

CIRCLES SOUTH WEST
(A company limited by guarantee)



Trustees' Report & Financial Statements

Year Ended 31 March 2021

Company number 07369778

Registered Charity number 1138726

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FLETCHER & PARTNERS

CHARTERED ACCOUNTANTS

SALISBURY

CIRCLES SOUTH WEST TRUSTEES' REPORT FOR THE YEAR ENDED 31 MARCH 2021

The Trustees, who are also Directors of the Charity for the purposes of the Companies Act, submit their annual report and the financial statements of Circles South West (CSW) (the company) for the year ended 31 March 2021. The Trustees confirm that the annual report and financial statements of the Charity comply with current statutory requirements¹, the requirements of the Charity's governing document, and the Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) - Charities SORP (FRS 102).

REGISTERED CHARITY NUMBER 1138726 in England & Wales
REGISTERED COMPANY NUMBER 07369778

CHARITY ADDRESS / REGISTERED OFFICE

7 Madeira Road, Bournemouth, BH1 1QL

TRUSTEE DIRECTORS (correct at the date of signing)

	<u>Appointed as Trustee</u>
Stephen Ashton	April 2012
Jane Barks (Secretary)	January 2013
Paul Davis	January 2013
Tim Price (Chair)	March 2015
Dr Kieran McCartan	September 2016
Chris Maynard (Treasurer)	July 2017
Stephen Barry	November 2017
Peter Estall	November 2017
Diane Wills (Deputy Chair)	November 2017 [re-appointed] <i>Formerly May 2014-January 2017</i>
Robert Starling	June 2021
Ian Keys	June 2021
Leonie Cole	June 2021

CHIEF EXECUTIVE OFFICER

Jo Burden Appointed June 2013

¹ Including the Charities Act 2011 (replaced most of Charities Act 2006 and Charities Act 1992); the Charities (Protection & Social Investment) Act 2016 which strengthens the powers of the Charities Commission; the Trustees Acts 1925 and 2000, the most recent Act concerning the powers of Trustees regarding investments and delegation; Charity Commission regulation

ADVISERS

Independent Examiner

James Fletcher FCA

Messrs Fletcher & Partners

Crown Chambers, Bridge Street, Salisbury, Wiltshire, SP1 2LZ

Bankers

Unity Trust Bank, PO Box 7193, Planetary Road, Willenhall WV1 9DG

Solicitors

Wilsons, Alexandra House, St Johns Street, Salisbury SP1 2SB

CHARITY CONTACT DETAILS

Correspondence address: PO Box 163, Launceston, Cornwall, PL15 0BA

General email enquiries: info@circlessw.org.uk

Website: www.circles-southwest.org.uk

Twitter: @CirclesSW

Facebook: Circles South West

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document and Constitution

CSW is a charitable company limited by guarantee. It was incorporated on 8 September 2010. The company is governed by its Memorandum and Articles of Association dated 31 August 2010 as amended by the AGM of 8 March 2012. The Directors of the company are also the Trustees.

Governance and Management

The company (hereinafter referred to as the Trust or Charity or CSW) is governed by its Trustees who meet periodically and who act as Directors for company law purposes. The day-to-day activities are managed by the Chief Executive Officer.

Recruitment and Appointment of Trustees

New Trustees are recruited from among people who have an interest in furthering the aims of the Charity with a view to ensuring that all the necessary competencies are represented within the Trustee body. CSW aims to have a Board of between 8 and 12 Trustees drawn from the local community with the broadest possible range of backgrounds. Expressions of interest in becoming a CSW Trustee are welcomed.

Objects of the Charity

The objects of the Charity are to relieve the needs and promote the rehabilitation, treatment, education and care of persons who have committed or are likely to commit offences, particularly sexual offences, against others and the families of such persons and others affected by such offences.

Public Benefit

The Trustees confirm that they have complied with the duty in Section 4 of the Charities Act 2011 to have due regard to the public benefit guidance published by the Charity Commission. Specifically, a reduction in sexual offending is of immeasurable benefit to those who might otherwise have become victims, to their families and communities, and to those who have been diverted from offending. As volunteers, members of the general community gain from the opportunity to play a part in preventing such offending.

SUMMARY OF MAIN ACTIVITIES OF THE CHARITY IN RELATION TO ITS OBJECTS

"Circles South West is an incredible organisation that works to prevent sexual abuse by reducing the risk of re-offending" Office of Dorset Police & Crime Commissioner"²

CSW is the award winning³ Charity that uniquely provides Circles of Support and Accountability (CoSA/Circles) across South West England, an innovative community approach to reducing sexual reoffending. The Charity's primary aim is to stop re-offending by those who have committed sexual offences and therefore prevent further sexual abuse, which has profoundly damaging consequences for victims, their families and communities.



Each Circle provides a small group of professionally trained volunteers to work with an individual who has sexually offended. For adults this often follows a prison sentence. We also provide Circles for young people with harmful sexual behaviour (un-convicted). This individual becomes the 'core member' of a Circle that meets regularly to provide support, helping to reduce the isolation, which increases the likelihood of reoffending. The Circle helps the core member to integrate safely in the community and to lead a responsible and offence-free life.

The Circle holds the core member accountable for his or her continuing behaviour and is alert for any indications of risk that reoffending might occur. In this way, public safety is enhanced, the Circle acting as a safety mechanism for both the offender and the community. Circles work towards there being 'No More Victims' by:



- reducing emotional loneliness, as well as modelling appropriate adult relationships and demonstrating humanity and care;
- monitoring, to protect the public and increase the safety of communities;
- holding the core member accountable while developing a relationship of trust, honesty and openness.

Complementing our core work, we have more recently begun to provide support services for partners and family members impacted by an individual's sexual offending, enabling them to become 'protectors'. This includes Inform (in partnership with the Lucy Faithfull Foundation) and Breaking the Cycle (in partnership with Circles South East).

We are also developing a small fee-earning training and consultancy arm. Our ambition is to transfer our knowledge and expertise to become a trusted provider of training and consultancy in our specialist field, reinvesting income generated into our core services.

² Via Twitter

³ 2019 Robin Corbett Award for Prisoner Re-integration and 2020 Howard League Community Award Commendation (Children in Care and Care Leavers' category)

Relationships with Other Bodies

CSW works within the structures of Multi-Agency Public Protection Arrangements (MAPPA) and closely with the 'responsible agencies' – police, probation and prison services. The Charity also works alongside other agencies who have a 'duty to cooperate', including health, youth offending services, social care and local education authorities working together to prevent further harm being done by known perpetrators.

CSW is an accredited member of Circles UK, the body responsible to the government (Ministry of Justice) for embedding national standards for the provision of CoSA, undertaking regular Provider 'Code of Practice Compliance Reviews' that assess compliance with national standards. Most recently in April 2021⁴, CSW achieved 97.7% compliance against national standards (i.e. the 'Code of Practice for Circles of Support & Accountability v4 July 2018' and the 'Code of Practice for Young People's Circles of Support & Accountability v1 2018').

⁴ Code of Practice Review Report, June 2021, Circles UK

ACHIEVEMENTS & PERFORMANCE

Small and local charities demonstrated “absorptive capacity” by ‘soaking-up’ the unprecedented impact of the crisis on their work, operations and the individuals and communities they support; and then showing tremendous “adaptive capacity” by responding rapidly and flexibly through adjustments and innovations ongoing

The Value of Small in a Big Crisis, Lloyds Bank Foundation, 2021



Surviving as a small-to-medium (SME) charity in the pandemic

The Covid-19 Pandemic has been the most extraordinary time. It has had an unprecedented impact on societies and communities across the world, significantly affecting the way we interact, work and live. Inevitably dominating CSW’s world, its impact has permeated every aspect of our work for over a year since March 2020. Like so many organisations, we have had to make difficult decisions and quickly adapt our approach. New policies and procedures were designed in response to our new environment, their implementation dependent on the cooperation of staff and volunteers.

We are pleased to present this report from a position of strength having demonstrated exceptional agility in our response to the pandemic. Staff and volunteer resilience, innovation, flexibility and determination, combined with funder support, mean that we end the year having been able to deliver a remarkable level of service provision and in relatively good financial health. Successful navigation of the pandemic has depended on early and carefully considered strategic decisions made in response to emerging issues. This included:

- Adopting a ‘stop the clock’ strategy i.e. with funder approval we deferred some restricted income expenditure to the following year
- Accessing the Coronavirus Job Retention Scheme (CJRS) to facilitate furloughing the majority of staff for a proportion of their working time
- Transitioning Circles provision online for Lockdown#1 (from March 2020) with contingencies where this was not possible
- Transitioning to Covid-secure face-to-face Circles provision from July 2020 within the parameters set out by Public Health England for providing formal support groups and volunteering, and only with voluntary consent by all members
- Suspending group-work programme delivery for some of the year
- Postponing fee-earning training and consultancy delivery to 2021.

We adapted our provision in response to the ever-changing pandemic restrictions imposed and our volunteers have been pivotal to this. We know that social isolation is a key factor in the risk of reoffending; the pandemic has imposed an unprecedented degree of social isolation to the whole of the population and its effect is exacerbated in the lives of our core members. We have risen to the challenge to continue to provide Covid-secure person-centred services with meaningful contact, being mindful of individuals’ risks and accommodating their needs as far as possible under the circumstances.

In addition to our usual services, between January-March 2021, and in partnership with the national charity Volunteering Matters, we have provided a Telephone Befriending Support Service to 21 People on Probation assessed by HMPPS as particularly vulnerable as a result of the pandemic. This has involved 19 experienced volunteers, trained specifically for this role who have welcomed this additional opportunity, particularly those shielding. The contract has been recently extended to August 2021. In delivering this contract, CSW is pleased to have made a small contribution to the Voluntary and Community Sector (VCS) Emergencies Partnership⁵.



We have foregrounded our achievements and performance with our response to the pandemic. Despite this, the last year has seen CSW continue to sustain its core work and develop complementary services for the benefit of the service users, local communities and partner agencies with whom we work to achieve our vision of 'No More Victims'.

This year we have focused on:

- Making careful and timely decisions to effectively navigate the impact of the pandemic, continuing to provide direct services, thereby remaining true our mission
- Extending our reach to achieve 'No More Victims' by continuing to extend our services, develop new working alliances and access alternative income sources
- Re-modelling our sustainability strategy to include maximising our internal expertise to generate unrestricted funds
- Developing complementary services to our core work
- Robustly monitoring our work to facilitate independent evaluation by Research in Practice
- Navigating the impact of the Covid-19 pandemic and adapting services in response to this.

