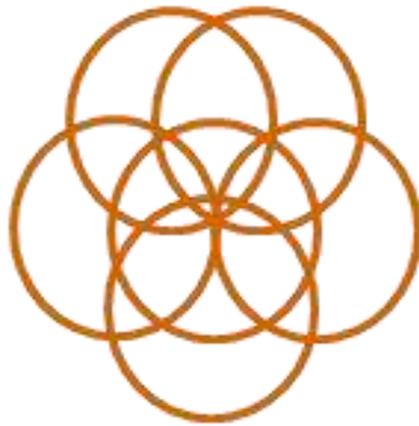


Perth Six Circle Project

"In meeting the needs of others we meet the needs in ourselves"

info@perthsixcircleproject.co.uk

www.perthsixcircleproject.co.uk



Annual Report & Accounts 2014-2015



Name: Lauren Kennedy

Placement: 3 Days at 6 Circle Project, Perth

Account of my time at this placement:

When I was advised that I would be going on my first PLO to Six Circle Project in Perth I was incredibly apprehensive due to the fact that I had never heard of it before, nor did anyone in my social work class, meaning I had no idea what sort of work was done here, or to whom the project was aimed at. Past experiences of placement at High School led me to have an extremely negative view upon such things, but there was no need to worry. Six Circle Project was the most enjoyable placement I have ever taken part in, and by 'Taken part, I really mean that. From the second I walked in the front door I was greeted by very welcoming and friendly staff members, who right away made me feel at home. From there I knew that my time here was going to be an enjoyable and memorable experience. The environment in which myself as a student and the service users were exposed to was very laid back. In my opinion this would make an individual using the service feel very much at home.

I can truthfully say that I enjoyed my practice learning opportunity. I felt totally involved in all of the interactions with the service users and Lisa especially was brilliant from start to finish. She ensured everything was explained to me, regarding how the policies and procedures worked and she also let me sit in on a couple of one to one meetings with service users, so I could better my understanding of the service users specific needs and if the service couldn't cater for these needs then they would do their utmost best to make contact with other agencies/services who could. One of my main questions that I had brought with me to my PLO was 'Do your beliefs of the workers correspond to your expectations of social workers/support workers or other similar occupations values, attitudes, roles and tasks?' and through my observations I concluded that the staff at Six Circle Project do their utmost best in everything. They also go out of their way to ensure that each service user knows that if they are ever in a crisis situation or just want to talk, then they are there to help. They really do go above and beyond.

Another thing which really stood out to me throughout my time at Six Circle was the positive relationship that the workers had with each of the service users personally. It was like nothing I had ever seen before. The service users would approach the staff with ease and hold a good conversation, they would also joke around with the staff members proposing to me that a good relationship has been formed over time, which again suggests that the service providers have put in a great deal of effort to ensure this environment has been kept like this. I really appreciated it as an outsider coming into a totally new environment.

To conclude with my account on my time at the project, I thank you for having me here and I really appreciated the knowledge, along with the great experience you have provided me with. I can ensure that I will speak very highly of this organization and I cannot wait to show my presentation to the rest of the class. Thanks again.

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Name of Organisation	Perth Six Circle Project
Address	Aultbea House 3 Edinburgh Road Perth PH2 8AT Tel. 01738 445384 E Mail info@perthsixcircleproject.co.uk Website www.perthsixcircleproject.co.uk
Committee Members	Gordon Hunter (<i>Chairperson</i> from 25 th May 2015) Helen Richardson Ian Riley (<i>Treasurer</i>) Duncan MacNaughton (Joined 21 st April 2015)
Service User Representative(s)	James Henry (current) & Frank McGlone
SCIO Charity Number	SC029880
Auditors	Chris Smith LCIE Independent Examiner, Charity Advisor & Trainer Glascairn Cottage Aytounhill Cupar Fife KY14 6JH
Principal Bankers	The Royal Bank of Scotland plc Dunkeld Road Perth
Funders	Perth and Kinross Council The Robertson Trust The Gannochy Trust The Big Lottery Fund

History

In 1969 Noranside Borstal received a request from the National Trust for Scotland to undertake a work project at Inverewe Gardens, Wester Ross. They were offered excellent camp accommodation at the RN Boom Defence Depot at Aultbea and the Governor of Noranside Borstal Institution the late Charles Hills, recognised the opportunity to combine work projects with the care of those who were vulnerable, disabled or isolated. He approached Murtle House, a Rudolf Steiner residential school for children in need of special care and proposed that it be made a joint camp, with an equal contingent of children and staff from their establishment.



The camp was a huge success. It soon became obvious that there was not a division of givers and receivers in this setting but there was in fact mutual benefit! The children required supervision, care and attention and the Borstal trainees needed to accept responsibility for others who were more vulnerable than themselves. The residential camp experience was, for the vast majority of participants, deeply satisfying. Barriers were quickly broken down and each individual was recognised as having something to offer the group. At the end of the camp Charles was presented with 6 rings from the Boom Defence Net from the surrounding coastal waters. The interlinking of the rings then formed the logo of the Six Circle organisation, representing the motto *"In meeting the needs of others, we meet the needs in ourselves"*.

The camps continued for many years and this was the first chapter in the history of the Six Circle Group which was formed to give hope and recognition to people who had special needs, regardless of the nature of that need, whether it was physical, mental, social or emotional. The purpose was to find mutual support and respect. Those receiving a service also gave service and they all contributed to the Six Circle experience by acknowledging that giving and receiving was the expected transaction. It demonstrated a desire to recognise each other's sense of isolation and act to dispel it.

Perth Six Circle Project, located in the Perth & Kinross Council area, continues to operate under these principles. It works with adults who are experiencing exclusion and disadvantage and facing a period of transition in their lives because of challenging circumstances, such as, mental health problems, substance misuse, prison experience and community service orders. 'Service users' are encouraged to recognise their own self-worth through helping others, social interaction and learning new skills. All activities are aimed at improving their quality of life and enabling them to re-integrate into the local community and mainstream activities thus maintaining the whole philosophy behind the Six Circle Organisation which Charles Hills envisioned. He believed society should seek to minimise isolation and discrimination where it exists, so that equal opportunity, one of the principal tenets of social justice, is available to all.

