

# CIS'ters

*An experience in learning, sharing, growing - individually and together*



## Trustees' Annual Report

Registration 1123125 (1/4/19 – 31/3/20)

Registration 1184857 (12/8/19 – 31/3/20)

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## Section one: Reference and administrative details

<b>Charity Name 1</b>	<b>CIS'ters</b> –surviving rape and sexual abuse
<b>Registered charity number</b>	1123125
<b>Charity's principal address</b>	<b>CIS'ters</b> Po Box 119 Eastleigh Hampshire SO50 9ZF

<b>Charity Name 2</b>	<b>CIS'ters</b> –surviving rape and sexual abuse during childhood
<b>Registered charity number</b>	1184857
<b>Charity's principal address</b>	<b>CIS'ters</b> Po Box 119 Eastleigh Hampshire SO50 9ZF

## Trustees

<b>Trustee Name</b>	<b>Office</b>	<b>Dates Charity 1123125</b>	<b>Dates Charity 1184857</b>	<b>Name of person (or body) entitled to appoint trustee</b>
Gillian Finch	Trustee/ Manager	10/02/2006- present	12/08/2019 - present	<b>CIS'ters</b> Board of Trustees
Louise Bird	Trustee	29/09/2012- present	12/08/2019 - present	<b>CIS'ters</b> Board of Trustees
Samantha Richley	Trustee/Chair	30/08/2013- present	12/08/2019 - present	<b>CIS'ters</b> Board of Trustees
Mary Bridgman	Trustee/ Treasurer	30/08/2013- present	12/08/2019 - present	<b>CIS'ters</b> Board of Trustees
Catherine McEwing	Trustee	30/08/2013- present	12/08/2019 - present	<b>CIS'ters</b> Board of Trustees

Elsa Montgomery	Trustee/Secretary	30/08/2013-present	12/08/2019 - present	CIS'ters Board of Trustees
Shelley Unwin	Trustee	25/07/2014-present	12/08/2019 - present	CIS'ters Board of Trustees
Eileen Gorrod	Trustee	17/04/2015-present	12/08/2019 - present	CIS'ters Board of Trustees

## Section two: Structure, governance, and management

Type of governing document:

### **Charity 1123125 - Trust deed**

The charity is constituted by trust and the trustees are selected following skills gap analysis. They may be recommended by existing trustees, and selection is by unanimous vote of the Board of Trustees. Trustees are appointed on their abilities and skills. In appointing trustees CIS'ters aims to ensure a majority of trustees are adult female survivors of childhood rape, sexual abuse or sexual exploitation and are therefore representative of those using the primary service. Where no such majority is possible the survivor trustees have a casting vote.

### **Charity 1184857 – Charitable Incorporated Organisation - Foundation**

The charity is migrating from original registration (1123125) to a CIO format and achieved registration on 12<sup>th</sup> August 2019 (1184857).

Trustees are the same ones as previously and were appointed based on earlier skills gap analysis.

In re-appointing trustees to the CIO, CIS'ters ensured that the majority of trustees are adult female survivors of childhood rape, sexual abuse or sexual exploitation and are therefore representative of those using the primary service. When taking votes during meetings, survivors with lived experience have a collective casting vote, should this be needed.

## Policies

The policy framework developed during 2013/14 was adopted in January 2014 and distributed to the trustees and workers in the agency in April 2014. There is a rolling programme of review every three years. During the reporting period of 2019-20, the following policies have been reviewed and updated:

- ❖ Confidentiality
- ❖ Referral and Signposting
- ❖ Transgender
- ❖ Drugs and alcohol in workplace
- ❖ Adult Safeguarding

The following new policy was written:

- ❖ Needs and Risk Assessment

## Conflict of Interest

A Conflict of Interest Register was initiated at the Trustee meeting on 23rd May 2018 and is now a formal part of each meeting. The Trustees confirmed that they had no conflicts of interest.

## Risk management statement

The trustees take responsibility for management of risk in CIS'ters. Major risks are reviewed by the Trustees at their regular meetings and control systems have been established to manage those risks. Ongoing risks relate to securing sustainable funding. A workshop on the strategic direction for CIS'ters took place 11th May 2019. This was attended by Trustees and chaired by one of our patrons, Professor Sir Jonathan Montgomery. Lloyds Bank Foundation have recently awarded CIS'ters a grant to develop a Business Plan and Funding Strategy.