We are entirely invested in ensuring that we attract and retain the right staff, volunteers and trustees and that they have the necessary knowledge and skill to contribute effectively to CSW's development and provision. We continue to dedicate significant resources to volunteer recruitment and retention, a necessity as the general demand is high for willing, available, suitable volunteers.

We remain focused on delivering creative solutions and responding to changing needs in a challenging environment, working towards our vision of 'No More Victims'.

⁵ The Voluntary and Community Sector (VCS) Emergencies Partnership is made up of a range of organisations within the sector with the aim of improving coordination at national and local levels before, during and after emergencies. Bringing together local, national and global expertise from the sector, the Emergencies Partnership aims to help people prepare for, respond to and recover from emergencies, so that they can rebuild their lives.

2020-21 Highlights

Howard League Community Award Commendation (2020)

In recognition of our work with young people, in late 2020 we received a prestigious Howard League Community Award Commendation in the Children in Care and Care Leavers Category. More information at these links:

[The Howard League | 2020 Community Awards Winners](#) and

[Circles South West Commended in Howard League Community Award - Circles South West \(circles-southwest.org.uk\)](#)



Code of Practice Compliance Review: 'Well done on an excellent achievement'

In Spring 2021 we were the subject of the 'Code of Practice Compliance Review' undertaken by Circles UK on behalf of the Ministry of Justice. The process included submission of detailed documentation evidencing compliance with the 12 national standards and 43 requirements of the Code of Practice, and 3 x 1 day site visits in Bournemouth, Yeovil and Swindon. We were delighted to achieve 97.7% compliance.

"The review highlighted how much work was done and how sound the organisation's Circles practice is. The achievement is even more remarkable when viewed against the challenges of COVID-19 that Circles South West had to contend with. It is clear that Circles South West is a healthy, resilient and professional organisation. Well done on an excellent achievement" (CEO, Circles UK, June 2021)



'Inspiring Hope' by The High Sheriff of Dorset

This publication featured Circles South West as one of the 'inspirational' charities of Dorset in 2020/21.

"I have met and I have been hugely impressed by what they do, how they work and the needs they fulfil in our community particularly over the past year and during the pandemic" High Sheriff of Dorset

Circles South West's 10th Anniversary

2020 was Circles South West's 10th year of operation and we had planned a celebratory conference in June to mark the occasion. Due to pandemic restrictions this was postponed to November. However, with another Lockdown came another postponement. We hope to re-schedule this event in 2022.

Media engagement

With 'Enhance Support' from the Lloyds Bank Foundation, staff and trustees benefitted from training and coaching in media engagement from Philippa Budgen, Criminal Justice Media Consultant and former BBC journalist.



Recent interviews about our work with a local TV station and local radio station are accessible on our website, for example:

CHAOS TV UK: interview with the High Sheriff of Cornwall [February 2021]

[Circles Coordinator featured on Chaos TV for High Sheriff Briefing - Circles South West \(circles-southwest.org.uk\)](https://circles-southwest.org.uk/circles-south-west-features-on-radio-devon/)

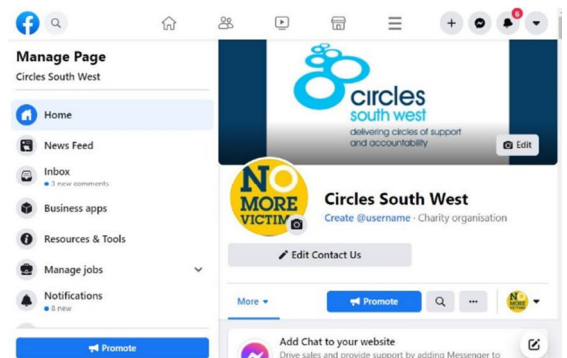


BBC Radio Devon: interview

<https://circles-southwest.org.uk/circles-south-west-features-on-radio-devon/>

Social Media: launching Circles South West's Facebook presence

CSW continues to be active on Twitter with almost 1500 followers. We are soon to launch our new Facebook page to further raise our profile.



OPERATIONS

“Circles have worked for years and proved to be successful at supporting some of the most challenging men who have been released and Circles... work to ensure they do not go on to reoffend. Evaluations in Canada, in various European countries and in the UK have shown that recidivism is reduced. It’s not a magic bullet, but if the patient and skilled work of tenacious volunteers can prevent victims of sex crimes, then it is all to the good”

Frances Crook OBE, CEO, Howard League for Penal Reform

Context: Circles provision in the pandemic year

We have continued to coordinate Circles via zoom, telephone and Covid-secure face-to-face meetings (the latter from Summer 2020 onwards where assessed as safe and appropriate to do so). We have worked within the parameters of Government and Public Health England guidelines and regulations at all times and have ensured voluntary informed consent from all those involved. Sometimes we have ‘blended’ provision, combining remote with face-to-face where, for example, a Circle volunteer is shielding and unable to attend in person. We have risk assessed every venue that we use for face-to-face meetings, ensuring adequate space for the “2 metre rule”. Young People’s Circles have been a particular challenge as they involve a huge amount of activity-based meetings. Our volunteers have come up with innovative and fun ways of engaging our younger core members, from playing Covid-secure board games to socially distanced cycle rides.

The reason we have been able to achieve this remarkable level of service provision is because of the creativity, willingness and flexibility of our volunteers and staff. We thank them all.

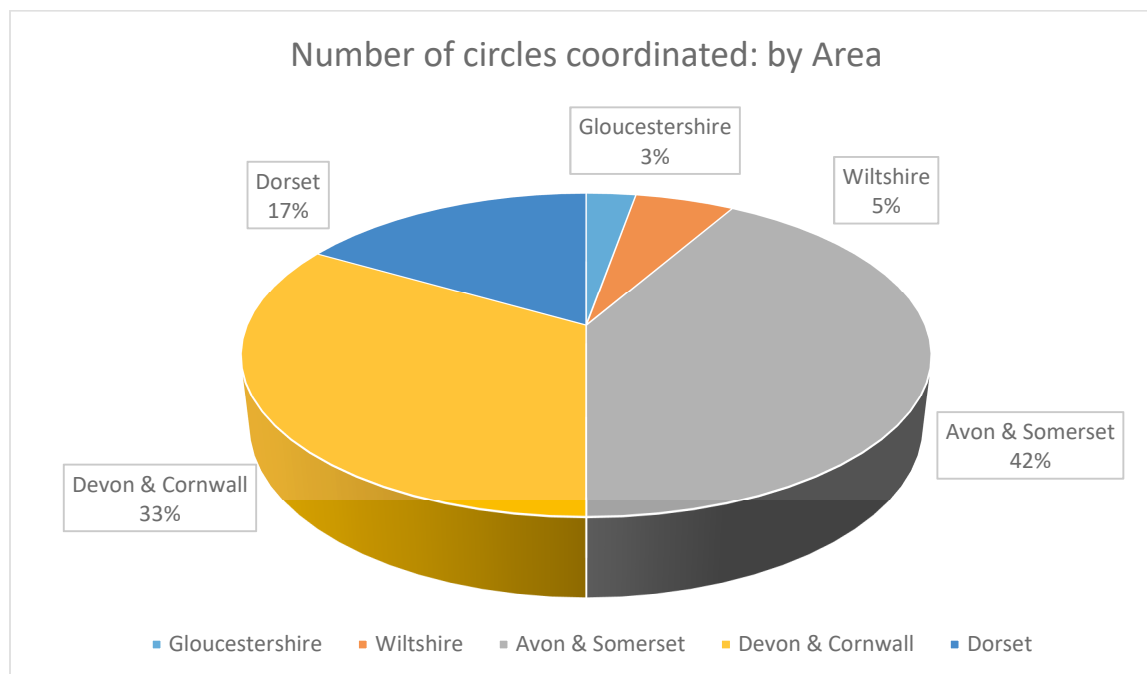
We delivered Covid-secure face-to-face volunteer core training in August and September 2020. However, due to Lockdown#2 we postponed the November core training event and subsequently moved this online. This was embraced with the enthusiasm typical of our staff team who designed and delivered a comprehensive 3 module core training package, the first two modules delivered online and the final module being delivered Covid-secure face-to-face in small groups at local level.

We also offer a monthly, online volunteers’ event to enable everyone to keep in touch and to provide a forum for additional training, development learning and discussion.

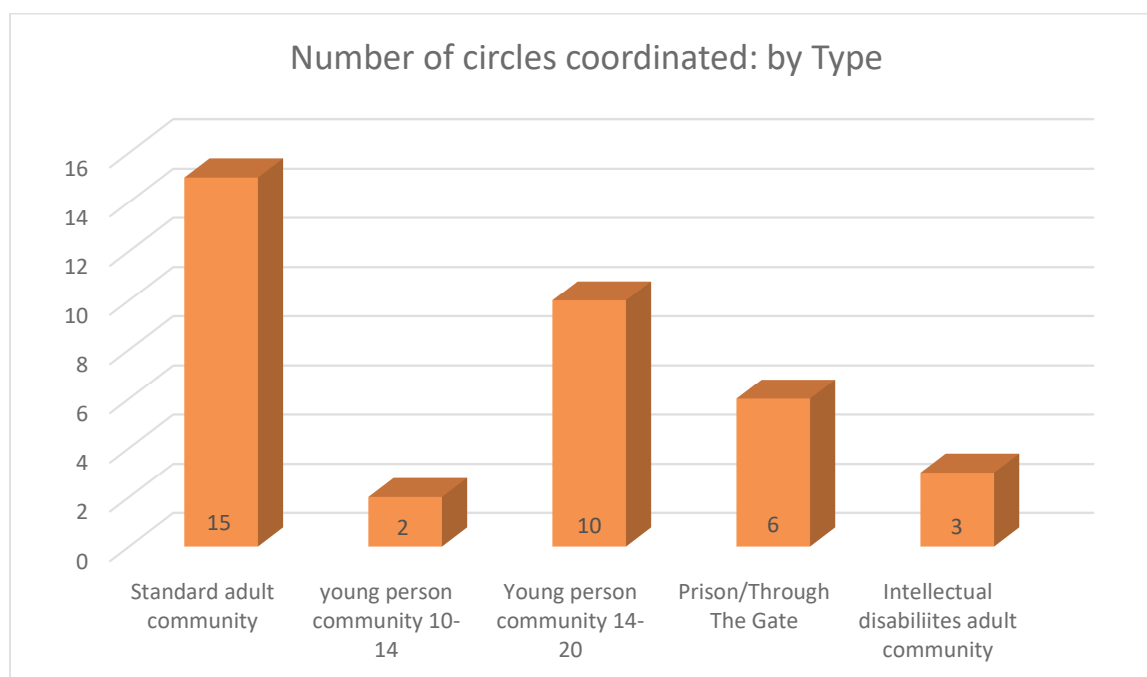
Circles of Support and Accountability

In 2020-21, we coordinated 35 active Circles. 16 (44%) of those Circles were newly established in year (since April 2020) with the other 20 (66%) carried forward from the previous year. As explained above, these Circles were conducted remotely (e.g. Zoom) for some of the time, however, we maintained our position of assessing potential new core members face-to-face only. This, combined with furloughed staff and limited venue access meant that no new Circles commenced for the 6 months between April and September 2020.

