

Report of the Trustees and Financial Statements
for the year ended 31 March 2021



Circles South East

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Circles South East
Report of the Trustees
for the Year Ended 31 March 2021

The trustees, who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2021. The financial statements have been prepared in accordance with the accounting policies set out in Note 1 to the financial statements and comply with the Charity's governing document, the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)".

Reference and Administrative Details

Company number	06490001
Charity number	1123361
Registered office	129 Broadway Didcot Oxfordshire OX11 8XD
Trustees	J L Williams (Chair) L Fransham N Holford E Jones R Seaborne M Goldup
Chief Executive	R Saunders
Bankers	HSBC Bank plc 1 Corn Market High Wycombe Bucks HP11 2AY
Independent examiner	Azets Audit Services The Mill House Boundary Road Loudwater High Wycombe Bucks. HP10 9QN

Foreword by the Chair of Board of Trustees

It is again my privilege for the ninth time as Chair of the Board of Trustees to present the annual report for Circles South East. The report summarises the work of the Charity up to 31st March 2021.

The year covered by this report has been probably the most difficult and complex year for the Charity. Like the rest of the country the Charity has been affected by the pandemic. Our primary aim is “the prevention of sexual abuse and reduction in the number of new victims created”. This is achieved by well trained and motivated volunteers working under the supervision of our staff. Up to March 2021 virtually all our work/interventions and training was delivered face to face. Under the guidance of our Chief Executive and Senior Management Team (SMT) the Charity has had to adapt and develop our service to meet the requirements of the restrictions imposed as a result of the pandemic. I am extremely proud to be able to say that the Charity has continued to support all our service users and at no point have we had to close or reduce our service. The report goes into more detail about how we achieved this. In addition, we continued to train volunteers, again details are in the body of the report.

It is also important to note that we have received considerable support from a number of our funding bodies. This has helped us to make the changes to our service model and has allowed us to provide additional support to our staff during this extremely stressful time.

The second national/international issue which has had an impact on our Charity this year was the murder of George Floyd and the Black Lives Matter Movement. Our staff rightly wanted to ensure that the Charity was aware of the issues raised by the Black Lives Matter Movement. This led the Board to have a lengthy discussion resulting in a commitment that we would continue to work on diversity and inclusiveness across every aspect of the Charity and that we would challenge our selves to reduce any unintended discrimination. We have also set up an “Equality, Diversity and Inclusion Working Group” chaired by one of our trustees.

The third significant issue I would like to highlight is the way we are ensuring users have a stronger voice in the running of the charity. To this end we have set up a “Service User Engagement Group” which has user, staff, volunteer and trustee membership. Again this is described in more detail in the body of the report. In the past the Annual Report has contained important statements from volunteers, I am pleased to say that this year the Users’ voice is also heard.

Finally I would on behalf of the Board want to stress how very important our partners are to us. This includes financial support from statutory bodies, charitable trusts and foundations and the Big Lottery.

This year I want to give a special thanks to all our staff and volunteers who have worked so hard to overcome the constraints imposed as result of the pandemic. Finally, the Board is enormously grateful to our Chief Executive for that way in which she has successfully guided the charity through a year like no other.

John Williams

Chair Board of Trustees Circles South East

Structure, Governance and Management

Constitution

Circles South East is a charitable company limited by guarantee with company number 06490001 and incorporated on the 31st January 2008. Circles South East was registered with the Charity Commission, registration number 1123361 on 28th March 2008. Prior to this, Circles South East was a project of the Religious Society of Friends and known as HTV Circles. On 1st April 2008, the ownership and operation of HTV Circles was transferred to the charity.

The company was established under a Memorandum of Articles which established the objects and powers of the charitable company and is governed under its Articles of Association.

Board of Trustees

The directors of the company are also charity trustees and for the purpose of charity law and under the company's articles are known as members of the Management Committee.

The Board of Trustees advertises vacancies as they arise although it is always seeking to attract new skills and strengths to assist the governance of the Charity. A selection sub group will process applications and present potential candidates to the Board for consideration and nomination for election. The Board seeks to ensure that the needs of the Charity are appropriately reflected in the diversity and experience of the Trustees.

Trustees are elected to the Board for a period of 2 years and may be recommended for re-election. One third of the Trustees are obliged to retire by rotation at each annual general meeting and may offer themselves for re-election. The Trustees to retire by rotation shall be those who have been longest in office since their last appointment.

Induction and Training

All newly appointed Trustees receive a detailed induction and information pack to familiarise themselves with the charity and their role as a Trustee. The Board has regular Away Days to discuss future plans and objectives and discuss their role as a Trustee. Trustees are able to visit the team and liaise with the Chief Executive of the Charity to assist their role. Training is arranged as the Board identifies specific requirements. Trustees must adhere to the Code of Conduct and be eligible for appointment as specified in the Articles of Association.

Risk Management

A Risk Register on the governance and operational activity of the charity is reviewed quarterly by the board. This ensures that the Charity has taken all reasonable precautions to reduce risk with systems in place to minimise risk and manage issues appropriately. Risk assessments are undertaken appropriately by staff on all aspects of operational activity.

Organisational Structure

Circles South East has a Management Committee of up to 15 trustees/directors who meet quarterly and are responsible for the governance and the strategic direction of the charity. The trustees are drawn from a variety of professional backgrounds relevant to the work of the charity. There are 6 subgroups underpinning the work of the charity:

- Finance & General Purpose (including a Fundraising subsection)
- Communications
- Policies, Procedures and Human Resources
- Equality, Diversity & Inclusion
- Innovation & Development
- Volunteer and Staff Development & Wellbeing

A scheme of delegation is in place and day to day responsibility for the management of services, strategic development and income generation is with the Chief Executive supported by the Senior Management Team which includes a Finance & Administration Manager.



Community – recognises the struggle to reintegrate those that cause serious sexual harm, and enables an informed and empowered response to this.

Humanity and Care – promotes respect for the core needs of all people, healing the harm created when these rights are undermined and abused.

Inclusiveness – recognises all affected parties as offering skills and having an equal role in addressing harm and creating solutions.

Honesty – respects our right to understand and respond accountably; it enables people to be part of the solution, making it sustainable and safe.

Partnerships – Communities, survivors, offenders, agencies and professionals all bring a range of expertise; when we collaborate and consult with them as true partners, we are greater than the sum of our parts.

Accountability – ensures ownership and achievement of goals, which empowers sustainable behaviours and is crucial for survivors, core members (CM), volunteers, colleagues and partners of Circles South East alike.

Safety – upholds and promotes the basic right to physical and emotional wellbeing for communities, individuals and colleagues.