## Public benefit statement

All trustees have complied with their duty to have due regard to guidance on public benefit when exercising their duties.

## Financial review

### Charity 1123125:

Income received during the year was £64,818 and expenditure totalled £55,099. We therefore had an overall surplus for the year of £9,719. Assets are to be transferred to CIO on 1<sup>st</sup> April 2020 as part of the process to close down the original registration.

The Reserves policy recognises the need to ensure cash reserves to:

- ❖ Meet contractual liabilities should the organisation have to close
- ❖ Meet unexpected costs
- ❖ Replace equipment as it wears out
- ❖ Provide working capital if and when funding is paid in arrears
- ❖ Ensure the charity can continue to provide a stable and quality service
- ❖ A safe closure of the charity (exit strategy) if sustainable funding is not achieved

CIS'ters aims to have a minimum reserve amounting to seven months running costs for the organisation as a whole. We achieved our aim this year.

### Charity 1184857:

The charity had no financial assets for the period 12<sup>th</sup> August 2019 – 31<sup>st</sup> March 2020. Assets will be transferred from Charity Number 1123125 to 1184857 on 1<sup>st</sup> April 2020. This was authorised by the Trustees at their meeting on 9<sup>th</sup> March 2020.

## Additional reference and administrative information

<b>Bank</b>	HSBC	3 Leigh Road, Eastleigh SO50 9YW
<b>Auditor</b>	Fred Bendall	8 Tenby Drive, Chandlers Ford, SO53 4NL



### Section three: Objectives and activities

<p>Summary of the objects of the charity set out in its governing document – Registration 1123125</p>	<p>The Trustees shall hold the trust fund and its income upon trust to apply them for the following objects (“the objects”):</p> <p>a. To promote and protect the health of female survivors aged over 18 who have been sexually abused, as girls, by a member of their immediate or extended family and to empower such survivors in their own personal healing through the mutual affirmation, acceptance, respect and support of other survivors.</p> <p>b. To provide, <b>depending on the availability of sustainable funding</b>, or to assist with the development/provision of similarly empowering services for the following:</p> <ul style="list-style-type: none"> <li>❖ Adult female survivors of childhood sexual abuse, though not within a familial setting</li> <li>❖ Adult male survivors of childhood sexual abuse</li> <li>❖ Child victims of sexual abuse</li> <li>❖ Non-abusing parent/guardian/carer of survivors of sexual abuse during childhood</li> <li>❖ Partners of adult survivors of childhood sexual abuse</li> <li>❖ Children of adult survivors of childhood sexual abuse</li> </ul> <p>c. To advance at a local, regional and national level the education of the public and/or other specialist services in particular but not exclusively, by increasing awareness of the impact on child/adult survivors of childhood sexual abuse and the associated coping strategies used by some victims; and to promote an improved service response to meet the unmet needs of such child/adult survivors, and others affected indirectly by such abuse.</p>
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<p>Summary of the objects of the charity set out in its governing document – Registration 1184857</p>	<p>The Trustees shall hold the trust fund and its income upon trust to apply them for the following objects (“the objects”):</p> <ol style="list-style-type: none"> <li>a. to promote and protect the health of female survivors aged over 18 who, born as female, during childhood were raped, sexually abused or sexually exploited in particular but not limited to those who were raped, sexually abused or sexually exploited by a member of their immediate or extended family; empowering such survivors in their own personal healing through the mutual affirmation, acceptance, respect and support of other survivors and, subject to funding, to assist in the provision or development of services for other persons affected directly or indirectly by rape, sexual abuse or sexual exploitation as the trustees shall think fit.</li> <li>b. to advance the education of the public, in particular those providing services, of the impact on child victims/adult survivors of childhood rape/sexual abuse/exploitation and the associated coping strategies used by some victims; and to promote an improved service response to the unmet needs of such child victims/adult survivors, and others affected directly or indirectly by experiences of sexual crimes.</li> </ol>
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<p>Summary of the main activities in relation to these objects</p>	<ul style="list-style-type: none"> <li>a. Host a group which meets twice a month in Southampton, for adult women who were sexually abused, as girls, by a member of their immediate or extended family.</li> <li>b. Host topic-based half and one day workshops, accessible to women who were sexually abused as girls.</li> <li>c. Host an annual weekend workshop, accessible to women who were sexually abused as girls.</li> <li>d. Produce a quarterly newsletter, available to survivors; professionals working within the specialist sexual violence and abuse sector, or allied professions, and to members of the general public.</li> <li>e. Host training seminars and conferences to better aid workers within other agencies or independent professionals, to understand issues relating to the impact of abuse on child victims and adult survivors (male and female).</li> <li>f. Provide a national helpline, to provide support to adults who have been affected by such abuse, signposting where appropriate to other services/agencies.</li> <li>g. Undertake awareness work with the general public, so that they better understand core issues including prevalence of such abuse.</li> <li>h. Network with key professionals in other agencies, including the statutory sector, to highlight the unmet needs of child victims and adult survivors.</li> <li>i. Undertake fundraising activities to raise funds to sustain the agency.</li> </ul>
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## Section four: Achievements and performance

