



CASSPLUS Trustees' Annual Report for the period

From 1ST April 2022 to 31st March 2023

Charity registration number: 1160513

Objectives and Activities

<p>Summary of the purposes of the charity as set out in its governing document</p>	<p>To promote social inclusion for the public benefit by preventing people from becoming socially excluded, relieving the needs of those people who are socially excluded and assisting them to integrate into society, in particular but not exclusively people and members of their families in the UK who are at risk of or have been processed through the legal justice system. For the purpose of this clause 'socially excluded' means being excluded from society, or parts of society, as a result of one or more of the following factors; unemployment; financial hardship, youth or old age; ill health (physical or mental); substance misuse or dependency including alcohol and drugs; discrimination on the grounds of sex, race, disability, ethnic origin, religion, belief, creed, sexual orientation or gender re-assignment; poor education or skill attainment; relationship or family breakdown; poor housing (that is housing that does not meet basic habitual requirements); crime (either as a victim or offender rehabilitating into society).</p>
<p>Summary of the main activities in relation to those purposes for the public benefit, in particular, the activities, projects or services identified in the accounts.</p>	<p>CASSPLUS continues to deliver services to vulnerable people from Magistrates' Court settings in Devon (Plymouth and Newton Abbot) and Cornwall (Truro and Bodmin). Plymouth is the only full-time site. Collectively, CASSPLUS services are operational for twelve days each week across Devon and Cornwall.</p> <p>Core CASSPLUS services target low level, low risk offenders (mainly defendants) and their families.</p> <p>Frontline teams of staff and volunteers provide guided support through the court process, especially critical for first timer offenders and families. CASSPLUS teams offer direct and immediate advice and support on a range of interconnected and complex issues, as presented, including (but not exclusive to) homelessness, substance abuse, health and mental health, financial hardship, benefits, education and employment, domestic abuse, the list goes on. It is difficult to predict the complexity of problems that a person will come to us with, but anything can walk through our doors. Teams have built significant skills to understand and respond to those interconnections, especially in relation to Criminal Justice.</p> <p>We initiate and coordinate referrals to our network of external providers across Devon and Cornwall We help people to navigate systems that are complex and stay in touch as they do so.</p> <p>CASSPLUS offers easy, drop-in access to our services, reaching people when they are most in crisis and most likely to engage. We also know that people re-engage with CASSPLUS when they recognise a new, impending crisis. Previous clients supported through their 'at court'</p>

	<p>experience have commonly returned to CASSPLUS when they have identified new risks and/or circumstances that might bring them back into the court system.</p> <p>An additional core element of our work in Cornwall, since 2015, has been to co-ordinate victims of crime referred through Devon and Cornwall's Police and Crime Commissioner team. After eight years of being a key participant in this service (under Cornwall consortium membership), the contract was re-commissioned to another provider who now delivers direct support themselves. We are proud to have expanded our expertise through this programme, proud of the partnerships that have been strengthened through it and of CASSPLUS Cornwall colleagues who have absorbed this complex, and often emotional, work into their day-to-day activities.</p> <p>Whilst core services target offenders and their families, our experience (especially through the victim work) tells us that similar issues are experienced by other court users. We extend our offer to all people attending courts; higher tiered offenders (working closely with Probation and local Prisons), witnesses, victims, tribunal and family cases and other civil matters (when resources permit).</p> <p>87.24% CASSPLUS turnover is applied to staff salaries with costs being kept manageable through our creative use of volunteers as a critical resource. Long standing arrangements with Plymouth University has generated a 0.32% of income through our provision of Social Care placements.</p> <p>CASSPLUS draws in charitable funds to support vulnerable people through our membership of ACTS 435. Small pots of flexible funds (routinely between £100-£150) allow us to make 'purchases' to support individuals who are most impacted by poverty. This income directly reflects the purchases made on their behalf, with most purchases relating to white goods, household furnishing and clothing.</p>
Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit	<p>CASSPLUS Board members are vigilant with Charity Commission protocols, referring to the website and gov.uk websites on a regular basis. The Trustee Chair and Deputy Chair hold responsibility to inform the Board as a whole and to monitor compliance.</p> <p>We are also members of ACEVO, as well as broader memberships, to ensure compliance from a third sector perspective.</p>

Additional information (optional)

You may choose to include further statements where relevant about:

Policy on grant making	CASSPLUS is not a grant giving charity but does act as an intermediary to attract individual small grants for the benefit of vulnerable individuals through our membership of ACTS 435. All income from this membership is applied directly to purchases made on behalf of clients and normally relates to household items or clothing.
Policy on social investment including program related investment	n/a

