

WOMENS SPORTS FOUNDATION

(A COMPANY LIMITED BY GUARANTEE)

Company Number: 3075681 (England and Wales)

Registered Charity Number: 1060267

REPORT AND ACCOUNTS
for the Year Ended
31st March 2004

SUSAN FIELD
CHARTERED ACCOUNTANT

NEPTUNE HOUSE
70 ROYAL HILL
LONDON SE10 8RF

WOMENS SPORTS FOUNDATION

Status: A company limited by guarantee, incorporated on 4th July 1995, No: 3075681.

The company was granted charitable status in January 1997, No: 1060267.

The governing document is the company's Memorandum and Articles of Association.

Trustees: S Cullum (Chair)
M I Nicholls
D Standley
J Gibbons
R Clifton
L Gregory (Co-optee)
S Roberts (Co-optee)

Registered Office: Third Floor
Victoria House
Bloomsbury Square
London WC1B 4SE

Bank: The Co-operative Bank Plc
46-48 Arundel Street
Portsmouth

Auditor: Susan Field
Neptune House
70 Royal Hill
London, SE10 8RF

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004

WSF Vision, Mission and core Activities

Vision

The Womens Sports Foundation envisages a society, which celebrates the diversity of women and girls and enables them to benefit from, excel at and fulfil their potential through the sport of their choice.

Mission

To influence and work with key decision-makers in the UK in order to change sports policy, practice and culture for the benefit of all women and girls.

Core Activities

In order to achieve our mission and vision our core activities will be to:

- **Influence:** campaigning for change in policy in order to increase opportunity
- **Inform:** educating and advising on key issues, providing access to research and commissioning further studies where necessary
- **Promote:** creating and promoting models of best practice.

1 Introduction

This report has been produced to outline the progress made by the Women's Sports Foundation (WSF) between April 2003 and March 2004. This year saw WSF continue in its role as a lobbying and advocacy agency working with Central Government, UK Sport, Sports Councils throughout the UK and the media. This year also provided the opportunity for further funding security with an increase of funding by Sport England and the establishment of a Service Level Agreement with UK Sport. It was also agreed that Women's Sports Foundation would relocate into Sport England Offices based in central London. This move would allow Women's Sports Foundation to be housed in a location close to the many key organisations that are essential in the day-to-day business of the Women's Sports Foundation. The securing of additional funding from Sport England to contribute to the rental cost of the new office was also achieved for the new financial year.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

WSF continued to grow its professional structure with two new appointments of Regional Managers in the North East and Yorkshire. The 'Business Plan' was revised with the assistance of the Charities Aid Foundation and the WSF new 'Business Plan' will be in operation from July 2004 to July 2006.

The Women's Sports Foundation Website was fully reviewed and launched with the new corporate look. The result was seen as an instant success with a dramatic increase of hits on the site per month.

Staff and volunteers had a successful year and were able to achieve the majority of annual targets. The Women's Sports Foundation would like to thank all those who have contributed to our work and development in 2003/2004. WSF has this year continued to provide a high level of service and we look forward to a continuation of this year's growth and success.

2 Activities and Achievements

2.1 Key Achievements 2003/4

Regional managers appointed in the North East and Yorkshire
NE research and launch of associated developmental projects
Yorkshire group research
Campaign for Coverage
New directors appointed
Membership changes
Partnerships - UK Sport, Sport Scotland
Premises relocation
Updated Memorandum and Articles
Regional constitution developed
AGM and internal conference
New website
Representatives on both the Coaching Task Force and PE and School Club Links Project Steering Groups
Development of a trade press database
Attended the IOC meeting on Women in Sport - Morocco
Launch of the new WSF brand

2.2. Activities

2.2.1 Organisation

Premises

Sport England offered WSF office space within their new offices in Victoria House, Holborn. Licence to Occupy was reviewed and WSF agreed to move in April 2004.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

Organisational Structure

Two staff recruited for the positions of Policy and Research Manager and Marketing and Administration Officer both successfully completed their probation periods and was confirmed in post.

Ruth Lewis was appointed as the Regional Development Manager in the North East. Recruitment for the Regional Development Manager's post in Yorkshire commenced in the last week of January and Katy Storie was appointed as Regional Development Manager for Yorkshire and to commence the post in April.

