

REGISTERED COMPANY NUMBER: NI607881 (Northern Ireland)
REGISTERED CHARITY NUMBER: 101557

**Report of the Trustees and
Financial Statements
for the Year Ended 31 March 2023
for
Prison Arts Foundation**

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Prison Arts Foundation

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Prison Arts Foundation

Report of the Trustees for the Year Ended 31 March 2023

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2023. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Purposes and aims

Our Charity's purposes as set out in the Objects contained in the company's memorandum and articles of association are,

To promote for the public benefit the advancement of education of prisoners and ex-prisoners in Northern Ireland and further the charitable purposes established by the previous Prison Arts Foundation Trust.

The aims of our charity are to:

- develop the creative potential of prisoners through PAF's work within prisons.
- develop PAF's creative work in the criminal justice system outside of prison.
- increase awareness of PAF and its work; and to effectively market its programmes and products to relevant audiences.
- ensure that PAF has the human resources to achieve its plans and they are effectively managed and given the opportunity to develop.
- ensure that PAF has the freelance artists, premises, and other physical resources it requires to achieve its plans and these resources are managed effectively and efficiently.
- ensure that PAF has the financial resources it requires to achieve its plans and these resources are effectively and efficiently managed.
- ensure the governance of PAF complies with the requirements of the law and best practice.

Ensuring our work delivers our aims

We review our aims, objectives, and activities each year. This review looks at what we achieved and the outcomes of our work in the previous 12 months. The review looks at the success of each key activity and the benefits they have brought to those groups of people we are set up to help. The review also helps us ensure our aims, objectives and activities remained focused on our stated purposes. We have referred to the guidance contained in the Charity Commission's general guidance on public benefit when reviewing our aim and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives they have set.

The focus of our work

The main objectives for the year continued to be the promotion for public benefit of the advancement of education of prisoners and ex-prisoners in Northern Ireland. Our mission is to inspire creativity and encourage personal and social change in offenders within the criminal justice system, through the arts. The arts are a powerful tool for engagement and creativity can play a significant role in working towards the goal of rehabilitation. At its heart, art is an act of community.

Our artists facilitate creative workshops covering everything from art appreciation to activities in music, ceramics/pottery, visual arts, woodcraft, creative writing, and drama. Through engagement in these workshops, people with convictions are offered an opportunity to reconnect with their own unique creativity and explore their potential for expression and the making of meaning.

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

How our activities deliver public benefit

PAF shares the Department of Justice and Northern Ireland Prison Services vision of a criminal justice system that works in partnership with a range of statutory, voluntary and community sector organisations to ensure that individuals are given every possible opportunity to address their offending behaviour and are supported to live lives free from further offending.

We work across NI's criminal justice and secure systems; including custodial settings (serving prisoners) and people in the community (on probation, engaged with youth justice teams, and on community sentences). We work with people of all ages and backgrounds: men, women, and young people with experience of the criminal justice system.

We have two major areas of activity which are prison and secure settings and community programmes. These activities bring benefits to the offender - raising their self-awareness, helping them express and understand their feelings, and developing their skills and self-discipline. These improvements in turn bring benefits to their families and communities, and to the staff who work in prisons and other establishments.

Most importantly arts activity offers a diversion from re-offending. For the community at large, the overriding benefit of our activities is to help offenders move towards crime-free lives. The charity also benefits the public by raising awareness and understanding of offenders through exhibition and showcasing of their artistic achievements.

Activities and achievements which helped develop the creative potential of people in prisons and secure settings 2022/23

This year our core prison residency programme was funded by the Department for Justice through their Resettlement Branch Northern Ireland Prison Service and Assets Recovery Community Scheme (ARCS). We delivered a separated prisoner programme funded by the NI Executive Office through their Tackling Paramilitarism, Criminality and Organised Crime Programme. Finally, we continued to deliver an art therapy secure setting residency programme thanks to funding from ARN Foundation via Community Foundation NI.

We delivered 1,170 developmental and motivational workshop sessions.

- 605 face-to-face and 2 online - Maghaberry Prison
 - 213 Visual/Fine Art,
 - 212 Art Therapy,
 - 153 Ceramic,
 - 20 Woodcraft
 - 9 Creative/Therapeutic Writing.

- 273 face-to-face - Magilligan Prison
 - 168 Creative Writing
 - 105 Music.

- 229 face-to-face and 11 online - Hydebank Wood College and Women's Prison
 - 229 Visual/Fine Art and 11 Creative/Therapeutic Writing.

- 50 face-to-face - Shannon Clinic
 - all Art Therapy

Prison Arts Foundation

Report of the Trustees for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Our artists, writers and musician in residence had 5,227 participant engagements.

- 2,525 - Maghaberry
 - 2,456 adult males
 - 69 children/grandchildren of serving male prisoners
- 1,659 - Magilligan
 - all adult male prisoners
- 936 - Hydebank Wood College and Women's Prison
 - 897 young/adult females
 - 39 young males
- 107 - Shannon Clinic
 - all adult male/female patients

With 482 individual prisoners, approximately 33% of the average daily prison population for 2020/21 (source DoJ report published Sept 2021) and 18 individual patients.

