



Prison Fellowship Scotland

Prison Fellowship Scotland

Annual Report
&
Financial Statements

For the year ended
31 July 2019

Prison Fellowship Scotland
is a Scottish Charity,
Scottish Charity Number SC002222



...A bruised reed he will not break,
and a faintly burning wick he will not quench...
Isaiah 42:3

Contents

Trustees Report & Statement of Trustees Responsibilities	3-7
Independent Examiner's Report	8
Statement of Receipts and Payments	9
Statement of Balances	10
Accounting Policies & Notes to the Accounts	11

Trustees and Office Bearers

Mr K MacKenzie: Chairman

Mr A Murray: Vice Chairman

Mr D Smith: Treasurer

Rev G Bell

Mr T Mullen

Mrs L Purvis

Mr A Creighton

Mr W Paul

Resigned: June 2019

Re-Appointed: December 2019

Resigned: February 2019

Mr R MacKay

Mr M Sutherland

Mr M Robinson

Mrs S Berry

Appointed: December 2019

Executive Director

Mr J Nonhebel

Appointed: October 2019

Bankers

Clydesdale Bank plc

St Vincent Street

GLASGOW

G4 0RN

Principal Office

Connect House

42 Hollowglen Road

Glasgow

G32 0DP

TRUSTEES REPORT

The Trustees have pleasure in presenting their report for the period ended 31 July 2019.

STRUCTURE GOVERNANCE & MANAGEMENT

Prison Fellowship Scotland ("PFS") became a Scottish Charitable Incorporated Organisation ("SCIO") on 26 May 2015 under the charity number SC002222. The Trustees elected to convert from a charitable trust to a SCIO in order to bring the structure of PFS into line with current Charity Law applicable in Scotland. The new SCIO replaced the earlier Trust which had been in existence for over 30 years.

Trustees come from a range of backgrounds including Christian ministry, social work, education, prison service and business. New trustees are appointed by the Board of Trustees having taken into consideration their relevant experience. The Trustees meet approximately 4 times per year both face to face and remotely. These meetings address issues such as strategy, engagement with the prison authorities, progress reports, personnel, and finance. Day to day control of PFS's activities is undertaken by the Director.

PFS is affiliated to Prison Fellowship International ("PFI"). PFI is Christian ministry based in Washington DC and exists to serve and support the development of effective national PFI ministries around the world. PFI provides on-going strategic guidance and input into the activities of PFS through a variety of programme initiatives and support services. As a full member of the PFI community, PFS makes an annual contribution of 6% of its unrestricted income in support of the work of PFI. The Trustees consider the affiliation to PFI as being helpful to the work of PFS and the Trustees acknowledge and appreciate the on-going support and guidance received from PFI and affiliated organisations in Europe.

OBJECTIVE

PFS is a non-denominational Christian organisation working with prisoners, victims, ex-prisoners and their families. PFS operates as a resource to prison chaplains via our volunteer network. Our primary objective is to see lives transformed as a response to the Good News of Jesus Christ.

To meet this objective PFS:

- Recruits and trains volunteers to work alongside chaplains
- Helps men and women in prison explore the Christian faith
- Delivers a variety of Christian events in the prisons throughout Scotland
- Promotes and delivers Victim Awareness / Restorative Justice courses
- Cares for prisoners, ex-prisoners and their families
- Engages with government to promote Biblical standards of Justice

All the above is underpinned by local prayer groups throughout Scotland

ACHIEVEMENTS, PERFORMANCE IN 2018/2019 & FUTURE PLANS

Principal Activities in Period Ended 31st July 2019

2018/2019 marked 37 years of service for PFS and was celebrated at our Annual Gathering in Perth with representatives from churches, volunteers, trustees, Prison Service Chaplains, support agencies, ex-offenders and musicians. The biggest change this year was the resignation of our Executive Director in September 2018. Terry Paterson had served PF Scotland in a variety of capacities for 17 years. We wish Terry well in her future with more time for family and new opportunities.

Our work continues in all but two of Scotland's prisons with PFS volunteers present in prison virtually every day of the week. The range of activities included songs, drama, prayer, Bible study, Alpha, Christianity Explored, Video, film and The Sycamore Tree Course (STC). STC focuses on Victim Awareness/ Taking Responsibility over 6 sessions lead by volunteers and supported by prison Chaplains. All of the above work is delivered by our volunteers aided, supported and co-ordinated by the office staff and Executive Director.