Our Purpose

Our charity's purposes are contained in the company's memorandum of association:

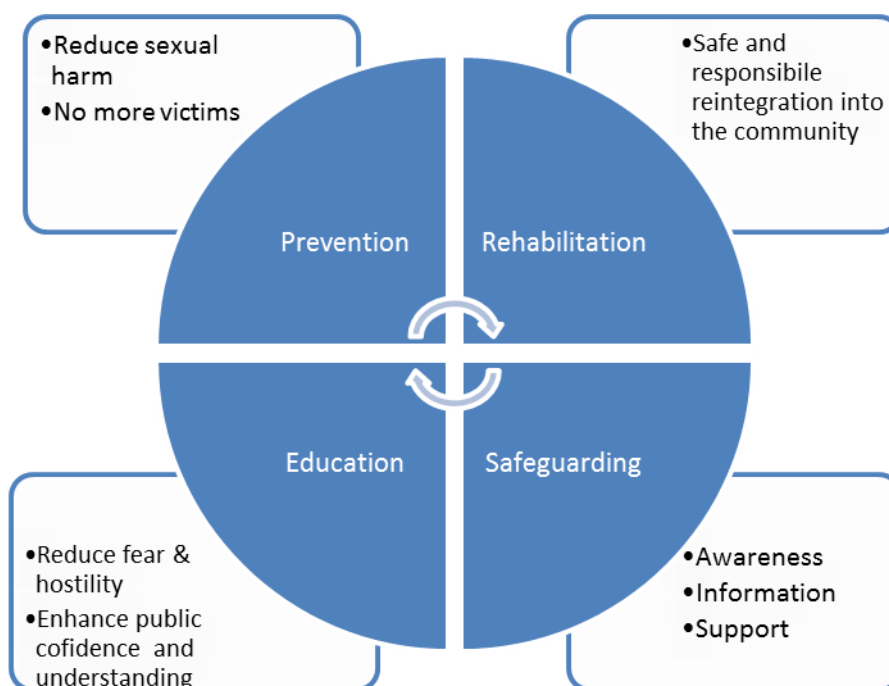
To relieve the need and promote the rehabilitation, treatment, education and care of persons who have committed or are likely to commit offences, particularly sexual offences, against others and the families of such persons and others affected by such offences.

Our Aims

The Board of Trustees has determined the primary aim as: the prevention of sexual abuse and reduction in the number of new victims created. This is achieved through:

- A range of interventions to support both survivors and perpetrators in their recovery, rehabilitation and reintegration, recognising that each person has a unique set of personal circumstances and therefore will need a tailored response in order to progress.
- Reducing stigma and isolation and increasing victims, partners and families wellbeing through helping them cope, recover and make informed life choices
- Risk management provision undertaking assessment of those who have offended and those who may have responsibility for safeguarding.
- Awareness; education and an appetite and ability to talk about abuse, identifying appropriate and inappropriate behaviours, highlighting risk, treating all people with fairness and respect.
- Identifying motivated and committed members of the public to monitor and support persons who have committed or who are likely to commit sexual offences (the core member) .

We aim to reduce the risk of further sexual abuse in the community and to support the wellbeing of those communities through prevention, rehabilitation, education and safeguarding;



1 Prevention: Circles South East Volunteers supported by professional staff (the Coordinator) offer a trusting and honest dialogue with core members offering support and guidance leading to a reduction in re-offending and creating safer communities.

2 Rehabilitation: Circles South East Volunteers supported by Coordinators provide support structures to reduce the emotional loneliness and social exclusion experienced by released offenders (core members) assisting in reintegration and helping achieve active, responsible and productive lives.

3 Education: Circles South East Volunteers assist in strengthening and empowering communities to work together in improving the understanding and reducing the fear and hostility felt by the public.

4 Safeguarding: Circles South East Volunteers and supervisory staff undertake programmes of collaboration with families of core members addressing future needs and teaching techniques of awareness to recognise symptoms of abuse and an understanding of the motivations and techniques that can be employed by potential abusers. Help for partners to develop their own support networks reducing social isolation with additional support provided by a volunteer mentor where necessary.

Ensuring our work delivers our aims

In addition to a review by Trustees of our aims, objectives and activities each year we are subject to audit every 24 months by Circles UK. Circles UK is the national umbrella body responsible for ensuring providers of circles comply with national standards on behalf of the Ministry of Justice. The review process examines the success of each key activity and the benefits they have brought to the core members and ensures our work delivers our aims, objectives and activities and remains focused on our stated purpose.

Consideration is given to all planned activities to ensure that they contribute to the aim and objectives we have set. The ongoing review process is facilitated through:

- the regular review of charity policies by the policy and compliance sub group of the Board.
- an ongoing review of formal Governance arrangements and charity documentation by the Board.
- an annual Data Protection Audit and health check to make sure that all aspects of the Charity's work, systems and structure fully complied with current recommendations.
- an annual review of and necessary amendments to volunteer recruitment, training and retention strategy is undertaken.
- regular review of the Board's effectiveness and decision making process.
- monitoring the achievement of outcomes through the quarterly Chief Executive and Senior Management reports to the Board of Trustees.
- evaluating the effectiveness of services (current and new) through the ongoing review of measurement tools and studies undertaken.

The focus of our work

Circles South East services commenced in 2002 to specifically deliver what is now a successful reducing reoffending programme (Circles of Support and Accountability or Circles), using large numbers of committed and trained volunteers to support persons who have committed sexual offences to safely reintegrate back into the community. Out of this experience, its success, and identifying the need for creating more and different approaches to reducing sexual harm, from the perspective of victims and partners as well as the offender, Circles South East has developed a number of new services. These include:

- Adaptation of Circles to groups of people with specific needs – i.e. for people with Intellectual Disabilities, personality disorders, women and young people (12 to 18 years old).
- Engaging with the partners and families of people who perpetrate harmful sexual behaviour to enable them to be effective in the protection of their families.
- Extending services to all those impacted by sexual harm, including survivors who can now access free counselling and/or Thrive Support package.
- Development and delivery of training packages for other agencies dealing with the issues of sexual abuse.

The use of volunteers underpins all of our services, through the use of Volunteer Counsellors, Support Mentors and Circles Volunteers. We have a strong track record, established reputation and expertise, and committed trained community volunteers. The impact of our services can be evidenced through:

- Core Members reporting a reduction in emotional loneliness and isolation, known risk factors in predetermining sexual offending.
- Reduction in risk of sexual recidivism (Bates et al 2012).
- Reduction in minimisation and denial levels of partners and family members of sexual offenders.
- Safe structured support network for offenders that continue after end of statutory supervision.
- Reduced levels of shame and guilt for victims and partners
- Increased multi agency partnerships including active engagement of the local community .
- Increased wellbeing and self esteem for all service users.
- Evidence of increased social networks and development of appropriate relationships. CMs engaged in safe activities leading to socialisation, development of age appropriate relationships, stability and reintegration. Accessing support regarding safe accommodation, debt/finance advise, health/emotional assistance.
- Reduction in risk levels and increased ability to manage risk factors. CMs are accountable for their ongoing risk management, managing patterns of thought and behaviour that could result in their reoffending.

Circles South East are first and foremost a Public Protection Agency working with and for the community based on the principles of inclusion, restorative justice and bringing together the community to enhance public safety.

The Charity delivers a specialist resource across Oxfordshire, Berkshire and Buckinghamshire (referred to throughout as Thames Valley), Hampshire, Isle of Wight, Kent, Surrey, Sussex and London.

Staff have been trained to undertake individual service user assessments and allocate appropriate support packages, provide training and advice and to recruit, train, and manage volunteers working for the charity in the community. All volunteers working for the charity receive initial and ongoing training and are professionally supervised.