The CEO undertook maternity leave for 9 months from March 2004, and recruitment and appointment for an Acting Chief Executive was undertaken in March to commence work in April 2004

AGM

The AGM was held on 25th November 2003 and was attended by 19 members. The special resolution to change the Memorandum and Articles was passed. The revised Memorandum and Articles were approved at the AGM. They are available from the trustees section of the website.

Regional Development

The number of 'active' WSF groups increased to six, with the founding of the WSF East group, chaired by Chris Jones. Representatives from the WSF London Group spoke at the Capital Woman conference in March, contributed to the GLA's Cultural Strategy, met with Anni Marjoram the Mayor's advisor on Women, and were invited to sit on the 2012 London community participation group. In March 2004, funding was secured from the GLA and Sport England London to conduct research into women's sporting issues in the capital.

WSF East Midlands met with Sport England East Midlands and made critical contributions to the development of the regional Action Plan for Sport. It was agreed that the group would host the WSF conference and AGM for 2004.

WSF North West postponed the regional Women and Sport conference to May 2004, and secured the input to the conference of the Chair of the NW Regional Sports Board and the Sport England Regional Director. They also received Awards for All funding to run some women only CSLA courses and a Get Set Go course.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

WSF Yorkshire contributed to the application process for the research project, conducted in the region and established the steering group responsible for the project and the appointment of the RDM.

WSF North East was also involved in the North East research project and the associated appointment of the RDM. Members of the group are represented on the steering group for the RDM and provide continual support to regional activities.

WSF East agreed roles and responsibilities for key people on the Group, and also secured funding for regional research in 2004.

National Development Manager, Cathy Hughes oversaw the work of the regions, putting in applications for funding, attending meetings and supporting the work of the groups and RDMs. There is an unprecedented level of activity in the regions, both of work being completed, and resources and monies being secured. All regional groups have regional Action Plans to guide their work, developed with the NDM and underpinned by the WSF Business objectives.

Membership strategy

Following a detailed review of the WSF membership structure it was determined that members should be the volunteers of the organisation. This would include Board members, regional group members and advisors. Members from this year are now the individuals who attend AGM's, respond to governance documents and who advocate for WSF. Original members no longer wanting to take up the role of the new member category have re-subscribed as supporters and receive the WSF Women in Sport magazine and discounts on all other products.

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Business and Marketing Plans

The 'Business Plan' review was completed and a revised business plan 2003-2006 has been written. This work was undertaken with assistance of the Charities Aid Foundation. The essence of the plan has not changed but it has been streamlined and the objectives and performance targets have been more clearly defined. It has been approved by Sport England and all staff have developed action plans to deliver against the new targets. The 'Marketing Plan' has now been completed and incorporated into the 'Business Plan'.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

Partnerships

2.2.2 Fundraising

Sport England

Sport England confirmed funding for the operational year and it was agreed that there was to be an increase of £50,000.

Grants

UK Sport has verbally confirmed a funding agreement of £12,500 for 2004/5. This will cover the provision of an information and advice service as well as direct support for the UK Strategy for Womens Sport.

Discussions took place with both Sport Scotland and Sports Council for Wales and there is strong suggestion that funds will be available in the new financial year.

Sponsorship

Swimming Project

The swimming project is a project that WSF agreed to run in partnership with Speedo as part of the sponsorship arrangement with Pentland. £10,000 was originally ring fenced with an intention to match this with other funding to do some work around women's swimming participation. However after consideration it was felt that the organisation was unable to undertake the project and it was therefore agreed with Pentland to carry forward the funding to the new financial year as part of the sponsorship around the new Health Campaign.

2.2.3 Influence

Government and parliamentary activity

To date the Women's Sports Foundation public affairs work has been focused on the UK Parliament and Government. Below are examples of our achievements:

- Meetings held with Angela Eagle MP, Derek Wyatt MP, John Grogan MP and the MP for Loughborough, Andy Reed.
- Vera Baird tabled the following Early Day Motion on our behalf for which, to date, we have secured a very respectable 63 signatures.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

That this House notes with concern that only five per cent. of all sports coverage in the media is about sportswomen, even though it is clear that there is a key role to be played by the media in raising the public profile of women's sport, highlighting role models and encouraging participation; welcomes the efforts of the Women's Sports Foundation, in its 'Campaign for Coverage', in raising this issue; and calls on the Government to ensure, at this important time for public service broadcasting and as concerns increase about obesity and unhealthy lifestyles, that the media are aware of the reasons for increasing both the quantity and quality of their reporting of women's sport.

