

Ashiana Sheffield

Financial Statements

for the year ended 31st March 2012

Ashiana Sheffield

Report of the Management Committee for the year ended 31st March 2012

The Management Committee presents its report and audited financial statements for the year ended 31st March 2012.

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	
Emma Shipley	appointed
Shruti Bhargava	appointed 23 rd November 2012
Frida Cotterill	appointed 14 th December 2012
Amerjit Basi	resigned 23 rd November 2012
Natalia Dawkins	resigned
Davinder Kaur El-Harti	resigned
Deb Leonard	resigned 19 th October 2011

Company Secretary

Nasim Minhas

Principal staff

Nasim Minhas	Service Director
Jacqueline Yafai	Senior Support Worker
Janet McDermott	Training and Development Officer
Rachel Mullan-Feroze	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 2012

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.

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, fulfill the requirements of funders and ensure that high quality standards are maintained and examples of good practice are recognised through its delivery of services.

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for the year ended 31 March 2012

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.

Our achievements and performance

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 NRM (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.

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.

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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. We also secure funding from the Sojourner Project (managed by Eaves in London) to enable us to provide accommodation and subsistence for this group of women. In April 2012, women in this situation will have 12 weeks recourse to benefits via the Destitution Domestic Violence Concession process, whilst their application for leave is decided. This should mean we are able to support more women in this difficult situation.

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. This year we have supported 33 women and 45 children on the Floating Support Scheme.

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 have supported 48 children and young people in refuge this year. 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.

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.

The 24hr service can be accessed within the following office hours 9 am to 5 pm or through an emergency out of hours system.

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

Service users receiving telephone support: 397

Number of women unable to be supported in the refuges due to accommodation at full capacity: 153

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 of £368,860. The project offers advocacy services and volunteering opportunities to women in the Sheffield area. The project's Service Level Agreement (SLA) is between Ashiana Sheffield as the service provider, and the Sheffield Domestic Abuse Partnership (Sheffield City Council), Young Women's Housing Project and the Sheffield Domestic Abuse Outreach Service, who all act as referring organisations to Ashiana, for the services detailed in the SLA.

Since the volunteer service commenced, 42 volunteers have been accepted onto or completed placements. Another 12 are due to start a new placement in September 2012. Currently there are 86 volunteers on the waiting list.

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Placements have included work with the following partners: Domestic Abuse Outreach Service, SheffDAP Helpline, Ashiana services, Young Women's Housing Project, Roshni, Mencap, Sheffield Women's Aid, Haven House and Mind.

A number of volunteers have additionally gained support with employment, which has been undertaken in-house through the Employment Project pilot. Some of the volunteers have also been through the Community Interpreting Course and work as community interpreters, which contributes to employment.

AVENUES – Employment Project

A.V.E.N.U.E.S. (Apprenticeships, Volunteering, Enterprise, New Opportunities, Up-skilling, Employment Support) started in November 2010 and continues to be funded by Sheffield City Council - Lifelong Learning and Skills Service. This project provides vocational and employment support to clients. This project is in partnership with Sheffield City Council supporting clients from Ashiana, Young Women's Housing Project and Sheffield Domestic Abuse Outreach Service and is part a wider initiative across Sheffield which aims to provide vocational support opportunities to the most disadvantaged groups in the city. AVENUES provide individual support to enable clients to develop knowledge and skills; access training and volunteering opportunities which will improve their ability to obtain meaningful employment.

This project is intended as a pilot project to identify strategies that support women experiencing domestic abuse access vocational and employment support services. Funding for this project includes one Employment Officer funded for 29.5 hours per week for 12 months to March 2012 when it will be reviewed.

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 staff.
- Develop training programmes for service users (in partnership with Sheffield College)
- 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 locally, regionally and nationally.

Customer Care and Complaints

We regularly monitor our services through questionnaires and meetings in order to ensure that Ashiana provides a quality service to all customers. We value all feedback that women and children give. A complaint is seen to highlight an area in which a service or aspect of the organisation can be improved. During 2010-11, 3 complaints were received. These were investigated and dealt with in accordance to our customer care and complaints policy. Comments received from service users continue to indicate a high level of satisfaction with our services.

Financial Review

As the organisation has continued grow we have revised our financial procedures in line with this growth. We are developing a better system for the management of Housing Benefit and Service Charge so we can track late payments and avoid arrears.

Principal Funding Sources

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 secure funding from Sheffield City Council and other local authorities for women and children with no recourse to public funds.