Circles of Support & Accountability

What are Circles and how do they work

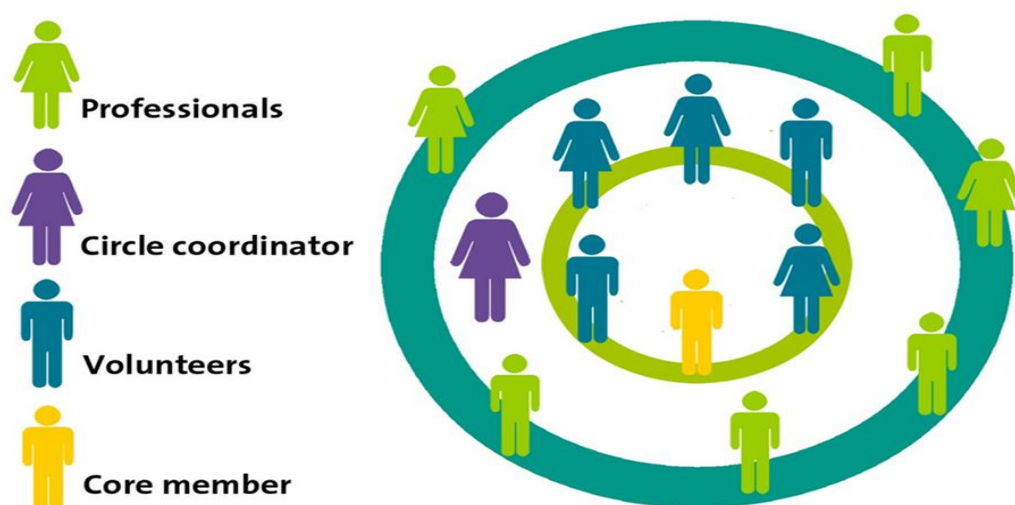
The Circles model is a complementary approach which harnesses the strengths and resources of local people to augment the statutory management of **high risk** sexual harm causers in the community, typically following release after a lengthy prison sentence. In the Circles model the offender becomes the '**Core Member**' of an 'inner Circle' made up of 4-6 trained Volunteers. The Core Member's involvement must be **voluntary**. The Circle works towards the objective of 'No More Victims' and seeks to prevent recidivism by addressing some of the key risk-factors associated with reoffending. The Circle focuses on a person's 'positives' and 'strengths' rather than his/her 'deficits' and seeks to 'include' rather than 'exclude' him/her. The Core Member is encouraged to strive to rebuild a full and meaningful life whilst managing any ongoing and potentially risky behaviour. The Circle seeks to do this by:

Providing a safe and structured network that continues for a prolonged period of time – 18 months;
Reducing emotional loneliness and isolation, factors which are strongly linked to repeat offending;
Assisting with the development of social and community networks;
Assisting with a range of practical and emotional issues;
Challenging pro-offending attitudes, beliefs and behaviours;
Providing additional monitoring which contributes to risk management plans and strategies.

The '**inner Circle**' works with an '**outer Circle**' comprised of the referring agency and other statutory or partnership agencies and/or other professionals who have authority over the management of the Core Member. Circles, therefore, work in close partnership with Probation and the Police and link into multi-agency public protection arrangements (MAPPA). Volunteers report any concerns to the professionals who make up the 'outer Circle' which, when necessary, will take appropriate measures to prevent the Core Member from reoffending e.g. re-call. Volunteers do not do so directly, but via a Circle Coordinator whose task it is to mediate between the 'inner' and 'outer' Circle and so directly support and supervise the Circle process. Circle Coordinators are trained professionals with a background in risk assessment and management and the issues surrounding sexual harm.

Volunteers are **rigorously screened and receive intensive training**, development and ongoing support

The Circle



Volunteer - *I have been a Circle Volunteer for some years now. I am just coming to the end of my fourth Circle. I have come to realise what a valuable time it is for a Core Member to have a group of people committed to helping get them back into 'normal' life. To build confidence and to help with practical things like finding jobs or if that is difficult, then finding volunteering opportunities which will build skill sets. Of course it is not all one way. As a volunteer I have benefitted so much from seeing progress in the lives of the Core Members I have worked with, a feeling of satisfaction, of having made a difference and a solid hope that there will be no further victims. I have also appreciated the mutual support of other members of the Circles and the professionalism of our Circle Co-ordinators who do a great job.*

The Circle - The core member's primary goals for the Circle included becoming more trusting of others, becoming less fearful of forming relationships and increasing his confidence. At the commencement of the Circle he reported feeling socially isolated, and when not working had little to do with his time and very few people to spend time with. By the end of the Circle CM was visibly happier, more positive and far more confident. His social network had increased. He had reconnected with friends, formed a team and begun attending a regular quiz night. He also reported reconnecting with some old friends from university. He reported significantly reduced levels of isolation by the end of the Circle. He stated in the End of Circle Questionnaire that he felt 'more alive' and more of a 'people person'. He described himself as 'more trusting' and 'more confident about the future and life in general.' Throughout the Circle CM's relationship with work colleagues had also improved and he presented as far more positive about his job. CM had also begun swimming regularly, something the volunteers had encouraged him to pursue throughout the Circle. CM began attending the cinema more frequently and going hiking. By the closure of the Circle he presented as more optimistic about the possibility of having a relationship in the future, and less anxious and fearful about the impact of his conviction on this.

Enso Mentoring & Paired Mentoring

At the heart of Enso Mentoring is a belief that communities are key when it comes to rehabilitation and safe reintegration of those that have caused harm to others. We aim to support community members in working together to access the better, stronger parts of themselves and contribute positively to society. Through approaches which encourage acceptance, responsibility, guidance and personal development, volunteers work with individuals who are engaging with the Intensive Integrated Risk Management Service (IIRMS) – the Chiron community, to reintegrate and achieve positive goals after release from custody. Our approach values Enso Mentees as individuals and therefore the interventions offered are tailored to their specific needs. Our overall aims are to reduce the risk of further harmful behaviours by supporting Mentees to make positive steps in their lives. Each part of the model allows for genuine trusting relationships between Mentees and volunteers to be built. Our aim is to help Mentees to develop positive skills by working with other members of their communities in a safe environment, and assist them to achieve the lives they are working towards.

This Enso Mentoring model is based on the essence of Circles work – that community volunteers can help Service Users to make positive steps in their lives. Each part of the model allows for genuine trusting relationships between Service Users and volunteers to be built. Chiron Community members have regular engagement with staff members and other service users, and therefore volunteer mentoring provides a unique area of support and an opportunity to develop different types of relationships.

Our objectives are:

- Supporting Enso Mentees to engage meaningfully with the Chiron community and other professionals
- Supporting Enso Mentees to build and develop appropriate relationships
- Encouraging Enso Mentees to prioritise their health (mental and physical)
- Enabling Enso Mentees to engage in meaningful and leisure activities
- Increasing Enso Mentees' opportunities to develop new skills and interests
- Increasing Enso Mentees' self-confidence and self-management skills

Counselling Service

Circles South East has recruited and trained a cohort of counsellors who offer their services free of charge. We take referrals for:

- Perpetrators of sexual abuse whose unresolved trauma is linked to their offending behaviour
- Survivors of sexual abuse
- Non-offending partners of sexual abusers
- Young people engaged in harmful sexual behaviours.

Counsellors are fully qualified with at least 100 hours of clinically supervised hours of counselling completed. Circles South East is an organizational member of British Association for Counselling and Psychotherapy.

Adapted Circles Programme

Following an internal survey we discovered that standard Circles were not working for the majority of Core Members who had a recognised Intellectual Disability (ID) and/or Autism. Many Core Members either left Circles early or continued to display sexually inappropriate behaviours. As a result a project was set up to adapt Circles specifically to meet the needs of this particular group of Core Members. This service has now been fully evaluated and is available across the South East and London. Alterations include:

- Language used in information packs
- Selection of volunteers
- Additional training for volunteers
- Length of model
- Materials used within Circles meetings (to reflect adapted treatment methods used within the Criminal Justice System and Health service)

Youth Service

Our Young Person (YP) service was adapted from the proven Adults Circles model; a group of community volunteers, supervised and supported by an experienced Coordinator, meeting regularly with the YP to provide a supportive social network, providing practical advice and guidance, e.g. finding appropriate social activities, and affirming the need for the YP to be 'accountable' for their on-going risk management.