Chairperson's Report – Gordon Hunter

For Perth Six Circle Project 2014 – 2015 has been a year for re-establishing routes within the local community & voluntary sector. The previous year saw many financial challenges but with the persistence, perseverance and our willingness to explore every funding strand we secured five years funding from The Big Lottery. Securing this funding has resulted in forward planning and an opportunity to further develop services and support service users to access a fuller range of external services. In speaking to the staff and service users I recognise just how excited they are about the projects future. A wide range of workshops and activities which have been developed and delivered and feedback has highlighted how well they have been received and I am sure this will be reflected upon in the Project Managers Report.

The project was further supported by The Gannochy Trust, Perth & Kinross Council and The Robertson Trust all of whom had faith in the project, as agreed objectives have consistently been achieved or in many cases exceeded over past years. We are extremely grateful to our funders for their continued faith and financial support. We also extend our sincere gratitude to Scottish Prison Service for the use of premises and all the support, advice and guidance they have provided over the past year.

Helen Richardson, who agreed to become Chairperson on an interim basis until the end of June 2014, when I took over this role, has fortunately remained on the management committee. Helen has a breadth of knowledge & experience through her years of employment within the council and has played a major role in supporting the project management across a wide range of matters.

I am no stranger to the Project having been a committee member some years ago and I am happy to say that my experience left me wanting to join again! Marlow and Lesley had both pursued me (in a nice way!) for some time to re-join the committee before I was officially able to take up office.

Duncan MacNaughton joined the committee just prior to last year's AGM and like the other board member Ian Riley, our dedicated accountant, his skills and experience have enhanced the Committee and as a result they have been able to support the project in a variety of ways. David McPhee, our PKC Monitoring Officer, sits in as an observer on Committee Meetings and is also a great source of knowledge and expertise.

Towards the end of the last financial year we were fortunate to recruit John MacDonald to our wonderful staff team and he has now moved on to use his talents in a more practical way. I take this opportunity to thank John for his contribution to the project and wish him well. His departure left open an opportunity for a new team member and we have recruited Kevin MacQueen who I would like to formally welcome to the Six Circle family.

I would like to conclude by firstly drawing your attention to the letter at the beginning of this Annual Report received from a Social Work student on placement from Dundee University. Their kind words were extremely refreshing and really sum up what the project is all about. I would also like to take this opportunity to express my appreciation to all the staff, service users, students, external partners and my fellow committee members for their dedication and contribution to the at Project. The Perth Six Circle Project continues to go from strength to strength and I look forward to yet another exciting year full of progress.

Manager's Report – Marlow Clark

I am both delighted and privileged to have the opportunity to write this 2014-2015 report, proving an update on the progress and achievements of Perth Six Circle Project (PSCP).

2014-2015 began with receiving the wonderful news that the Project was to be awarded five years funding from The Big Lottery, through their 'Investing in Communities – Life Transitions' grant. This award not only allowed us to continue offering a very valuable and much needed person centred service to very disadvantage and challenges adults but allowed us the opportunity to plan for the future in terms of service development and delivery. It further provides an opportunity to carry out an 'Independent Survey', towards the end of year two/early in year three, to 'Identify Needs' and ensure the project applies for future funding to meet these needs and thereafter design, develop and deliver appropriate services.

For this financial support I would like to express, on behalf of service users, staff and the management committee, our sincere gratitude. I would further like to express our thanks to The Big Lottery Funding Officer, Jennifer Mitchell and all the personnel who provided tremendous support, guidance and direction during the application process and thereafter.

Having had a couple of years of financial uncertainty Perth Six Circle Project was very eager to celebrate being awarded funding from The Big Lottery and 'Re-establish Firm Routes' within Perth & Kinross and the Voluntary community'. An 'Open Day' was held and a tree planted to cement routes and thereafter guests were given: a tour of premises; demonstrations of activities; refreshments, which had been prepared by service users and a chance to network.



I would further like to extend this expression of gratitude to our other funders- Perth & Kinross Council, The Gannochy Trust and The Robertson's Trust for their faith in us to deliver quality services and added value for money. Also to Scottish Prison Service (SPS) Perth & Castle Huntly Open Estate as without their continued support, both in terms of access to a wide range of personnel & practical support and for allowing us to reside at Aultbea House as this lends itself extremely well to project needs. These partnerships continue to be invaluable to us as does those of many others including The Bield Farm, Westbank Enterprises, St. Johnston's Saint Academy, Credit Union and Tayside Fire Brigade.

With a bright future ahead for PSCP the staff team, Lesley, Denny, Louisa, Julia and John (who has now moved to new pastures –with an eye on retirement - we wish him all the very best), embraced 2014 with the usual positive level of enthusiasm, commitment, hard work and dedication. I commented in last year's report how grateful I was for their support and that I would feel privileged working alongside them for many years to come. So I take this opportunity to reaffirm this appreciation and acknowledge how privileged I feel being part of such a remarkable team! I also welcome our very new team member, Kevin McQueen, who is settling in very well and whom I am sure will embrace our ethos and become a valuable team member.

I further give my thanks to all those who volunteered at the project including our dedicated volunteer Howard and all the social work students who contributed to the Projects success.

Since last year's AGM the Management Committee have seen some changes, mentioned in the Chairpersons report, but on behalf on the staff team, I would like to express our appreciation of them, along with that of observing PKC Monitoring Officer David McPhee, for their commitment, dedication and encouragement. Collectively and individually they have been a tower of strength, knowledge & support to me and I am always confident and comfortable to approach them for guidance, direction and leadership knowing they will do their utmost to assist.