- 11 young males - Hydebank Wood College and Women's Prison
 - approximately 17% of the average daily prison population
- 34 young/adult females - Hydebank Wood College and Women's Prison
 - approximately 62% of the average daily prison population
- 64 adult males - Magilligan Prison
 - approximately 16% of the average daily prison population
- 373 adult males - Maghaberry Prison
 - approximately 40% of the average daily prison population
- 18 adult male/female patients - Shannon Clinic

Totalling 12,639 engagement hours of programme.

- 6,278 hrs - Maghaberry Prison
- 3,900 hrs - Magilligan Prison
- 2,300 hrs - Hydebank Wood College and Women's Prison
- 161 hrs - Shannon Clinic

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Key prison and secure settings programme highlights throughout the year include:

1. Writer in Residence Pamela Brown supported her creative writing students in Magilligan Prison to publish 4 collections of work.

'First-hand' writing from and about prisons isn't new. Prison literature has a rich tradition and creative writing provides a key to unlocking ideas, unlocking insular thinking, and unlocking potential. Time In, the Prison Arts Foundation supported magazine, has been in existence for nearly a decade and provides the primary platform to reflect the creative output of our writers. It has evolved with the group and teaches research skills, journalism styles, computer and IT knowhow and provides an opportunity to consider what makes an interesting article or an engaging story. They learn to make decisions about content and form as well as the many techniques for creating any piece of writing.

The anthologies they put together, such as Embracing Art, give the writing a function, in the sense of making a finished work which is showcased in print. This work gives PAF writers the sense of belonging together. The work they share with each other in the class, teaches them how to critique and understand someone else's work.

The creation of the first cross-border prison magazine All In was realised after many productive months with creative collaboration between the Irish Prison Service and Prison Arts Foundation. The ethos was in keeping with Time In magazine: 'by prisoners, for prisoners' featuring artwork and creative writing by people in custody within prisons in all of Ireland. All In magazine aspires to serve as an outlet for alternative forms of writing and to complement the poetry and short stories featured in the Listowel Writing in Prison competition and the Koestler Arts Awards.

Pamela Brown said in her first editorial that "A magazine that circulates through an institution is an integral dynamic for communication, for understanding and for affirmation. It is a pleasure and honour to work with the editorial board in selecting the content and devising the layout."

2. Artists/Writer and Musician in Residence alongside PAF staff organised or contributed towards 7 events in prison or secure settings, engaging 791 family members or friends of serving prisoners, staff and students of other organisations working within criminal justice settings.

Together with staff from NIACRO and Belfast MET, PAF with the support of Richard Taylor Governor in Charge at Hydebank Wood College and Queens University Belfast gave their students access 'Inside the Prison System' to tackle a real-world consulting challenge in April 2022. They benefited from expert mentorship in a bid to tackle the problem of youth reoffending in Northern Ireland.

One student on the programme said, "The experience has allowed me to challenge my assumptions by being open minded to different arguments and opinions."

Artist in Residence Lucy Turner facilitated a one-off art workshop during Maghaberry Prison's Cultural Day event in May 2022 which included a football competition between the prisoners followed by coaster painting and foods inspired by Polish, British and Chinese cuisine.

Former PAF Mentee Stephen Greer supported by Artist in Residence Bobby Mathieson spoke at Woodlands Juvenile Justice Centre's end of term rewards event in June 2022. Stephen talked about his positive engagement with the arts whilst in prison and since his release.

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

A Senior Teacher at Woodland said "The young people here love art, many have entered and won a Koestler award. I wanted someone to talk about how the young people here could continue art in the community and maybe even make a career out of it".

In September 2022 PAF held our Annual General Meeting in Treacy Centre, Hydebank Wood College and Women's Prison. Pamela Brown, Writer in Residence Magilligan prison talked about her work with PAF and the importance/impact of the arts and education in a prison setting. A female prisoner at Hydebank, who had previously engaged with Pamela's writing workshops via zoom in Ash House during lockdown, also read out some of her award winning Listowel and Koestler Arts poetry; lastly they heard from Stephen Greer who's direction/path in life has completely changed thanks to the arts and his engagement with education both in the prison setting and after his release.

Musician in Residence Jonathan Bailie alongside members of the newly established music group in Magilligan prison performed at North West Regional College's (NWRC) education celebration events, September 2022 and March 2023 respectively. The music group also performed alongside spoken word performances from Writer in Residence Pamela Brown's writers' group at PAF's Koestler Awards celebration event, January 2023.

3. Artists/Writer and Musician in Residence alongside PAF staff organised or contributed towards 2 events in community settings, engaging with 500 members of the public including family members or friends serving prisoners, ex-prisoners, key stakeholders and other guests working within criminal justice settings.

In January 2023 artwork created by PAF and Belfast Met students were displayed at the Holocaust Memorial Day Trust's event in Belfast City Hall. The collaborative project titled Ordinary People showed students that every one of us has a part to play in challenging prejudice and discrimination in our society.