- Parliamentary Questions tabled for Tessa Jowell MP.
- Meetings established with Alec McGivan, Director of Sport at the DCMS, Lord Macintosh, DCMS minister with responsibility for broadcasting, Richard Caborn MP, Minister for Sport and Sue Campbell, Special Adviser to the DCMS.
- Presentation on the key issues for women and girls in sport at the AGM of the All Party Parliamentary Group on Sport.
- A House of Lords debate on Women in Sport took place in January via Lord Pendry.
- Lobby advertisements placed in Parliamentary Monitor and House Magazine.

Consultation Services

We continue to advise on PE, School, Sport Club Link Project, the Coaching Project Board and the Talented Athlete Scheme. We have been invited to input into the work of the Activity Coordinating Team - a cross-departmental group set up to implement Game Plan - the Government Strategy for Sport. We have also been invited onto the Skills Active UK Workforce Development Board.

Consultancy was also provided for the Active Communities Unit Infrastructure, the Game Plan Strategy Unit, Commission for the Elimination of Discrimination Against Women, the Health Select Committee enquiry into Obesity, the Choosing Activity DCMS/DoH consultation, the Government's Interdepartmental report on Transsexuals in Sport as well as the Commonwealth Communiqué for Sport.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

2.2.4 Information

Research

North East

The new Regional Development Manager post and findings of the research - 'A Sporting Chance for Women: Sports Career Opportunities in the NE' - was launched at a conference in Sunderland, 24 November 2003. Speakers were: Judith Rasmussen (Regional Director Sport England North East), Ruth Lewis (Regional Development Manager, Women's Sports Foundation), Tanni Grey-Thompson OBE (Paralympic Athlete) and Samantha Cullum, (Chair, Women's Sports Foundation). Over 80 people attended the conference.

Yorkshire

The research undertaken this year is now due to finish in April 2004 and will be disseminated in a report alongside the holding of 4 regional seminars.

Resources

In the run up to the Olympics and Paralympics an Olympic and Paralympic Pack for schools was produced. This resource sold over 2000 copies. This resource was also officially approved by the Youth Sport Trust, with a view to develop the pack in partnership to run for 4 years.

The Syllabus Guide was updated and rebranded in the later part of the financial year. This resource will be part of the new schools pack promotion due for release in Sept 04.

Research Reports

Two new research report were released and were made available for sale through the website: Britain's Best Kept Secrets - a report on coverage of women's sport in the media which was distributed to more than 3000 people and A Sporting Chance - the NE research on barriers to employment, which was distributed to more than 2000 people.

Website and magazine

The website was launched in conjunction with a Media day. There was a period of 6 months development from November 2003 where staff, members and users provided critical feedback. The site is now fully developed and updated regularly. During the launch website hits peaked for the year reaching nearly 9000, 2000 more than our average monthly.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

Magazine sales were not as positive as projected in November and December as few promotions were orchestrated latter in the year due to the launch of the brand, website and involvement in key conferences. From January onwards sales have increased dramatically by 30% and this was due to increased promotions and partnership deals. We have established stronger partnerships with the Sports Council for Wales, Sport England, Youth Sport Trust and various other sporting agencies, which have enabled us to better target certain segments of the market.

Corporate Identity

The new logo was launched at the Media Day and the Volunteer Conference and was met with a unanimously positive response. The branding has been worked through all communications materials including stationary, website, corporate leaflet, newsletter, exhibition stand and all resources.

Equality in Sport Standard

WSF have been asked to be part of the Coordinating Group for the Equality in Sport Standard. This Standard aims to provide a framework through which National Governing Bodies of Sport can guide their organisations to achieving equality. The Coordinating Group will put forward a proposal to the UK Sport Modernisation Fund in 2004 for the provision to support a pilot of 40 National Governing Bodies across the UK over a 2-year period.

Equality Conference 2004

The Women's Sport Foundation was appointed along with their Equity Partners, the English Federation of Disability Sport and Sporting Equals to be the organisers for the UK Equality conference in November 2004. The successful company was Health links - a very experienced conference organising company specialising in equalities and the health sector. The conference will be a one-day conference, taking place in London.

2.2.5 Promotion and Development

Get Set Go

The contract is still being negotiated but the British Sports Trust have been invoiced for £5000 for 50% intellectual property rights. Hayley Lever was appointed to work with the British Sport Trust on revising the syllabus to align it with their qualifications.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

Sports Woman Of The Year Award

Cathy Hughes sat on the judging panel for the Awards and WSF was appointed as an agreed partner for the event. WSF supported the promotion of the Awards for 2003 and will be involved again in 2004.