PFS works closely with Chaplains through our volunteer groups, supporting them in different aspects of Christian ministry within the prison estate. We also liaise closely with the SPS Chaplaincy Advisors with whom we have regular meetings and contact and engagement within Prisoners Week activities and Chaplaincy advisory meetings. Our future activities with SPS will be governed by our formal partnership agreement with the prison service and signed off by ourselves and HQ Chaplaincy Advisors.

Volunteer Recruitment

We continue to recruit and train our volunteers and are delighted that in the year from July 2018 there have been 46 enquires, ages ranging from 31 to 60, of which 12 have been through our interview and training process and have been added to our volunteer numbers. We support 105 volunteers throughout Scotland. We continue to develop our use of social media platforms to recruit volunteers, communicate with supporters and with those interested in our work. Traffic on all PFS media platforms continues to grow.

Prayer Group



Each Prison Fellowship group is supported by prayer groups throughout the country, who are kept up to date via our website, and social media and our quarterly Newsletters and by their local volunteers.

Throughcare



Our work is with men and women in prison and this brings into sharp focus the need for throughcare support for men and women leaving prison. We liaise closely with other support agencies including Connect to the Community (C2C) to provide friendship and practical support.

New faces and new opportunities

In October 2019 we appointed a new Executive Director (John Nonhebel) and have continued to liaise closely with SPS Chaplaincy Advisors.

We will be looking at a subgroup drawn together to specifically engage with government on aspects of justice and alternative models of custody.



We are very pleased with the levels of engagement and interest shown in the work of PFS through our followers on our website and social media platforms, we see this as a key element to our growth and ability to both inform and attract continuing interest in our work

Study Groups



PFS run weekly groups exploring faith as the means to consider a new future and the motivation to achieve it. These groups are provided at least once a week and in some prisons three or four times a week, adding to and complementing the work of Chaplains.

In 2018/19 in these groups, we delivered over 21,600 hours of purposeful activities for all categories of prisoner. In the year 2019/20 we will continue these conversational groups, also providing a variety of stimulating and engaging events including drama, music and physical activities.

Sycamore Tree Victim Awareness / Restorative Justice Course



This year in HMP Low Moss the prison has continued to facilitate family members being present as the course participants receive their completion certificates. The Governor and other staff members being present to encourage everyone on the course content and their positive participation and also the positive role of the volunteers in facilitating and directing the course content. STC can be a signpost to other courses run by the chaplaincy teams.

We have seen considerable change in this year with the resignation of our director in September and other changes in office personnel. One consequence has been that fewer offerings of the Sycamore Tree have been able to be made, however 114 people have completed the course this year and both HMP Edinburgh and HMP Polmont are keen to run the course in late 2019. Those who have participated continue to provide positive feedback. In 2019/20 we are training more volunteers to increase our capacity to deliver the course, in response to demand from the SPS.

we are exploring the possibility of academic research into the impact on desistance, similar to that done in Sheffield Hallam and Cambridge universities for PF England and Wales, but within the Scottish context.

Children's Adventure Holidays



Our collaboration with Circle Scotland and SU Scotland to provide adventure holidays for the children of men and women in prison have been hugely successful with over 260 young people enjoying an adventure holiday. This year 32 young people enjoyed a summer holiday, where other children had no idea of their background and they could just enjoy having fun with their peers in a safe and caring environment. This is not just beneficial to the young people, parents can be involved with the children in going through the brochure, choosing the holiday, preparing for the break and looking forward to the stories of the fun, activities and friends made. We were also delighted that in 2019/20 two of the young people, who have enjoyed the benefits of the holiday, want to train as young leaders. We have underwritten their costs to attend the training conference.

Angel Tree



At Christmas we provide toys, or funds, to prisons, as they request, to ensure that prisoners have a Christmas present to give to their children to bring a little happiness to families at a difficult time of separation and financial stress. In 2018 we provided over 1300 gifts and also fully met the demand for Christmas 2019.