Following referral and assessment (Coordinator), YP's are matched with volunteers who will deliver bespoke support, with input from parents and carers, professionals (the Outer Circle) and the YP, to achieve the best outcomes, e.g. sports, community activities, and voluntary work such as helping at an animal sanctuary.

Young People respond most positively when combining 'doing something' with exploring issues that underpin their Harmful Sexual Behaviours (HSB), relying on what interests them before expanding their repertoire. Support is for a minimum of 12 months, however, this could be more or less; our service is flexible to meet individual needs.

'I really liked having the volunteers; I had someone I could talk too about my problems.' **Young Person**

'It really helped. At first I didn't like the idea of having a male volunteer cos I only talk to females but Nick was ok, I could talk to him sometimes' **Young Person**

'Thank you to the circles volunteers for their commitment and support. It's clear that without their support this young man would not receive the support he needed. Please pass on my regards.' **Child Protection Chair.**

Assessment Services

We provide full assessments on the following:

- Risk assessments concerning men who have sexually abused
- Women's ability to protect their children from partners or ex-partners who have sexually abused
- Risk assessments concerning young people displaying harmful sexual behaviours.
- Family Assessments

Training and Consultancy

We offer training covering on a range of topics, some examples are:

- Working with people who have committed sexual offences – Level 1 and 2
- Understanding sexually abusive behaviour
- Working with denial, minimisation and blame
- Treatment methods for perpetrators of sexual abuse
- Working with women who are in relationships with men who have sexually abused
- Safeguarding children and vulnerable adults
- Working with families/carers of young people displaying harmful sexual behaviors
- Working with families of adults who have committed sexual offences

“Absolutely fascinating. Very useful for everyday practice and also for risk assessment, practical support and understanding”

We provide consultancy to team and/or team managers where there are concerns about working in the field of sexual abuse. Consultancy can include input on organisational policy, risk management, team welfare and training needs. It can run alongside training and seminars, increasing organisations' skills and confidence.

Partner Support and Intervention

'Breaking the Cycle' is a programme for the non-offending partners of men who have been accused or convicted of sexual offences committed against children. The programme is delivered in both group and one-to-one formats to provide flexibility to service users. The intervention has been designed specifically to complement and support the statutory child protection process with its primary aim being to enhance and assess the protective abilities of participants.

The programme is based on 3 Key Principles:

Inform – To share with participants information relating to professional understanding of child sexual abuse and to help them begin to relate that information to their own particular circumstances.

Empower – To facilitate participants ability to contextualise their (ex)partners' offending behaviour thereby ensuring that any future decisions they may make relating to their relationship and / or their children's relationship with the offender, is an informed decision.

Support – To decrease the isolation felt by participants and to identify and facilitate support networks in order to strengthen the individual's ability to protect.

Partner Testimony - *'My experience with Circles South East has been very positive. Up until I was introduced to Circles I felt very isolated and alone with no support. Working with circles I have worked hard, learnt a lot and now feel I have the tools and confidence to deal with the situation. Circles have supported me throughout and have provided a mentor, who has proven to be great help both emotionally and practically. With Circles and my mentor I feel I can approach them about any issues and they will provide good sound advice and help where ever they can. At last I have someone who listens to me and works with me.'*

Counselling and Support Services for Survivors

We provide counselling free to anyone affected by sexual abuse and sexual violence. All potential service users are assessed by staff as to requiring counselling to assist their ability to cope and recover and live safe and independently within the community. Our counsellors are qualified and experienced and work individually with Survivors, non-offending family members as well as perpetrators. We are organisational members of the BACP, and take referrals from organisations such as Victim Support, Childrens' and Social Services, Rape Crisis, Probation and Victim Liaison Units, GP Surgeries etc. as well as from potential clients themselves. Our counsellors work with a range of issues in order to increase clients' autonomy and ability to lead healthy and socially accepted lives.

Service users accessing the counselling service for survivors of sexual abuse report the following are improved:

- perceptions of self
- relationships to others
- philosophy of life
- sense of value
- sense of autonomy and choice

Family Support and Intervention

An early lesson to the Youth Programme was that families of young people engaging in harmful sexual behaviours in many cases also require professional input. Families can find the process of disclosure of such behaviours, and the resulting professional and personal interest in their lives intrusive and traumatic. As such when working with the young people, we have found ourselves also working with family members who are in a state of shock themselves.

Consequently Circles South East has developed a programme of work, 'Restoring the Balance', for such families. Families, and in particular parents, carers and siblings, bear the brunt of the consequences of such behaviours, often in the glare of hostile public opinion. Similarly families are often left to absorb not only the behaviour itself, but the aftermath in terms of statutory interventions and various sanctions. The underpinning principles of the programme are to educate families about harmful sexual behaviour, to support in dealing with the aftermath of disclosure, and to empower families to protect other family members and the community from such behaviour.

We have recently developed the new 'Forging the Link', programme designed to support families of adults who have committed or who are likely to commit sexual offences. We are also in the position to licence and deliver a train the trainer programme for agencies requiring this service.

Service User Engagement Group (SUEG)

At Circles South East we strive to be inclusive in our development and delivery of services and as part of this we recently established a SUEG. This group means that we now include the thoughts, views and ideas of people who have benefitted from our services and/or those provided by our statutory partners in all that we do. Currently the SUEG group comprises 4 SUs, 4 members of staff (minimum of 2 in attendance at each meeting) and 1 volunteer. The group is meeting at six week intervals.

Service User (SU) representatives have been recruited by Coordinators speaking with SUs who have completed a Circle or those who have contacted us and/or Circles UK enquiring about volunteering opportunities. In recruiting Service Users we have highlighted the need for them to be positive and enthusiastic individuals who have reached the stage of rehabilitation and reintegration where they are able and keen to support development of services for people at an earlier stage of their journey. All those involved will have completed an application form and supplied contact details for their Probation Officer/Police OM who will have completed a supporting reference. As we develop we are hoping to be able to offer training and qualifications to SUs who wish to progress.

Initially the group has been reviewing referral paperwork and we are in the process of piloting a new Needs and Resources form developed by the group. We are also looking at ways to involve SUs in our training, both with development and delivery. In the future, we do want to look at ways to develop and deliver appropriate and safe peer support. Despite the obvious difficulties with this, it is our belief that we should be having honest and open discussions on this subject which include both SU views and those of professionals.

How our activities deliver public benefit

All our activities focus on the prevention and reduction of sexual harm and improved wellbeing for the victim, the community and core members.

Circles of Support & Accountability (Circles, core delivery model) build safer communities through local volunteers working with sexual offenders to minimise alienation, support reintegration and so prevent sexual reoffending.

The activities of the charity reduce the level of fear and hostility felt by the public towards high risk sexual offenders entering local communities. The charity strengthens and empowers communities to work together, taking an active and constructive approach and increasing community cohesion.

Circles/Mentoring has a significant impact on reducing reoffending rates and risk of harm to the public.