We coordinated Circles in all five police areas in the region which comprised 'standard' community Circles for adults, prison/through the gate Circles, Circles for young people (10 years plus) and Circles for adults with intellectual disabilities.



A third of all Circles were located in Devon and Cornwall, well supported by the Office of the Police and Crime Commissioner. Just under half the Circles were located in Avon and Somerset (comprising the Unitary Authorities of Bristol, Bath & North East Somerset, South Gloucestershire and North Somerset, and the County of Somerset). However, it is important to note that none of these were 'standard' community Circles for adults. All 15 of these Circles were specialist Circles, adapted specifically for young people, adults with intellectual disabilities or prison/through the gate Circles. These Circles were solely funded by Trusts and Foundations with no statutory funding contribution, with the exception of a small donation from social services for youth circles. This year we have been funded specifically to extend the geographical reach of our specialist Circles.



Just under half of active Circles were ‘standard’ community Circles for adults and another third were Circles for young people. Due to Covid restrictions, significantly fewer Prison/Through The Gate Circles started this year.

Core Member Referrals

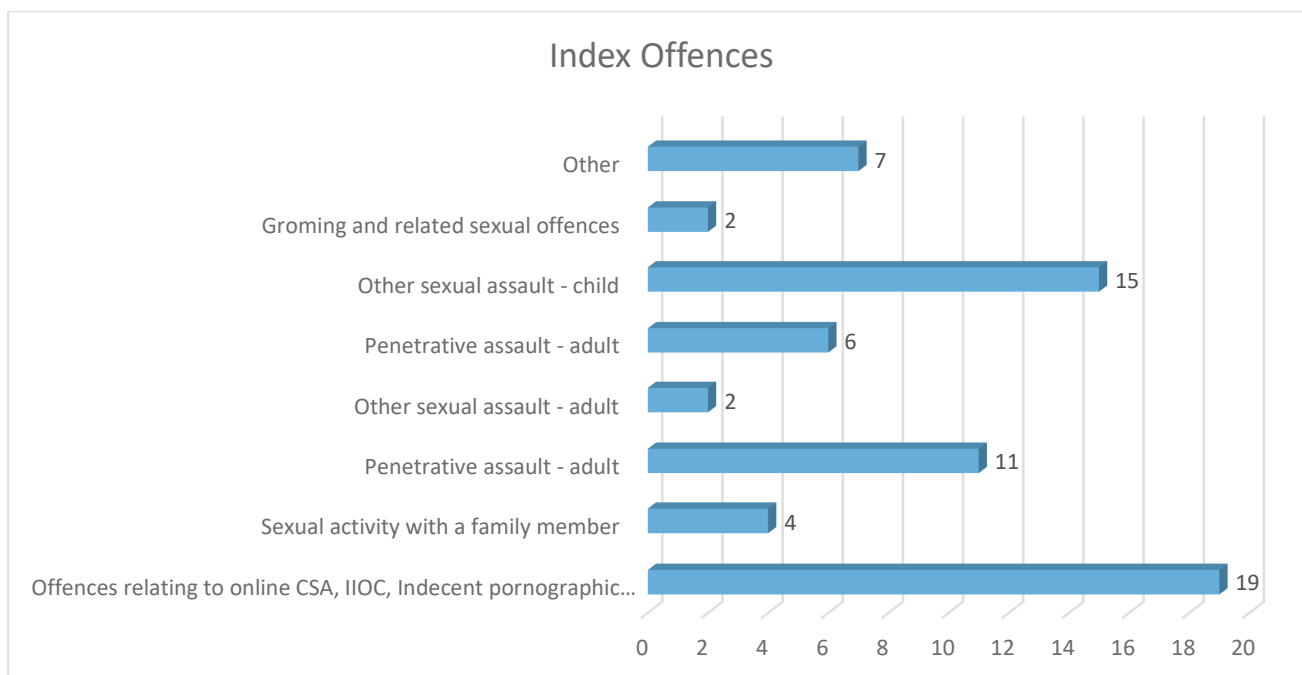
During the year 2020-21, there were 68 new core member referral enquiries of which 31 converted into formal referrals. 17 (55%) formal referrals were allocated to a new Circle in-year. 80% of adult referrals were made by the National Probation Service (NPS). Other referrers included prisons, police, Children’s Social Care, Youth Offending Team, Glebe House Therapeutic Community.

Core Member Diversity

In 2020-21, we provided Circles for 2 female core members (both 14 years old). 91% of core members were White British, with 1 White Irish and 1 White ‘Other’. A third had a disability. 86% self-defined as heterosexual, with 2 gay and 2 bisexual. At the point they were allocated to a Circle, core members were between 10 and 75 years old. This included 23% young people under 18 years old.

Index Offences, Prevention Orders

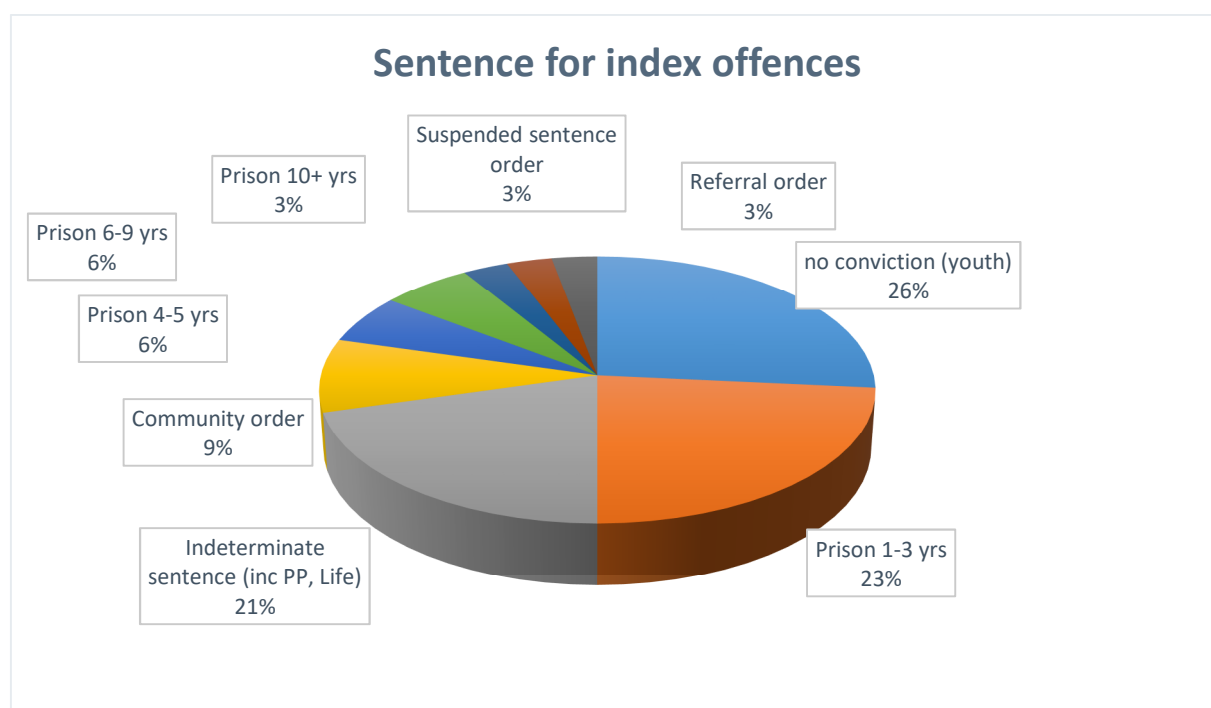
For the purposes of the summary presented below, the ‘index offence’ is defined as the last sexual offence for which the core member was convicted, in most cases the offence(s) for which the most recent sentence was imposed. Most core members were convicted of more than 1 category. A significant proportion of our youngest core members were un-convicted, reaching eligibility threshold for our young people’s service in terms of their harmful sexual behaviour. The majority of this cohort had been involved in intra-familial abuse.



‘Other’ includes abduction of child, inciting a child to take part in a sexual act, voyeurism, underage sexual intercourse, breach Sex Offender Registration

CSA = Child Sexual Abuse

IIOC = Indecent Images of Children



Of those convicted, 64% of core members were on licence at the point of referral whilst 40% core members were subject to a Sexual Offences Prevention Order (SOPO) or Sexual Harm Prevention Order (SHPO).

Outcomes

“Overall we have shown a marked difference in a balanced measure of dynamic risk between the start and end of circles. In other words, during the time that circles have been active, perceived risk due to dynamic factors has reduced for core members. Further evidence from across the evaluations suggests that the circle has had a large contributory effect in this reduction of risk” Research in Practice

16 Circles closed in 2020-21. Of these, 9 (56%) ran their natural course for an average active period of 13 months. 2 (12.5%) Core Members were recalled due to risky behaviour. The other 5 (31.%) Circles closed earlier than planned running for between 8 and 11 months; 1 as he secured a job with varying shift work patterns and the other 4 due to core member lacking motivation to continue within pandemic restrictions.