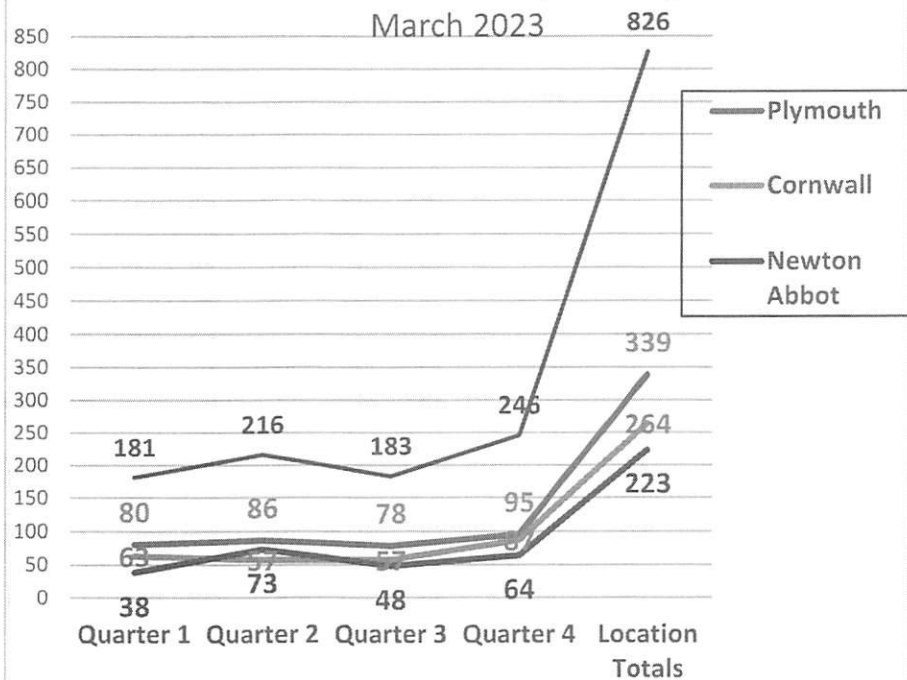
<p>Contribution made by volunteers</p>	<p>Operational volunteers bring local knowledge, a passion for what they do, a blended mix of 'lived' and 'learned' experience, expand our reach to clients and community-based services and help to keep service delivery costs low. CASSPLUS applies a robust induction and training programme to develop all staff, volunteers and trustees so they are well prepared for their roles and with options for personal development throughout their time with us, but also as they move on to further training or employment.</p> <p>A transient group, they bring fresh ideas to service-delivery, internal structure and strategic direction.</p> <p>Most CASSPLUS volunteers are active for 12-18 months, with courts providing an invaluable, professional learning experience to students (criminology, psychology, social care) and the more intensive support that might be required for those with 'lived experience' who may need more intensive mentoring. CASSPLUS is preparing people for employment in public (inc CJ) and VCSE sectors.</p> <div data-bbox="496 741 1417 1133"> <p>Volunteers in 2022/2023 and reason for exit</p> <table border="1"> <thead> <tr> <th>Reason for exit</th> <th>Number of volunteers</th> </tr> </thead> <tbody> <tr> <td>Completed Placement</td> <td>28</td> </tr> <tr> <td>Gained Employment</td> <td>12</td> </tr> <tr> <td>More hours given in current employment</td> <td>5</td> </tr> <tr> <td>Left within 3 month trial period</td> <td>2</td> </tr> <tr> <td>Left to manage own business</td> <td>2</td> </tr> <tr> <td>Released from role</td> <td>3</td> </tr> </tbody> </table> </div> <p>Strategic volunteers help to steer the charity and support senior managers, but also work hard to connect with frontline teams. We work hard to create diverse roles across all volunteers and have, in this period, created our first administration volunteer.</p>	Reason for exit	Number of volunteers	Completed Placement	28	Gained Employment	12	More hours given in current employment	5	Left within 3 month trial period	2	Left to manage own business	2	Released from role	3
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Achievements and Performance