Maintaining existing services – as charities were run in parallel, data below is for both.

**Helpline:** During the financial year 2019-20 a total of 630 calls were made to the helpline and 8875 emails were received. This represents 181 fewer calls and 984 more emails than the previous year. Contacts from new survivors numbered 489 which was 306 more than in 2018-19. There were 724 phone/email contacts from existing members, an increase on the prior year. We currently have 508 members of whom 54% live within Hampshire and the Isle of Wight.

**Group meetings:** Core group met 23 times during the period 1<sup>st</sup> April 2019 – 31<sup>st</sup> March 2020, the 24<sup>th</sup> planned meeting was cancelled due to March 2020 COVID lockdown. Places within Core Group are allocated on a needs basis, some survivors requiring longer than others. Many of our members prefer to be supported either by email or by phone and others might live too far away to access Core Group which meets in the evening. Drop-In sessions have continued to run monthly. Average attendance has dropped again this year and these sessions will therefore be reviewed next year.

The Annual Weekend (Residential) Workshop for members was hosted again in October. Nineteen delegates participated this year supported by a team of eight. CIS'ters subsidised the workshop and offered bursaries. The weekend was appreciated by all who attended and good feedback was received.

The following is an example of the outputs produced by the participants during the weekend event:

### A session from our Weekend Workshop

October 2019



Delegates were asked if they would write down something positive about the weekend and use a label to tie it to a small tree we had taken with us. The messages were then used in one of the optional sessions on the Sunday. The following was collectively created and presented (by those members named) during the closing ceremony.

Louise (1497)	<b>C</b> : as in	compassion, comfort, comical, connectedness, creative, chocolate, crying, contribution
Mary Anne (1465)	<b>I</b> : as in	(less) isolated, inspired, included, individual, (loved for who) I (am)
Astra (1389)	<b>S</b> : as in	supported/supportive, safe, solidarity, (understood without) speaking
Anne (454)	<b>T</b> : as in	(aroma)therapy, togetherness, team, totally letting go, true freedom, team (are kind, supportive and loving), truth, trust, taking (off the mask), tears, tissues and toast (burnt*)
Joan (1498)	<b>E</b> : as in	Energy, empowered, empathic, enlightened, educated, easy, eating
Wendy (1406)	<b>R</b> : as in	Respected, resilient, relationships, rested, refreshed, reassured, reliable, relaxed
Gillian (00)	<b>S</b> : as in	Secure, strong, serious, singing, social, standing together, speaking (or not)

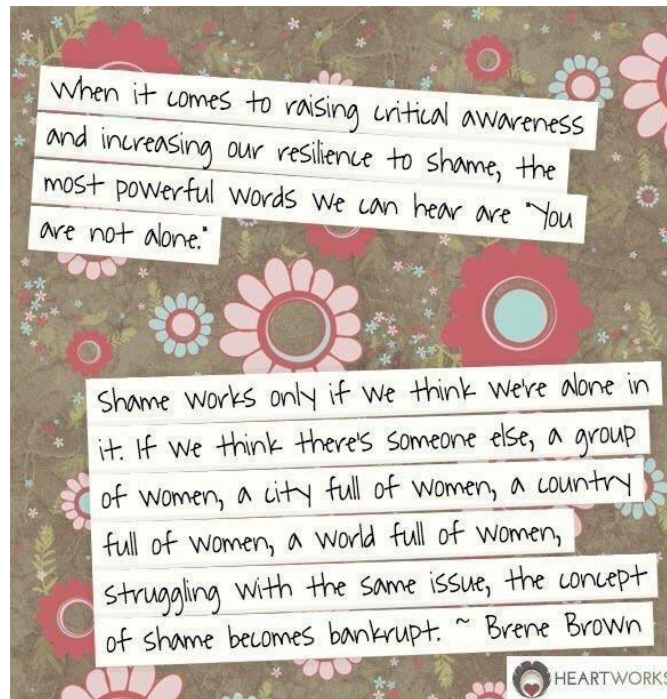
The named members then saying, together:

*Above all, CIS'ters, collectively stands for acceptance, belonging, unconditional love, non-judgemental and being valued.*

The additional comments below were left on the tree after the session (so were not included within the above, although others might have previously left something similar):



**Half/full day workshops:** Five workshops were run this year. Topics included: Adverse Childhood Experiences (the how and impact); Vision Boards; Respectful Boundaries



**Referrals/Signposting:** In recognition of the fact that CIS'ters might be part of a survivor/members journey we have ensured that there is comprehensive information on our website which can be used by survivors and others to find additional services such as counselling. Within CIS'ters when responding to emails and phone calls we continue to highlight the existence of additional services so that individuals have the widest choices open to them.

**Advocacy:** Increasingly we are finding that many of our members, whether they live in Hampshire or elsewhere, require advocacy or empowerment in addition to emotional support. Currently this is an under resourced area and will need sustainable funding.

**Emotional Resilience of Workforce:** The supervisor appointed last year continues to provide support for our workforce, in addition to that provided by both our Manager and Volunteer Coordinator. The majority of our workforce are members (i.e. survivors) and are carefully monitored to ensure that they are sufficiently resilient to undertake their respective roles.

## Achievements

We have run fifteen screening events of the internationally award-winning documentary 'Resilience' which raises viewers' awareness of adverse childhood experiences (ACEs) across Hampshire this year. This programme of events took Manager Gillian Finch to every Community Safety Partnership and provided opportunities for her to publicise CIS'ters.



The contributions of Trustees Louise Bird and Shelley Unwin were recognised in their nominations to the Safer Awards Scheme 2019. Shelley (right) won an award and Louise was designated runner up.

## Highlights of the year

On February 11<sup>th</sup> 2020, the long awaited All Party Parliamentary Group (APPG) report on Adult Survivors of Childhood Sexual Abuse was launched at the Houses of Parliament in London. The photo shows from the left, Fay Maxted OBE, CEO of the Survivors Trust, with our Manager Gillian Finch and two of our key supporters (Maggie and Cathie). Contributions from CIS'ters members are quoted within the APPG Report.



## Section Five: Consultancy/Commissions

We were commissioned by the Isle of Wight Safeguarding Team to deliver two one-day ACE training courses. We received £1358 which comprised fee and reimbursement of travel expenses.

## Section Six: Acknowledgements

It has been possible to maintain our services this year due to grants from the following:

- ❖ Office PCC – Hampshire and Isle of Wight, Portsmouth & Southampton
- ❖ Esmée Fairbairn Foundation
- ❖ Hampshire and Isle of Wight Community Fund
- ❖ Lloyds Bank Foundation
- ❖ Enterprise Car Foundation

We are grateful for support of all grant funders and donors.

During the financial year £14,778 was raised through individual donations and two sponsored events. We thank everyone for their continued generosity!

## Section Seven: Declaration

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

Signed on behalf of the charity's trustees (as at this date):

<b>Signatures</b>			
<b>Full Names</b>	Samantha Richley	Gillian Finch	Elsa Montgomery
<b>Date</b>	14 <sup>th</sup> December 2020	14 <sup>th</sup> December 2020	14 <sup>th</sup> December 2020



## CIS'ters - Accounts 2019-20 - Charity Registration 1184857

This charity is a CIO registered on 16th August 2019 as part of migration from earlier registration 1123125

For 2019/2020 accounts, the financial assets remained with earlier registration 1123125

The financial assets were transferred **from charity 1123125** to 1184857 **on 1st April 2020**

Final accounts for 2019/20 (period 1st April 2019 - 31st March 2020) are submitted by charity 1123125

Charity 1184857 - first set of accounts will be 2020/21 (period 1st April 2020 - 31 March 2021)

Statement on Behalf Of CIS'ters:

*Nil financial assets 2019/20.*

*Assets transferred from 1123125  
to 1184857*

Signature:

Date: 2nd December 2020

*on 1st April 2020.*

Name: Gillian Finch

*GFinch*

Trustee