In March 2023 PAF held a special opening of our annual showcase of prisoners works and invited family and friends of serving prisoners, and key stakeholders within the criminal justice system.

4. Artists/Writer and Musician in Residence alongside PAF staff organised or contributed towards 6 exhibitions/showcases of prisoner's creative works: 4 in Northern Ireland and 2 in UK, engaging with a known audience of over 10,000 members of the public and an approximate audience of 26,950 members of the public

During Prison Week, October 2022, Artist in Residence Anne Scullin, worked with Libraries NI, and Belfast MET staff to display students work from Hydebank Wood College and Women's Prison in Newtownbreda Library, Belfast. This collection then went on to be displayed in Colin Glen Library, Belfast through January 2023. Artwork created during the Ordinary People's project in partnership with Holocaust Memorial Trust NI also went on to be displayed in Central Library, Belfast during February 2023.

Over 30 works by PAF students at Maghaberry, Magilligan and Hydebank Wood College and Women's Prison were displayed at Koestler Arts 'Freedom' exhibition in Southbank Centre in London from October-November 2022. It was their fifteenth annual UK exhibition, and was curated by Chinese contemporary artist, documentarian, and activist, Ai Weiwei.

Prison Arts Foundation
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OBJECTIVES AND ACTIVITIES

Koestler Arts also selected another PAF student's artwork to be displayed at their 'On My Plate' exhibition in South Hill Park Arts Centre, Berkshire from January-March 2023. The exhibition by women in the criminal justice system across the UK, was in partnership with the Doing Porridge project at University of Surrey 'Understanding women's experiences of food in prison'. The work explored food practices in prison, as well as the social and cultural meanings of food for individuals

Prison Arts Foundation's annual showcase of art by serving prisoners at Maghaberry, Magilligan and Hydebank Wood College and Women's Prison, secure patients at Shannon Clinic, and ex-offenders in the community took place in 2 Royal Avenue, Belfast from 14th - 25th March 2023.

This year's show was curated by our artists in residence to include works in line with Belfast City Council's theme of 'A City Imaging'. The exhibition featured a wide range of artforms including painting, drawing, matchstick modelling, craft, music, and writing.

It is important for PAF to engage the public in our work to raise awareness and understanding of art by prisoners, to challenge public perception and encourage greater reintegration of ex-offenders into society.

Our exhibition was free to attend, opened daily from 10am-6pm and featured Audience Feedback Cards, on which visitors could write feedback to be sent directly to the artists, providing our students with an opportunity to connect with people outside prison. When we sell artworks on behalf of our students, a donation of 25% is made to Victim Support.

In conjunction with the exhibition, we launched the Embracing Art anthology. These creative pieces were selected to bring together a variety of different writers' voices and as a broader representation of what's going on in the PAF creative writing class at Magilligan prison. Included were works by writers who have been writing for years and others who have only been writing for a few weeks. The writings selected communicate a wide range of subject matter that all incorporate, showcase and are crucially "embracing art".

5. Artists/Writer and Musician in Residence alongside PAF staff supported 55 students to submit 126 entries to 3 creative competitions for people in the care of the criminal justice system.

Listowel Writing in Prison competition - As the only dedicated creative writing competition for people in the care of the criminal justice system in Ireland, the competition at Listowel has a special place in the annual calendar for many prisoners with an interest in writing both in the Republic and Northern Ireland. Opportunities for self-expression mean a lot to people in custody and there is a sense of ownership of the competition amongst prisoners - that it belongs to them and that it addresses their situation - and they are attracted to participate and to have their voice heard for those reasons. The therapeutic value of the competition can be felt in the entries, participation fosters increased self-esteem, and winning a prize is seen as recognition of talent and effort and an occasion for celebration and pride.

This year Writer in Residence Pamela Brown supported 11 PAF writers in Magilligan prison to submit 25 entries winning 4 awards.

- 1st Short Story Intermediate category
- 3rd Short Story Getting started category
- 3rd Poetry Advanced category
- Highly Commended Short Story Advanced category

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OBJECTIVES AND ACTIVITIES

The Koestler Awards for arts in criminal justice - The competition allows prisoners and other people in the criminal justice system across the UK to submit artwork to their competitions. Possible outcomes for any submission include: a certificate of participation - provided to all entrants; written feedback from a professional artist; and a cash prize. In addition, some artworks are sold through Koestler Arts and/or displayed at art exhibitions. As such, the competition therefore aims to recognise the contribution and talent of individuals creating artworks in prison and/or the community. This year our Artists in Residence Anne Scullin, Lucy Turner, Marie McCloy and Writer in Residence Pamela Brown supported their students to submit 82 entries winning 47 awards.

- 13 awards were won by PAF students in Maghaberry including 10 Visual Art and 2 Writing submissions
- 28 awards were won by PAF students in Magilligan including 26 Creative Writing and 2 Visual Art submissions
- 4 visual art awards were won by PAF students in Hydebank Wood College and Women's prison

This is the highest number of achievements since we began submitting for Magilligan in 2014, and in terms of the levels awarded. This is without doubt a testimony to the dedication of the prisoner writers to the class, especially given the post COVID-19 difficulties and re-establishing the writers group among other challenges.