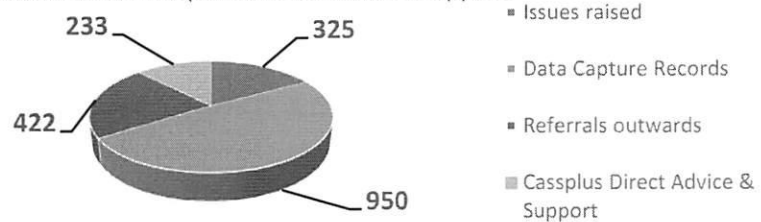
<p>Summary of the main achievements of the charity, identifying the difference the charity's work has made to the circumstances of its beneficiaries and any wider benefits to society as a whole.</p>	<p>It is important to recognise the continuing impact of covid-19 during this period. It has taken time for the courts (like many partners) to recover. We have seen a 14% increase in client numbers compared with the previous year, but most critically, an increase in the complexity of need (also widely reported across VCSE partners).</p> <p>Court users have experienced longer than normal delays in their cases being heard, not least due to the national shortage of legal advisors. Our most recent evaluation was conducted under covid-19 conditions by CREST Advisory. Reported in April '22, this study examined activities delivered to defendants only.</p> <p>The average CASSPLUS client in 2019/20 was reported as;</p> <ul style="list-style-type: none"> • under 50 • unemployed; receiving 2 or more benefits • in rented accommodation • with complex mental health • with legal support needs.
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	<p>66% were defendants, most were unrepresented and 'first timer offenders'.</p> <p>This report mirrors trends that we see year-on-year.</p> <p>This evaluation reported CASSPLUS critical success factors as;</p> <ul style="list-style-type: none"> • Targeted services – dynamic prioritisation to meet demand • Affordability – minimal capital expenditure alongside use of volunteers • Proportionality – client led, balanced with level of need, motivation, engagement and service availability <p>Core elements of our existing working model, and which should be promoted in any expansion models, were identified as;</p> <ul style="list-style-type: none"> • Expert staff and volunteers – for local networking of services and essential reach to client base • Generalist – response to multiple needs and a central repository for local information • Responsive – rapid advice with essential drop-in • Independent and non-statutory – voluntary engagement and separate from the courts and/or service providers • Localised – physical presence in courts with detailed local knowledge • Non-targeted – court locality but with no thresholds to access. <p>The Crest evaluation found that 'CASSPLUS is effective in supporting those that are involved (or at risk of involvement) to better navigate the CJ system and address their needs, which may reduce the risk of re-offending'.</p> <ul style="list-style-type: none"> • Help clients to better navigate courts • Provide greater emotional support in court settings • Reduce criminogenic and other needs • Increase the number and uptake of referrals • Support more sustained engagement with other services.
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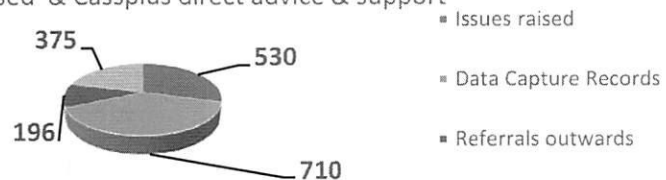
CASSPLUS Client Statistics for period April 2022-



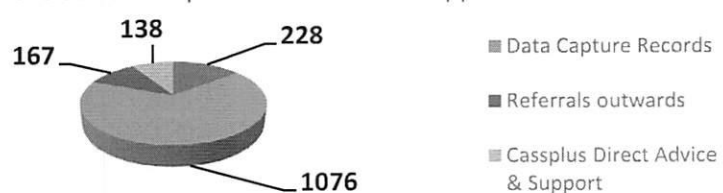
Plymouth Raised/Referral outwards work records within issues raised & Cassplus direct advice & support



Cornwall Raised/Referral outwards, work records within issues raised & Cassplus direct advice & support



Newton Abbot Raised/Referral outwards, work records within issues raised & Cassplus direct advice & support



In this period Plymouth referred clients to 129 separate services, Cornwall to 62 and Newton Abbot to 73. Our networks need to be up-to-date and accurate to efficiently find the right services in the right locations for our clients. Their ability to move across geographic boundaries are often limited. A typical client will struggle with debt and/or financial hardship, is