Throughout 2014-2015 the Project has developed a range of person centred services, with some being offered on an individual basis, to ensure our 'person centred approach' meets current service needs. Others were delivered in small groups, where needs identified are same /similar.

Extended project services, which add value, include: one to one support & advice; counselling, on a planned or ad-hoc basis; and 'talking therapy' (out of hours support) are also offered.

A fundamental element of current services is to introduce service users to a **fuller range of external support services**. This is achieved through inviting personnel from external organisation such as Welfare Rights and Independent Advocacy to deliver a workshop / information session to highlight their range of services. Thereafter service users can visit these organisations for further support. On many occasions project staff assisted service users to arrange meetings and provided them with encouragement & support during these.

Social, cultural & educational opportunities remain important for the personal development of challenged & disadvantaged adults, particularly for those who have incurred long periods of incarceration. Sadly, many service users have lost the confidence, skills and coping strategies to manage difficult or new experiences. Our **Broadening Horizons** activities provides support & encouragement to participate in a range of activities and have included a visit to: Loch Leven to collect items from the shore & woodlands to use to create a 'mini garden'; Edinburgh to visit an ex service users who is terminally ill; Perth Library & Museum; Pitlochry Festival Theatre for the Christmas musical; Camperdown Wildlife Park. A Referendum Event, jointly with CATH Day Centre offered an opportunity to hear from party representatives (YES & NO Campaign!), ask questions and voting information.

After much discussion, voting and planning Inverness was the destination of this year's 3 day Annual Holiday. The first leg of our journey took us to Landmark Forrest Adventure Park in Carrbridge when individuals were encouraged and supported to participate in activities out with their own comfort zone and included a high wire 'Ropeworks' trail. Other activities included a boat trip – and yes we did see a DOLPHIN!

Central to the project is our three core programmes, **Community Enhancement, Living Independently and Personal Wellbeing**. These programmes are aimed at enhancing skills & knowledge through a wide range of activities & workshops which are practical and participative and use tried and tested methodologies.



It still remains that within the **Community Enhancement (CE) & the Living Independently (LI)** programmes the main inspirational activities are those that offer the opportunity to make or create something, resulting in seeing a finished product.

Within the ***Community Enhancement Programme*** a good example of this would be when a small group of service users went to support one of their peers, when they had let things slip within their home, they cleared the clutter, vacuumed, polished & cleaned until it shone.

Seeing the relief on the individuals face resulted in them feeling a great sense of achievement. This kind of activity really does embrace our ethos that ***'In meeting the needs of others we meet the needs in ourselves'***. Other activities including gardening and clutter clearance for local residents also embraces this.

The ***Living Independently Programme*** offered a wide variety of learning opportunities including workshops on; Safe Place Scheme; Scam Awareness (both by PKC); Sign Language; Eco Systems; Eastern Europe (talk from a local Polish immigrant); Dental Hygiene; and Sewing, where repairs or alterations to their personal garments were carried out. Other learning opportunities included; cooking; tomato planting; chutney making; a walk & BBQ at a local beauty spot and a trip to Perth Museum to view the Egyptian Mummy Exhibition.

Physical activity is commonly recognised as being as effective as antidepressants or psychological treatments such as cognitive behavioural therapy (CBT) and therefore vital for those suffering from mental or physical ill health. Therefore our ***Personal Wellbeing Programme*** focuses on a wide range of core, therapeutic and holistic activities designed at encouraging service users to adopt a more positive & healthy lifestyle. To achieve this some activities were carried out jointly with SPS Sports Leaders and St. Johnston's Saints Academy **IN**clusion **T**hrough **S**port. Other activities were carried out by external experts as well as project staff. These opportunities assisted service users to develop their communication, negotiation and networking skills.



I recently reflected on the celebrations surrounding the 70th Anniversary of VE Day and how much people gave of their lives to help their country and their fellow man. It brought to mind a comment once made by Winston Churchill himself and I quote ***'We make a living by what we get, and we make a life by what we give'***. And although it has little comparison, in terms of sacrifice, I feel that service users are making a life, a better life, for themselves through the generous support they give to both their peers and those in need within our local community. So on behalf of the staff team and the management committee I would like to thank them for their contribution and efforts. They are a joy to work with. With their plans for this year, such as creating a workshop, we are all looking forward to a busy and exciting year ahead.

Once again many thanks to all who have given support to Perth Six Circle Project, some over many years, and here's to the 'opportunities' yet to come!

Marlow Clark
Project Manager

Service User Representative Report – James Henry

My name is James. I first learnt about Perth Six Circle at a presentation done by Marlow and I really liked what she told us about the project. I really wanted to put something back in to the community which I thought would be great. I realised the project was helping me a lot with my confidence and my people skills. At first I thought Six Circle was just doing gardens etc. but I now know it's a lot more than that. We help all different kinds of people including moving them house to fixing wardrobes plus taking all the service user on trips like hill walking and bird watching. We have also been to Edinburgh and Glasgow People's Palace with each trip providing a new experience, which I know from speaking to most of the guys that they all really enjoyed. They all took something from it which was amazing to see.

It's been a really good year at Perth Six Circle as we have all done lots of really different things as a group. We all went to watch Miracle On 34th Street which is a play and we all really enjoyed it plus some of the other service users thought they would like it. Afterword's they loved it. Then we all went for a Christmas meal to a local hotel which was great and we all talked about how our year had gone.



When January came, as part of the Living Independently Programme, different goals were set for each person that included a range of independent living skill. These included areas such as: looking for work; looking to join some college courses; and for others it was doing exercises i. e. walking, running, and basically just keeping fit. We have also been shown ways to help us save money within our households e.g. making cheaper meals and saving on our electricity around the house including making sure lights and switches are off when not needed. Anyway, I have spoken to most of the guys at Six Circle and they have all said they have taken lots of good things from it. Some have said it has calmed them down so much, others have said their confidence has went right up and most of them have said they would go back to some of the places we have visited either on their own or with family and friends, whereas before they would not have gone at all. We think this is great for them.

