



Trustees' annual report (including Directors' report) for the period

From: Period start date 16/12/2016

To: Period end date 04/02/2018

Charity name: JUSTICE IN PRISONS

Charity registration number: 1170809

Company number: CE009422

Objectives and activities

| | SORP reference | |
|--|--------------------|---|
| Summary of the purposes of the charity as set out in its governing document | Para 1.17 | The relief and rehabilitation of prisoners and ex-offenders by providing advice and assistance with employment and skills development, including voluntary and restorative justice work. |
| 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. | Para 1.17 and 1.19 | Providing information and advice to those effected by imprisonment across the UK, through operation of a website and links to legal advisors, training providers and employers. Raising awareness around penal issues and advancing education thereof through publication of reports and partnerships with NGOs. |
| Statement confirming whether the trustees have had regard to the guidance issued by the Charity Commission on public benefit | Para 1.18 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | SORP reference | |
|--|----------------|--|
| Policy on grant making | Para 1.38 | |
| Policy on social investment including program related investment | Para 1.38 | |

| | | |
|---------------------------------|-----------|--|
| | | |
| Contribution made by volunteers | Para 1.38 | |
| Other | | |

Achievements and performance

| | | |
|---|-----------|--|
| 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. | Para 1.20 | <p>The charity is new and in the first year has sought to build links with employers and other organisations to strengthen the advice networks available to our service users.</p> <p>We constructed and operated a website that could be accessed by prisoners and ex-offenders, which contained a range of advice documents and links that they could utilise. The website is currently undergoing refit (as of 01/01/19) with accompanying relaunch. Beneficiaries of the charity have engaged through website use, emails, phone contact and social media. The charity has enabled volunteers from various backgrounds, including beneficiaries, to assist others in this capacity.</p> <p>The charity has publicised findings from Her Majesty's Inspectorate of Prisons and Justice Select Committee with the aim of improving education and advancing awareness of penal issues.</p> |
|---|-----------|--|

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|-------------------------------------|-----------|--|
| Achievements against objectives set | Para 1.41 | |
| | Para 1.41 | |

| | | |
|--|-----------|--|
| Performance of fundraising activities against objectives set | | |
| Investment performance against objectives | Para 1.41 | |
| Other | | |

Financial review

| | | |
|--|-----------|--|
| Review of the charity's financial position at the end of the period | Para 1.21 | |
| Statement explaining the policy for holding reserves stating why they are held | Para 1.22 | |
| Amount of reserves held | Para 1.22 | |
| Reasons for holding zero reserves | Para 1.22 | |
| Details of fund materially in deficit | Para 1.24 | |
| Explanation of any uncertainties about the charity continuing as a going concern | Para 1.23 | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| The charity's principal sources of funds (including any fundraising) | Para 1.47 | |
| Investment policy and objectives including any social investment policy adopted | Para 1.46 | |
| A description of the principal risks facing the charity | Para 1.46 | |

| | | |
|-------|--|--|
| | | |
| Other | | |

Structure, governance and management

| | | |
|---|-----------|--|
| Description of charity's trusts: | | |
| Type of governing document: for example, trust deed , memorandum and articles of association etc | Para 1.25 | Constitution of a charitable incorporated organisation whose only voting members are its charity trustees |
| How is the charity constituted? for example limited company , unincorporated association , CIO | Para 1.25 | Charitable Incorporated Organisation |
| 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 | Para 1.25 | Majority vote by Board following application for trusteeship, decision made on basis of statutory eligibility and relevant experience for charity's work. Decisions for appointments made by way of meetings or voting input by electronic means. |
| | | |

Additional information (optional)

You may choose to include further statements where relevant about:

| | | |
|---|-----------|--|
| Policies and procedures adopted for the induction and training of trustees | Para 1.51 | |
| The charity's organisational structure and any wider network with which the charity works | Para 1.51 | |
| Relationship with any related parties | Para 1.51 | |
| Other | | |

Reference and administrative details

| | |
|-----------------------------|--|
| Charity name | Justice in Prisons |
| Other name the charity uses | Justice Inside |
| Registered charity number | 1170809 |
| Charity's principal address | AVANTA OFFICES LTD 79 COLLEGE ROAD HARROW HA1 1BD |

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 | Sandra Campbell | | | |
| 2 | Kramer Craft | | | |
| 3 | Brian Guthrie | | | |

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

| Director name | |
|---------------|--|
| | |
| | |
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| | |
| | |

Name of trustees holding title to property belonging to the charity

| Trustee name | Dates acted if not for whole year |
|--------------|-----------------------------------|
| | |
| | |
| | |
| | |
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| | |

Funds held as custodian trustees on behalf of others

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

Additional information (optional)

Names and addresses of advisers (optional information)

Type of adviser Name Address

| Type of adviser | Name | Address |
|-----------------|------|---------|
| | | |
| | | |
| | | |
| | | |

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

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|--|
| |
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Exemptions from disclosure

Reason for non-disclosure of key personnel details

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|--|
| |
|--|

Other optional information

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Declarations

The company has taken advantage of the small companies' exemption in preparing the report above.

The trustees declare that they have approved the trustees' report (including directors' report) above.

Signed on behalf of the charity's trustees/directors

| | | |
|---|-----------------|--|
| Signature(s) | | |
| Full name(s) | Sandra Campbell | |
| Position (for example Secretary, Chair, etc) | Trustee | |
| Date | 09/02/2019 | |



Receipts and payments accounts

CC16a

| | | | |
|---------------------|------------|----|------------|
| For the period from | 16/12/2016 | To | 04/02/2018 |
|---------------------|------------|----|------------|

Section A Receipts and payments

| | Unrestricted funds to the nearest £ | Restricted funds to the nearest £ | Endowment funds to the nearest £ | Total funds to the nearest £ | Last year to the nearest £ |
|---|--|--------------------------------------|-------------------------------------|---------------------------------|-------------------------------|
| A1 Receipts | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total (Gross income for AR) | - | - | - | - | - |
| A2 Asset and investment sales, (see table). | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total receipts | - | - | - | - | - |
| A3 Payments | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| A4 Asset and investment purchases, (see table) | | | | | |
| | - | - | - | - | - |
| | - | - | - | - | - |
| Sub total | - | - | - | - | - |
| Total payments | - | - | - | - | - |
| Net of receipts/(payments) | - | - | - | - | - |
| A5 Transfers between funds | - | - | - | - | - |
| A6 Cash funds last year end | - | - | - | - | - |
| Cash funds this year end | - | - | - | - | - |

Section B Statement of assets and liabilities at the end of the period

| Categories | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
|--|--|------------------------------------|----------------------------------|---------------------------------|
| B1 Cash funds | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | Total cash funds | - | - | - |
| | (agree balances with receipts and payments account(s)) | OK | OK | OK |
| B2 Other monetary assets | Details | Unrestricted funds to nearest £ | Restricted funds to nearest £ | Endowment funds to nearest £ |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| | | - | - | - |
| B3 Investment assets | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B4 Assets retained for the charity's own use | Details | Fund to which asset belongs | Cost (optional) | Current value (optional) |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| | | | - | - |
| B5 Liabilities | Details | Fund to which liability relates | Amount due (optional) | When due (optional) |
| | | | - | |
| | | | - | |
| | | | - | |
| | | | - | |
| Signed by one or two trustees on behalf of all the trustees | Signature | Print Name | | Date of approval |
| | | Sandra Campbell | | 09/02/2019 |