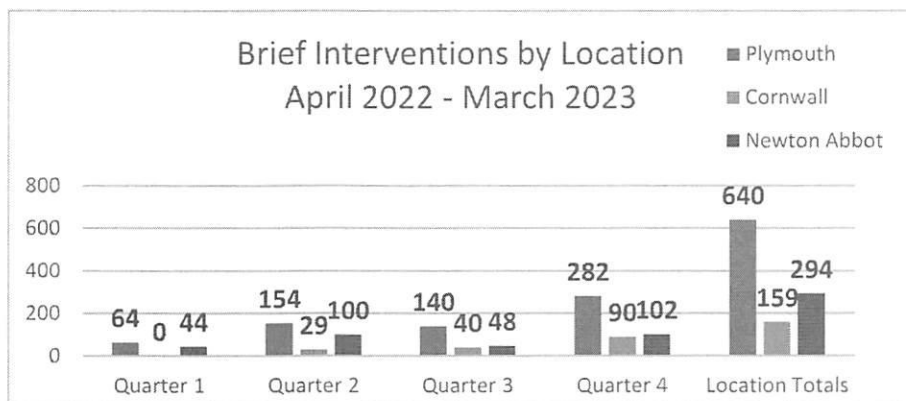
without independent transport, displays low literacy abilities, has low social skills, lacks positive relationships and has low confidence. They are the hardest to reach and are often mistrustful of services who they deem to have 'let them down'.

We have, in this period, developed outreach support to the most vulnerable clients (routinely MH) in South Devon, via the Newton Abbot service. This unique approach to case managing clients outside the court setting is due to post-code gaps in service provision in this area of the county. Most defendants attending Newton Abbot court are from Torbay, with services that they need located out of their home area. Our approach to outreach is new, but we are already seeing the benefits of developing this area of work. Improved relationships and 'knowing' who we are speaking to at services are creating multi-agency conversations that can, and do, help to navigate the barriers that face our most complex clients, most especially in relation to accommodation, debt and mental health.

In addition to clients who receive full assessments and/or referrals, teams deliver Brief Interventions. These are a reflection of our interactions in public areas – helping to signpost people to the right partners, providing simple information/signposting to those more capable of helping themselves, or accompanying someone into the courtroom for emotional support. This type of client does not routinely need full assessments or follow-on contact, but our support is often accompanied by a leaflet which can, and does, bring people back to us post-court.

Brief Interventions also support our HMCTS colleagues; ushers, reception teams and security are all busy with their own roles and have little time to improve people's experience of courts.

Brief Interventions, in this period, have increased by 134% compared to the previous year.



Staff teams have stabilised after some shift in roles post-covid. Our management team is growing. We have further developed our Operations and Business Manager roles and have, this year, created a Communications Officer role. Management responsibilities are now more 'shared', creating organisational resilience and supporting our development in all areas. Frontline, operational teams continue to deliver face-to-face, drop-in support at courts, with no appointments required, or waiting lists to navigate; management teams travel across area and work more remotely, though they are all able to provide on-site cover if/when required, including the CEO! We are passionate supporters of face-to-face provision of services in court settings when many partners are sustaining a remote response as a continuing legacy of covid-19. CASSPLUS clients are not routinely confident in the use of virtual platforms or technology in

	<p>general and the visual cues from being in the same space as a vulnerable client are paramount to positive engagement and trusting relationships.</p> <p>That said, CASSPLUS teams are better connected with each other through our expanded use of remote platform and our improved layering of volunteer/staff/Board meetings. We apply a blended approach to meeting in person and remotely to achieve optimal efficiencies for teams that are widely dispersed across two counties.</p> <p>Our continuous development of a bespoke database is enabling us to develop more accurate ways of evaluating and monitoring our performance against our core aims. We are becoming more self-sufficient and proficient in its use but tend to rely on one skilled member of the team for data capture/management/reporting. This is an area of work that we must progress, both for our own internal purposes but also to evidence the social value of court-based advice and support.</p>
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Additional information (optional)

You may choose to include further statements where relevant about:

Achievements against objectives set	See above
Performance of fundraising activities against objectives set	<p>Pure fundraising, as a CASSPLUS activity, is still to be developed and we remain reliant on grants for 99.68% of our income – some that are now relational and some which have been newly generated in this period. We are grateful for their collective support in growing the charity.</p> <p>Our introduction of a part time Communication Officer is helping us to improve our reach internally (especially important to team cohesion) and also externally to communities and networks that are critical to services and partnerships.</p> <p>We are making good progress on brand platforms and creating consistency across our messaging; expanding our social media connections; and improving our website, including a donation button which we now need to drive traffic towards.</p> <p>We continue to generate a 0.32% of income through University placements for Social Care students.</p>
Investment performance against objectives	n/a
Other	<p>CASSPLUS teams, operational and strategic, attend a wide range of networks not only relating to CJ, but also to housing, benefits, females (as a protected characteristic), local partnerships (Alliance/Changing Futures/Cornwall consortium) to name a few. Our holistic response to need requires us to 'understand' processes so that we can properly relate this to (and achieve the best outcomes for) vulnerable beneficiaries. We do not need to be 'experts' on pathways but are seen as the experts in how we knit these complex systems together with CJ need/priorities and, most especially, with courts.</p>