Then for Community Enhancement - we all went out to help someone do their garden as we do gardening quiet a lot and all the guys really enjoy it as they all work away doing different parts of the garden and are good at working together as a group. It also teaches them to all work together which helps them to work as part of a team and be a team player which will be good for them when they start looking for work in the future.



The Personal Wellbeing Programme is a really good part of Perth Six Circle Project as it helps us have regular healthy activities and exercise. We have been into Perth Prison where they put on different activities on for us such as circuit training where we do badminton; walking football; beat the goalkeeper; hula-hooping and throwing bean bags. It is all really fun stuff, nothing too hard, plus everyone has a really good laugh with the staff and each other.

We also do stuff about healthy eating telling us about what to eat and what not to eat. We were shown how to read all the labels on all the different tins, packages and boxes and staff also showed some of the guys, with diabetes, what to look out for as they need different wheats and stuff because some have different diets. We all found this very useful. Regular walks into town, with all the group member, helps us get some exercise and helps make us feel part of the community as sometimes some people don't really get out much and find it hard to feel part of their local community. I think Perth's Six Circle has helped change lots of service user lives' in a big way just by getting everyone out and about an, involved in lots of great activities, learning new skills or just different ways of looking at things. Best thing of all is that we are always willing to help each other as well as people in the community.



Perth Six Circle Project is one of the best things I have got involved with over the past year and I have met some really great and genuinely wonderful people and very good friends. Hopefully there are still loads of good months ahead plus I am really looking forward to our planned trip away and I know all the others are thinking the same way.

James Henry.

Project Services

Currently in its 18th year, Perth Six Circle Project has continued operations extremely successfully throughout this past year, despite the financial uncertainty faced towards the end of 2013-2014. It has provided support to disadvantaged adults (those with mental health issues, prison experience and/or offending behaviour, those recovering from the effects of substance misuse and those experiencing exclusion and isolation due to challenging life circumstances) who face multiple barriers improve the quality of their lives through; gaining skills and knowledge; accessing a full range of external support services; living healthier more independent lives; and ultimately reintegrating into their local community.

The Project services are delivered through 3 core programmes: *Community Enhancement (CEP)*, *Living Independently (LI)* and *Personal Wellbeing (PW)*. All programmes offer the opportunity for service users to focus on learning transferable, theoretical and practical life skills which they can use within their own lives, homes, local environments and everyday situations. Activities are person centred, with smaller group and 1 to 1 sessions delivered where possible allowing for more individualised training & learning opportunities. Service users have also been introduced to local external support services such as Welfare Rights, Independent Advocacy, Citizens Advice and the Credit Union, and have been encouraged and supported to access these services when and where appropriate. Activities are monitored and Outcomes recorded within our Statistics Spreadsheet and direct Observation Forms.

Whilst still providing the opportunity to learn practical skills in areas such as horticulture, DIY, painting and clutter clearance, the *CEP* has been pulled in new directions this past year having service users join who have a varied range of skills (including a joiner). They have been enthusiastic about 'skills sharing opportunities' and did so to completed a number of practical projects including the renovation of an old dolls house and the planning, designing & creating of a purpose built cupboard. This excitement and enthusiasm has fed through the group and through peer inspiration and support they have actively encouraged the less enthusiastic or able members to participate more fully in activities. This 'skills sharing' is definitely something that will continue, not just with the *CEP*, but across all programmes.

A number of community jobs have also been completed for disadvantaged members of the community and other community organisations which included; supporting staff and volunteers of the Bield Small Holding in Aberuthven (who work with people with learning disabilities) build a shed, pick carrots and make Christmas Wreaths; tidying a very overgrown local garden and then supporting the Criminal Justice team to build a fence to help the tenant maintain the garden; and fixing a potting shed for an elderly local resident utilising a service users joinery skills. By completing these tasks and activities service users increase their community integration and social interaction skills as well as enhancing their employability, assertiveness, handling conflict, planning and organisations skills to name a few. Being appreciated by local residents and encouraged by staff, to think for themselves and lead rather than be led, helps improve services users feelings of self-worth, sense of belonging and achievement.

During the *LI* programme service users are provided with the opportunity to enhance their personal, practical and social skills through participating in activities such as cooking, shopping, budgeting, communication, recycling & reusing, managing negative encounters and building trust, confidence & decisiveness. Due to long periods of institutionalisation and chaotic, challenging lifestyles, many service users have reduced their skills in these areas as

well as their confidence and self-esteem and therefore they need to improve these to live a healthier, happier, more independent life. The support and guidance given by staff, to encourage service users to make decisions for themselves, when cooking or shopping for example, allows for more effective learning & facilitation. For example - if the lunch doesn't taste good or looks different than the cookbook photograph the staff members help service users explore - what could have been done differently? What was learnt from the activity? And how would they apply this learning in their daily lives. Most of the current service users learn by 'doing' therefore the majority of the activities (across all 3 programmes) are practical and participative and developed, by project staff, using tried & tested methodologies and take into account current service users preferred learning styles.

The *PW* programme is aimed at improving service users physical, social and mental health and provides a more holistic package of wellbeing through encouraging participation in a diverse range of activities. Long periods of institutionalisation and inactivity, coupled with unhealthy diets and low motivation, have resulted in many service users being lethargic and overweight. Activities are again person centred and tailored to suit the range of abilities within the groups. If, for example, the group are going for a walk, the more able bodied will be supported and encouraged to walk further and at a faster pace than the less able, who will be encouraged and supported to achieve their own potential. Activities and workshops that took place throughout this year included: Understanding Supermarket Food Labels; Indoor and outdoor cycling; ten pin bowling; go-cart racing and a walk over the Forth Road Bridge to help celebrate its 50th Anniversary. Other activities included carpet bowls, offered through Perth City Wellbeing Festival and The World Championship Pool Competition held at Bells Sports Centre which created some excitement and interest and also provided an opportunity to participate in an onsite pool competition.