In July 2011 the Salvation Army was awarded to Ministry of Justice the main contract to support victims of trafficking, and Ashiana re-secured a sub-contract for nine emergency units and an outreach contract for Yorkshire and Humberside and the Northeast.

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

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 six month financial review of the project shows that the project is meeting its target.

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.

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 in the last year and half at present the level of reserves does not equate to 3 months running costs. The Management Committee is looking at 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.

Plans for Future Periods

The charity plans to continue the activities outlined above in the forthcoming years subject to satisfactory funding arrangements. In this financial climate the challenge is to maintain the same level of funding for the domestic abuse refuges and the floating support service. We are still working in partnership with the Council to develop the integrated domestic abuse service and ensure that the services developed reflect diversity and take into account the needs of BAMER women and children.

The priorities for Ashiana are:

- To make the business case for continued funding of the domestic abuse refuges and the floating support service
- To continue to develop the trafficking project in partnership with the Salvation Army
- To continue to develop the advocacy and volunteering project to ensure we meet the milestones
- To secure long term funding for the Training and Development Officer post

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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 2012 was 4.

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. A scheme of delegation is in place and day to day responsibility for the provision of the service rests with the Service Director along with the Service Manager. The Service Director is responsible for ensuring that the charity delivers the services specified and that key performance indicators are met. The Service Manager has responsibility for the day to day operational management of the service, individual supervision of the staff team and also ensuring that the team continue to develop their skills and working practices in line with good practice.

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.

Related parties

Partnerships have continued to develop and strengthen. Services have expanded in line with the needs of our service users and the needs of the local community.

The volunteering programme has developed further partnerships with Sheffield Women's Aid and Haven House. The programme is helping to build the capacity of services in Sheffield and providing opportunities for volunteers to gain a wide range of experience and increase their chances of securing employment in the future.

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for the year ended 31 March 2012

We work with other services locally and nationally ensure that the diversity of service users is considered within the project, including: Women, Black, Asian and Ethnic Minority and Refugees, Men, Older People, people with Disabilities and people from the LGBT communities. We are working with Imkaan on a national basis to develop consortia with other BAMER women's organisations. Imkaan is a second tier charity dedicated to the BAMER Violence Against Women and Girls sector.

The Training and Development Officer continues to deliver training on forced marriage and honour based violence for Sheffield Safeguarding Children's Board and South Yorkshire Police have expressed an interest in this training for their staff. The Training and Development Officer has been working on establishing a service user group which would enable them to apply for funding and to develop an enterprise scheme that is run and managed by service users. The Training and Development Officer has made several applications to funding bodies to secure more funding for her post.

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 2012

We have audited the financial statements of Ashiana Sheffield for the year ended 31 March 2012, 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 Management Committee's Responsibilities Statement set out on page 8, 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 2012, 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 2012

	Note	Unrestricted funds £	Restricted funds £	2012 £	2011 £
Incoming resources					
<i>Incoming resources from generated funds</i>	2				
Voluntary income		140	-	140	413
Activities for generating funds		4,029	-	4,029	13,427
Investment income		1,515	-	1,515	1,191
<i>Incoming resources from charitable activities</i>	3				
Supported housing & community based outreach		523,485	147,759	671,244	628,218
Development activity		-	23,000	23,000	-
Total incoming resources		529,169	170,759	699,928	643,249
Resources expended					
<i>Charitable activities</i>	4				
Refuge & tenancy support		488,749	121,494	610,243	642,288
Development activity		-	23,432	23,432	4,725
Governance costs		6,600	-	6,600	6,624
Total resources expended		495,349	144,926	640,275	653,637
Net incoming/(outgoing) resources for the year	6	33,820	25,833	59,653	(10,388)
Transfer between funds		-	-	-	-
Net movement in funds		33,820	25,833	59,653	(10,388)
Funds at 31 March 2011		95,314	60,966	156,280	166,668
Funds at 31 March 2012		£ 129,134	£ 86,799	£ 215,933	£ 156,280

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 2012**

	Note	2012		2011	
		£	£	£	£
Fixed assets					
Tangible assets	9		3,959		18,290
Current assets					
Debtors	10	26,529		32,540	
Cash at bank and in hand		265,875		136,241	
		<hr/>		<hr/>	
			292,404		168,781
Creditors: amounts falling due in less than one year	11	(80,430)		(30,791)	
		<hr/>		<hr/>	
Net current assets			211,974		137,990
			<hr/>		<hr/>
Total assets less current liabilities			£ 215,933		£ 156,280
			<hr/> <hr/>		<hr/> <hr/>
Reserves					
Unrestricted funds					
Designated funds	13	45,000		45,000	
General funds		84,134		50,314	
		<hr/>		<hr/>	
Subtotal			129,134		95,314
Restricted funds	14		86,799		60,966
			<hr/>		<hr/>
			£ 215,933		£ 156,280
			<hr/> <hr/>		<hr/> <hr/>

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)

Raffit Kiyani (Treasurer)

Date

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2012

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.