Arkbound Writing With Walls National competition - This was the first year that Writer in Residence Pamela Brown supported 11 PAF writers in Magilligan prison to submit 19 entries, winning 1 of 3 runner-up places and another 4 writers having their work selected for inclusion in Arkbound's anthology publication.

Activities and achievements which helped develop PAF's creative work in the criminal justice system outside of prison

Thanks to funding from the Arts Council of Northern Ireland Annual Funding programme PAF were able to deliver a short residency programme in Thompson House, a Probation Approved hostel in Belfast.

In partnership with Start360 and the Community Sports Network, we continued to deliver the Support Hub initiative thanks to funding from National Lottery Community Fund and Department for Justice through their Resettlement Branch Northern Ireland Prison Service. Located in Belfast City Centre, the Support Hub offered a multi-component support package for prisoners on pre-release schemes, people returning to the community following release from prison, those serving non-custodial sentences in the community including community service placements.

We delivered 285 developmental and motivational workshop sessions

- 223 face-to-face braille group workshops and 9 face-to-face creative writing group workshops - Support Hub
- 30 face-to-face visual art group workshops - Thompson House
- 23 1-2-1 creative writing mentoring sessions - online

Our facilitators, artist and writers in residence had 1,370 participant engagements.

- 1,307 - Support Hub
 - 1,291 Braille
 - 16 Creative Writing

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OBJECTIVES AND ACTIVITIES

- 40 - Thompson House
- all Visual Art
- 23 - online
- all Creative Writing

With 67 individuals.

- 61 adult males and females - Support Hub
- 4 adult males - Thompson House
- 2 adult males - online

Totalling 8,844 engagement hours of programme.

- 8,769 hrs - Support Hub
- 41 - Thompson House
- 34 - online

Key community settings programme highlights throughout the year include

1. Artist in Residence Bobby Mathieson organised 2 exhibitions/showcases of his student's creative works in Belfast, engaging with an approximate audience of 800 members of the public

Artist in Residence Bobby Mathieson supported a Thompson House resident to have his first solo exhibition in June 2022, Church House Belfast, headquarters of the Presbyterian Church in Ireland. In November 2022 Bobby further supported him to showcase his artwork at Artcetera's bi-annual group exhibition in Belfast. The work was exhibited alongside 9 other talented local Artists from different backgrounds, art practices, styles, and ways of expressing themselves. It was a great opportunity for the student to meet other artists, discover their work in a welcoming environment and support him to establish himself within the local Art scene.

2. The Braille Unit continued to develop as a commercially viable workshop employing volunteers to reflect diversity, to develop work ethic, self-esteem and transferable skills under working office conditions while providing diverse AQA qualifications.

The goal of the Braille project is to facilitate those leaving prison in community orientated business projects by providing indispensable services to the visually impaired as highly skilled Braille transcribers and bookbinders. (Basic) Facilitating Community Service requirements. This positive outlet reflects many years of investment in resources and people.

The Braille Unit produces Braille, Moon and Tactile products at low cost for the visually impaired, to a very high professional standard in a niche market.

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

OBJECTIVES AND ACTIVITIES

Current activities

- Promoting Braille as a reading platform for those who find difficulty with text. (sighted people)
- Tactiles for exhibits
- Braille Music for clients in England
- Teaching/production for choir, guitar, and piano performances. Braille guitar book for learning Braille music for guitar
- Advanced 4-part harmonies (all instruments have a different language known to our specialist in the unit)
- Plans to teach a class in the unit, also anyone wishing to learn Braille.
- Supermarket/Hotels/Restaurants: Customer information demonstrations for presentation In outlets under preparation
- Braille as a community activity - visual impaired civilian volunteers attend the Unit for specialist services aiding an Open University course with proposals for a Postal Course in learning braille
- GCSE English Literature Braille supplied to visually impaired person
- Large print hand music notes with appropriate contrasts for music
- Museum directional and information tactiles for exhibits
- Insight accessibility - visual aid supply a training organisation

Ongoing

- Braille Music for clients in UK and Ireland
- School textbooks
- Unit certificates
- RNIB recognised Braille Transcription Certificates
- Equipping the workforce to have confidence in themselves and in applying for jobs
- AQA - to quantify work skills acquired as a result of Braille production office skills
- Braille library for local interest/authors
- Learning braille as a proposed medium for English and Maths

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

FINANCIAL REVIEW

Financial position

The Statement of Financial Activities on page 15 reflects a surplus of unrestricted incoming resources over unrestricted resources expended for the year to 31 March 2023 amounting to £4,559 (31 March 2022: a surplus of £839), together with a deficit of restricted incoming resources over restricted resources expended for the year to 31 March 2023 amounting to £60,354 (31 March 2022: deficit of £4,652).