Weekly conversational groups	Sycamore Tree Course, Restorative justice/ victim awareness	Adventure Holidays for Children	Angel Tree – Provision of Christmas gifts for children of prisoners
<p>PFS provided the SPS with 21,600 hours of purposeful, out of cell activity</p>	<p>PFS provided the SPS with 1,416 hours of purposeful, out of cell activity in relation to victim awareness with 114 candidates completing the course</p>	<p>PFS, in partnership with SU Scotland and Circle were able to send 32 Children on an adventure holiday.</p> <p>PFS also funded 2 of the Children to attend the GO young leaders training conference</p>	<p>PFS were able to provide 1300 gifts for parents in prison to give to their children</p>
<p>Quotes from men and women who attend our groups</p> <p><i>“The fellowship group is the highlight of my week!”</i></p> <p><i>“I really enjoy how friendly everyone is”</i></p> <p><i>“The 2 hours of the group make me feel like I’m not in prison”</i></p>	<p>Quotes from men and women who attended Sycamore Tree Course</p> <p><i>“...It has made me think of the impact on my victim from what I have done and the bigger picture too like families, his and mine, and the community”</i></p> <p><i>“I have started to understand the ripple effect of my crime and my associated behaviour. Also the future effect I may be capable of – the good ripples I could send out”</i></p>	<p>Quotes from Children and parents who benefitted from Adventure holidays</p> <p><i>“I went to Lendrickmuir in July and it was lots of fun. I did lots of fun activities. My favourite was go-karting. I made some new friends and I can't wait to go back.”</i> (Child)</p> <p><i>“(Son) loved it and really wants to do it again. The theme was amazing. Best thing about the camp was the food. (Son) wouldn’t stop going on about it especially the puddings. He’s been enjoying reading the bible comic he got at camp”</i> (Parent)</p>	<p>Quotes from Children and parents who benefitted from Christmas gifts</p> <p><i>“I was humbled by the financial support I was given, my partner is in Prison and we live with his mum and our 3 kids so finances were extremely tight”</i></p> <p><i>“... the Family Contact Office would like to say a big thank you to all of the kind people who donated gifts to the children of prisoners. Year after year you have continued to support us and by so doing have managed to bring some cheer to those who otherwise may be finding it difficult to cope at this time. We have aimed to ensure that every child who visits the establishment is given a gift and have allowed their father to present it to them. This has given both the prisoner and their child a brief sense of normality and has provided a few additional smiles within the visit room.</i></p>

FINANCIAL INFORMATION

Total income amounted to £53,499 of which £28,298 was restricted. Total expenses amounted to £62,431 of which £22,080 related to purposes for which the restricted income was earmarked. The operating deficit for the year amounted to (£8,932).

During the period reported, £7,371 was donated to other organisations working in partnership with PFS, aligned to our goals and objectives with further payments made in 2019. The sum of £1,512 will be remitted to PFI in charter fees to support its work.

RISK MANAGEMENT

Trustees regularly review the risk profile of PFS. In particular, the Director maintains an ongoing dialogue with SPS and the Prison Chaplaincy Service to ensure compliance with all necessary procedures and protocols that may apply to PFS volunteers operating within the prison estate. This is considered to be of the utmost importance and is addressed at the periodic meetings of the Trustees. Other risks impacting on the activities of PFS are also addressed at this time.

INVESTMENT POWERS

In accordance with the Trust Deed, the Trustees have powers to acquire and sell investments and hold them in a nominee name. However, at this time PFS has no investments to administer.

STATEMENT OF TRUSTEES RESPONSIBILITIES

The law applicable to Charities in Scotland requires the Trustees to prepare Financial Statements for each financial year, which give a true and fair view of the state of the charity's affairs and of the surplus or deficit for the year.

In preparing those financial statements, the Trustees are required to:-

- select suitable accounting policies and apply them consistently;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to assume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records, which disclose with reasonable accuracy at any time the financial position of the Fellowship and to enable them to ensure that the financial statements conform with The Law Reform (Miscellaneous Provisions) (Scotland) Act 1990 and the Charities Accounts (Scotland) Regulations 1992. They are also responsible for taking such steps as are reasonably open to them to safeguard the assets of the Fellowship and for the prevention and detection of fraud and other irregularities.

The Trustees confirm that all the above requirements have been met.