Persons who commit sexual offences and are released into the community experience high levels of emotional loneliness and social exclusion (known risk factors) finding themselves with little support other than statutory contacts. We provide support structures through the use of trained and supervised volunteers which reduce isolation, assist offenders reintegrating appropriately into local communities, leading responsible, productive and accountable lives.

The investment made by the volunteer in their relationship with the offender has a powerful impact on their commitment to abstaining from offending and their individual wellbeing.

Volunteer Training and Development

At Circles SE we take our responsibility to our volunteers very seriously. Our active volunteers are provided with a minimum of quarterly group supervision and are encouraged to support each other through weekly debriefs. Individual supervision is available to develop skills, but also as a welfare check. We offer regular additional training such as Working with Individuals with Personality Disorders, Female Offenders or Managing Sexual Thinking. Once a year we invite volunteers to our flagship 'Towards Excellence Day', with 6 training session options on offer. We are in the process of developing an annual 'Mini Ted' to allow volunteers to access local training opportunities across the region and we are exploring the opportunities offered by technology such as online training courses. Our volunteers are invited to undertake a recognised National Open College Network Qualification, which they can complete free of charge. We encourage our experienced volunteers to act as mentors to the newer volunteers, appointing Circles 'Ambassadors' who participate in volunteer recruitment and training.

A recent review of volunteer training evaluation forms evidenced: '94% volunteers stated that training had increased their awareness of sexual offending with 96% stating that training had increased their skills and confidence to address sexually harmful behaviour.'

Circle Volunteer - " I volunteered for Circles in the hope that this work would contribute towards my continuing professional development. The initial two-day training for volunteers was intensive. It was backed up with relevant reference literature, and equipped us to begin learning through experience. I gradually came to appreciate that the differences in our working backgrounds, cultures and temperaments seemed to create a balanced perspective within each circle I was part of. This process of social learning is complemented by a range of further and additional training offered via Circles by experts in the field. Supervision takes place regularly to provide a space in which conflicts or difficulties can be resolved and strategies can be agreed, enabling volunteers to work safely in partnership with Probation Services and the Police. Circles Coordinators are very experienced, skilled and supportive professionals who genuinely value their volunteers. The benefits of this work with Circles have certainly exceeded my modest expectations two years ago"

Our Volunteer Pathway Lead is responsible for volunteer's wellbeing and development:

- Ensuring consistency across all areas of support, training and practice for volunteers
- Increasing recruitment and retention of volunteers
- Improving diversity of volunteers and reviewing recruitment strategy to address this
- Increase level of communication between charity and volunteers to increase sense that volunteers are part of the charity and not just their local project.

What we achieved in the year to 31 March 2021

This has been a unique year for the charity due to the impact of Covid -19 on a significant part of the year. We have had to adapt and develop our service delivery so that we have been able to continue to support all our service users. We see it as a real achievement that at no point have we had to close or reduce our services. The team have worked hard to ensure we have increased our support provision from March 20 and as we continue delivery into 21-22. We have a Recovery Roadmap in place which has been easily adaptable for staff and volunteers as government guidance changes. The SMT have implemented a transition timetable in consultation with staff. This maps our path back to face to face delivery in line with the government roadmap.

We have continued to work towards our identified objectives for 20-21:

Objectives	Progress
Prepare for the enhanced role of the voluntary sector in supporting the National Probation Service following reunification in June 2021	Subgroup consisting of trustees and senior management established to manage this process
Prepare to register on the Dynamic Framework from June 2020	Achieved
Secure renewal of the NPS secondment arrangements to ensure a smooth transition to new commissioning arrangements post March 2021	Contacts secured until September 21 and March 22
Implement new Finance Strategy including the new Options Appraisal process	Developed and Implementation ongoing into 2021
Continue to support the Service User Engagement Group ensuring our service user voice is heard throughout our work and development	SUEG established and strategy in place for ongoing development
Build on the success of the Tech v Abuse grant and consider ongoing development and evaluation of the messaging platform	Pilot extended and new funding being applied for to progress this model further
Establish a Female Development Lead to focus on our strategic objectives for our services for women	Strategic proposal in place and scoping exercise undertaken. Target is to secure funding to support the development.

and girls	
Completion of Insight Pilot Project which is a service specifically for men who commit rape that is motivated by anger	Due for completion in TV although now part of delivery in Hampshire. Evaluation pending.
Completion of the new Circles Reconviction Study	Due for completion in 21-22
Continued development of family support package (group work and one to one)	Completed
Develop the education and preventative role of the charity ensuring communities are educated, informed and empowered	Ongoing
Explore the restorative nature of volunteering building on pending research	Ongoing
Continue to provide bespoke and tailored interventions and support for those affected by sexual harm	Established
To build strong partnerships with external agencies to ensure smooth onward referral for service users wishing to access additional interventions not provided by the charity	Ongoing
To explore opportunities for prior service users to volunteer in various capacities	Part of new SUEG strategic plan

Managing Covid-19

In March 20 we promptly implemented contingency plans for service delivery to staff, volunteers and service users. We were committed to maintaining a full service and ensuring that no service users was left without support. We focused on:

- Increasing level of contact with service users by Coordinators and Volunteers. We adapted communication using online resources and increased frequency.
- Increasing level of contact between Coordinators and volunteers to support wellbeing and ongoing development requirements. This included online coffee mornings, monthly newsletter, regular online training and increased support sessions.
- Adaption of face to face training for online delivery so that we could continue to recruit and train volunteers. This has proved to be very effective and we have continued to recruit, train and allocate volunteers throughout the year.
- Implementation of new policies and procedures specifically focused on safeguarding of volunteers.
- All support provision due for closure was maintained throughout lockdown period. We have only recently moved to closure of Circles in order to manage caseloads and increasing waiting lists for services.
- Design and development of new support model – Interim Mentoring Support Service (IMSS) – to support continued set up of services online.
- All service users at assessment stage and waiting list provided with a level of support from Coordinators to support their wellbeing and management of risk.
- Securing additional funding to facilitate Coordinators supporting increased caseloads for NPS referrals. This funding provided additional sessional staff in areas where caseloads and waiting list were high. We secured funding from PCC's, lottery and Comic Relief.
- Increased our IT and Activities budget to support service delivery.

Interim Mentoring Service Support (IMSS) Model

The IMSS model has proved a very effective way of allocating immediate support to service users. We are exploring how we should incorporate the benefits of this model into our future work. Our current focus is to undertake a detailed evaluation of the service so that we pull out key learning that will enhance existing delivery.

Service Delivery & Activities

We have a current total of 543 trained volunteers available across the South East and London. We trained 148 volunteers between April 20 and March 21 and 41 allocated to training events. We have observed a significant increase in training attendance since we have had the option to deliver online training and have made the decision to maintain a 'blended' approach of online and face to face events. We ensure that our volunteers are fully trained and prepared before starting a circle and some of the feedback received from volunteers after this training is:

- *Training has been very well organised, informative- I have learned lots and have learned new skills – thank you*
- *Use of role plays and interactive discussions was a great way of learning*
- *Excellent training, a really good mix of interactive anecdotal and practical information. I feel confident at the thought of working in a Circle, thank you very much*
- *All 3 deliverers were very knowledgeable and passionate about Circles and their roles which made the sessions very engaging and interactive*
- *The training was excellent, clear well-structured and very informative. The presentation skills of all the facilitators was great. Thank you*

Over the last 12 months the charity has:

- Received 168 Referrals
- Undertaken 112 suitability assessments
- Established new support provision for 121 service users
- Have supported 201 service users across all services
- At the end of March we had 128 service users engaged in services with a further 46 service users currently being allocated to support provision.