“I view Circles as a kind of ‘bridge’: not too sympathetic, as family can sometimes be. Not completely risk averse, as probation can sometimes appear to be. Simply a bunch of normal people who are genuinely supportive, providing me a safe place to seek advice & guidance, to give me a gentle nudge here and there.....It’s really hard to express how valuable this has been for me. Without the support of my Circle, life would be a whole lot more difficult” Core Member

Independent Evaluation

“Circles of Support and Accountability are an important part of a community-led, strengths-based and restorative approach to reducing the risk of future sexual abuse”

research
in practice

Since 2017, Research in Practice <https://www.rip.org.uk/> has independently evaluated CoSA, with ethics approval from Her Majesty’s Prison & Probation Service (HMPPS) National Research Committee (NRC). The research highlights the statistically significant impact of CoSA in reducing dynamic risk factors associated with sexual recidivism over the life of a CoSA, including sexual interests, offence related attitudes, relationships and self-management. Dynamic risk is impacted by protective factors such as employment and accommodation status, community connectivity and involvement in positive activities as well as risk factors such as social isolation and emotional loneliness, all of which are addressed by CoSA. Data for each circle is collected at multiple time points, using multiple tools and from multiple stakeholders, providing a comprehensive data set.

Reporting in 2021 on a data-set of 99 CoSA, Research in Practice found the outcomes in the table below for core members between the start and end of their CoSA. As a result of the pandemic, it is inevitable, perhaps, that outcomes are slightly less favourable than reported last year (n=85). Nevertheless, outcomes are very positive overall and core members reported on the value of Circles during the pandemic as also evidenced by the Code of Practice Review Report:

“Perhaps the most powerful commendation of the response by CSW to the Covid pandemic was from interviews with the core members. For vulnerable individuals, their Circle appears to have been a crucial lifeline and has offered them support and engagement with others during a prolonged period of anxiety and isolation” Circles UK, 2021

Table 1: Outcomes for 99 core members between the start and end of their Circle, 2017-2021

%age core members (n=99)	category
79%	were better integrated into their local community
79%	had improved wellbeing
78%	were making more careful decisions
75%	were better managing their sexual thoughts & behaviour
70%	had increased involvement in hobbies/activities
69%	had reduced their general risk
69%	were less isolated
60%	were more engaged in education, training and volunteering

“Circles provide a source of positive support, particularly when other support might have fallen away... due to core members’ challenging behaviour, their past actions, or their own difficulties with self-esteem and well-being. Whatever the reasons for their isolation and seclusion, the circle presents a reliable and consistent structure in their lives that has shown to be supportive in establishing longer term and more permanent changes”

The majority of core members appear to have reduced dynamic risk of reoffending at the end of their Circles compared to the beginning... evidence from across the evaluations suggests that the Circle has had a large contributory effect in this reduction of risk”

“Partners in prison, probation and youth services have a positive view of this work, and CSW are complementing wider work in the criminal justice sector. CoSA are an important part of a community-led, strengths-based and restorative approach to reducing the risk of future sexual abuse”

(Research in Practice, Independent Evaluator)

CASE STUDY: TOM (name changed to protect anonymity)

‘Tom’ was a serving prisoner at an open prison when his offender supervisor spoke to him about CoSA having seen a presentation about our prison/through the gate Circles.

Tom (63 years) was sentenced to 8 years imprisonment for (historic) offences of indecent assault and gross indecency committed against his 7 year old daughter (she disclosed the offences in her 20’s). Prior to these matters coming to light, he and his then wife had divorced and he had moved to a new area. He had remarried and had another child. Following his arrest and subsequent sentence, his second wife divorced him and stopped contact with his young daughter. He suffered with periods of depression and severe anxiety whilst in prison and attempted suicide on one occasion. He was to be released to an Approved Premises, due to geographical exclusions, to an area unknown to him and he had no support at all from any friends or family. He was assessed as posing a high risk of serious harm to children and there were concerns he might attempt to contact his second wife and child. In view of this, he would be managed at Level 2 MAPPA on release due to multi agency involvement.

Tom was formally referred to CSW for a Circle by his Probation Officer who identified areas of need as low self-esteem, lack of a pro social network, emotional loneliness and social isolation, factors which all contribute to increasing risk of further offending. His mental state was a concern, as was the fact that he had lost everything on conviction and now needed to rebuild his life from scratch, once released. He would be subject to Licence Conditions and Sexual Harm Prevention Order (SHPO) prohibitions impacting on where he could live, where he could work, what hobbies he could pursue and requiring him to disclose to any potential partner his offending history. It was considered that a prison/through the gate Circle would both support him and hold him to account in the difficult transition from custody to the community and the challenges that lay ahead.

Tom was interviewed and assessed as suitable and seemed genuine in his motivation to lead an offence free life.

Tom met with his Circle volunteers at the prison and was clearly very keen to engage. However there were concerns that he did not really appreciate that life as a Registered Sex Offender was going to be much harder than he imagined - he had always been employed, had his own home, family, and friends about him. The prison Circle meetings focused on his hopes and expectations for the future and looking at how realistically this could be achieved, one step at a time. As a determinate prisoner, he was not eligible for release on temporary licence to the Approved Premises prior to his release so would not have the opportunity to reengage incrementally into the community. He subsequently would say how important it was to have met the volunteers prior to release so he would know someone outside of the prison establishment who he could talk to and trust. He knew the volunteers were aware of the details of his offences so he had nothing to hide.

On release, the volunteers met with him weekly for several months before reducing to fortnightly for the remaining term. Tom found rebuilding his life much harder than anticipated and whilst trying to stay positive at times presented in low mood, anxious, angry and frustrated. He was encouraged to talk about feelings, which he had not been able to do in the past and this had contributed to problems in relationships. As he began to do this, he would say how important being able to do so in a situation where he felt safe helped him to begin building relationships outside his Circle. He started to engage in appropriate hobbies and helped others living in the Approved Premises with literacy. Volunteers supported him in applying for work and dealing with the knock backs. His move from the Approved Premises to independent accommodation raised concerns again about isolation and his health and meetings focussed on how he was spending his time, how he was coping with living alone and managing feelings about not being allowed contact with his younger child and the lifetime damage he knew he had done to his older child. He clearly valued the 'friendship' and care he felt from the volunteers and described them as his 'parachute'. He went on to obtain work, a huge step forward providing a structure, contact with others, an income and rebuilding self-esteem.

Most of the 38 Circle meetings were formal meetings with occasional meetings in a café and shared meals. He particularly valued this, giving him the confidence to engage more in his own local community.

Tom's Circle ended after 18 months of contact during which the 4 volunteers gave 110 direct volunteering hours and 164 indirect volunteering hours. At the final review held with his Probation Officer, the regard he had for his volunteers and their freely giving time to spend with him was very apparent. They had clearly contributed to supporting him in the identified area of need and he had

complied fully with Licence and SHPO conditions and had stayed committed to maintaining an offence free life. He spoke highly of the Circle, particularly in supporting him from prison, to supported accommodation, to independent living. His Probation Officer echoed his thoughts and believed that the time and support the Circle volunteers had been able to give made an immense difference in his successful transition through these key stages.

"I know the CM found it very beneficial for the Circle to start prior to his release and the Circle helped ease his transition back into the community. Excellent support offered, thank you!" Probation Officer

"I wasn't sure what I was expecting to start off with but I was surprised about how passionate I felt about being part of a support network for our core member as he didn't have one. So rewarding to see his progress since his release" Volunteer

"It's good to be able to be open and talk about my feelings on a regular basis. It would be nice for it to carry on for a bit longer. The Circle has been really helpful, has given me a lot of good feedback, motivating me to carry on" Core Member

STAFF AND VOLUNTEERS

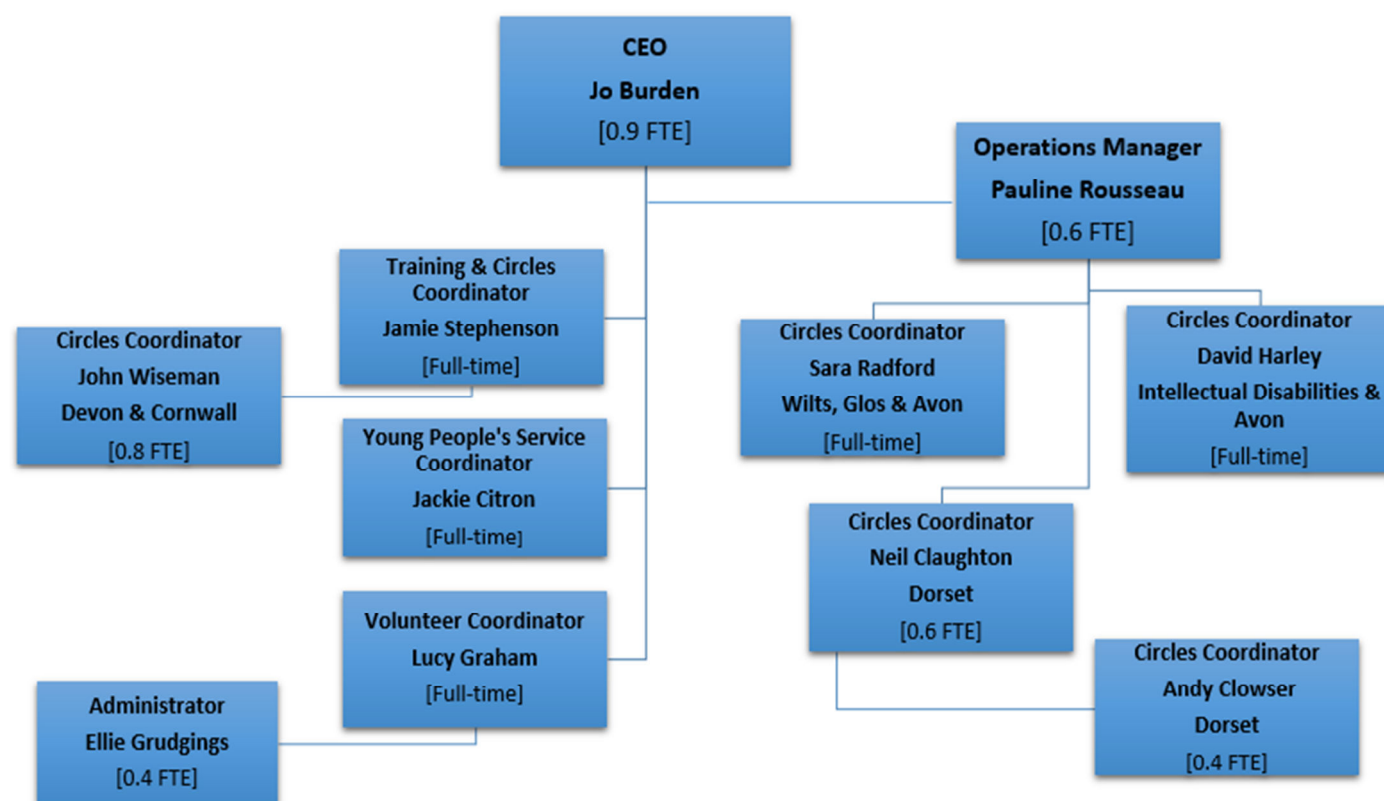
*"Keep up the fantastic work, our community needs you. We are grateful"*⁶
Alison Hernandez, Police & Crime Commissioner for Devon & Cornwall

Staff

Our exceptionally skilled and dedicated staff bring extensive combined experience of probation, MAPPA, social work, police, prisons, treatment programmes, harmful sexual behaviour, youth justice, learning disabilities, crime prevention and volunteering across the statutory and voluntary sectors. The trustees are grateful to the staff for their wholehearted commitment to the work, particularly over the last year, when the usual job insecurity, limited resources and challenging nature of the work have been compounded by the complexities of living and working in a pandemic.