The Unrestricted Funds carried forward on 31 March 2023 amount to £146,852 (31 March 2022: £142,293) and Restricted Funds on 31 March 2023 of £38,126 (31 March 2022: £98,480), totalling overall funds carried forward on 31 March 2023 of £184,978 (31 March 2022: £240,773).

Financial Review and Reserves Policy

In association with our principal funders, as detailed in notes 2 and 11 to the financial statements, and stakeholders we continued to focus on delivering an agreed programme of arts training and instruction within each prison in Northern Ireland. The amount directly expended on charitable activities in the year to 31 March 2023 was £328,211 (31 March 2022: £299,344).

We maintained tight control over our finances following the review of our Financial Policy and Procedures.

The Reserve Policy provided stability in the financial position of PAF. The policy of maintaining reserves at a level equivalent to approximately one year of fixed costs will continue.

The focus for the year ahead will be to provide a program which can be funded without returning to the unstable position previously encountered. We will continue to keep our Principal Funders fully informed of our progress through their attendance as observers at the Board Meetings together with the provision of briefings at appropriate intervals to Senior Management in the funding organisation

PLANS FOR FUTURE PERIODS

The focus for the year ahead will be to provide viable programmes of activity in prisons, secure settings and in the community within current financial limits.

We are endeavouring to sustain the standard, breadth and pace of work achieved this year in 2023/24.

We intend to devote particular attention to the problem of measuring the value of outcomes under the terms of the new Strategic Plan and prepare for the launch of a new Corporate Plan.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Structure, Governance and Management

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

The Prison Arts Foundation (PAF) a charitable company limited by guarantee was incorporated on 15 June 2011 and operates under Memorandum & Articles of Association with an initial Board of Directors drawn from the final trustees of the previous charitable trust of the same name.

The original Charitable Trust was formulated as a concept in the period 1995/96 in consequence of discussions organised by the Probation Board for Northern Ireland (PBNI) and involving other statutory and voluntary agencies as well as concerned individuals. It was the concern of the agencies to build upon the good work and the momentum previously achieved by individuals working within the prison system and to produce a more secure and continuing basis by formalising it. There was agreement that the new body should in its essentials be independent of the responsible agencies, free therefore to make its own decisions but funded from both statutory and voluntary sources who were persuaded of the value of the work it would seek to do.

PAF has wide powers to raise funds to advance the artistic abilities and aspirations of prisoners and ex-prisoners in NI. The charity has powers to engage staff and to hold property. The selection of directors is influenced by their perceived interest in the welfare of prisoners, participation in artistic activity or community involvement. They are in consequence able to bring to directors' deliberations a dimension of relevant experience.

Prison Arts Foundation follows the guidance of the Northern Ireland Council for Voluntary Action regarding the methods, policies and procedures for recruitment, appointment, and induction of new directors/trustees. The directors who served during the period are listed on page 12.

The Prison Arts Foundation staffing is headed up by Mr Fred Caulfield Executive Director and supported by Miss Adele Campbell Arts Programme Coordinator and Mrs Allison Moore Researcher. During the period 1 April 2022 to 31 March 2023 there were two full time members of staff, and one part time member of staff.

It is the Executive Director's responsibility to oversee all operations including identifying programmes, contracting artists/practitioners, events and assignments calculated to advance PAF's central aims and objectives and to propose relationships with compatible bodies. The directors require him to bring forward proposals for their approval, report periodically on progress and explain the extent to which the purposes of programmes are being met, or the obstacles in the way of their full realisation. The Non-Executive Directors delegate to the Executive Director the authority to take decisions on aspects of approved programmes provided they are consistent with previously agreed principles.

In addition to directly employed members of staff, PAF contracts the services of Artists/Practitioners who provide participants with instruction in a wide range of artistic activities. The prison and secure settings and community programmes are funded by way of grant funding from a variety of sources. PAF is the subject of individual contracts for services - the contracted artists are not company employees. The company has in place, insurance to protect itself against the risk of claims for compensation arising from its operations.

Risk management

The trustees have reviewed the major risks to which the charity is exposed and will continue to keep these under review.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

NI607881 (Northern Ireland)

Registered Charity number

101557

Prison Arts Foundation
Report of the Trustees
for the Year Ended 31 March 2023

Registered office

Unit 3, Clanmill Arts & Business Centre
Northern Whig Building
2-10 Bridge Street
Belfast
Co. Antrim
BT1 1LU

Trustees

Mr John Harold Baird Chartered Management Accountant
Mr James Oliver Brannigan Retired
Mr Geoffrey Kenneth Moore Retired Civil Servant
Mr Thomas Matthew McKeever Retired
Ms Brid O'Gallchoir Artistic Director
Mr Austin William Treacy Retired (appointed 12.11.22)

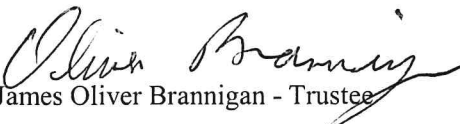
Independent Examiner

John McCleary FCA
McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn
Co. Antrim
BT28 1TP

Thanks and acknowledgement

The Directors wish to record their thanks to Fred Caulfield Executive Director and to Adele Campbell Arts Programme Co-Coordinator and Office Manager for their sustained hard work and dedication throughout the year.