Media

The Campaign for Coverage was launched at the Oval Cricket Ground in November 2003. The event was attended at a level beyond expectation and the guest speakers included some of the most influential people in sports administration and sports media.

The event itself attracted a great deal of media attention and featured articles in The Observer, Independent on Sunday, Guardian, Telegraph, Daily Mail and the Evening Standard.

Following on from the event WAS pulled together various strands of activity. WSF have convened and Chair a group of National Governing Body media managers group who remain in regular contact, meet when appropriate and share contacts and ideas. WSF conducted two weeks of research into the BBC's coverage of sport and women's sport. The results of that research were made available from our website. This information was used for our report Women's Sport in the Media - The BBC and it will feed into our submission to the Ofcom review of the BBC Charter.

The Women's Sports Foundation made a full submission to the BBC Charter renewal process and attended a meeting of the Senior Sports Management team at the BBC. An on-going relationship has been established with the BBC Sports team and tangible progress is being made. WSF have also remained in contact with the high profile contacts that we established through the Oval media event and to date we have had positive commitments from Peta Bee, Bob Shennan, Clare Balding, Eleanor Oldroyd, Sue Mott and Jill Douglas to participation in a women's sport media advisory group.

Sue Campbell of UK Sport initiated a coming together of NGB's for whom the issue of media coverage needed addressing and the Women's Sports Foundation is conducting on-going work with UK Sport to develop this area for a selection of elite sports. Helen Donohoe, WSF Research and Policy Manager gave a presentation about the Campaign to a conference organised by the Women's Network in Armagh, Northern Ireland.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

Health Campaign

WSF started a process of consultation, research and evidence gathering with regard to the next Women's Sports Foundation campaign in 2004. It will broadly be directed at low participation and the allied health implications for women and girls.

Patrons

Melanie Berry from Perfect Motions consulting was appointed to write and implement a patron development strategy.

From the media day Eleanor Oldroyd, Clare Balding, and Clare Connor have all become patrons. Others who have confirmed include the following:

Athletes (Current)

Nicole Cook
Karen Pickering
Tani Grey-Thompson
Heather Corrie
Faye White
Tracey Edwards
Kelly Holmes
Maxine Edwards
Amanda Newton
Pippa Funnell
Beth Tweddle
Laura Davies
Leslie McKenna
Rhona Martin
Kate Allenby
Jade Johnson
Michelle Dillon
Jo Pavey
Hayley Tullett
Kate Howey
Sarah Bailey
Naomi Siddall

Athletes (Past)

Guin Batten

Coaching and key sporting personalities

Hope Powell
Jane Tomlinson

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

3. Future Plans

With Service Level Agreements with UK Sport, Sports Council for Wales and Sport Scotland being finalised WSF will look to start recruitment of an Evidence Co-ordinator. This post will enable us to properly support the policy level work that takes place and establish a base line of evidence and more crucially an understanding of the evidence that exists and a map of what gaps need filling. He or she will also, as part of that, compile information on good practice and innovative projects that are already taking place throughout the UK so that we can celebrate success as part of our work and again use that as evidence on how to make progress.

Regional WSF groups will update their regional action plans for the new financial year in line with the new Sport England Regional Action Plans. This will allow each region to plan appropriate responses. The East Midlands group will organise a Women and Sport conference on Friday Oct 1st in conjunction with the Women's Sports Foundation's AGM. Later in the year WSF will also undertake a partnership role in delivering a UK wide Equality Conference - Taking Action.

WSF has been requested to sit on the Partnership Sounding Board of Sport England. This Board will look to review and monitor Sport England's approach in Partnership working with a goal to achieve Sport England Business objectives.

WSF will continue to provide input in the development of the Equality Standards in Sport, which are to be published at the end of September. All the Home Countries Sports Councils and UK Sport will be utilising these Standards in their work on equality for National Sporting organisations. The Standards will be a framework that will be included in the development of sports 'One Stop' or 'Whole Sport Planning' for all future funding.

WSF will be developed a Health Campaign for the new financial year, looking at three concurrent projects focusing on specific qualitative research with small groups. The research findings will provide the basis for focused action learning projects that will be evaluated. On a national level, press and media work and allied Parliamentary and government activity will support this work.

