hr/> <hr/>	<hr/> <hr/>

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2013 (continued)

11 Creditors: amounts falling due in less than one year	2013	2012
	£	£
Housing benefit	27,319	13,553
Deferred grant income	-	52,904
Accruals	49,815	13,973
	<u>£ 77,134</u>	<u>£ 80,430</u>

12 Deferred grants & fees

	<i>As at 1 April 2012</i>	Grant received	Released in year	As at 31 March 2013
	£	£	£	£
Supporting People	16,708	-	(16,708)	-
TSB	19,350	-	(19,350)	-
SATCo	16,846	-	(16,846)	-
	<u>£ 52,904</u>	<u>£ -</u>	<u>£ (52,904)</u>	<u>£ -</u>

13 Designated funds

	<i>As at 1 April 2012</i>	Incoming transfers	Outgoing transfers	As at 31 March 2013
	£	£	£	£
Training officer	40,000	-	(213)	39,787
Training activities	5,000	-	-	5,000
	<u>£ 45,000</u>	<u>£ -</u>	<u>£ (213)</u>	<u>£ 44,787</u>

Funds have been designated by the management committee for the following purposes

Training officer and strategic planning - funds to develop an integrated training and development strategy for delivering the objects of the charity in the context of government policy and wider developments.
 Training activities - funds for activities associated with training and development.

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Notes to the accounts for the year ended 31 March 2013 (continued)

14 Restricted funds

	As at 1 April 2012 £	Incoming resources £	Outgoing resources £	Transfers £	As at 31 March 2013 £
Supported housing & community based outreach					
Support to women	212	3,041	-	-	3,253
G.A.Y.R.	66	-	-	-	66
VPTG	200	-	-	-	200
Big Lottery	36,758	70,850	(55,260)	-	52,348
Employment officer	10,264	-	(4,679)	-	5,585
BBC Children in Need	-	2,050	(900)	-	1,150
Poppy	34,731	-	-	-	34,731
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	82,231	75,941	(60,839)	-	97,333
Development activity					
Home Office	5,000	-	-	(5,000)	-
TSB	(432)	19,350	(24,131)	5,213	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	4,568	19,350	(24,131)	213	-
	<hr/>	<hr/>	<hr/>	<hr/>	<hr/>
	£ 86,799	£ 95,291	£ (84,970)	£ 213	£ 97,333
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Restricted funds represent monies to be used for the following specific purposes

Support to women - donations raised to support women with no recourse to public funds.

G.A.Y.R. - to support clients with food and hygiene packs, to purchase materials to give clients life, social and practical skills and towards funding a support group.

VPTG - funding towards a business plan.

Big Lottery - "Empowerment Through Advocacy" also includes volunteering. The volunteering element of the project offers a quality accredited volunteer training programme to enable volunteers to use their experiences as a way to access paid employment, thereby promoting independence and empowerment.

Employment officer - A.V.E.N.U.E.S. (Apprenticeships, Volunteering, Enterprise, New Opportunities, Up-skilling, Employment Support) is a project providing vocational and employment support to enable clients to develop knowledge and skills; access training and volunteering opportunities which will improve their ability to obtain meaningful employment.

BBC Children in Need - these are individual donations awarded to support children and are made via the Buttle Trust.

Poppy - in partnership with Poppy project, providing safe accommodation and support for women trafficked into the country for sexual exploitation, and domestic servitude.

Forced Marriage Unit & Home Office - funds awareness raising within schools and communities about Female Genital Mutilation. It also part-funds the Challenge Project, a peer mentoring project working with schools and colleges to raise awareness of Forced Marriage, Honour-based Violence and Female Genital Mutilation.

TSB - Part funds the Training and Development Officer post which delivers the above.

The charity has a material balance of £34,731 in restricted funds which relates to a project that has been completed. There is at present uncertainty as to whether this can be transferred to general reserves. The trustees are committed to resolving this over the following year in order for the reserves to be accurately shown and put to relevant charitable purposes.

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Notes to the accounts
for the year ended 31 March 2013 (continued)

15 Analysis of net assets between funds

Fund balances at 31 March 2013 are represented by:	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	999	-	999
Net current assets	156,265	97,333	253,598
	<hr/>	<hr/>	<hr/>
Total net assets	£ 157,264	£ 97,333	£ 254,597
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

16 Lease commitments

The charity had the following annual commitments under non-cancellable operating leases:

	Land and buildings		Equipment	
	2013 £	2012 £	2013 £	2012 £
Leases expiring in:				
One year	-	-	-	-
Two to five years	-	-	-	-
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>