From July 2021 the staff team increases by 0.8 full-time equivalent post compared to the same point the previous year when we appoint a second part-time Circles Coordinator in Dorset and a part-time Administrator.

Staff structure (from July 2021)



FTE = full-time equivalent

⁶ Via Twitter

Volunteers

Our volunteers are the life-blood of our Charity: they do not simply support Circles, they are Circles. Their ongoing dedication to protecting communities from sexual harm is exceptional. 148 volunteers were involved in the 35 Circles coordinated during the year, contributing between them around 6120 hours direct volunteering time. A conservative estimate of the value in-kind that our volunteers have contributed this year is around £101,500. At the end of 2020-21 we had 189 retained, trained volunteers across the region.

Since 2017, Research in Practice <https://www.rip.org.uk/> has independently evaluated CoSA. This year they have specifically evaluated the volunteering aspect of Circles producing a separate 'Volunteering Experience' report summarising the feedback of 154 Volunteers involved in 64 separate Circles. They have also captured and reported on volunteering hours. This paper provides a summary of their findings. The full evaluation reports can be found here on our website: [Making a difference - Circles South West \(circles-southwest.org.uk\)](https://circles-southwest.org.uk/making-a-difference)

Volunteering Hours

"The substantial number of volunteering hours reported by Circles South West is a testament to the hard work of the volunteers and professionals involved. Volunteers' external use of the knowledge and skills learned through Circles, and their increased awareness of and advocacy for the potential community role in rehabilitation, also highlights the broader impact of Circles" (Research in Practice)

Individual volunteering hours are recorded for each individual volunteer in every Circle:

- *Direct volunteering* involves contact between the volunteer and Core Member.
- *Indirect volunteering* involves Circle work when the Core Member is not present, such as training and supervision.

It is important to note that these figures *include data for completed Circles only* and the numbers would be substantially higher were active Circles included.

Reporting on 78 Circles there were:

- a total of 17,674 volunteering hours
- 7,438.5 direct volunteering hours plus 10,235.5 indirect volunteering hours
- This equates to 227 volunteering hours per Circle
- This represents a staggering £293,035 overall, or £3756 per Circle⁷

Volunteering Experience

"Volunteers' feedback presents a positive picture of volunteering with Circles South West, describing how organisational values align those of the individual, providing vital support from the community, helping rehabilitate people who have committed sexual offences and furthering the goal of 'No More Victims'" (Research in Practice)

⁷ Using £16.58 per hour as the UK median hourly wage for "Business and public service associates" (ONS, 2020)

Table 2: Aggregate responses from 154 volunteers representing 64 Circles

%age Volunteers (n=154)	category
100%	Volunteer felt able to cope with the emotional pressure of volunteering for Circles
99%	Volunteers thought the training adequately prepared them for their Circles
99%	Volunteers felt supported by Circles South West throughout their time volunteering
99%	Volunteers felt safe volunteering with Circles
99%	Volunteering expectations were met
96%	Volunteers recommend volunteering with Circles South West
92%	Volunteers found their experiences volunteering with Circles rewarding
88%	Volunteers believed their Circle had a positive relationship with the core member
86%	Volunteers thought their Circle Volunteers were well matched to the needs of the core member
83%	Volunteers intend to volunteer in another Circle in the future
75%	Volunteers reported learning valuable new skills through volunteering with Circles
66%	Volunteers said they had applied new skills gained outside of Circles
61%	Volunteers thought their core member was accountable to the Circle
49%	Volunteers thought the Circle had significantly reduced the core member's risk of reoffending

"As an organisation, Circles South West was described as "supportive", "friendly", "professionally run", "remarkably able", "efficient" and "well organised", with an important mission. It was felt to be making a difference. It is considered welcoming and inclusive with volunteers feeling appreciated and supportive" (Research in Practice)

What Volunteers said

Volunteer comments relating to the above responses include those below. The full evaluation reports can be found on our website here [Making a difference - Circles South West \(circles-southwest.org.uk\)](https://circles-southwest.org.uk)

99% Volunteers felt supported by Circles South West throughout their time volunteering

"Support from Circles South West and coordinators in particular was highly regarded, with coordinators considered available and understanding, holding regular reviews and checking in proactively, while also being reachable through phone, text and email. Some knew support was available but reported not needing to use it, others described receiving practical and emotional advice and support through their coordinators" (Research in Practice)

99% Volunteers thought the training adequately prepared them for their Circles

"By far the most insightful and useful training I have experience[d] throughout my professional career" (Volunteer)

"The training Circles provides for its volunteers is outstanding, provided by passionate coordinators who have a lot of experience in this field and who are very knowledgeable about the topic" (Volunteer)

99% volunteering expectations were met

"I've come to the conclusion that the model does work, enhanced by individual differences on both sides ... there's also an element of chemistry (magic?!) where the whole is greater than the sum of all the parts" (Volunteer)

"I do not personally feel that I have definitely made a significant difference to our Core Member. However, Circles SW as an organisation has exceeded my expectations" (Volunteer)

92% Volunteers found their experiences volunteering with Circles rewarding

"Volunteers were extremely positive about their experiences. Building relationships and positive changes in Core Members' attitudes and behaviours were referenced as being especially rewarding. Comments also cited improved situations in school, voluntary work or accommodation. Other comments referenced seeing a Core Member begin to open up and trust the Circle, gain a fresh perspective and make progress toward their goals. Understandably, volunteering experiences appeared directly linked with Circles' outcomes, with those reaching a "good" conclusion often described as rewarding" (Research in Practice)

"Volunteers overwhelmingly reported feeling safe in Circle" (Ibid)

"It is rewarding to see that he is no longer so dependent on the Circle and is building a life again, making new friends and maintaining employment" (Volunteer)

"It has been a very rewarding year. CM has definitely grown in confidence and all of our friendships have grown too. CM has started college, started dating, made friends, learned to use public transport, had a job and more! It has been really special to be able to achieve all of these goals he had" (Volunteer)

88% volunteers believed their Circle had a positive relationship with the core member

"[I]t was very gratifying to see the CM begin to trust us and open up, enjoy our company and recognise that he could form positive relationships with adults" (Volunteer)

"[H]e appreciated that we were there for him without judging him, and gave him the opportunity to have a continuing dialogue where he was seen as a human being rather than a sex offender" (Volunteer)

61% volunteers thought their core member was accountable to the Circle

"I believe we have helped the core member in other aspects of his life, for example, helping him engage in conversation rather than merely talking at people" (Volunteer)

"I believe the circle has offered CM the right amount of support and accountability, which he lacked prior to his offence" (Volunteer)

"[A] friendship had begun and the CM did not want to let [group] down" (Volunteer)

REVIEW OF FINANCIAL POSITION AND PERFORMANCE

The Charity's recognised income in 2020-21 amounted to £505,434 (previous year £392,342). This method of recognising income is in accordance with the SORP, the principles of recommended accounting practice and indicates an increase of income in the year of 29%.

Of the recognised income that related to grants, £135,550 (32%) consisted of public sector grants and £287,986 (68%) was derived from Trusts and Foundations. A further £46,691 unexpended funds were brought forward from the previous year. Expenditure amounted to £380,798 (previous year £389,160). At the year-end, £127,588 was carried forward to fund activities in future years, a significant proportion of which related to activities postponed due to 'Covid-slide'. The Charity held £65,694 in advance payments for work to be delivered in 2021-22 all of which was held in cash at the Charity's bank.

The impact of the pandemic on the Charity's operations has been significant. As previously stated, in order to safeguard the financial health of the organisation, we adopted a 'stop the clock' strategy meaning that, with funder agreement, we deferred some restricted income expenditure until such time these services could be delivered ('Covid-slide'). We suspended our fee-earning training and consultancy delivery, meaning the income generation anticipated was postponed by 12 months. We accessed the Coronavirus Job Retention Scheme to facilitate furloughing staff in support of this strategy and we successfully applied to The Julia and Hans Rausing Trust to cover some of our fixed core costs to ease the deficit we may otherwise have seen. These combined activities mean that we ended the year in relative financial health but with significant income carried forward in relation to deferred services requiring imminent delivery in the new financial year.

The Charity's current cash position is sufficient to meet commitments. In addition, the Charity has promises of some £309,726 covering work to be delivered in 2021-22 (which, together with sums carried forward and deferred income, represents 99% of the approved budget) and the Trustees therefore consider the current financial position to be sound.

The majority of our funding is short term (often 1 year) and we therefore continue to invest significant time and resources into income generation to ensure sustainability going forward. Our desire to achieve a diverse funding mix has more recently seen a broadening of our offer to test out on a small scale the delivery of

- training and consultancy for professionals to develop their skills and knowledge in working with people with harmful sexual behaviour and those who have sexually offended;
- group-work and 1:1 programmes for those arrested, cautioned and convicted of sexual offences;
- group-work and 1:1 programmes for 'non-offending partners' and family members of the same.

We acknowledge financial support from a number of grant-making bodies and other donors. We have received a number of individual and Quaker group donations. Some donors have asked to remain anonymous. We are very grateful to them all.