Approved by order of the board of trustees on 30 August 2023 and signed on its behalf by:


Mr James Oliver Brannigan - Trustee

**Independent Examiner's Report to the Trustees of
Prison Arts Foundation**

I report on the accounts of the company for the year ended 31 March 2023, which are set out on pages fifteen to twenty five.

Respective responsibilities of charity trustees and examiner

As the charity's trustees (and also the directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 65 of the Charities Act
- follow the procedures laid down in the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act
- state whether particular matters have come to my attention.

Basis of the independent examiner's report

I have examined your charity accounts as required under Section 65 of the Charities Act and my examination was carried out in accordance with the general Directions given by the Charity Commission for Northern Ireland under Section 65(9)(b) of the Charities Act. The examination included a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also included consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as charity trustees concerning any such matters.

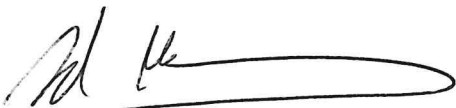
My role is to state whether any material matters have come to my attention giving me cause to believe:

1. That accounting records were not kept in accordance with Section 386 of the Companies Act 2006
2. That the accounts do not accord with those accounting records
3. That the accounts do not comply with the accounting requirements of Section 396 of the Companies Act 2006 and with the methods and principles of the Charities Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland
4. That there is further information needed for a proper understanding of the accounts to be reached.

Independent examiner's statement

Since your charity's gross income exceeded £250,000 your examiner must be a member of a listed body. I can confirm that I am qualified to undertake the examination because I am a member of the Institute of Chartered Accountants in Ireland which is one of the listed bodies.

I have completed my examination and have no concerns in respect of the matters (1) to (4) listed above and, in connection with following the Directions of the Charity Commission for Northern Ireland, I have found no matters that require drawing to your attention.



John McCleary FCA
The Institute of Chartered Accountants in Ireland

McCleary & Company Ltd
Chartered Accountants
Garvey Studios
14 Longstone Street
Lisburn

**Independent Examiner's Report to the Trustees of
Prison Arts Foundation**

Co. Antrim
BT28 1TP

30 August 2023

Prison Arts Foundation

**Statement of Financial Activities
for the Year Ended 31 March 2023**

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	-	261,196	261,196	289,312
Investment income	3	-	-	-	119
Other income		11,220	-	11,220	6,092
Total		<u>11,220</u>	<u>261,196</u>	<u>272,416</u>	<u>295,523</u>
EXPENDITURE ON					
Charitable activities					
Direct costs		-	288,453	288,453	259,403
Support costs		7,261	32,497	39,758	39,941
Total		<u>7,261</u>	<u>320,950</u>	<u>328,211</u>	<u>299,344</u>
NET INCOME/(EXPENDITURE)					
Transfers between funds	11	3,959	(59,754)	(55,795)	(3,821)
		600	(600)	-	-
Net movement in funds		4,559	(60,354)	(55,795)	(3,821)
RECONCILIATION OF FUNDS					
Total funds brought forward		142,293	98,480	240,773	244,594
TOTAL FUNDS CARRIED FORWARD		<u><u>146,852</u></u>	<u><u>38,126</u></u>	<u><u>184,978</u></u>	<u><u>240,773</u></u>

The notes form part of these financial statements

Prison Arts Foundation

**Balance Sheet
31 March 2023**

	Notes	Unrestricted funds £	Restricted funds £	31.3.23 Total funds £	31.3.22 Total funds £
FIXED ASSETS					
Tangible assets	8	5,708	-	5,708	11,078
CURRENT ASSETS					
Debtors	9	32,172	-	32,172	33,849
Cash at bank		140,063	38,126	178,189	223,642
		<u>172,235</u>	<u>38,126</u>	<u>210,361</u>	<u>257,491</u>
CREDITORS					
Amounts falling due within one year	10	(31,091)	-	(31,091)	(27,796)
		<u>141,144</u>	<u>38,126</u>	<u>179,270</u>	<u>229,695</u>
NET CURRENT ASSETS					
		<u>146,852</u>	<u>38,126</u>	<u>184,978</u>	<u>240,773</u>
TOTAL ASSETS LESS CURRENT LIABILITIES					
		<u>146,852</u>	<u>38,126</u>	<u>184,978</u>	<u>240,773</u>
NET ASSETS					
		<u>146,852</u>	<u>38,126</u>	<u>184,978</u>	<u>240,773</u>
FUNDS					
	11			146,852	142,293
Unrestricted funds				38,126	98,480
Restricted funds				<u>184,978</u>	<u>240,773</u>
TOTAL FUNDS					

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2023.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

The notes form part of these financial statements

Prison Arts Foundation

Balance Sheet - continued
31 March 2023

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 30 August 2023 and were signed on its behalf by:



Mr James Oliver Brannigan - Trustee



Mr John Harold Baird - Trustee

Prison Arts Foundation

Notes to the Financial Statements for the Year Ended 31 March 2023

1. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Fixtures and fittings	- 25% on cost
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Pension costs and other post-retirement benefits