By Order of the Trustees on January 2020

Kenneth MacKenzie (Chairman)



Office of the Scottish Charity Regulator

Report to the trustees/members of	Independent examiner's report on the accounts						
	Prison Fellowship Scotland						
	Registered charity number SC002222						
	Period start date				Period end date		
Day	Month	Year		Day	Month	Year	
1	August	2018	to	31	July	2019	
Set out on pages	9-11						
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006. The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>						
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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 accounts.</p>						
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> 1. which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> • to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and • to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> 2. to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 						
Signed:	Beate Christie			Date:	14 th May 2020		
Name:	Beate Christie BAcc(Hons)CA						
Relevant professional qualification(s) or body (if any):	ICAS - Membership Number M27932						
Address:	6 Pender Gardens						
	Rumford						
	Falkirk, Scotland						
	Fk2 0BJ						

	Enter charity name below						Enter SC No.
	Prison Fellowship Scotland						SC002222
	Receipts and payments accounts						
	For the period from	Period start date			to	Period end date	
Day		Month	Year	Day		Month	Year
01		08	2018	31		07	2019

Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
A1 Receipts						
Donations	25,056	28,298			53,354	67,360
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Interest	145				145	87
A1 Sub total	25,201	28,298	-	-	53,499	67,447
A2 Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
A2 Sub total	-	-	-	-	-	-
Total receipts	25,201	28,298	-	-	53,499	67,447
A3 Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities	37,056	18,004			55,060	55,299
Grants and donations	3,295	4,076			7,371	9,650
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other					-	
A3 Sub total	40,351	22,080	-	-	62,431	64,949
A4 Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
A4 Sub total	-	-	-	-	-	-
Total payments	40,351	22,080	-	-	62,431	64,949
Net receipts / (payments)	(15,150)	6,218	-	-	(8,932)	2,498
A5 Transfers to / (from) funds						
Surplus / (deficit) for year	(15,150)	6,218	-	-	(8,932)	2,498

Prison Fellowship Scotland		SC002222					
Section B Statement of balances							
Categories	Details	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
		to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
B1 Cash funds	Cash and bank balances at start of year	71,722	4,657			76,379	73,881
	Surplus / (deficit) shown on receipts and payments account	(15,150)	6,218			(8,932)	2,498
						-	
						-	
	Cash and bank balances at end of year	56,572	10,875	-	-	67,447	76,379
	(Agree balances with receipts and payments account(s))	0	-	-	-	0	-
	Details			Fund to which asset belongs		Market valuation to nearest £	Last year to nearest £
B2 Investments							
				Total		-	-
	Details			Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets							
					Total		-
	Details			Fund to which liability relates		Amount due to nearest £	Last year to nearest £
B4 Liabilities							
					Total		-
	Details			Fund to which liability relates		Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities							
					Total		-
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name					Date of approval
		Kenneth MacKenzie					
		David Smith					

The notes on page 11 form part of these financial statements

1 Accounting Policies

Basis of Accounting

The accounts have been prepared on an income and expenditure basis and are in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006.

The accounts also comply with the “Charities Statement of Recommended Practice” using historic cost basis accounting principles.

Unrestricted Fund

The unrestricted funds are applied by the Trustees in the furtherance of the charity’s charitable objectives.

Restricted Fund

This fund constitutes money provided to the Charity by external donors for specific projects or expenditure.

Donations, legacies and similar incoming resources

Donations, legacies and similar incoming resources are included in the year in which they are received. No such funds existed during the period covered in these accounts

Fixed Assets

Fixed Asset purchases are fully expended to the Income & Expenditure account in the year of purchase. Fixed Asset sales proceeds are treated as General Income at the time of disposal.

2 Payments to Trustees

Trustees receive no remuneration. There was no reimbursement of expenses to Trustees other than an amount of £849 reimbursed to Mr W Paul to fund the distribution of Angel Tree gifts in December 2018.

3 Charter Fees

Charter Fees payable to PFI have been calculated at the rate of 6% of Unrestricted Income. These monies go to support PFI ministries in other parts of the world. PFS is due to pay the sum of £1,512 to PFI in respect of our affiliation for the period ended 31 July 2019.

4 Analysis of Grants and Donations

	Period ended 31 July 2019		
	Unrestricted	Restricted	Total
Angel Tree / SU Holidays	-	4,076	4,076
Proclaim Trust (Prison Talks)	195	-	195
Integrate (Aberdeen based - prisoner rehabilitation organisation)	3,000	-	3,000
Annual Gathering Speaker	100	-	100
PFI (<i>to be paid</i>)	1,512	-	1,512
	4,807	4,076	8,883