	We have started working on achieving a Trusted Quality Standard and are also looking more closely at the One Small Thing Trauma Informed standard.
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Financial Review

Review of the charity's financial position at the end of the period	CASSPLUS remains reliant on a range of grants for income, some through funders that have become relational, with others through new grant income streams.
Statement explaining the policy for holding reserves stating why they are held	Reserves Policy in place and with regular reviews through Financial sub-group and at quarterly Board meetings.
Amount of reserves held	See Accountant report
Reasons for holding zero reserves	n/a
Details of fund materially in deficit	n/a
Explanation of any uncertainties about the charity continuing as a going concern	Grants come through a diverse range of providers. However, our over-reliance on grants for income are a growing concern as the charity grows. Developing CASSPLUS as a procured /commissioned service, however, presents a different set of issues and concerns, when so many contracts are routinely being reduced through Local Authorities, Health, Social Care, Criminal Justice, etc. We remain vigilant to opportunities.

Additional Information (optional)

You may choose to include further statements where relevant about:

The charity's principal sources of funds (including any fundraising)	See Accountant report
Investment policy and objectives including any social investment policy adopted	n/a
A description of the principal risks facing the charity	Organisational Risk Register reviewed quarterly by Risk Register review sub-group who report to quarterly Board meetings. This is a live document which shifts according to organisational risk. Previously a quarterly board item this has shifted to bi-annual, but with options to address risk in real time if and when required.
Other	CASSPLUS has developed its approach to Financial management and reporting in this period, with a layered, internal approach to responsibilities and development of further policies specifically relating to finance; petty cash, invoicing/expenses/payroll processes, purchasing, ACTS 435 and a full review of financial regulations.

INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES' OF
CASSPLUS

We report on the accounts of the company for the year ended 31st March 2023, which are set out on pages below.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 (the 2011 Act) and an independent examination is required.

Having satisfied ourselves that the charity is not subject to audit under company law and is eligible for independent examination, it is our responsibility to examine the accounts under section 145 of the 2011 Act, to follow the procedures laid down in the general directions given by the Charity Commission under section 145(5)(b) of the 2011 Act and to state whether particular matters have come to our attention.

Basis of independent examiner's report

Our examination was carried out in accordance with the general directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts; and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

Independent examiner's statement

In connection with my examination, no material matters have come to my attention which gives me cause to believe that in, any material respect:

- the accounting records were not kept in accordance with section 130 of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

Oakleys

Date: 13/10 2023

Oakleys Accountants Limited
91 Houndiscombe Road
Plymouth
Devon PL4 6HB

CASSPLUS
STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING THE INCOME & EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31ST MARCH 2023

	Unrestricted £	Restricted £	2023 £	2022 £
Incoming resources:				
Voluntary income	1,699	-	1,699	1,836
Revenue grants	31,556	212,478	244,034	244,645
Other activities	1,329	-	1,329	29
Total incoming resources	34,584	212,478	247,062	246,510
Resources expended:				
Charitable activities	26,209	230,438	256,647	219,727
Governance costs	-	1,302	1,302	1,263
Total resources expended	26,209	231,740	257,949	220,990
Net incoming resources for the year	8,375	(19,262)	(10,887)	25,520
Other recognised gains	-	-	-	-
Net movement in funds	8,375	(19,262)	(10,887)	25,520
Adjustment to funds	(34,238)	34,238	-	-
Total funds brought forward	111,386	52,187	163,573	138,053
Total funds carried forward	85,523	67,163	152,686	163,573

**CASSPLUS
BALANCE SHEET
AS AT 31ST MARCH 2023**

	£	<u>2023</u>	£	£	<u>2022</u>	£
<u>FIXED ASSETS:</u>						
Tangible assets			1,039		1,385	
<u>CURRENT ASSETS:</u>						
Cash at bank and in hand		152,547			163,088	
		-----			-----	
<u>CREDITORS:</u>						
Amounts falling due within one year		(900)			(900)	
		-----			-----	
<u>NET CURRENT ASSETS</u>			151,647		162,188	
			-----		-----	
<u>NET ASSETS</u>			152,686		163,573	
			=====		=====	
<u>FUNDS:</u>						
Unrestricted funds			85,523		111,386	
Restricted funds			67,163		52,187	
			-----		-----	
<u>TOTAL FUNDS</u>			152,686		163,573	
			=====		=====	

The trustees' acknowledge their responsibilities for complying with the requirements of charity legislation with respect to accounting records and the preparation of accounts.