Workshops and activities that introduce service users to a fuller range of appropriate external support services were delivered and included; Deaf culture/sign language; Sewing; Fire Safety; Community Safety; Dental Hygiene; Credit Union; local leisure facilities; Citizen's Advice; Welfare Rights; Care & Repair; local recycling amenities; Perth College; Independent Advocacy; an Open Art Studio tour and practical workshop; and personal Recovery Journeys.

In addition to the 3 core programmes mentioned above, social, cultural and educational excursions aimed at *Broadening Horizons* are also offered and are considered a fundamental element of project activities. These trips and excursions aim to improve social networking, community integration and cultural awareness, all of which are important for reintegration into the local community. *Broadening Horizons* also helps improve a range of skills including: communication; negotiations; team work; budgeting; assertiveness and managing negative encounters. Visiting new towns and cities takes service users out of their comfort zone and allowed them the opportunity to participate in new experiences such as: using public transport purchasing transport tickets from vending machines, overcoming anxieties about meeting new people and negotiating crowded places.

Guidance, support and advocacy are also important for service users personal development and an integral element of staff roles and generally occurred on a 1 to 1 ad hoc basis. Service users were assisted to attend meetings & interviews, fill in forms, make telephone calls and write letters. Staff also signposted them to external support organisations including Financial Advisors, Independent Advocacy, Citizens Advice and Health Professionals when they were better placed to provide specialised advice & support. Counselling sessions, with the Project Manager, are offered to those who require additional support.

Funders & Supporters

The Project was successful in its Big Lottery, ‘Investing in Communities – Life Transitions’, Funding application and was awarded 5 years funding from April 2014-March 2019.

The Gannochy Trust awarded Perth Six Circle Project £15,000 per year for 3 years from 1st April 2013 - 31st March 2016 in respect of the annual core running costs.

Further funding for 2014/2015 was provided from Perth & Kinross Council for core services, and restricted funding from The Robertson Trust for the Development Worker’s post.

Further support, guidance, training and in-kind contribution was received during 2014-2015 from a variety of external organisations including:

HM Prison SPS Perth

HM Open Estate SPS Castle Huntly

University of Dundee

University of Stirling

Visitors Support & Advice Centre (Perth Prison)

PKC Fleet Management

Perth Community Mental Health Teams

Saints Academy INclusion Through Sports (SAINTS)

The Bield Smallholding, Blackruthven Farm

PKC Greenspace Rangers

South Perth Community Partnership

Outcomes & Indicators 1 April 2014 – 31 March 2015

The project provided support to 27 service users, with 13 service users leaving the project during this period. Of these: 2 are living independently; 2 are volunteering; 1 is attending another agency; 6 were returned to closed conditions (having only attended for a very short period); and 2 took up other training opportunities.

Targets for this year have all been achieved or exceeded. This level of achievement is as a result of; the high demand for services; effective referral procedures; identification of individual needs; recruiting service users who have been assessed as requiring the Project services; allocation of Key Workers on the first day of joining; Strategic service user meetings (independent); using feedback to develop & direct services; evaluations of activities; direct observations; providing one to one support; bi-annual reviews; effective Induction and Exit procedures; staff attendance at external agency case meetings and partnership working. Of course this level of achievement would not have been possible without a staff team who are motivated, enthusiastic, supportive, passionate and dedication to supporting individuals reach their potential.

Outcome 1:

Service users have reduced social isolation and are more confident to engage with local and wider community

Indicators:

- 27 Service users (against a target of 18) demonstrated improved communication and social skills.
- 25 Service users (against a target of 18) reported improved confidence & self-esteem.
- 26 Service users (against a target of 18) demonstrated the ability to make and maintain positive peer relationships.

Outcome 2:

Service users gain skills and knowledge to live independently within their local community

Indicators:

- 27 Service users (against a target of 18) demonstrated improved practical skills and knowledge.
- 25 Service users (against a target of 18) reported an improved understanding of safe household management practices.
- 21 Service users (against a target of 18) reported feeling better supported to access a full range of appropriate support services.

Outcome 3:

Service users gain knowledge and confidence to access a full range of services

Indicators:

- 23 Service users (against a target of 18) reported enhanced financial skills & knowledge.
- 25 Service users (against a target of 18) demonstrated improved awareness and confidence to access services.

Service User's Feedback and Comments

One service user who attended a Project information session stated "It was useful to have staff come up and speak to us" adding that "it helped gain a sense of what the Project was really about before committing myself". Another stated that "having the chance to meet with staff and visit the project before starting helped with assessing my needs".

During the Christmas Meal aimed at improving social and community integration skills, one service user stated "I feel that I am more confident at accessing a lot more support services now and coming to Six Circle has helped me think about going to visit new places of interest, restaurants etc...I could bring a friend out for a meal now"

One service user (who took on the role of Service User Representative) stated "it's thanks to Six Circle that my confidence has increased and allowed me to communicate better with people...I'd never have thought I'd be sitting here (Committee meeting) talking to a group of important people and feel so at ease"

Of the Community Enhancement Programme, one individual stated "it makes you feel like you are useful again" and "it made me feel part of the community again".

Through attending a Healthy Food Labels workshop one service user stated "I have learnt more about reading food labels...I would normally go for what tastes good and not look at labels and what's in them like salt and sugar. I will be looking more carefully from now on"

A Finance Workshop "taught me how to look after my money, how to save up...I'm not used to that but now I know what I need to spend and how to save a wee bit here and there"

A particularly vulnerable service user who was struggling to cope with household tasks and personal hygiene was supported to access Social Work and SAMH which resulted in a care plan being developed. Saying of the support they received "I find it really hard to cope sometimes and things get on top of me so I am really happy getting support from Six Circle and the other services they told me about"

After a period of inactivity, due to self-confidence issues, one service user asked a member of staff to support them to access the local leisure pool. The individual was supported for a number of weeks before having the confidence to attend the leisure pool independently. Of the support given the service user stated "I was so glad I did it and am thankful for the support I was given...I am feeling really pleased with myself and am feeling much more confident about returning again...swimming is a good way to keep fit and helps with my sore joints. I hope to keep coming regularly."