The charitable company operates a defined contribution pension scheme. Contributions payable to the charitable company's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

2. DONATIONS AND LEGACIES

	31.3.23	31.3.22
	£	£
Grants	261,196	289,312
	<u>261,196</u>	<u>289,312</u>

Grants received, included in the above, are as follows:

	31.3.23	31.3.22
	£	£
Northern Ireland Prison Service	126,106	117,984
Arts Council for Northern Ireland	54,822	47,881
Big Lottery Fund	38,677	77,357
The Bromley Trust	10,000	10,000
Assets Recovery Communities Scheme	4,000	15,925
Probation Board Northern Ireland	3,000	2,400
Northern Ireland Prison Service B9	21,255	17,765
Belfast City Council	3,336	-
	<u>261,196</u>	<u>289,312</u>

3. INVESTMENT INCOME

	31.3.23	31.3.22
	£	£
Deposit account interest	-	119
	<u>-</u>	<u>119</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	31.3.23	31.3.22
	£	£
Depreciation - owned assets	5,970	5,380
	<u>5,970</u>	<u>5,380</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2023 nor for the year ended 31 March 2022.

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

5. TRUSTEES' REMUNERATION AND BENEFITS - continued

Trustees' expenses

Trustees reimbursed for expenses incurred during the year ended 31 March 2023 £638 and for the year ended 31 March 2022 £144.

6. STAFF COSTS

	31.3.23	31.3.22
	£	£
Wages and salaries	83,152	104,066
Social security costs	3,636	6,897
Other pension costs	707	737
	87,495	111,700
	87,495	111,700

The average monthly number of employees during the year was as follows:

	31.3.23	31.3.22
Management	1	1
Project staff	1	1
Administration	1	1
	3	3
	3	3

No employees received emoluments in excess of £60,000.

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted funds £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	-	289,312	289,312
Investment income	119	-	119
Other income	6,092	-	6,092
	6,211	289,312	295,523
	6,211	289,312	295,523
EXPENDITURE ON			
Charitable activities			
Direct costs	-	259,403	259,403
Support costs	5,380	34,561	39,941
	5,380	293,964	299,344
	5,380	293,964	299,344
NET INCOME/(EXPENDITURE)	831	(4,652)	(3,821)
Transfers between funds	5,509	(5,509)	-

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued	Unrestricted funds £	Restricted funds £	Total funds £
Net movement in funds	6,340	(10,161)	(3,821)
RECONCILIATION OF FUNDS			
Total funds brought forward	135,953	108,641	244,594
TOTAL FUNDS CARRIED FORWARD			
	<u>142,293</u>	<u>98,480</u>	<u>240,773</u>
8. TANGIBLE FIXED ASSETS	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2022	22,520	14,858	37,378
Additions	-	600	600
At 31 March 2023	<u>22,520</u>	<u>15,458</u>	<u>37,978</u>
DEPRECIATION			
At 1 April 2022	13,922	12,378	26,300
Charge for year	4,102	1,868	5,970
At 31 March 2023	<u>18,024</u>	<u>14,246</u>	<u>32,270</u>
NET BOOK VALUE			
At 31 March 2023	<u>4,496</u>	<u>1,212</u>	<u>5,708</u>
At 31 March 2022	<u>8,598</u>	<u>2,480</u>	<u>11,078</u>

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				
		31.3.23		31.3.22
		£		£
Trade debtors		27,481		29,887
Accrued income		3,408		2,763
Prepayments		1,283		1,199
		<u>32,172</u>		<u>33,849</u>
10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR				
		31.3.23		31.3.22
		£		£
Trade creditors		27,284		26,071
Accruals and deferred income		3,807		1,725
		<u>31,091</u>		<u>27,796</u>
11. MOVEMENT IN FUNDS				
	At 1.4.22	Net movement in funds	Transfers between funds	At 31.3.23
	£	£	£	£
Unrestricted funds				
General Fund	142,293	3,959	600	146,852
Restricted funds				
Big Lottery Fund	70,057	(52,333)	(600)	17,124
The Community Foundation	5,763	(4,070)	-	1,693
The Bromley Trust	20,260	(3,351)	-	16,909
Mike Maloney Fund	2,400	-	-	2,400
	<u>98,480</u>	<u>(59,754)</u>	<u>(600)</u>	<u>38,126</u>
TOTAL FUNDS	<u>240,773</u>	<u>(55,795)</u>	<u>-</u>	<u>184,978</u>

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

11. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	11,220	(7,261)	3,959
Restricted funds			
Arts Council for Northern Ireland	54,822	(54,822)	-
Northern Ireland Prison Service	126,106	(126,106)	-
Big Lottery Fund	38,678	(91,011)	(52,333)
The Community Foundation	-	(4,070)	(4,070)
The Bromley Trust	9,999	(13,350)	(3,351)
Assets Recovery Communities Scheme	4,000	(4,000)	-
Northern Ireland Prison Service B9	21,255	(21,255)	-
Probation Board NI	3,000	(3,000)	-
Belfast City Council			
	3,336	(3,336)	-
	<u>261,196</u>	<u>(320,950)</u>	<u>(59,754)</u>
TOTAL FUNDS	<u><u>272,416</u></u>	<u><u>(328,211)</u></u>	<u><u>(55,795)</u></u>