Reserves Policy

The Board have consistently reviewed the Reserves Policy over time, and particularly since 2017 when it was last defined in terms of the need to fund an immediate stop to all activities and subsequent closedown.

The last year of the Coronavirus pandemic has seen unprecedented pressure on the funding of charities, and CSW has not been immune to that. However we have been successful in attracting a level of funding in line with our original budget, although a number of our programmes have, with the agreement of our donors, and in response to the needs of our Core Members, had to be delayed with start dates some months later than originally planned. That success, and the management of the issues relating to the pandemic, has encouraged the Board to look again at the rationale for the Reserves policy with a view to determining a 'sufficient' level of required reserves so as to ensure that the funding stream devoted to our core operations is maximised.

The trustees recognise that they are under a duty to balance the needs of current and future Core Members. We need to have sufficient reserves to allow our charity to cover known liabilities and contingencies, absorb set-backs and take advantage of change and opportunity.

The Board has therefore considered the need to provide within reserves a) a level of working capital that protects the continuity of our core work, b) a level of funding for unexpected opportunities, and c) cover for risks such as unforeseen expenditure or unanticipated loss of income. To that end the trustees consider that a level of Unrestricted reserves of £37,000 would meet the 'sufficiency' objective. At the 2020-21 year-end the level of Unrestricted General reserves was £43,739.

It remains the Charity's policy not to start any Circle without committed funding for that Circle to continue running for at least a year, and in the opinion of the Trustees there has never been a time when existing commitments were at actual risk of default.

RISK MANAGEMENT

The Board of Trustees maintain a comprehensive risk register, focusing on key areas of risk for the Charity. All risk areas have named leads whose role is to have oversight, monitor for any changes, ensure necessary control measure are in place and that actions required are implemented. Risk areas are graded on the severity of their impact against their likelihood of occurrence using a standard matrix, with a sliding scale of concern using a "traffic light" system going from green to red. All risks areas are reviewed quarterly by the Board but those highlighted as of most concern are subject to more regular review as required and with extra monitoring deemed appropriate by the Board.

The continuing Covid pandemic has heavily influenced our risks assessment processes this year with new risks and differing drivers influencing established risk areas.

Risk areas are grouped under five strategic headings:

(i) Governance Risks

The skill set and representation of the Board is an issue that was identified as a potential gap. There are also a number of Trustees who have been loyally and enthusiastically serving CSW for a number of years and a need was seen to refresh, bring in new perspectives and consider succession planning. With the support of the Lloyds Bank Foundation Enhance Programme, 'Reach Volunteering' has undertaken a targeted campaign to recruit new CSW trustees from under-represented communities, including younger people as well as attracting people who can fill skills gaps including in HR and marketing experience as well as commercial/private sector experience. At the time of writing (June 21) the first round of applicants are in the selection process.

As a result of the pandemic, the additional risk of 'staff welfare' was included; uncertainty for the future, challenges to personal finances with the potential effects on overall physical and mental wellbeing were recognised as potential risks to our staff, so support was put in place to reassure and assist. Our staff's support and wellbeing is vital to CSW as part of our aim to be a progressive employer but also to ensure we are fit to resume full time operations as soon as circumstances allow. CSW has managed to retain all our staff and all will be fully operational again from June 2021.

(ii) Operational Risks

The pandemic raised a real risk of our operations coming to a complete halt and failing to deliver on projects and targets/outcomes agreed with funders. We therefore took the decision to risk assess and continue to deliver where safe to do so, following all Government advice and safeguards. Where volunteer training and Circles could be delivered remotely, we did so. At that time there was no research into the effectiveness of remote Circles but it was clearly better than the alternative, providing no service at all. However, we were keen to resume face-to-face operations as soon as Government advice allowed and risk assessments were undertaken to ensure the safety of staff, volunteers, core members and the general public. We therefore resumed face-to-face operations to a limited degree from July 2020, gradually increasing as the restrictions lift further. By taking this risk-based approach, CSW were one of few providers to continue with face-to-face Circles and close monitoring has not highlighted any issues as a result.

Safeguarding issues are a key risk area that is regularly reviewed to ensure safety to all those who work with, volunteer for or come into contact with CSW. CSW should be a safe place for everyone but constant vigilance is needed in the area to ensure this is always the case, so it is a high priority for the Board. It is clear in CSW that Safeguarding is everyone's responsibility and any concerns are reported and treated with the seriousness they deserve.

(iii) Financial Risks

Sustainable funding is an ongoing risk for the charity and is constantly monitored by the CEO and Board of Trustees. Most bids for funding are for fixed term only and often for specific purposes (restricted funds). This requires a constant round of bidding for new funds, none of which is guaranteed to be successful. We also need to ensure we have sufficient unrestricted funding to maintain general operations. The pandemic has made the issue even more critical and it was important to keep our funders up to date and be honest about delayed delivery. Our funders were sympathetic to our approach and no funding was withdrawn for late or failed delivery. We were fortunate to receive a generous donation from the Julia and Hans Rausing Charity Survival Fund that made a huge difference to the out-turn this year. Bidding for new funds continued while innovative funding was explored to bolster our operations. The risks of moving into new areas were thoroughly examined by the Board, balancing the dangers of being seen to be going “off mission” versus the need to ensure we have general funds to continue with core business. This is something that is under constant review to ensure we always deliver in line with the overall objectives of the charity.

We constantly monitor our reserves and, despite a very challenging year, have managed to maintain them at a level considered by the trustees to be more than sufficient. It is important to maintain the right level of reserves to ensure the financial health and security of the organisation but also that the maximum amount of funding goes into our frontline services. This is frequently reviewed at a Board level.

(iv) External Risks

This is an area where loss of our reputation and credibility as an organisation has the potential to seriously impact our ability to operate and deliver. It is vitally important that CSW maintains high standards of integrity and our objectives are clearly expounded to the community. Feedback from funders, partners agencies and the community is vital. Proactive work on communications with the press and our response to media enquiries are also key.

(v) Compliance Risk

In order for CSW to continue to work effectively and be a trusted partner we need to ensure we comply with all necessary laws, regulations and standards to operate as a charitable organisation. Our desire is always to exceed standards where it is practical to do so. This year’s pandemic regulations and guidance has provided further challenges to ensure we operate safely within an unpredictable environment with thorough risk assessment and management processes being a key part of our strategic leadership model.

FUTURE PLANS

The outlook for the next 12 months is good. The greatest operational risks to the organisation for the foreseeable are:

- (i) being unable to deliver deferred services due to lack of operational capacity
- (ii) another Lockdown

In response to (i) above, we have, with effect from July 2021, recruited a new part-time Circles Coordinator that will help to ensure that we can deliver the deferred work within the timeframe agreed with the funders.

In response to (ii) above, we have learned a huge amount in the last year; assuming that Public Health England guidance on formal support groups and volunteering remained the same, we now have in place the policies, procedures, systems, processes and experience to continue to safely deliver services in the Lockdown situation and under varying restrictions. Although valuable, we have learned that 'Remote Circles' (e.g. online via Zoom) are not ideal and we would therefore work within Public Health guidance to provide Covid-secure face-to-face services where permitted and safe to do so, with the voluntary consent of all involved.

Whilst the outlook for the coming year is positive, looking forward into 2022-23 we anticipate some challenges with income generation for a number of reasons. For example:

- we anticipate that the impact of the pandemic will negatively impact the availability of funding going forward; we know that many grant makers were generous in making Covid emergency funds available but, for most, this was sourced from a finite pot. For example, we have been notified by one significant funder that potential continuation funding of £100k will now be restricted to c£30k.
- due to the pandemic the Police & Crime Commissioner (PCC) elections were postponed from May 2020 to May 2021. As a result the general trend was continuation funding for all currently grant funded local services. However, there are 4 new PCCs in the South West and we anticipate that there may be changes in all 5 south west PCC funding priorities in 2022-23. Whether they will continue to support CSW's core work is yet to be seen.

We are passionate in our desire to impact positively on the lives of people who have sexually offended as they move along their desistance journey and thereby to make an important contribution to the prevention of sexual abuse in south west communities. The Charity continues to develop and be sustained, in the short term at least. However, we produce this report at a time of national instability resulting from the Covid-19 pandemic. Inevitably, not all charities working in criminal justice will survive and we must remain alert and responsive to the uncertainty, instability and fragility that will inevitably impact on volunteering, income generation and partnership work as well as the health and well-being of

volunteers, service users and staff. Significant challenges lie ahead that will necessitate creative adaptation if we are to sustain a healthy organisation and achieve our mission. Our CEO continues to benefit from the Lloyds Bank Foundation 'Recovery and Resilience' Leadership Programme (delivered by the School for Social Entrepreneurs). We are grateful to Lloyds Bank Foundation for its generous sponsorship.

It is very possible that our 'new normal' will mean many more months of swinging between socially distanced activity and lockdown; we have risen to the challenge of creatively re-modelling our core work so that we can continue to deliver quality services within the confines of the restrictions, whatever they may be.

CSW Operations 2021-22

The diagram below shows CSW's planned operations for 2021-22. Some services are fully funded, some require match-funding to release secured funds, and others are 'spot purchased', becoming available as new funds are sourced.

Our fee-earning training and consultancy arm is our newest initiative. Our ambition is to transfer our expertise to become a trusted provider of training and consultancy in our specialist field, reinvesting income generated into our core services. We have tested this out on a small scale providing training and consultancy for professionals and group-work programmes for partners and families of people who have sexually offended, enabling them to become 'protectors'. External training delivery has been suspended for the last year due to the pandemic. However, over the second half of the year we have been designing delivery packages and are excited to have 5 face-to-face training delivery days scheduled in July and August 2021.

Sustainability of the Charity is dependent on demonstrating that what we do works. We have commissioned Research in Practice to undertake a Phase 2 independent evaluation of Circles, extending their original evaluation to capture a significant additional number of completed datasets, from which to draw statistically significant conclusions pertaining to the adapted Circles projects. This evaluation contributes to the growing UK evidence base on the effectiveness of CoSA as well as informing programme development and replication.

In addition, Research in Practice is separately evaluating Inform Plus (pilot project in Devon and Cornwall, commissioned by Devon and Cornwall OPCC), funded by Nota (National Organisation for the Treatment of Abusers) Research Committee (Note: our Devon and Cornwall Inform Plus is solely for men *convicted* of sexual offences who are *police-only* managed).