Resources will continue to be developed including the Funding Pack, Single Sex Sports Guide and the new poster set for schools and Primary Care Trusts to coincide with major national events occurring during the course of the year. WSF will also undertake a fundraising campaign via the Flora 5KM Challenge in conjunction with the WSF London Group.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (cont..)

4 Trustees

Board of Directors

Board of Directors April 2004:

- Samantha Cullum - Chair
 - Mary Nicholls
 - Di Standley
 - Roger Clifton
 - Jo Gibbons
 - Linda Gregory - co-optee
 - Sonia Roberts - co-optee
-
- Other Directors during 2003/2004
 - Jo Warren
 - Catronia O'Shea
 - Hayley Lever

Trustees' Responsibilities

Company Law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of the company and of the profit or loss of the company for that year. In preparing those financial statements, the trustees are required to:

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue in business.

WOMENS SPORTS FOUNDATION

TRUSTEES' ANNUAL REPORT FOR THE YEAR ENDED 31ST MARCH 2004 (Cont...)

The trustees' are responsible for keeping proper accounting records which disclose, with reasonable accuracy at any time, the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Directors confirm that the financial statements comply with current statutory requirements, the requirements of the charity's governing document and the requirements of SORP.

The major risks, to which the charity is exposed, as identified by the trustees, are under review and systems will be established to mitigate those risks.

Auditor

The Auditor, Susan Field, has indicated her willingness to continue in office and was re-appointed at the Annual General Meeting.

This report, which has been prepared in accordance with the special provisions of part VII of the Companies Act 1985, applicable to small companies was approved by the Board of Trustees on 2004 and signed on its behalf.

On behalf of the Trustees:

Trustee

**INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES' OF WOMENS SPORTS FOUNDATION
FOR THE PERIOD ENDED 31ST MARCH 2004**

I have audited the financial statements of Womens Sport Foundation for the year ended 31st March 2004. These financial statements on pages 17 to 25 have been prepared under the historical cost convention and the accounting policies set out on page 19.

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

RESPECTIVE RESPONSIBILITIES OF TRUSTEES AND AUDITOR

The trustees' (who are also the directors of Womens Sport Foundation for the purpose of company law) responsibilities for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards are set out in the Statement of Trustees' Responsibilities.

My responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and United Kingdom Auditing Standards.

I report to you my opinion as to whether the financial statements give a true and fair view and are properly prepared in accordance with the Companies Act 1985. I also report to you if, in my opinion, the Trustees' Report is not consistent with the financial statements, if the company has not kept proper accounting records, if I have not received all the information and explanations I require for my audit, or if information specified by law regarding trustees' remuneration and transactions with the charity is not disclosed.

I read other information contained in the Trustees' Report and consider whether it is consistent with the audited financial statements. I consider the implications for my report if I become aware of any apparent misstatements or material inconsistencies with the financial statements. My responsibilities do not extend to any other information.

**INDEPENDENT AUDITOR'S REPORT
TO THE TRUSTEES' OF WOMENS SPORTS FOUNDATION
FOR THE PERIOD ENDED 31ST MARCH 2004 (Continued..)**

BASIS OF OPINION

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

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

OPINION

In my opinion, the financial statements give a true and fair view of the state of the charity's affairs at 31st March 2004 and of its incoming resources and application of resources, including its income and expenditure for the year then ended and has been properly prepared in accordance with the Companies Act 1985.

Susan Field
Chartered Accountant
Registered Auditor

Date: _____

WOMENS SPORTS FOUNDATION

Balance Sheet at 31st March 2004

	<u>2004</u>	<u>2003</u>
Fixed Assets		
Tangible (Note 2)	540	5023
Current Assets		
Stock	-	5650
Debtors	5046	-
Cash at bank and in hand	<u>105094</u>	<u>40157</u>
	110140	45807
Less: Creditors: Amounts falling due within one year (Note 3)	<u>44916</u>	<u>17194</u>
Net Current Assets	<u>65224</u>	<u>28613</u>
NET ASSETS	<u>£65764</u>	<u>£33636</u>
Financed by:		
Restricted Funds (Note 8)	26998	10108
Unrestricted Funds	<u>38766</u>	<u>23528</u>
	<u>£65764</u>	<u>£33636</u>

These financial statements, which have been prepared in accordance with the special provisions of part V11 of the Companies Act 1985 applicable to small companies were approved by the Board of Trustees on _____ and signed on its behalf.