Volunteer Testimony – Circles in lockdown

The CM I am currently engaged with is my fifth offender.

He was released from prison in September 2019 after serving a long sentence for sexual abuse of several teenage boys. He was assessed as being suitable for Circles in April 2020, and, because the pandemic made a face to face Circle impossible, was introduced to telephone mentoring with another volunteer.

He is in his 70s, and is settled in a Council bungalow which he very much appreciates. He suffers from severe COPD so was shielding at home.

Zoom made a 'virtual Circle' possible and the CM, the first volunteer and I began to meet weekly on that platform in Autumn 2020.

Prior to his offending this CM has had a varied and interesting career, and, unlike many of the CMs with whom I have previously worked, he has many social skills and abilities. Nevertheless, as with all CMs, social isolation was a huge issue. When I first joined the Circle talked about himself at length, and his experiences in the various prisons in which he had been resident. It was often hard to get a word in edgeways. His masculinity and physical strength were very important to him, and he needed to demonstrate to us how well he was coping. This became very tedious, and it was helpful to discuss this with the Circles Co-ordinator in a supervision session. Nevertheless the three of us built up a trusting relationship. He began to make positive contacts with various neighbours which reduced his isolation and improved his quality of life.

However, he arrived very distressed to one recent meeting. His attempts mow his lawn (in which he takes great pride) had impressed on him how very much his COPD has worsened over the last year; he had become breathless and unable to continue the mowing. He spent the session expressing his shock, desperation, and sorrow at his declining powers to us; he had become painfully aware of his own mortality. We carefully listened and supported him for the hour. He said he had never spoken in this depth about his feelings, and now realised how necessary doing so is for his mental health. During the following week he was able to talk about all this with his Probation Officer, which he had never done before.

He started the subsequent Circle meeting by thanking us very sincerely for our support. As the Circle is now moving towards the end, we meet fortnightly instead of weekly. The CM is talented artistically, and latterly a third volunteer who is an art teacher has joined the Circle and we enjoy doing various art projects together in our separate Zoom rectangles.

This is the kind of experience which makes volunteering for Circles SE so rewarding. By just listening in a non-judgemental way, by providing appropriate challenge when needed, by building a trusting relationship, this group of highly stigmatised offenders can be helped to more self-knowledge, self acceptance and self esteem, which of course dramatically reduces the chances of any re-offending, and is a key element in protecting children.

Judith Niechcial
April 2021

Here are some comments from the Service User Survey regarding the support they had received from Circles SE throughout the pandemic:

- *Has given me a high-point of the week. As I'm alone and shielded each call and discussion helped me in so many different ways.*
- *I was extremely happy to be able to continue to engage with my support team at a time when I had recently moved to a new area and being estranged from my family it was very important for my welfare.*
- *Heightens self-esteem, I enjoy talking to people about what I am/have been doing.*
- *This group has helped me out a lot with my self-esteem and confidence*
- *It's been a great form of support in these uncertain times. It is nice to talk to someone with similar interest we have only just started so we are getting to know each other currently*
- *If there's ever a problem it's always followed up with a phone call or an email good have network and support round me*
- *I think having the zoom chats and also having that rocket chat too has really helped.*
- *My team from the supervisor down has ensured that I have not been isolated and have regular contact to support me through these difficult times.*
- *Because when I talk to them, I never feel alone any more*

We are grateful to the following for funding:

Statutory Funding;

- National Probation Service
- Hampshire Police
- Hampshire Police & Crime Commissioners Office
- Surrey Police & Crime Commissioners Office
- Thames Valley Police
- Thames Valley Police & Crime Commissioners Office

Charitable Trusts and Foundations;

- AS Charitable Trust
- Charles Hayward Foundation
- City Bridge Trust
- Comic Relief
- Esmée Fairbairn Foundation
- Garfield Weston Foundation
- Porticus UK
- Rayne Foundation
- Tudor Trust
- National Lottery Community Fund

Financial Performance during the year

Income received during the year of £954,154 (2019: £949,854) was slightly higher than the previous year. Spending at £843,453 (2019: £981,623) showed a decrease over the previous year. This resulted in a surplus for the year of £110,701 compared to a deficit in the previous year of £31,769.

Reserves Policy

Circles South East needs to have reserves because of the complex and short-term nature of its funding arrangements. The charity is largely dependent on institutional funders and public sector commissioners to provide the services to its beneficiaries. This funding is therefore subject to shifting policy considerations, political decision-making, and the risk inherent in constant public sector re-organisation. Each of the funding streams that the Charity relies upon may not be renewed due to these factors or may need to be renegotiated. Historically this funding has been very short-term, with guarantees provided for 12 or 24 months, and the Charity has experienced several changes in the principal commissioning arrangements for its services. In particular the new governance and funding arrangements introduced in relation to the delivery of probation services have yet to settle down, and this creates particular financial risks for the charity. The reserves are therefore required in order to allow time for a renegotiation of the contracts to ensure stability of service provision or to allow for the services to be run down to an appropriate level requisite with the funding available in an ordered way.

For the purposes of calculating the target level of reserves we have worked on the following scenario:

- a) That all funding beyond a small amount to retain a basic infrastructure to allow the organisation to continue to exist is withdrawn.
- b) That the organisation has 3 months after the funding is withdrawn to wind down its activities to this level.

The multiple funding streams linked to different service delivery makes this a very unlikely scenario.

Based on the budget agreed for the following year we estimate the reserves requirement on this basis to be approximately £250,000. Actual reserves which are wholly unrestricted, stood at £137,031 at the end of March 2021. This represents a shortfall to the reserves requirement of £112,969. Reserves can be generated from the contract income and from fees levied for the provision of services. In order to build reserves up to the required level the Charity will transfer any surplus funds to reserves that it is free to do so, and not draw upon these during the financial year until the target level is reached, unless a convincing business case can be constructed which illustrates that current investment of these funds will in the medium-term generate more funds in return and thereby improve the overall reserves position within a reasonable timeframe. The charity has aims to add £35,000 to reserves each year. Once the Reserves Requirement is reached the Charity will monitor on a quarterly basis the revised reserves target and this will be part of the quarterly report produced for the Board. The basis for setting the reserves target will be reviewed annually.

The Trustees are pleased to note that reserves improved significantly in 2020-21 and being aware the reserves level at 31 March 2021 remains below target level have ensured the 2021-22 budget process produced a realistic budget that will result in a surplus for the charity in 2021-22 so that our reserves could be built back up again.

Plans for Future Years

Strategic Priorities

The following areas that need to be developed throughout 2021-2022:

- **Mission & Strategy** - Develop an Implementation Plan
This will help focus our time and resources and provide a responsive template that the SMT and board can utilise.
- **Administration** – Technology and Information Systems
Moving to a position where technology and information systems allow the organisation to function optimally. The current database is currently preventing a fully functioning IT system and needs to be resolved as a priority.
- **Monitoring & Learning** – Data collection and analysis
Need data collection and analysis systems effectively integrated into organisation's work. Facilitates tracking progress towards outcomes.
- **Communications** – Strategy, Brand and Website
Develop clear communication strategy that provides targeted messages to priority audiences. Update website and brand.
- **Governance** – Trustee Recruitment
breadth of experience.
- **Fundraising** - Sufficient Funding
Meeting our reserves strategy and securing a cushion to allow for increased human resources investments and expansion each year.
- **Human Resources**
Staff and volunteer diversity to remain a continued focus. This includes continued collation and review of monitoring data.
- **Executive Leadership**
Identify a succession plan to ensure the organisation would be able to sustain itself if the CE left.