Signed on behalf of the Board of Trustees:



Mrs. P. Walker
Trustee

Treasurer.

Date: 18th October 2023

CASSPLUS

NOTES TO THE FINANCIAL STATEMENTS

1. ACCOUNTING POLICIES:

(a) Basis of accounting

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015) and the Statement of Recommended Practice: Accounting and Reporting by Charities (effective in January 2015).

(b) Incoming resources

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

Voluntary income is received by way of grants, donations and gifts and is included in full in the statement of financial activities when receivable.

(c) Resources expended

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

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs are incurred in connection with the administration of the charity and compliance with constitutional and statutory requirements.

(d) Tangible fixed assets

Tangible fixed assets are stated at cost less accumulated depreciation. Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life:

Office equipment - 25% on written down value

2. VOLUNTARY INCOME:

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Donations	1,699	-	1,699	1,836
	=====	=====	=====	=====

CASSPLUS
NOTES TO THE FINANCIAL STATEMENTS

3. INCOMING RESOURCES FROM REVENUE GRANTS:

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Acts435	-	4,870	4,870	1,950
Awards 4 All	-	10,000	10,000	9,561
CJI	8,500	-	8,500	-
Community Land Grant	-	23,708	23,708	-
Cornwall Community Foundation	-	5,000	5,000	2,322
Devon Community Foundation	-	5,000	5,000	7,500
Devon Community Foundation (NA)	-	7,992	7,992	9,742
Hadley Trust	-	98,658	98,658	95,193
Lloyds	-	-	-	8,500
Lloyds Foundation	-	27,250	27,250	25,000
OPCC	-	-	-	32,600
SSC VS Contract	23,056	-	23,056	21,393
Tudor Trust	-	30,000	30,000	30,884
	<u>31,556</u>	<u>212,478</u>	<u>244,034</u>	<u>244,645</u>
	=====	=====	=====	=====

4. INCOMING RESOURCES FROM OTHER ACTIVITIES:

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Other income	-	-	-	2
Bank interest	1,329	-	1,329	27
	<u>1,329</u>	<u>-</u>	<u>1,329</u>	<u>29</u>
	=====	=====	=====	=====

CASSPLUS
NOTES TO THE FINANCIAL STATEMENTS

5. COSTS OF CHARITABLE ACTIVITIES:

	Unrestricted	Restricted	2023	2022
	£	£	£	£
Wages	22,271	182,653	204,924	178,210
Hardship grant	-	5,806	5,806	-
Pensions costs	750	9,958	10,708	8,424
Travel and subsistence	634	10,580	11,214	7,899
Welfare and events	1,450	4,555	6,005	5,052
Insurance	22	1,327	1,349	-
Marketing and advertising	-	40	40	-
Telephone	577	6,505	7,082	5,506
Computer and office expenses	430	4,808	5,238	7,567
Printing, postage and stationery	-	433	433	623
Training costs	-	2,227	2,227	3,043
Sundry expenses	-	37	37	101
Professional and membership fees	50	1,116	1,166	2,744
Bank charges	2	70	72	96
Depreciation	23	323	346	462
	<u>26,209</u>	<u>230,438</u>	<u>256,647</u>	<u>219,727</u>
	=====	=====	=====	=====

6. GOVERNANCE COSTS:

	2023	2022
	£	£
Accountancy	1,262	1,228
Professional fees	40	35
	<u>1,302</u>	<u>1,263</u>
	=====	=====

7. TAXATION:

The charity's activities fall within the exemptions afforded by the provisions of the Income and Corporation Taxes Act 1988. According, there is no taxation charge in these accounts.

CASSPLUS
NOTES TO THE FINANCIAL STATEMENTS

8. EMPLOYEES:

Employment costs

	2023	2022
	£	£
Wages	204,924	178,210
Hardship grant	5,806	-
Pensions costs	10,708	8,424
	<u>221,438</u>	<u>186,634</u>
	=====	=====

No employee received emoluments of more than £60,000.

Number of employees

The average number of employees during the year was 9.

9. PENSION COSTS:

The charity operates a defined contribution pension scheme, the costs of which are shown above.

10. TRUSTEES' EMOLUMENTS:

No trustees' received any emoluments during the year.