Income Generation and Added Value

In 2020-21 we secured £135,550 from local public sector sources and £369,884 from voluntary sources, including grants from independent funders and donations. This means that for every £1 of public funding, we levered in £2.73 from other sources, almost tripling the public sector investment. This trend is set to continue in the coming year.

We are proud of our achievements in relation to income generation but this remains a constant challenge: more time is dedicated to fundraising and, despite our best attempts, full cost recovery is rare. Most funders want to fund innovation rather than core costs or 'more of the same' and we have diversified our offer to maximise this potential. However, our experience is that there is less availability of funding for our 'core work' and increasing competition for scarce resources. We anticipate that this will be compounded as a result of the pandemic.

The majority of our referrals for Circles are from Probation and, despite ongoing discussions, we currently receive no financial contribution from Probation across the region. We are pleased to have qualified on the Probation Services Dynamic Framework and hope that this will mean formal arrangements with Probation resulting in commissioned work following the Unification of the Probation

Service in June 2021. We understand that local criminal justice partners will play a more direct role in commissioning services and we will work hard to build effective relationships with the South West Reducing Re-offending Board.

We have secured funding for 2021-22 from all five South West OPCCs (although in Gloucestershire and Avon & Somerset these are small contributions to the Circles Reboot⁸ pilot programme) but the potential for funding beyond March 2022 is as yet unknown and will be impacted by the new priorities of the PCCs.

Managing Growth and Sustainability

We do not underestimate the challenge of sustaining our work in the current climate. We are committed to ensuring that our staff and volunteers are provided with an infrastructure fit for purpose and the support they need to ensure they deliver the best service possible. With this in mind and following consultation we have included a 'staff well-being' allocation in next year's budget.

As we move into the new financial year, frequent review and adjustment of our sustainability strategy is absolutely key in order to ensure that services can be maintained and the Charity is in as stable position as possible in what is currently a very uncertain environment.

⁸ Circles ReBoot is new for 2021-22, a national pilot programme led by Circles UK that will be independently evaluated. This 12 session Circle delivered over 6 months is specifically designed for adults who have been convicted of internet offences involving indecent images of children and are assessed as low-to-medium risk of harm. Circles South West has been commissioned to deliver 6 Reboot Circles in 2021.

ACKNOWLEDGEMENT AND THANKS

Our 2020-21 achievements have been reliant on our partnerships with, and support from, a growing number of trusts and foundations, statutory and voluntary organisations and understanding individuals. Alongside enormous thanks to our volunteers for their time and expertise, we wish to thank sincerely the following donors:

- Devon & Cornwall Police & Crime Commissioner
- Dorset Police & Crime Commissioner
- Friends Therapeutic Community Trust (Glebe House)
- Garfield Weston Foundation
- Gloucestershire Police & Crime Commissioner
- Henry Smith Charity
- Lloyds Bank Foundation (including Covid Emergency Fund)
- Nota Research Committee
- Paul Hamlyn Foundation
- Sir James Reckitt Charity
- South Gloucestershire Council
- The AB Charitable Trust
- The Bromley Trust
- The Julia and Hans Rausing Trust
- The National Lottery Community Fund
- The Rayne Foundation
- The Triangle Trust
- Wiltshire & Swindon Police & Crime Commissioner

(This list does not include new donors for 2021-22)

Besides the above support, we have appreciated donations from individual volunteers, members of the public and Quaker groups who share our vision. We are also grateful for in-kind support received from many community groups who have promoted and supported our work in various ways.

TRUSTEES' RESPONSIBILITIES

The Trustees (who are also the Directors of Circles South West Limited for the purposes of company law) are responsible for preparing the report of the Trustees and the financial statements in accordance with applicable law and Financial Reporting Standards applicable in the UK and Republic of Ireland (FRS102).

Company law requires the Trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the net income or expenditure, of the charitable company for that period. 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;
- observe the methods and principles in the Charities SORP;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The Trustees are responsible for keeping proper accounting records, which are such as to disclose, with reasonable accuracy, the Charity's financial position at any time, and to enable the Trustees to ensure that the accounts comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the Charity's constitution. They are also responsible for safeguarding the Charity's assets, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Trustees' report has been prepared in accordance with the special provisions relating to small companies within Part 15 of the Companies Act 2006.

Approved by the Board of Trustees on and signed on its behalf by:

.....
Tim Price (Chair)

**CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES
FOR THE PERIOD ENDED 31 MARCH 2021**

I report to the charity Trustees on my examination of the accounts of Circles South West (the Company) for the year ended 31 March 2021 which are set out on pages to .

Responsibilities and basis of report

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

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

Independent examiner's statement

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

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

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

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

This report is made solely to the Company's Trustees, as a body, in accordance with Part 4 of the Charities (Accounts and Reports) Regulations 2008. My work has been undertaken so that I might state to the Company's Trustees those matters I am required to state to them in an Independent examiner'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 Trustees as a body, for my work or for this report.

J Fletcher FCA
Chartered Accountants
Crown Chambers
Bridge Street
Salisbury
SP1 2LZ

Date:

CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
STATEMENT OF FINANCIAL ACTIVITIES
INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT
FOR THE YEAR ENDING 31 MARCH 2021
COMPANY REGISTRATION NO. (ENGLAND AND WALES) 07369778

		2021			2020
		Unrestricted funds	Restricted funds	Total	Total
		£	£	£	£
INCOME FROM					
	Notes				
Donations and Legacies					
Grants					
Private Sector	2a	112,657	175,329	287,986	250,118
Public Sector	2a	12,230	123,320	135,550	131,958
Donations	2b	326	-	326	2,618
Investments					
Bank and deposit interest	2c	108	-	108	64
Other incoming resources	2d	21,275	60,189	81,464	7,584
TOTAL		146,596	358,838	505,434	392,342
EXPENDITURE ON					
Charitable activities	3	148,843	231,955	380,798	389,160
TOTAL		148,843	231,955	380,798	389,160
NET INCOME/(EXPENDITURE) BEFORE OTHER RECOGNISED GAINS AND LOSSES		(2,247)	126,883	124,636	3,182
Transfer between funds	8	47	(47)	-	-
NET MOVEMENT IN FUNDS		(2,200)	126,836	124,636	3,182
RECONCILIATION OF FUNDS:					
Total funds brought forward		45,939	752	46,691	43,509
Total funds carried forward		43,739	127,588	171,327	46,691

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

CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
BALANCE SHEET
AS AT 31 MARCH 2021
COMPANY REGISTRATION NO. (ENGLAND AND WALES) 07369778

	Notes	2021	2020
CURRENT ASSETS			
Debtors	4	240	18,863
Cash at bank and in hand		258,552	140,620
		<u>258,792</u>	<u>159,483</u>
LIABILITIES			
Creditors falling due within one year	5	(87,465)	(112,792)
Net current assets		171,327	46,691
Total net assets		<u>171,327</u>	<u>46,691</u>
THE FUNDS OF THE CHARITY			
Unrestricted Funds	7	43,739	45,939
Restricted Funds	8	127,588	752
TOTAL CHARITY FUNDS		<u>171,327</u>	<u>46,691</u>

The Trustees consider that the company is entitled to exemption from the requirement to have an audit under the provisions of section 477 of the Companies Act 2006 ("the Act") and members have not required the company to obtain an audit for the year in question in accordance with section 476 of the Act.

The Trustees acknowledge their responsibilities for complying with the requirement of the Companies Act 2006 with respect to accounting records and the preparation of financial statements.

The financial statements have been prepared in accordance with the provisions available to companies subject to the small companies regime.

The financial statements were approved and authorised by the Trustees below.

Approved by the board of trustees on _____ and signed on its behalf by:

Tim Price (Chair)

**CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
CASH FLOW STATEMENT
FOR THE YEAR ENDING 31 MARCH 2021
COMPANY REGISTRATION NO. (ENGLAND AND WALES) 07369778**

	2021	2020
	£	£
<i>Cashflows from Operating Activities</i>		
Net Cash provided by Operating Activities	117,932	69,395
Cash and cash equivalents at the beginning of the period	140,620	71,225
Cash and cash equivalents at the end of the period	258,552	140,620
Net Change in cash and cash equivalents in the period	117,932	69,395

Notes to Cashflow Statement

Reconciliation of net income to net cash flows from operating activities

	2021	2020
	£	£
Net income for the reporting period	124,636	3,182
Adjustments for:		
Depreciation	-	-
(increase)/decrease in debtors	18,623	(11,090)
Increase/(decrease) in creditors	(25,327)	77,303
Net cash provided by operating activities	117,932	69,395

Analysis of cash and cash equivalents

	2021	2020
	£	£
Cash in hand and at bank	258,552	140,620
Total cash and cash equivalents	258,552	140,620

**CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021**

Note

1 ACCOUNTING POLICIES

a. Basis of preparing the financial statements

Circles South West meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

These accounts (financial statements) have been prepared using the historical cost convention except any items disclosed in the accounting policies as being shown at fair value and are presented in sterling, which is the functional currency of the entity. Balances within the accounts have been rounded to the nearest £1. The accounts are prepared under the historical cost convention, in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the United Kingdom and the Republic of Ireland (FRS 102) and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102) and the Companies Act 2006.

b. Preparation of the accounts on a going concern basis

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

c. Company status

The charitable company is a company limited by guarantee incorporated in England and Wales. The members of the charity are the Trustees named on page 2. The registered office is 7 Madeira Road, Bournemouth BH1 1QL.

In the event of the company being wound up, the liability in respect of the guarantee is limited to £10 per member of the company.

d. Fund accounting

Funds held by the charity fall into the following categories:

(i) Unrestricted general funds:

These are funds which can be used, at the discretion of the Trustees, in accordance with the charitable objectives of the charity and which have not been designated for other purposes.

(ii) Unrestricted designated funds:

These are funds which have been designated for particular future projects

(iii) Restricted funds:

These are funds that can only be used by the charity for particular purposes. Restrictions arise either when they are specified by the donor or when funds are raised for a specific purpose.

**CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021**

e. Income

Income is recognised when the charity has entitlement to it, it is certain that the income will be received, and its monetary value can be measured with sufficient reliability.