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Notes to the accounts
for the year ended 31 March 2012

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 £200 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 £Nil (2011: £708).

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.

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2012 (continued)

2 Incoming resources from generated funds

	Unrestricted £	Restricted £	Total 2012 £	<i>Total 2011</i> £
Voluntary income				
Donations	140	-	140	413
	<hr/>	<hr/>	<hr/>	<hr/>
	140	-	140	413
Other income	4,029	-	4,029	13,427
Investment income				
Bank interest	1,515	-	1,515	1,191
	<hr/>	<hr/>	<hr/>	<hr/>
	1,515	-	1,515	1,191
	<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources from generated funds	£ 5,684	£ -	£ 5,684	£ 15,031
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

Ashiana Sheffield

Notes to the accounts for the year ended 31 March 2012 (continued)

3 Incoming resources from charitable activities

	Unrestricted £	Restricted £	Total 2012 £	Total 2011 £
Supported housing & community based outreach				
Grants & contracts				
Supporting People	219,054	-	219,054	217,259
No recourse grants for women	994	6,131	7,125	9,042
Poppy Project	-	52,500	52,500	209,332
SATCo	192,011	-	192,011	-
Big Lottery	-	69,128	69,128	56,034
Sheffield City Council	-	20,000	20,000	44,000
	412,059	147,759	559,818	535,667
Rental income				
Housing benefit	106,975	-	106,975	91,955
Service charges	9,136	-	9,136	8,065
Voids	(4,685)	-	(4,685)	(7,469)
	111,426	-	111,426	92,551
Development activity				
Grant & contracts				
Forced Marriage Unit	-	18,000	18,000	-
Home Office	-	5,000	5,000	-
	-	23,000	23,000	-
Total incoming resources from charitable activities	£ 523,485	£ 170,759	£ 694,244	£ 628,218

Ashiana Sheffield

**Notes to the accounts
for the year ended 31 March 2012 (continued)**

4 Resources expended

	Supported housing & community based outreach			Development activity	Governance costs	Total 2012	Total 2011
	General & floating	Poppy project	SATCo				
	£	£	£	£	£	£	£
Staff costs	294,840	16,413	64,108	17,581	-	392,942	388,175
Accommodation	51,918	9,120	24,021	-	-	85,059	92,360
Bad debts	6,945	-	-	-	-	6,945	4,271
Administration	75,214	2,901	4,289	851	6,600	89,855	95,541
Interpreting Services	3,070	2,512	4,930	-	-	10,512	7,322
Subsistence	11,983	5,770	16,882	-	-	34,635	40,542
Project costs	-	-	-	5,000	-	5,000	5,000
Depreciation	15,327	-	-	-	-	15,327	20,426
Total resources expended	£ 459,297	£ 36,716	£ 114,230	£ 23,432	£ 6,600	£ 640,275	£ 653,637
<i>Total resources expended 2011</i>	<i>£ 441,969</i>	<i>£ 200,319</i>	<i>£ -</i>	<i>£ 4,725</i>	<i>£ 6,624</i>	<i>£ 653,637</i>	

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2012 (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:

	2012 £	2011 £
Auditor's remuneration	6,600	5,500
Depreciation	15,327	20,426
	<u>6,600</u>	<u>20,426</u>
Auditor's remuneration comprised:		
Audit	3,500	2,950
Accountancy	3,100	2,550
	<u>£ 6,600</u>	<u>£ 5,500</u>

7 Staff costs

Staff costs during the year were as follows:

	2012 £	2011 £
Wages and salaries	349,839	313,318
Social security costs	28,665	31,177
Sessional staff	-	17,250
Pension costs	14,666	9,340
Staff travel & other	10,234	16,732
	<u>£ 403,404</u>	<u>£ 387,817</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	1.0	2.0
Support workers	5.0	4.0
Tenancy support worker	1.0	1.0
Finance & administration officer	0.8	0.8
Training & development officer	0.8	0.8
Employment Officer	1.0	1.0
Advocacy worker (part time)	1.0	2.0
	<u>12.6</u>	<u>13.6</u>
Total	<u>12.6</u>	<u>13.6</u>

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

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2012 (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 (2011:£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 (2011: nil).