CASSPLUS
NOTES TO THE FINANCIAL STATEMENTS

11. TANGIBLE FIXED ASSETS:

	<u>Office Equipment</u>	<u>TOTAL</u>
<u>Cost:</u>	£	£
At 1st April 2022	6,566	6,566
Additions	-	-
Disposals	-	-
	-----	-----
At 31st March 2023	6,566	6,566
	-----	-----
<u>Depreciation:</u>		
At 1st April 2022	5,181	5,181
Charge for the year	346	346
Disposals	-	-
	-----	-----
At 31st March 2023	5,527	5,527
	-----	-----
<u>Net book value:</u>		
At 31st March 2023	1,039	1,039
	=====	=====
At 1st April 2022	1,385	1,385
	=====	=====

12. CREDITORS:

Amounts falling due within one year:

	<u>2023</u>	<u>2022</u>
	£	£
Accruals	900	900
	=====	=====

**13. ANALYSIS OF NET ASSETS
BETWEEN FUNDS:**

	<u>Unrestricted Funds</u>	<u>Restricted Funds</u>	<u>Total Funds</u>
	£	£	£
Fund balances at 31st March 2023 represented by:			
Tangible fixed assets	69	970	1,039
Current assets	85,454	67,093	152,547
Current liabilities	-	(900)	(900)
	-----	-----	-----
	85,523	67,163	152,686
	=====	=====	=====

CASSPLUS
NOTES TO THE FINANCIAL STATEMENTS

14. MOVEMENT IN FUNDS:

Unrestricted funds

	At 01.04.22 £	Incoming Resources £	Outgoing Resources £	Transfer To General Funds £	At 31.03.23 £
General funds	108,975	34,584	(26,209)	(34,238)	83,112
	=====	=====	=====	=====	=====

Restricted funds

	At 01.04.22 £	Incoming Resources £	Outgoing Resources £	Transfer From General Funds £	At 31.03.23 £
Restricted funds	54,598	212,478	(231,740)	34,238	69,574
	=====	=====	=====	=====	=====

15. DETAILED MOVEMENT IN FUNDS:

Unrestricted funds

	Brought Forward £	Incoming Resources £	Outgoing Resources £	Transfers Between Funds £	Carried Forward £
CJI	2,833	8,500	(5,975)	-	5,358
Donations	823	1,699	(1,710)	-	812
Reserves	105,319	1,329	(23)	(32,571)	74,054
SSC VS Contract	-	23,056	(18,501)	(1,667)	2,888
	=====	=====	=====	=====	=====
	108,975	34,584	(26,209)	(34,238)	83,112
	=====	=====	=====	=====	=====

CASSPLUS
NOTES TO THE FINANCIAL STATEMENTS

15. DETAILED MOVEMENT IN FUNDS CONTINUED:

Restricted funds

	Brought Forward £	Incoming Resources £	Outgoing Resources £	Transfers Between Funds £	Carried Forward £
Acts435	(48)	4,870	(3,871)	48	999
Awards 4 All	2,411	10,000	(10,736)	-	1,675
Community Land Grant	-	23,708	(20,294)	-	3,414
Cornwall Community Foundation	3,780	5,000	(9,610)	830	-
Devon Community Foundation	4,516	5,000	(5,267)	-	4,249
Devon Community Foundation (NA)	6,776	7,992	(9,484)	-	5,284
Hadley Trust	-	98,290	(100,253)	1,963	-
Lloyds Foundation	24,176	27,250	(25,079)	-	26,347
OPCC	-	-	(2,663)	2,663	-
Plymouth VCSE	6,374	-	(1,970)	-	4,404
Tudor Trust	4,077	30,368	(37,332)	24,817	21,930
Volunteer Sector MH	2,536	-	(1,264)	-	1,272
General funds	-	-	(3,917)	3,917	-
	<u>54,598</u>	<u>212,478</u>	<u>(231,740)</u>	<u>34,238</u>	<u>69,574</u>
	=====	=====	=====	=====	=====

Structure, Governance and Management

Description of charity's trusts:	n/a
Type of governing document	Constitution
How is the charity constituted?	CIO
Trustee selection methods including details of any constitutional provisions e.g. election to post or name of any person or body entitled to appoint one or more trustees	Stated in Constitution

Additional information (optional)

You may choose to include further statements where relevant about:

Policies and procedures adopted for the induction and training of trustees	<p>Online forums, social media, networks and word of mouth have been helpful in recruiting Trustees this year. We apply a standard interview process to new Trustees and an attitude that recruitment will bring fresh thinking and energies to our Board. Recruitment covers policy, enhanced DBS checks, code of conduct, conflict of interest and declarations. Constitution and annual reports are all shared alongside operational and evaluation reports, meetings with the CEO, allocation of a board mentor, internal training programme modules and site visits are all part of early induction process.</p> <p>We hold a Board Away (business planning) Day every year and this year's event concentrated on Governance and Quality Standards. A workshop generated a new role for Trustees, picked up by our latest recruit, and which has created a roving Trustee liaison role. This Trustee moving across sites in creating a link between Board and operational teams and breaking down any potential 'them and us' culture. It is proving highly successful and beneficial.</p> <p>We are trying to become more diverse, especially in re-recruiting to our currently vacant 'lived experience' seat but are finding this challenging without applying a 'tick box' approach to diversity.</p> <p>Meetings are held quarterly.</p> <p>Code of Conduct Policy (Trustees) and Conflict of Interest Policy (Trustees) alongside full portfolio of Policies.</p> <p>Trustee Induction Process, inc enhanced DBS.</p> <p>Training offered on an ad hoc basis.</p> <p>Full reference to Charity Commission website.</p>
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<p>The charity's organisational structure and any wider network with which the charity works</p>	<pre> graph TD Board[Board of Trustees (6)] --> CEO[CEO Carole Edwards 30 hrs] CEO --> BM[Business Manager - Christine Mitchell 27.5 hrs] CEO --> COM[Communications Officer Tessa White 22.5 hrs] CEO --> PM[C] CEO --> NA[C] CEO --> CO[C] PM --> PJC[Plymouth Coordinator Ivan Judd 30 hrs] NA --> NJC[Newton Abbot Coordinator Henri Thomas 27.5 hrs] CO --> CC[Cornwall Coordinator Debbie Mulla 27.5 hrs] PJC --> PJA[Plymouth Assistant Coordinator Sam Strickland 30 hrs] NJC --> NJA[Newton Abbot Assistant Coordinator Sharon Francis 30 hrs] CC --> CCA[Cornwall Assistant Coordinator Dawn Freggatt 15 hrs] PJA --> PV[Plymouth Volunteers] NJA --> NAV[Newton Abbot Volunteers] CCA --> CV[Cornwall Volunteers] BM --> AA[Admin Assistant Vacant 15 hrs] </pre>
<p>Relationship with any related parties</p>	<p>Active member of the Safer Stronger Consortium (Cornwall)</p>
<p>Other</p>	

Reference and Administrative details

Charity name	CASSPLUS
Other name the charity uses	CASS, CASS+
Registered charity number	1160513
Charity's principal address	9 Dunstone View, Plymstock Plymouth PL9 8TW

Names of the charity trustees who manage the charity

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1	Mary Anne McFarlane	Chair	Full year	CASSPLUS Trustees and staff via recruitment panel
2	Dr Timothy Auburn	Vice Chair	Full year	CASSPLUS Trustees and staff via recruitment panel
3	Patricia Walker JP	Trustee Treasurer	Full year	CASSPLUS Trustees and staff via recruitment panel
4	Dr Judy Hultgren JP	Trustee	Full year	CASSPLUS Trustees and staff via recruitment panel
5	Angela Taylor	Trustee	Full year	CASSPLUS Trustees and staff via recruitment panel
6	Mark Mitchell	Trustee	Appointed Feb '23 – Mar'23 (current)	CASSPLUS Trustees and staff via recruitment panel

Corporate trustees – names of the directors at the date the report was approved

[illegible]

Name of trustees holding title to property belonging to the charity

[illegible]

Funds held as custodian trustees on behalf of others

Description of the assets held in this capacity	n/a
Name and objects of the charity on whose behalf the assets are held and how this falls within the custodian charity's objects	n/a
Details of arrangements for safe custody and segregation of such assets from the charity's own assets	n/a

Additional information (optional)**Names and addresses of advisers (Optional information)**

Type of adviser	Name	Address
Associate Board member (non voting)	Peter Edwards	9 Dunstone View Plymouth PL9 8TW

Name of chief executive or names of senior staff members (Optional information)

Carole Edwards

Exemptions from disclosure

Reason for non-disclosure of key personnel details

n/a

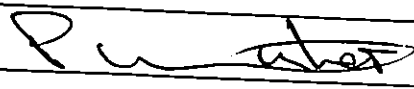
Other optional information

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Declarations

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees

Signature	 S.P.
Full name	PATRICIA ANN WALKER
Position (e.g. Chair, Secretary)	Treasurer.
Date	18 th October 2023