One individual has ongoing poor health, housing problems and was having issues with their benefits. Left to their own devices they have ignored written correspondence and final demands and sadly was locked out of their home and threatened with eviction. With support from staff they: accessed the appropriate medical professionals and managed to resolve some of their health issues (ongoing); received appropriate housing support & advice; and gained very useful information from Welfare Rights (regarding benefit entitlements). They stated "I feel much more relaxed about things now and not so stressed. Having someone look into what benefits I am entitled to has resulted in an improvement in my financial situation and I am grateful to Six Circle for encouraging and supporting me to pursue it"

Unexpected Outcomes

One service user (who has now left the Project) has set up their own business and, with the help of their spouse, is successfully running operations from their own home. This individual has since returned to the Project and provided IT training, for staff, on a number of occasions.

One service, which faced many challenging circumstances, due to their Obsessive Compulsive-type tendencies, increased their confidence and self-esteem to such a level that they got engaged. They came back to visit the Project to share their good news. Service users organised a surprise party (small affair) to celebrate this wonderful occasion and one stated how delighted they were to see someone moving on positively with their lives.

After a long journey through mental health services and supported accommodation, one service user moved into their own tenancy on a 6 month trial period and through continuing to access Project services and applying learning they have managed to secure permanent tenancy. The independence this has brought them has been enormous and they are extremely proud of themselves for this achievement.

Through support from staff, two service users who have low confidence, brought about by their appearance - in particular their teeth – were encouraged to access the local dental surgeries to discuss their options. Both service users have returned to the dentist several times and now have dentures fitted. The improvement in appearance and the increase in confidence of both individuals have been immense. Their whole outlook has become more positive with one commenting “although they (the teeth) are hard to get used to I am happy looking in the mirror now and I’m not hiding my mouth all the time when I speak”.

Project Evaluation

The Project has a Service Level Agreement with Perth and Kinross Council (PKC) and their dedicated Monitoring Officer regularly monitors and evaluates the project through attending Committee Meetings and interviewing service users for feedback on Project services and personal development. PKC require all funded projects to achieve their approved monitoring and evaluation system, PQASSO (Practical Quality Assurance System for Small Organisations), which demonstrates understanding needs of service users, funders and regulators. Achievement of this has demonstrated the Projects understanding of service users needs, funding and regulation requirements and commitment to meet these.

Project services are continually evaluated to ensure individual needs are met, agreed Outcomes & indicators are achieved and service users are provided with training in the appropriate skills to: improve confidence & self-esteem; and reduce isolation, exclusion & disadvantage. Workshops & activities are evaluated through a number of Medias and service users feedback is used to amend, adapt or develop these. Feedback has resulted in some evaluation methods being re-developed and plans to further develop these are currently being piloted (video feedback).

Evaluation of activities – all activities are ‘Facilitated’ to: evaluate learning: identify further learning needs and assist service users apply learning to their individual lives. Feedback from service users is used to evaluate activities.

Bi-annual strategic staff and service user meetings – strategic meetings are held for each programme group to ensure the project continues to meet needs of current service users. Service users are given the opportunity to make suggestions for activities and discuss what they enjoyed/ found useful and what areas could be changed or developed further to enhance learning. Information from these meetings is then used to design, develop & plan future activities.

Service user induction interviews – induction interviews are generally carried out by the Key Worker to; assess needs; agree personal short and long term goals; complete ‘Six Circles of Recovery’; introduce new member to staff team and peers..... The Key Worker further ensures induction procedure is explained clearly and all documentation is completed accurately.

Exit interviews – service users provide personal feedback on service and support received.

Social work students - provide feedback, during staff / case meetings, from activities, direct observations 1-2-1 support and carry out service users Strategic Meetings etc.

Statistical Information - Maintain accurate weekly/monthly/bi-annual and annual records, capture service users individual attendance & participation in individual and group activities, recording of individual achievements ensures effective monitoring.

Direct Observations – are used to monitor service users outcomes achievement. These achievements are recorded (observations record sheet was piloted last year – and found to be an extremely useful evaluation tool) and used in conjunction with the statistical spreadsheet and a wide range of evaluation tools & models to measure success.

Six Circle of Recovery Model - All service users complete a Six Circles of Recovery (a visual tool) during their induction, which encourages them to identify their individual needs (over 6 areas) and track progress towards these. This is then revised bi-annually at their individual Key Worker reviews. A final record is completed during the exit interview.

Key Worker - All service users are allocated a Key Worker at time of induction. They develop an Action Plan with the individual that establishes short and long terms goals and what they would like to achieve during their time at the Project. The Key Worker is the first

point of contact for the service user should they have any questions or concerns. They also provide one to one support & guidance.

Service user reviews and discussions – reviews occur bi-annually and service users have the opportunity to discuss their progress and revisit, previously agreed, goals and milestones.

Staff attendance at case review meetings – named staff can attend service users case meetings at external agencies to provide & receive feedback on the progress of the individuals and agree future actions & plans. Attendance at these meetings also provides networking and joint working opportunities and the prospect of further referrals.

Ex-service users - Feedback from ex-service users has also proved a useful tool for evaluation purposes and previous social work students on placement have developed questionnaires and conducted interviews for this purpose. All information gathered is used to plan and adapt future activities and workshops.

Service User representatives - Service user feedback is valued and therefore they are given the opportunity to present their own evaluation of project services, and that of their peers, or their personal experience of project services and support at committee meetings and Annual General Meetings.