Comparatives for movement in funds

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.22 £
Unrestricted funds				
General Fund	135,953	831	5,509	142,293
Restricted funds				
Arts Council for Northern Ireland	1,796	(1,796)	-	-
Big Lottery Fund	71,354	4,212	(5,509)	70,057
The Community Foundation	9,507	(3,744)	-	5,763
Halifax Foundation	2,870	(2,870)	-	-
The Bromley Trust	20,000	260	-	20,260
Mike Maloney Fund	2,400	-	-	2,400
ACNI - Older People	714	(714)	-	-
	<u>108,641</u>	<u>(4,652)</u>	<u>(5,509)</u>	<u>98,480</u>
TOTAL FUNDS	<u><u>244,594</u></u>	<u><u>(3,821)</u></u>	<u><u>-</u></u>	<u><u>240,773</u></u>

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	6,211	(5,380)	831
Restricted funds			
Arts Council for Northern Ireland	45,420	(47,216)	(1,796)
Northern Ireland Prison Service	117,984	(117,984)	-
Big Lottery Fund	77,357	(73,145)	4,212
The Community Foundation	-	(3,744)	(3,744)
Halifax Foundation	-	(2,870)	(2,870)
The Bromley Trust	10,000	(9,740)	260
Assets Recovery Communities Scheme	15,925	(15,925)	-
Northern Ireland Prison Service B9	17,765	(17,765)	-
ACNI - Older People	2,461	(3,175)	(714)
Probation Board NI	2,400	(2,400)	-
	<u>289,312</u>	<u>(293,964)</u>	<u>(4,652)</u>
TOTAL FUNDS	<u>295,523</u>	<u>(299,344)</u>	<u>(3,821)</u>

A current year 12 months and prior year 12 months combined position is as follows:

	At 1.4.21 £	Net movement in funds £	Transfers between funds £	At 31.3.23 £
Unrestricted funds				
General Fund	135,953	4,790	6,109	146,852
Restricted funds				
Arts Council for Northern Ireland	1,796	(1,796)	-	-
Big Lottery Fund	71,354	(48,121)	(6,109)	17,124
The Community Foundation	9,507	(7,814)	-	1,693
Halifax Foundation	2,870	(2,870)	-	-
The Bromley Trust	20,000	(3,091)	-	16,909
Mike Maloney Fund	2,400	-	-	2,400
ACNI - Older People	714	(714)	-	-
	<u>108,641</u>	<u>(64,406)</u>	<u>(6,109)</u>	<u>38,126</u>
TOTAL FUNDS	<u>244,594</u>	<u>(59,616)</u>	<u>-</u>	<u>184,978</u>

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2023**

11. MOVEMENT IN FUNDS - continued

A current year 12 months and prior year 12 months combined net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General Fund	17,431	(12,641)	4,790
Restricted funds			
Arts Council for Northern Ireland	100,242	(102,038)	(1,796)
Northern Ireland Prison Service	244,090	(244,090)	-
Big Lottery Fund	116,035	(164,156)	(48,121)
The Community Foundation	-	(7,814)	(7,814)
Halifax Foundation	-	(2,870)	(2,870)
The Bromley Trust	19,999	(23,090)	(3,091)
Assets Recovery Communities Scheme	19,925	(19,925)	-
Northern Ireland Prison Service B9	39,020	(39,020)	-
ACNI - Older People	2,461	(3,175)	(714)
Probation Board NI	5,400	(5,400)	-
Belfast City Council			
	3,336	(3,336)	-
	550,508	(614,914)	(64,406)
TOTAL FUNDS	567,939	(627,555)	(59,616)

12. RELATED PARTY DISCLOSURES

Trustee expenses are detailed in note 5. These were the only related party transactions during the year.

Prison Arts Foundation

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2023**

	31.3.23 £	31.3.22 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Grants	261,196	289,312
Investment income		
Deposit account interest	-	119
Other income		
Other income	11,220	6,092
Total incoming resources	272,416	295,523
EXPENDITURE		
Charitable activities		
Wages	83,152	104,066
Social security	3,636	6,897
Pensions	707	737
Travel, subsistence and conference costs	3,203	2,022
Courses and workshops	197,755	145,681
	288,453	259,403
Support costs		
Finance		
Bank charges	70	40
Other		
Rent	16,600	16,600
Insurance	2,440	2,335
Office costs	6,373	6,456
Depreciation of tangible fixed assets	5,971	5,380
	31,384	30,771
Governance costs		
Legal & professional fees	6,218	7,036
Independent examination	2,086	2,094
	8,304	9,130
Total resources expended	328,211	299,344
Net expenditure	(55,795)	(3,821)

This page does not form part of the statutory financial statements