Trustee

Trustee

WOMENS SPORTS FOUNDATION

Income and Expenditure Account and Statement of Financial Activities For the year ended 31st March 2004

	<u>Restricted Funds</u>	<u>Unrestricted Funds</u>	<u>Total 2004</u>	<u>Total 2003</u>
<u>INCOMING RESOURCES</u> (Note 4)				
Grants and Donations Receivable	75250	243042	318292	166985
Income from operating activities in furtherance of charity's objects	-	14413	14413	24183
Bank Interest Receivable	<u>24</u>	<u>3073</u>	<u>3097</u>	<u>1698</u>
Total Incoming Resources	<u>75274</u>	<u>260528</u>	<u>335802</u>	<u>192866</u>
<u>RESOURCES EXPENDED</u> (Notes 5 to 7)				
Cost of generating funds	-	2000	2000	-
Charitable Expenditure:				
- Cost of activities in furtherance of the charity's objects	63020	225462	288482	173787
- Managing & Administering the charity	<u>-</u>	<u>13192</u>	<u>13192</u>	<u>11734</u>
Total Resources Expended	<u>63020</u>	<u>240654</u>	<u>303674</u>	<u>185521</u>
Surplus / (Deficit) for the Year	12254	19874	32128	7345
Inter Group Transactions	<u>4636</u>	<u>(4636)</u>	<u>-</u>	<u>-</u>
	16890	15238	32128	7345
Fund Balance Brought Forward	<u>10108</u>	<u>23528</u>	<u>33636</u>	<u>26291</u>
Fund Balances Carried Forward	<u>£26998</u>	<u>£38766</u>	<u>£65764</u>	<u>£33636</u>

All activities are continuing.

There were no recognised gains or losses other than those shown above.

The notes on pages 16 to 21 form part of these financial statements.

WOMENS SPORTS FOUNDATION

Notes to the Accounts
For the year ended
31st March 2004

1. Accounting Policies

- a) The accounts are prepared on the historical cost convention and in accordance with the Statement of Recommended Practice for Charity Accounts, published by the Charity Commission.
- b) Income is credited and expenditure debited to the Income and Expenditure Account in the period to which it relates.

Voluntary Income

Voluntary income is received by way of membership fees, donations and reimbursements of salary costs.

Other Income

Other income consists of resource sales and other income received in respect of trading activity.

Grants Received

Grants are received from Sport England and other grant making bodies are accounted for on the accruals concept, whereby income is allocated to the year to which it related.

- c) Tangible fixed assets are stated at cost less depreciation.

Depreciation is provided at rates calculated to write off the cost or valuation of fixed assets, less their estimated residual value, over their expected useful lives on the following basis:

25% straight-line on all fixed assets

- d) The Company has taken advantage of the exemption in Financial Reporting Standard No 1 from producing a cash flow statement on the grounds that it is a small company.

WOMENS SPORTS FOUNDATION

Notes to the Accounts
For the year ended
31st March 2004

2. Fixed Assets

	<u>2004</u>	<u>2003</u>
<u>Cost</u>		
Balance at 01 April	10267	9708
Additions	396	680
Disposals	(9436)	(121)
Balance at 31 March	<u>1227</u>	<u>10267</u>
<u>Depreciation</u>		
Balance at 01 April	5244	3011
Charge for the year	307	2354
Eliminated on Disposal	(4864)	(121)
Balance at 31 March	<u>687</u>	<u>5244</u>
<u>Net Book Value</u>		
As at 31 March	<u>£540</u>	<u>£5023</u>

In the second week of April 2004, WSF moved to new fully furnished offices and now located in Sports England's premises. The surplus equipment was disposed of (except the laptop) at no charge.

3. Creditors: Amounts Falling Due Within One Year

	<u>2004</u>	<u>2003</u>
Other Creditors	31316	11082
Social Security and Other Taxes	2887	2695
Accruals	<u>10713</u>	<u>3417</u>
	<u>£44916</u>	<u>£17194</u>

WOMENS SPORTS FOUNDATION

Notes to the Accounts
For the year ended
31st March 2004

4. Incoming Resources

	<u>2004</u>	<u>2003</u>
Grants and Donations Receivable:		
Sport England	200000	155000
Learning Skills Council	-	4420
CAF - Business Plan	-	3000
Sprito	-	1233
Capital Quality Ltd	-	1777
English Sports Council	58687	-
Pentland Sponsorship	40000	-
Awards Fr All England	4500	-
Activities For Health	2063	-
Newsletter Sponsorship	10000	-
Donations-In-Kind	2000	-
Other Grants	800	910
Other Donations	<u>242</u>	<u>645</u>
	<u>£318292</u>	<u>£166985</u>