Strategic Development Areas

- **Family Assessment Programme**
We will be appointing a Family Support Coordinator to deliver the 'Forging the Links' family programme which will be delivered within our region as part of the Reducing Sexual Harm Hub Development.

- **HMP Through the Gate Educational and Skills based project**

We have produced a new Theory of Change and delivery model for the proposal and hope to develop this model across prisons in our region.

- **Female Specialist Female Sexual Violence Perpetrator Project**

We have developed a proposal for a pilot project which we hope to launch this year if successful with securing funding.

- **Evaluation of Interim Mentoring Support Service model**

We have all agreed the importance of evaluating the impact of the IMSS model so we can explore whether we continue to incorporate it into future service delivery. We anticipate this becoming a new 'Priority Access' model. Funding will need to be secured to undertake this work which may be challenging.

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



2 August 2021

.....
J L Williams – Chair of Trustees

.....
Date

Independent Examiner's Report to the Trustees of Circles South East

I report to the trustees on my examination of the accounts of Circles South East (the Company) for the year ended 31 March 2021 which are set out on pages 22 to 32.

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 the Institute of Chartered Accountants in England and Wales (ICAEW), 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.

Christopher Nisbet

Signed:

Date: 11/08/2021

Mr C J Nisbet FCA
Azets Audit Services
The Mill House
Boundary Road
Loudwater
High Wycombe
Bucks.
HP10 9QN

Circles South East

Statement of Financial Activities (including Income and Expenditure Account) for the Year Ended 31 March 2021

		Unrestricted funds	Restricted funds	2021 Total funds	Unrestricted funds	Restricted funds	2020 Total funds
	Notes						
INCOME							
Donations							
Statutory agencies		345,268	55,782	401,050	404,769	-	404,769
Charities		4,991	116,524	121,514	-	144,239	144,239
Trusts and foundations		208,888	154,730	363,618	289,900	25,000	314,900
Other donations		415	-	415	5,341	-	5,341
Income from Charitable Activities							
Partner support and intervention		52,305	-	52,305	45,615	-	45,615
Other		15,251	-	15,251	34,971	-	34,971
Investment income		-	-	-	19	-	19
Total		627,118	327,036	954,154	780,615	169,239	949,854
EXPENDITURE							
Charitable Activities							
Circles		419,264	292,176	711,440	646,131	169,239	815,370
Counselling		2,574	34,860	37,434	57,785	-	57,785
Partner support and intervention		43,624	-	43,624	49,913	-	49,913
Youth		50,955	-	50,955	58,555	-	58,555
Total	3	516,417	327,036	843,453	812,384	169,239	981,623
Net Movement in Funds	4	110,701	-	110,701	(31,769)	-	(31,769)
RECONCILIATION OF FUNDS							
Total funds brought forward		26,330	-	26,330	58,099	-	58,099
Total funds carried forward		137,031	-	137,031	26,330	-	26,330

All recognised gains and losses are included in the statement of financial activities.
The results for the year all relate to continuing activities.
The notes form part of these financial statements.

Circles South East

Balance Sheet At 31 March 2021

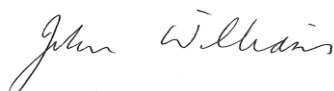
		Unrestricted funds £	Restricted funds £	2021 Total funds £	2020 Total funds £
	Notes				
FIXED ASSETS					
Tangible assets	7	12,361	-	12,361	7,344
CURRENT ASSETS					
Debtors	8	57,915	-	57,915	78,796
Cash at bank and in hand		123,087	-	123,087	2,755
		181,002	-	181,002	81,551
CURRENT LIABILITIES					
Creditors amounts falling due within one year	9	56,332	-	56,332	62,565
NET CURRENT ASSETS		124,670	-	124,670	18,986
TOTAL ASSETS LESS CURRENT LIABILITIES		137,031	-	137,031	26,330
TOTAL NET ASSETS		137,031	-	137,031	26,330
THE FUNDS OF THE CHARITY	11				
Unrestricted funds				137,031	26,330
Restricted funds				-	-
TOTAL				137,031	26,330

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 relating to small companies.

- The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2021 in accordance with Section 476 of the Companies Act 2006.
- The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act with respect to accounting records and the preparation of accounts.

These financial statements have been prepared in accordance with the provisions applicable to small companies to the small companies regime of the Companies Act 2006 and with the Financial Reporting Standard 102 SORP.

The financial statements were approved by the Board of Trustees and were signed on its behalf by:



2 August 2021

J L Williams –Chair of Trustees

Date

Circles South East is a registered company number: 06490001

Circles South East

**Statement of Cash Flows
For the Year Ended 31 March 2021**

	Notes	General £	Restricted £	2021 Total £	2020 Total £
Cash flows from operating activities					
Cash generated from/ (absorbed by) operations	13	130,738	-	130,738	(9,266)
Cash Flows from Investing Activities					
(Purchase) of tangible fixed assets		(10,406)	-	(10,406)	(2,932)
Net Cash provided by (used in) Operating Activities		(10,406)	-	(10,406)	(2,932)
Increase (Decrease) in cash and cash equivalents		120,332	-	120,332	(12,198)
Cash and cash equivalents at the beginning of the year		2,755	-	2,755	14,953
Cash and cash equivalents at the end of the year		123,087	-	123,087	2,755

Circles South East

Notes to the Financial Statements for the Year Ended 31 March 2021

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared in accordance with the Companies Act 2006 and "Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)". The charitable company is a Public Benefit Entity as defined by FRS 102.

The financial statements are prepared in sterling, which is the functional currency of the charitable company. Monetary amounts in these financial statements are rounded to the nearest £. The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below;

a) Charity information

Circles South East is a private company limited by guarantee incorporated in England and Wales. The registered office is Baptist House, 129 Broadway, Didcot, Oxfordshire. OX11 8XD

b) Incoming resources

All income is included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

c) Resources expended

Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Support costs are allocated to activities on the basis of time spent. Governance costs include the costs of Trustees meetings, accountancy fees and professional fees.

d) Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 15% on reducing balance
Computer equipment	- 25% on reducing balance

The gain or loss arising on the disposal of an asset is determined as the difference between the sale proceeds and the carrying value of the asset, and is credited or charged to profit or loss.

e) Taxation

The charity is exempt from corporation tax on its charitable activities.

f) Financial instruments

The charitable company has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the charitable company's balance sheet when the charitable company becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the asset and settle the liability simultaneously.

Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised cost using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

Basic financial liabilities

Basic financial liabilities, including creditors and bank loans are initially recognised at transaction price unless the arrangement constitutes a financing transaction, where the debt instrument is measured at the present value of the future payments discounted at a market rate of interest. Financial liabilities classified as payable within one year are not amortised.

Debt instruments are subsequently carried at amortised cost, using the effective interest rate method.