9 Fixed assets: tangible assets

	House equipment £	Office equipment £	Total £
Cost			
At 1 April 2011	46,170	22,036	68,206
Additions	-	996	996
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
At 31 March 2012	£ 46,170	£ 23,032	£ 69,202
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Depreciation			
At 1 April 2011	35,454	14,462	49,916
Charge for the year	10,504	4,823	15,327
Disposals	-	-	-
	<hr/>	<hr/>	<hr/>
at 31 March 2012	£ 45,958	£ 19,285	£ 65,243
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
Net book value			
At 31 March 2012	£ 212	£ 3,747	£ 3,959
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>
<i>At 31 March 2011</i>	<i>£ 10,716</i>	<i>£ 7,574</i>	<i>£ 18,290</i>
	<hr/> <hr/>	<hr/> <hr/>	<hr/> <hr/>

10 Debtors

	2012 £	2011 £
Housing benefit receivable	7,075	7,769
Prepayments	2,948	14,384
Other debtors	16,506	10,387
	<hr/>	<hr/>
	£ 26,529	£ 32,540
	<hr/> <hr/>	<hr/> <hr/>

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2012 (continued)

11 Creditors: amounts falling due in less than one year	2012	2011
	£	£
Creditors	-	2,700
Housing benefit	13,553	10,043
Deferred grant income	52,904	2,387
Accruals	13,973	15,661
	<u>£ 80,430</u>	<u>£ 30,791</u>

12 Deferred grants & fees

	<i>As at 1 April 2011</i>	Grant received	Released in year	As at 31 March 2012
	£	£	£	£
Supporting People	2,387	233,375	(219,054)	16,708
TSB	-	19,350	-	19,350
SATCo	-	208,857	(192,011)	16,846
	<u>£ 2,387</u>	<u>£ 461,582</u>	<u>£ (411,065)</u>	<u>£ 52,904</u>

13 Designated funds

	<i>As at 1 April 2011</i>	Incoming transfers	Outgoing transfers	As at 31 March 2012
	£	£	£	£
Training officer	40,000	-	-	40,000
Training activities	5,000	-	-	5,000
	<u>£ 45,000</u>	<u>£ -</u>	<u>£ -</u>	<u>£ 45,000</u>

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

Training officer - 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 2012 (continued)

14 Restricted funds

	As at 1 April 2011 £	Incoming resources £	Outgoing resources £	Transfers £	As at 31 March 2012 £
Supported housing & community based outreach					
Support to women	512	6,131	(6,431)	-	212
G.A.Y.R.	66	-	-	-	66
VPTG	200	-	-	-	200
Big Lottery	15,107	69,128	(47,477)	-	36,758
Employment officer	21,134	20,000	(30,870)	-	10,264
Interpreter training	5,000	-	(5,000)	-	-
Poppy	18,947	52,500	(36,716)	-	34,731
	60,966	147,759	(126,494)	-	82,231
Development activity					
Forced Marriage Unit	-	18,000	(18,000)	-	-
Home Office	-	5,000	-	-	5,000
TSB	-	-	(432)	-	(432)
	-	23,000	(18,432)	-	4,568
	£ 60,966	£ 170,759	£ (144,926)	£ -	£ 86,799

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.

Interpreter training - funded by Sheffield City Council to enable the Language Academy to deliver two courses to ex-service users and volunteers to enable them to gain skills in community interpreting.

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 deficit on the TSB fund is from expenditure incurred prior to the recognition of the grant which was agreed to be deferred by the funder.

Ashiana Sheffield
Notes to the accounts
for the year ended 31 March 2012 (continued)

15 Analysis of net assets between funds

Fund balances at 31 March 2012 are represented by:	Unrestricted funds £	Restricted funds £	Total £
Fixed assets	3,959	-	3,959
Net current assets	125,175	86,799	211,974
	<hr/>	<hr/>	<hr/>
Total net assets	£ 129,134	£ 86,799	£ 215,933
	<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	
	2012 £	2011 £	2012 £	2011 £
Leases expiring in:				
One year	-	3,751	-	382
Two to five years	-	-	-	-
	<hr/>	<hr/>	<hr/>	<hr/>