



**(Conflict Resolution Education in
Sheffield Schools Training)**

**Annual Report and Financial
Statements**

April 2007- March 2008

Trustees' Report 2007 – 08

The trustees, who are also directors for the purposes of company law, are pleased to present their report together with the financial statements of the charity for the year ended 31 March 2008.

The legal and administrative information set out on page 2 of the accompanying financial statements form part of this report. The financial statements comply with current statutory requirements and the Statement of Recommended Practice – Accounting and Reporting by Charities issued in March 2006.

1 Structure, governance and management

1.1 Governing Document

CRESST is a charitable company limited by guarantee, incorporated on 12 September 2006 and registered as a charity on 15 November 2006. The company is governed by its Memorandum and Articles of Association. Every member has guaranteed that they will pay an amount not exceeding £10 in the event of the company being wound up.

The activities now undertaken by CRESST were previously carried out as a project of Sheffield Central Quaker Meeting. On 1 April 2007 the assets, liabilities and activities of the project were transferred to the CRESST charitable company.

The object of the charity is to advance the education of children and young people in the subject of non-violent conflict resolution.

1.2 Appointment of Trustees

The trustees of the company during the year are shown on page 2 of the accompanying financial statements. The trustees are normally elected by the members at the Annual General Meeting. One third of the trustees must retire by rotation at each Annual General Meeting. Up to two trustees may be co-opted by the trustees. Up to three trustees may be nominated by the Sheffield Central Quaker Meeting provided that the nominated trustees do not form a majority of the Board. The trustees meet at least six times a year.

1.3 Recruitment, induction and training of Trustees

During the year trustees developed a procedure for the recruitment of new trustees. This is designed to ensure that the Board has appropriate skills and knowledge for the management of CRESST and that the necessary legal checks, including a Criminal Records Bureau check, are undertaken.

New trustees will receive written induction material about CRESST and about their role as trustees as well as an induction briefing from the Chair of the Board.

Training opportunities have been made available to trustees during the year. During the coming year the Board intends to review its learning and development needs and plan for how these can be met.

1.4 Internal control and risk management

The trustees and staff have assessed the risks to which the charity is exposed and the measures being taken to mitigate those risks.

The trustees have systems of internal control which help to minimise the risk of material financial mis-statement or loss. They include:

- a set of financial standing orders which are kept under regular review
- a business plan and annual budget which are approved by trustees
- regular review by trustees of performance against the business plan and budget

Measures taken to minimise other types of risk include supervision and appraisal for staff, regularly reviewed policies including a child protection policy, and systems for ensuring that the Board is appropriately skilled.

1.5 Financial review

CRESST's principal funder during the year was Sheffield Central Quaker Meeting (SCQM) which contributed 74% of our unrestricted income. Training activities generated 23% of unrestricted funds.

The largest element of our expenditure was staff related costs of about £51,000. Another significant item was spending of about £7,000 on publicity and promotion. This amount included development costs for our new website which was launched during the year. Total expenditure of £69,297 was slightly below total income giving net incoming resources of £856 for the year.

At the beginning of the year CRESST received £24,284 from SCQM. This amount related to a transfer of undertakings from SCQM. The activities now carried out by the CRESST charitable company were previously carried out as a project of SCQM with funding from the Eric Mackerness legacy. All assets and liabilities relating to that project were transferred to the CRESST company on 1st April 2007.

Total unrestricted funds at the end of the year were £25,140. CRESST plans to hold in reserves an amount that covers three to six months of average expenditure. This is in line with good practice recommendations by the Charity Commission. Expenditure for 2008/09 is budgeted to be £68,750. The funds carried forward of £25,140 are therefore considered to be adequate.

Over the next two years funding from SCQM will decrease significantly. Our three year business plan sets fundraising targets of £30,000 and £45,000 for 2008/09 and 2009/10 and targets of £8,000 and £10,000 respectively for training income. Targets for the first quarter of 2008/09 have been exceeded in both cases and we continue to give very high priority to fundraising for CRESST's work.

2 Achievements and performance

CRESST is dedicated to helping children and young people learn conflict resolution skills that can be used in their schools and communities.

In its first year as an independent organisation the trustees and staff of CRESST developed a comprehensive 3 year business plan detailing the way forward over the period 2007-2010.

This business plan identified the following objectives which we have measured our service delivery against.

2.1 CRESST will maintain contact with “project” schools at least annually to assess their whole school approach using the agreed criteria and provide training as required if adequately funded.

We have worked towards this objective by:

- Running refresher training in conflict resolution education and peer mediation for four project schools
- Holding one training and networking day for ten peer mediation co-ordinators
- Delivering three training days attended by 29 people in total
- Hosting one primary school peer mediators conference attended by 46 students and 12 supporting adults
- Co-hosting Sheffield’s first secondary school peer mediation conference in collaboration with Peer Link.

2.2 CRESST will support nine new schools, primarily in Sheffield, in developing a whole school approach to non-violent conflict resolution education (CRE).

We have worked towards this objective by:

- Introducing a whole school approach to non-violent conflict resolution education to the following five schools: Ecclesall Junior School, Parson Cross CofE Primary School, Shirecliffe Junior School, Phillimore Primary School and Anston Park Junior School (Rotherham)
- Working with a total of 636 children and young people
- Working with a total of 482 supporting adults
- Delivering 16 conflict resolution education workshops
- Delivering 7 peer mediation training sessions
- Delivering 3 governor training sessions to a total of 37 governors
- Delivering 3 support staff training sessions to a total of 17 support staff
- Delivering 1 parents’ conflict resolution education course over 5 sessions to a total of 10 parents.

2.3 CRESST will work in secondary schools in response to specific needs in order to develop proven programmes and evaluate the feasibility of a whole school approach.

We have worked towards this objective by:

- Working with Dinnington Comprehensive School (a Rotherham secondary school).

- Running a staff training day for 125 staff
- Setting up and delivering a girls' group for 15 students over 10 sessions
- Training 15 peer mediators
- Giving 3 presentations to students/staff/governors
- Working with East Hill Secondary School (a school for young people with learning difficulties in Sheffield).
- Running 2 staff training sessions for 40 teachers in total
- Training 20 peer mediators.

2.4 CRESST will extend its current work into community settings, by developing resources and working in partnership with existing youth services; ideally in areas where CRE work is already in schools.

We have worked towards this objective by:

- Working with 24 participants from 2 youth groups, Ellesmere and Handsworth
- Delivering 7 hours' training to 25 youth workers
- Running an information stall at a community festival (Peace in the Park 2007)
- Participating in consortium development meetings with MESH and Remedi (organisations working in mediation and restorative justice).

2.5 CRESST will develop and maintain a comprehensive package of materials to enable our programmes of work to be delivered effectively by CRESST and others. CRESST will make available the skills and knowledge of our staff to promote CRESST and to support similar work elsewhere.

We have worked towards this objective by:

- Attending and contributing to a peer mentoring conference run by The Mentoring and Befriending Foundation.
- Running workshops for 50 student teachers through Teach First Conferences
- Lecturing at Sheffield Hallam University on 2 separate occasions to 128 students in total
- Attending and contributing to the Peer Mediation Network Meetings and hosting 1 of these meetings
- Launching the CRESST DVD at the showroom cinema to an invited audience of 50 people.

This report was approved by the board of trustees on _____ and is signed on their behalf by

Signed

Dated

Signed

Dated