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of operations from suppliers. Amounts payable are classified as current liabilities if payment is due within one year or less. If not, they are presented as non-current liabilities. Trade creditors are recognised initially at transaction price and subsequently measured at amortised cost using the effective interest method.

g) Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

h) Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

i) Going concern

At the time of approving the financial statements, the trustees have a reasonable expectation that the charity has adequate resources to continue in operational existence for the foreseeable future. In making this assessment, the trustees have considered the impacts and expected future impacts of the Covid-19 pandemic on both the charity and the environment in which it operates. Thus the trustees continue to adopt the going concern basis of accounting in preparing the financial statements.

j) Government grants

Government grants are recognised at the fair value of the asset received or receivable when there is reasonable assurance that the grant conditions will be met and the grants will be received.

A grant that specifies performance conditions is recognised in income when the performance conditions are met. Where a grant does not specify performance conditions it is recognised in income when the proceeds are received or receivable. A grant received before the recognition criteria are satisfied is recognised as a liability.

Circles South East

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2021**

2. INVESTMENT INCOME

	2021 £	2020 £
Deposit account interest	-	19

3. ANALYSIS OF EXPENDITURE

Charitable Activities	Staff costs	Other direct costs	Support costs	2021 Total £	2020 Total £
	£	£	£		
Circles	619,065	36,214	56,161	711,440	815,370
Counselling	26,547	4,875	6,012	37,434	57,785
Partner support and intervention	41,015	1,941	668	43,624	49,913
Youth	39,889	7,059	4,007	50,955	58,555
	<u>726,516</u>	<u>50,089</u>	<u>66,848</u>	843,453	981,623

ANALYSIS OF SUPPORT COSTS

	Circles	Counselling	Partner support and intervention	Youth	2021 Total £
	£	£	£	£	£
Office Costs	32,676	3,500	389	2,383	38,948
Insurance	8,580	919	102	613	10,214
Communication and IT	13,073	1,401	156	934	15,564
Governance	1,783	191	21	127	2,122
	<u>56,112</u>	<u>6,011</u>	<u>668</u>	<u>4,057</u>	66,848

4. NET MOVEMENT OF FUNDS IS AFTER CHARGING

	2021 £	2020 £
Independent Examiner's Fees	2,020	1,945
Depreciation	5,389	2,668

Circles South East

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2021 (2020: £Nil)

	2021 £	2020 £
Trustees' expenses reimbursed to nil trustees (2020: 2) for travel expenses	-	41

6. STAFF COSTS

	2021 £	2020 £
Wages and salaries	627,158	633,109
Social security costs	59,413	61,200
Contributions to a defined contribution pension scheme	39,945	42,984
	726,516	737,293

No employee received employment benefits (excluding pension costs) in excess of £60,000.

The key management personnel of Circles South East comprise the Trustees and the Chief Executive. The total employee benefits of the key management personnel (including pension costs) were £64,971 (2020 £64,293).

The average number of staff employed during the year was as follows:

Number of Co-ordinators	18	15
Number of Administration Staff	4	3
Number of Management Staff	1	1
	23	19

The average number of staff full-time equivalent staff employed during the year was as follows:

Number of Co-ordinators	15	14
Number of Administration Staff	3	2
Number of Management Staff	1	1
	19	17

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Total £
COST			
At 1 April 2020	4,277	23,198	27,475
Additions	-	10,406	10,406
Disposals	-	7,887	7,887
At 31 March 2021	4,277	25,717	29,994
DEPRECIATION			
At 1 April 2020	3,377	16,754	20,131
Charge for year	135	5,254	5,389
Disposals	-	7,887	7,887
At 31 March 2021	3,512	14,121	17,633
NET BOOK VALUE			
At 31 March 2021	765	11,596	12,361
At 31 March 2020	900	6,444	7,344

Circles South East

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Grants due	55,089	75,431
Other debtors	2,826	3,365
	57,915	78,796

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2021 £	2020 £
Trade creditors	35,802	15,397
Taxation and social security	15,402	14,255
Other creditors	5,128	32,913
	56,332	62,565

10. OPERATING LEASE COMMITMENTS

The following operating lease payments are committed:

	Equipment £	Property £	2021 £	2020 £
Payable within one year	1,068	23,800	24,868	25,935
Payable one year to five years	-	35,700	35,700	60,568

11. MOVEMENT IN FUNDS

	At 1.4.20 £	Income £	Expenditure £	At 31.3.21 £
Unrestricted Funds				
General fund	26,330	85,753	52,152	59,931
AB Charitable Trust	-	20,000	5,000	15,000
AS Charitable Trust	-	12,500	2,500	10,000
Charles Hayward Foundation	-	25,000	25,000	-
Esmee Fairbairn	-	72,100	40,000	32,100
Hampshire Police	-	8,750	8,750	-
Lloyds Bank Foundation	-	20,000	-	20,000
NPS London Division - Secondment	-	88,402	88,402	-
NPS South East & Eastern Division	-	153,398	153,398	-
NPS South West South Central Division	-	44,465	44,465	-
Rayne Foundation	-	25,000	25,000	-
Surrey PCC	-	32,250	32,250	-
Thames Valley Police	-	7,500	7,500	-
Tudor Trust	-	32,000	32,000	-
	26,330	627,118	516,417	137,031

Circles South East

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

11. MOVEMENT IN FUNDS – continued

Restricted Funds	At 1.4.20 £	Income £	Expenditure £	At 31.3.21 £
City Bridge Trust	-	68,726	68,726	-
Comic Relief	-	56,606	56,606	-
Hampshire PCC Community Safety Fund	-	35,000	35,000	-
Lloyds Bank Foundation - DCMS	-	86,004	86,004	-
Thames Valley PCC Community Safety Fund	-	20,782	20,782	-
The National Lottery Community Fund - DCMS	-	59,918	59,918	-
	-	327,036	327,036	-
TOTAL FUNDS	26,330	954,154	843,453	137,031

Unrestricted Funds

General Funds are provided for Management salaries and Support Services.

Other Undesignated Funds further the work of providing Circles and other related services such as Counselling, Assessment, Training and Partner Support.

Restricted Funds

City Bridge Trust

A grant to provide Circles activities in the London area.

Comic Relief

This funding, now in the final year of a three year grant is to support the Youth Service Pilot Project providing services for young people displaying harmful sexual behaviour.

Hampshire PCC Community Safety Fund

A grant to provide Circles activities in Hampshire.

Lloyds Bank Foundation

A grant to support the needs of the most vulnerable and marginalised people affected by the COVID-19 crisis. Funds were provided by the Department for Media Culture and Society (DCMS) for COVID-19 relief.

Thames Valley PCC Community Safety Fund

A grant to provide Circles activities in the Thames Valley area.

The National Lottery Community Fund

A grant to further the work of preventing sexual harm in the community. Funds were provided by DCMS for COVID-19 relief.

Circles South East

Notes to the Financial Statements - continued for the Year Ended 31 March 2021

12. RELATED PARTY DISCLOSURES

£2,135 (2020: £1,102) was paid during the year to Rebecca Seaborne (a Trustee) for consultancy services relating to operational activities. This payment is permitted by sub-clause (5) of the Memorandum of Association and the trustees have followed the procedure and observed the conditions set out in sub-clause (6) of this clause.

13. CASH GENERATED FROM OPERATIONS	2021 £	2020 £
Surplus/ (Deficit) for the year	110,701	(31,769)
Adjustments for:		
Depreciation and impairment of tangible fixed assets	5,389	2,668
Movements in working capital:		
Decrease in debtors	20,881	30,850
(Decrease) in creditors	(6,233)	(11,015)
Cash generated from/ (absorbed by) operations	130,738	(9,266)

14. ANALYSIS OF CHANGES IN NET FUNDS

The charity had no debt during the year.