Grants and donations for specific purposes are accounted for as receivable and are treated as forming restricted funds

f. Expenditure

Expenditure is recognised on an accruals basis as a liability is incurred. Contractual arrangements and performance related grants are recognised as services are supplied. Costs of generating funds are those costs incurred in attracting voluntary income. Charitable activities comprise those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

g. Charitable activities

Charitable expenditure includes all expenditure directly related to the objects of the charity and governance and other support costs

h. Governance costs

These costs represent the costs incurred by the charity in respect of management and administrative expenditure and compliance with statutory and legal requirements

i. Tangible fixed assets

Tangible fixed assets costing over £1,000 are capitalised. Assets costing less than this are written off on purchase. Depreciation is provided at rates calculated to write off the cost of each asset over its expected useful life.

j. Debtors

Debtors are measured at the amounts the charity anticipates it will receive from a debt or the amount it has paid in advance for goods or services.

k. Cash at bank and in hand

Cash at bank and in hand includes cash and cash on deposit.

l. Liabilities

Liabilities are measured at the amounts the charity anticipates it will pay to settle a debt or the amount it has received as an advance payment for goods or services it must provide.

m. Financial Instruments

The charity only has financial assets and liabilities of a kind that qualify as financial instruments. They are initially recognised at transaction value and subsequently measured at their settlement value.

n. VAT

Income and expenditure is stated gross of VAT as it is not recoverable. CSW is not registered for VAT.

CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021

Note

2 INCOME - by fund

	2021			2020		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£			£
a. Grants						
Private sector	112,657	175,329	287,986	91,017	159,101	250,118
Public sector	12,230	123,320	135,550	10,664	121,294	131,958
	124,887	298,649	423,536	101,681	280,395	382,076
b. Donations	326	-	326	1,618	1,000	2,618
c. Bank/Deposit Interest	108	-	108	64	-	64
d. Other income	21,275	60,189	81,464	-	7,584	7,584

Other income includes £62,564 received from Covid-19 Business Continuity measures (2020 £Nil)

3 EXPENDITURE ON CHARITABLE ACTIVITIES

	2021			2020		
	Unrestricted funds	Restricted funds	Total	Unrestricted funds	Restricted funds	Total
	£	£	£			£
Rehabilitation of offenders						
Direct costs	-	220,588	220,588	93,897	261,894	355,791
Governance costs	-	11,367	11,367	3,736	10,055	13,791
External training and overheads						
Direct costs	144,780	-	144,780		17,700	17,700
Governance costs	4,063	-	4,063		1,878	1,878
	148,843	231,955	380,798	97,633	291,527	389,160

Governance costs	2021	2020
	£	£
Finance management and bookkeeping costs	14,030	13,226
Accountancy charges	500	840
Independent examination fee	900	1,050
Trustees expenses	-	553
	15,430	15,669

CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021

Note

4 DEBTORS

	2021	2020
	£	£
Accrued income	-	3,000
Debtors	240	15,863
	240	18,863

5 CREDITORS

	2021	2020
	£	£
Trade creditors	5,805	5,001
Other creditors	11,066	7,272
Accruals	4,900	1,890
Deferred income	65,694	98,629
	87,465	112,792

Deferred Income

	2021	2020
	£	£
Balance at 1 April 2020	98,629	11,250
Amounts released to income	(87,629)	(11,250)
Amounts deferred in the year	54,694	98,629
	65,694	98,629

Deferred income comprises funding received during the year to be recognised as incoming resources in 2021/22. £30,000 (2020 £13,660) related to unrestricted funds and £35,694 (2020 £84,969) to restricted funds

6 ANALYSIS OF STAFF COSTS

	2021	2020
	£	£
Salaries and wages	273,008	246,823
Social security costs	22,025	21,915
Pension costs	10,575	9,734
Total	305,608	278,472

There were no employees with emoluments over £60,000.

The average monthly headcount was 10 (2020 8.25).

During the year, no Trustee received remuneration or benefits in kind (2020 £Nil).

During the year no Trustees were reimbursed for travel and office expenses (2020 £553).

The CEO, Ms Jo Burden, is considered to be the key management person of the charity. The total paid to the CEO during the year (excluding pension payments) was £50,827 (2020 £50,275, including recognition of underpayments in previous years).

All staff costs are divided among the operational funds according to staff time expended.

CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021

Notes

7 UNRESTRICTED FUNDS
2021

	Balance at 1 April 2020	Movement in funds Income	Expenditure	Transfers between funds	Balance at 31 March 2021
General Fund	40,209	146,596	(148,843)	5,777	43,739
Designated fund	5,730	-	-	(5,730)	-
	45,939	146,596	(148,843)	47	43,739

2020

	Balance at 1 April 2019	Movement in funds Income	Expenditure	Transfers between funds	Balance at 31 March 2020
General Fund	40,209	103,363	(97,633)	(5,730)	40,209
Designated fund	-	-	-	5,730	5,730
	40,209	103,363	(97,633)	-	45,939

8 RESTRICTED FUNDS
2021

	Balance at 1 April 2020	Movement in funds Income	Expenditure	Transfers between funds	Balance at 31 March 2021
Rehabilitation of Offenders:					
Young People's Services	93	73,351	(47,763)	-	25,681
Adapted Circles	124	29,431	(14,654)	-	14,901
Prison Project	88	63,528	(51,881)	-	11,735
Inform/Inform Plus	98	37,453	(34,749)	-	2,802
Gloucestershire Cyber Circles	111	13,172	(13,283)	-	-
Devon & Cornwall Circles	74	57,663	(27,403)	-	30,334
Dorset Circles	49	51,352	(38,105)	-	13,296
Wiltshire Circles	68	17,888	(3,844)	-	14,112
Befriending Services	-	15,000	(273)	-	14,727
External Training & Consultancy	47	-	-	(47)	-
	752	358,838	(231,955)	(47)	127,588

2020

	Balance at 1 April 2019	Movement in funds Income	Expenditure	Transfers between funds	Balance at 31 March 2020
Rehabilitation of Offenders:					
Young People's Services	18	55,785	(55,710)	-	93
Adapted Circles	13	22,533	(22,422)	-	124
Prison Project	479	54,218	(54,609)	-	88
Inform/Inform Plus	-	14,970	(14,872)	-	98
Gloucestershire Cyber Circles	4	18,271	(18,163)	-	111
Devon & Cornwall Circles	147	51,506	(51,579)	-	74
Dorset Circles	144	35,532	(35,627)	-	49
Wiltshire Circles	1,019	18,016	(18,967)	-	67
External Training & Consultancy	1,477	18,148	(19,578)	-	47
	3,300	288,979	(291,527)	-	752

The Restricted fund 'External training and consultancy' was redesignated as Unrestricted at 1 Apr 2020
All Unrestricted sums were consolidated into Reserves at year-end.

**CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021**

9 SUMMARY OF FUNDS

	Balance at 1 April 2020	Movement in funds Income	Expenditure	Transfers between funds	Balance at 31 March 2021
General Fund	40,209	146,596	(148,843)	5,777	43,739
Designated Fund	5,730	-	-	(5,730)	-
Restricted fund	752	358,838	(231,955)	(47)	127,588
	46,691	505,434	(380,798)	-	171,327
	<i>Balance at 1 April 2019</i>	<i>Movement in funds Income</i>	<i>Expenditure</i>	<i>Transfers between funds</i>	<i>Balance at 31 March 2020</i>
General Fund	40,209	103,363	(97,633)	(5,730)	40,209
Designated Fund	-	-	-	5,730	5,730
Restricted fund	3,300	288,979	(291,527)	-	752
	43,509	392,342	(389,160)	-	46,691

Restricted fund purposes:

The community-based Circles of Support and Accountability in Dorset, Wiltshire Devon & Cornwall are for adults who have been convicted of serious sexual offences and are considered to be at a high risk of re-offending/causing serious harm. The Gloucestershire 'Cyber Circles' Project is similar but has a specific focus on internet offenders (cyber-sexual crimes).

The non-geographic projects provide Circles of Support and Accountability for younger people (Young People's Service); for adults with intellectual difficulties (Adapted Circles); and for adults convicted of sexual offences started in prison prior to their release and then on into the community (Prison Project).

The Inform Plus/Inform projects deliver group and individual support programmes for individuals who have harmed sexually online and for the adult partners/family/friends impacted.

Her Majesty's Prison & Probation Service 'Telephone Befriending Service' is provided in partnership with the national charity Volunteering Matters and is part of the VSCE Emergency Partnership. It provides a telephone support service for People on Probation assessed as particularly vulnerable in the Covid Pandemic.

Funds received in the year specifically for 2021-22 are included in deferred income (Note 5)

CIRCLES SOUTH WEST
(A COMPANY LIMITED BY GUARANTEE)
NOTES TO THE ACCOUNTS
FOR THE YEAR ENDING 31 MARCH 2021

10 ANALYSIS OF NET ASSETS BETWEEN FUNDS

2021	Unrestricted funds	Restricted funds	Total 2021
Debtors	240	-	240
Cash at bank and in hand	49,739	208,813	258,552
Current liabilities	(6,240)	(81,225)	(87,465)
	43,739	127,588	171,327
2020	Unrestricted funds	Restricted funds	Total 2020
Debtors	3,000	15,863	18,863
Cash at bank and in hand	65,976	74,644	140,620
Current liabilities	(23,037)	(89,755)	(112,792)
<i>Total</i>	45,939	752	46,691

11 RECOGNITION OF INCOME

Income is recognised when the charity is entitled to it and not when it incurs the related expense. Unspent income for specific expenditure is carried forward as restricted funds. If the income were to be recognised so that it was matched to the expenditure within the accounts, the income for the year would have been as follows:

	2021	2020
	£	£
Pro forma income	290,969	383,640

12 RELATED PARTY TRANSACTIONS

There were no related party transactions during the year

13 COVID-19 PANDEMIC

The emergency measures imposed by the Government to control the COVID-19 pandemic restricted the ability of Circles South West to operate normally through 2020-21. While the situation is beginning to return to a degree of normality, that restriction on normal operations is still being felt. The Trustees continue to work to minimise the impact of the exceptional challenges caused by the pandemic and the measures taken by the Government to control it and the effects of the pandemic do not result in any adjustment being needed to the value of assets and liabilities at the balance sheet date.

The Trustees of Circles South West remain confident that they will be able to overcome the continuing operational difficulties and as a consequence these accounts have been prepared on a going concern basis.