	<u>2004</u>	<u>2003</u>
Income from Operating Activities:		
Membership fees	11584	12343
Conference fees	-	530
Resource Sales	126	5362
Equity Workshop	-	326
National Action Plan	-	1145
New Syllabus Guide	612	-
Other income	2091	-
Regional Groups Income	<u>-</u>	<u>4477</u>
	<u>£14413</u>	<u>£24183</u>

WOMENS SPORTS FOUNDATION

Notes to the Accounts
For the year ended
31st March 2004

5. Resources Expended

	<u>2004</u>	<u>2003</u>
Cost of activities in furtherance of the charity's objects:		
Salaries (Note 6)	143814	116795
Travel & accommodation	8505	4759
Postage, Stationery & Photocopying	7291	4227
Telephone	2105	1539
Insurance	2631	1881
Computer expenses	1260	1355
Volunteer & management costs	825	474
Get Set Go	470	1804
Committee expenses	599	-
Training	4236	4761
Books and publications	73	63
Subscriptions	467	231
Newsletter	16454	4218
Leaflets & folders	7607	-
Sponsorship	7500	-
Political Awareness	6018	-
AGM expenses	-	200
Action Plan Allowance	175	-
Sundry expenses	929	695
Recruitment	3059	3642
Marketing & Promotions	8415	8649
Depreciation	307	2354
Loss on disposal of fixed assets	4572	-
EFS Program	-	5000
Conference Expenditure	96	3270
Display stand	3587	-
Research & development costs	39259	-
Website/Internet	4585	2266
Design Costs	6991	1175
WIHPC	-	486
Subsistence	1279	305
Cost of Sales	<u>5373</u>	<u>3638</u>
	<u>£288482</u>	<u>£173787</u>

WOMENS SPORTS FOUNDATION

Notes to the Accounts
For the period ended
31st March 2004

6. Resources Expended (Continued)

	<u>2004</u>	<u>2003</u>
Managing and administering the charity:		
Premises	1039	996
Legal	3541	73
Professional	1319	1464
Audit	2352	1410
Bookkeeping	4740	4576
Bank charges	201	215
Business Plan	—	3000
	<u>£13192</u>	<u>£11734</u>

7. Staff Costs

	<u>2004</u>	<u>2003</u>
Salaries	127087	105053
Employer's NI contributions	13509	11742
Employer's Pension	3218	—
	<u>£143814</u>	<u>£116795</u>

The average number of employees during the year was four.
No employee earned more than £50,000 during the year.

8. Resources Expended includes

	<u>2004</u>	<u>2003</u>
Depreciation	£307	£2354
Loss on disposal of fixed assets	£4572	—
Audit & Accountancy Fees	£2352	£1410

WOMENS SPORTS FOUNDATION

Notes to the Accounts
For the period ended
31st March 2004

8. Restricted Funds

	Balance at <u>1.4.2003</u>	Incoming <u>Resources</u>	Inter Group <u>Transactions</u>	Resources <u>Expended</u>	Balance at <u>31.3.2004</u>
Office Equipment Fund	7859	-	-	7319	540
Newsletter	-	10000	-	10000	-
Regional Groups	<u>2249</u>	<u>65274</u>	<u>4636</u>	<u>45701</u>	<u>26458</u>
	<u>£10108</u>	<u>£75274</u>	<u>£4636</u>	<u>£63020</u>	<u>£26998</u>

9. Analysis of Net Assets Between Funds

	<u>Fixed Assets</u>	<u>Current Assets</u>	<u>Current Liabilities</u>	<u>Net Assets</u>
Office Equipment	540	-	-	540
Regional Groups	<u>-</u> 540	<u>30134</u> 30134	<u>(3676)</u> (3676)	<u>26458</u> 26998
Unrestricted	<u>-</u>	<u>80006</u>	<u>(41240)</u>	<u>38766</u>
	<u>£540</u>	<u>£110140</u>	<u>£(44916)</u>	<u>£65764</u>

10. No Management Committee Member / Director received any remuneration or reimbursement of expenses from the company during the year (2003 - NIL).