Monthly Reports - Short monthly reports (including photographs) are written by lead staff detailing the purpose, objectives and achievements of the activities delivered. These reports offer an ongoing account of all activities for service users, staff, visitors, and external personnel to view and are further used for reporting purposes.

Future Plans

Plans for this forthcoming year are to develop one of the outbuildings into a workshop for cutting wood, making objects and forming a place for service users to learn and develop practical and work related skills. This shall mean a large clear-out but service users are very keen to get this underway and are the driving force behind this, particularly as it was their idea. It will also provide a place for some of the ‘skills sharing’ sessions allowing individuals to pass on knowledge and teach the group new skills in areas such as joiner and metal work.

A couple of years ago a Memorial Garden was planted, as very suddenly, one of the service users passed away. It has been noticed that members of the public and visitors have been standing on the bulbs and flowers not realising it is a memorial garden and some of the group have found this quite sad and upsetting. The group would therefore like to develop this area further to ensure it can be enjoyed by those who remember their peer. Time will be taken to discuss their thoughts and options for taking this idea forward.

Feedback from service users, regarding evaluation of project programmes and services, has highlighted the level of anxiety many face when completing forms. They do not find this type of evaluation stimulating or useful and prefer discussions and practical methods. A ‘video evaluation’ of Project Services is currently being piloted and so far proving an easier method (although not technically) to share thoughts and opinions, with one service user saying “it has given me more freedom to talk openly...there aren’t so many restrictions, small boxes etc”.

Perth Six Circle Project - Annual Report 2014 - 2015

Management Committee Report

The Management Committee present their annual report which includes the organisations accounts. The accounts comply with current statutory requirements, the Constitution and the Statement of Recommended Practice - Accounting and Reporting by Charities and OSCR.

Constitution and Objects

Perth Six Circle Project, a SCIO registered charity since November 2012, is governed by its Constitution - Charity No SC029880.

The Charitable Purposes are:

- to promote, provide and develop social and community integration skills for individuals within Perth and Kinross who have individual needs and/or who experience exclusion, disadvantage or other challenges (known collectively as “service users”);
- to promote, provide and develop education, training and support for service users to enable them to learn and develop personal and independent living skills (including practical, social, cultural and financial) with a view to building confidence and self-esteem, in order to realise their potential and improve their quality of life;
- to provide a range of education and training to service users, including inter-personal skills, conflict resolution and community project services;
- to promote and improve health and well-being of service users using a variety of methods including organised physical activities, team participation and holistic mind & well-being activities;
- to promote reintegration into the local community through assisting and supporting service users to participate in a wide spectrum of project activities and to access mainstream activities; and
- in all the foregoing, embodying the ideal that ‘in meeting the needs of others, we meet the needs in ourselves’.

The aims of the Project are: to make a difference to the lives of our service users by improving their quality of life, increasing their confidence and self-esteem, and giving them the skills, knowledge and support to overcome the challenges facing them, thus enhancing their ability to re-integrate into the local community and mainstream activities.

Activities

To achieve the main Project outcomes 3 core programmes are delivered; **Community Enhancement**, **Living Independently** and **Personal Wellbeing**, with additional **Broadening Horizons** activities offered to improve social and cultural skills. These activities are developed to address individual service user needs such as: building self-esteem & confidence, promoting self-help, improving communication and social skills, improving practical & financial skills & knowledge, improving understanding of safe household practices, engaging with relevant local external support services, reintegrating into the local community and overcoming multiple barriers they face.

Referral Sources

Referrals occur through a number of agencies and organisations and on occasion through self-referral and included: Murray Royal Hospital, Scottish Prison Service – HM Open Estate Castle Huntly, Community Mental Health Teams (CMHT) and Perth & Kinross Council Drug and Alcohol Teams.

Financial Results

The financial results for period 1st April 2014 – 31st March 2015 are set out in the externally examined and signed Income & Expenditure Account at the end of this report.

Management Committee Responsibilities & Organisation

The Members of the Management Committee (listed on p4) are responsible for setting the strategic direction of the Project and for maintaining suitable accounting records which disclose, with reasonable accuracy, at any time the financial position of the charitable organisation. They are also responsible for safeguarding the assets of the organisation and taking reasonable steps for the prevention and detection of fraud and other irregularities.

The Project Manager is responsible for the day-to-day management and operation of the Project. She was assisted in this role during 2014-2015 by a part-time Project Coordinator, 3 part-time Support and Development Workers and 1 part-time Development Worker.

David McPhee - Planning Officer, Contracts with Perth & Kinross Council attends committee meetings as an Observer as well as conducting his role as Monitoring Officer.

The Management Committee is elected at each Annual General Meeting.

Risk Management

The company Risk Assessment (Risk Profile) was developed during the operational year 2005/2006 and focuses on the strategic, operational and financial risks which the charity faces / may face. Risks are prioritised into high, medium or low categories and are reviewed by the Management Committee on a regular basis throughout the year. Required action is implemented by the Project Manager who provides the Management Committee with updates regarding implementation, outcomes and further necessary steps required to minimise risks.

The Practical Quality Assurance System for Small Organisations (PQASSO) is an evidence based system which Six Circle has in place in order to demonstrate the level of standard achieved for each of the quality standards stipulated and aims to assist the project run as efficiently & effectively as possible. It focuses on satisfying three main groups, Service users, Funders and, Regulators and allows us to ascertain and respond to the needs of our service users thus ensuring we provide an appropriate and consistent service to the standards agreed with our funders and regulators.

External Auditor:

Inspection undertaken by:

Chris Smith LCIE, Independent Examiner, Charity Advisor and Trainer

Glascairn Cottage

Aytounhill

Cupar

Fife KY14 6JH

Company Treasurer:

Ian Riley

Trustees Annual Report

1 April 2014 to 31 March 2015

Financial Review

Income for the period was £195,739 (2014: £195,163). Principal funders were The BIG Lottery; Perth & Kinross Council, the Gannochy Trust and The Robertson Trust. With expenditure of £153,813 (2014: £153,137) the charity had a surplus of £41,926 which was added to the reserves.

Reserves Policy

A reserves policy was established during operational year 2005/2006 by the Management Committee which aimed to maintain the free reserves of the charity. The unrestricted funds, at a level which, in the event of a significant drop in funding, would provide sufficient funds to continue existing activities for a period of six months. This would allow a period to consider the way forward for the Project; how the funding could be replaced or activities changed to maintain the service provided to service users. The Management Committee consider the level of reserves required to cover six months running costs as £76,907. With free reserves held at 31 March of £51,644 Perth Six Circle had not met this target.


Ian Riley (Treasurer)
14 May 2015

Independent Examiner's Report

1 April 2014 to 31 March 2015

I report on the financial statements of Perth Six Circle Project for the period 1 April 2014 to 31 March 2015 which are set out on pages 9 to 14.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 ("the 2005 Act") and the Charities Accounts (Scotland) Regulations 2006 ("the 2006 Regulations"). The trustees consider that an audit under Regulation (10)(1)(a)-(c) of the 2006 Regulations is not required and that the accounts can be subject to an Independent Examination.

It is my responsibility to examine the accounts under section (44)(1)(c) of the 2005 Act and to state whether particular matters have come to my attention.

Basis of Independent Examiner's Statement

My examination is carried out in accordance with Regulation 11 of the 2006 Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent Examiner's Statement

In connection with my examination no matter has come to my attention:

1. Which gives me reasonable cause to believe that in any material respect, the requirements:
 - to keep accounting records in accordance with section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Regulations; and
 - to prepare accounts which accord with the accounting records and comply with the Regulation 8 of the 2006 Regulationshave not been met. or
2. To which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



Chris Smith BSc FCIE
Glascairn Cottage
Aytounhill
Cupar
KY14 6JH

Date:

9/6/15

Statement of Financial Activities

1 April 2014 to 31 March 2015

	Note	Unrestricted Funds £	Restricted Funds £	2015 Total £	2014 Total £
Incoming Resources					
From generated funds					
Voluntary income					
Grants	5	32,778	146,192	178,970	127,012
Transfer from Perth Six Circle		-	-	-	50,303
Donations	6	8,362	-	8,362	11,982
Investment income		380	-	360	77
From charitable activities	7	7,840	-	7,840	5,320
Other income		207	-	207	469
Total incoming resources		49,547	146,192	195,739	195,163
Resources Expended					
Cost of charitable activities					
Staff costs	8	26,733	82,125	108,858	124,849
Equipment and material		1,377	9,375	10,752	1,503
Volunteers travel & outings expenses		1,692	5,390	7,082	6,293
Administration	9	10,015	16,676	26,691	19,962
Governance costs		112	318	430	430
Total resources expended		39,929	113,884	153,813	153,137
Net incoming/(outgoing) resources		9,618	32,308	41,926	42,026
Reconciliation of Funds					
Funds brought forward		42,026	-	42,026	-
Net income		9,618	32,308	41,926	42,026
Funds carried forward		51,644	32,308	83,952	42,026

The notes on pages 11 to 14 form an integral part of these accounts.

Balance Sheet
At 31 March 2015

	Note	Unrestricted Funds £	Restricted Funds £	2015 Total £	2014 Total £
Fixed Assets					
Tangible assets	10	-	32,245	32,245	-
Current Assets					
Debtors		3,920	-	3,920	-
Prepayments		-	-	-	-
Cash at bank & in hand		47,901	566	48,467	42,791
Total current assets		<u>51,821</u>	<u>566</u>	<u>52,387</u>	<u>42,791</u>
Current Liabilities					
Creditors		65	185	250	335
Accruals		112	318	430	430
Total current liabilities		<u>177</u>	<u>503</u>	<u>680</u>	<u>765</u>
Net current assets		<u>51,644</u>	<u>63</u>	<u>51,707</u>	<u>42,026</u>
Net assets		<u>51,644</u>	<u>32,308</u>	<u>83,952</u>	<u>42,026</u>
Funds of the Charity					
Unrestricted funds		51,644	-	51,644	42,026
Restricted funds		-	32,308	32,308	-
Total Funds		<u>51,644</u>	<u>32,308</u>	<u>83,952</u>	<u>42,026</u>

The notes on pages 11 to 14 form an integral part of these accounts.


Ian Riley (Treasurer)
14 May 2015

Notes to the Financial Statements
1 April 2014 to 31 March 2015

5. Grant Income	Unrestricted Funds	Restricted Funds	2015 Total	2014 Total
	£	£	£	£
Big Lottery Fund - Revenue	-	90,748	90,749	20,932
Big Lottery Fund - Capital	-	48,443	48,443	-
Perth & Kinross Council	17,778	-	17,778	44,580
NHS Tayside	-	-	-	35,000
The Gannochy Trust	15,000	-	15,000	15,000
Lloyds TSB	-	-	-	4,500
The Roberson Trust	-	7,000	7,000	7,000
Total	32,778	146,192	178,970	127,012

6. Donations	Unrestricted Funds	Restricted Funds	2015 Total	2014 Total
	£	£	£	£
General donations	362	-	362	1,315
Value of rent free office accommodation	8,000	-	8,000	10,667
Total	8,362	-	8,362	11,982

7. Income from Charitable Activities	Unrestricted Funds	Restricted Funds	2015 Total	2014 Total
	£	£	£	£
University Student supervision fees	7,840	-	7,840	5,320
Total	7,840	-	7,840	5,320

8. Staff Costs	Unrestricted Funds	Restricted Funds	2015 Total	2014 Total
	£	£	£	£
Salaries	23,878	73,995	97,871	111,529
Employers NI	1,747	5,366	7,113	7,639
Employers Pension	1,310	2,763	4,073	5,681
Total	26,733	82,124	108,858	124,849