

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

**Report of the Trustees and
Financial Statements for the Year Ended 31 March 2018
For
Prison Arts Foundation**

**McCleary & Company Ltd
Chartered Accountants
Ratheane House
32 Hillsborough Road
Lisburn
Co. Antrim
BT28 1AQ**

Prison Arts Foundation

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For the Year Ended 31 March 2018**

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PRISON ARTS FOUNDATION
Report of the Trustees
for the Year Ended 31 March 2018

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 2018. 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 2015).

Our objectives and activities, including achievements and performance

Purposes and Aims

Our Charity's purposes as set out in the Objects contained in the company's memorandum 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

Our aims fully reflect the purposes that the charity was set up to further

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 aim, 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.

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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.

How our activities deliver public benefit

Prisons in Northern Ireland do not work in isolation, they work within their local communities and with other services – with Probation, housing, health and drug services, local businesses and charities like the Prison Arts Foundation to provide innovative schemes and initiatives to prepare prisoners for a life after release.

We have two major areas of activity which are: our prison-based and our community-based 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 the Prison Arts Foundation's activities is to help offenders move towards crime-free lives. The charity also benefits the general public by raising awareness and understanding of offenders through exhibition and showcasing of their artistic achievements.

Activities and achievements during 2017/18

Our main activities and who we try to help are described below. All our charitable activities focus on the promotion for the public benefit of the advancement of education of prisoners and ex-prisoners through the arts.

Activities and achievements which helped develop the creative potential of prisoners:
PAF has facilitated art opportunities in NI's three adult prisons, HMP Maghaberry, HMP Magilligan and Hydebank Wood College for over 20 years. Funded by The Department for Justice through the Northern Ireland Prison Service, these purposeful activities help offenders to cope with custody but they also provide positive opportunities to help individuals to change.

At a time when there are many pressures on prison resources, PAF continued to deliver an excellent standard of quality arts engagement during our 2017/18 Residency programme. Our Artists facilitated 8 creative residencies which provided safe spaces for prisoners to have positive experiences and begin to make individual choices:

- Delivering **919** workshops across all three prisons;
495 workshops in Maghaberry prison, 219 workshops in Magilligan prison and 205 workshops in Hydebank Wood College
- Totalling **2573** hours of programme across all three prisons;
1249.5 hours in Maghaberry prison, 656.5 hours in Magilligan prison and 666.5 hours in Hydebank Wood College.

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- Engaging with **6483** prisoners;
2824 prisoners in Maghaberry prison, 2359 prisoners in Magilligan prison and 1300 students in Hydebank Wood College

There is immense creativity among the prison population in NI, and the arts can have a transformative impact and can change lives for these prisoners, for families and for people in the community. Some key residency programme highlights of the year were

- Supporting an ex-prisoner to speak about his experience of the arts to students attending Belfast Met's 'Time for Change' Social Work Matters in the Criminal Justice System NI conference, May 2017
- Dan Gordon performed 'Frank Carson - A Rebel without a Pause' to students in Hydebank Wood College, July 2017
- 500 copies of Issue 10 Time in Magazine distributed across all 3 prison establishments and key organisations working within the criminal justice system in NI, August 2017
- Writer-in-Residence Pamela Brown visited Koestler Trust's 'Inside' exhibition in Southbank Centre London on behalf of PAF, September 2017
- 3 joint exhibitions of art work and creative writing held in libraries across NI during Community Relations and Cultural Awareness week, a collaborative venture with the Northwest Regional College, Belfast Met and PAF, September to October 2017
- Visiting Professor Gary Sloan's from New York facilitated drama workshops in Hydebank Wood College and HMP Magilligan, October to November 2017
- Sharon, a 2nd year Ulster University Fine Art student, shadowed Artist in Residence Anne Scullin workshops in Hydebank Wood College as part of her work placement, October to December 2017
- Presenting 17 Koestler certificates and awards to PAF's Creative Writing group in HMP Magilligan, December 2017
- A talented student in Hydebank Wood College created a piece of art to mark Tom McGonigle's retirement from his role as Prisoner Ombudsman for Northern Ireland, December 2017
- 500 copies of Issue 11 Time in Magazine distributed across all 3 prison establishments and key organisations working within the criminal justice system in NI, December 2017
- Tinderbox Theatre Company performed 'The Man who fell to pieces' to prisoners in HMP Magilligan, February 2018
- Facilitating a new mural art project with prisoners and their families in HMP Maghaberry, March 2018
- PAF's Creative Writing group in HMP Magilligan published 2 anthologies of writing, over 50 poems and 10 short stories were selected, March 2018
- Showcasing art, writing and music created by people in custodial and community settings across NI to over 250 individuals at our Liberation exhibition, March 2018
- Launching 'Building Foundations for Change through the Arts', an inquiry by Dr Shelley Tracey into the impact of participation in PAF's art programmes, March 2018

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- Taking part in Koestler's 100 years on: an art trail by women prisoners and ex-prisoners in corridors of power across the country to play a part in the centenary year of women's suffrage, March 2018.

Case Study - 'Building Foundations for Change through the Arts'

The Prison Arts Foundation commissioned Dr Shelley Tracey to conduct an independent inquiry into the impact of participation in our programmes. The report explores the impact and benefits of PAF's programmes, through the lenses of 14 participants. These include 6 individuals who have continued with their arts practice since release, and current members of the creative writing group in HMP Magilligan.

The inquiry complements PAF's ongoing evaluation practices. Its purpose was to create a series of case studies about the experiences and stories of individuals who have participated in PAF's arts programmes, with the following objectives:

- To identify the key benefits and impact of being involved with PAF's programmes,
- To reveal the personal and social changes which individuals might have experienced as a result of participation, for example: confidence and self-esteem, sense of identity, feelings about prison and attitudes towards others,
- To identify the institutional and other factors which contribute to positive outcomes for participants in PAF's programmes, and
- To explore the capacity of the arts to facilitate change and rehabilitation

Key Findings

Benefits and impact of being involved with PAF's programmes and personal and social changes which individuals might have experienced as a result of participation

While the arts and life experiences of the research participants differed, the case studies revealed a number of common themes and benefits. All individuals were positive about participation in the arts programmes, affirming the central role which the arts now play in their lives. All reported a renewed sense of purpose and positivity. All of the case studies suggest that participants gained a new and positive sense of identity, as successful artists who were able to communicate their ideas effectively.

The majority of the research participants have won awards for their art, writing or music. Three of the visual artists have achieved art qualifications as a result of the programme. Participants referred to the contributions they were able to make to others through their art:

- to their families and friends by creating works of art for them,
- to charities and other organisations,
- to PAF by participating in events and exhibitions, and
- to the prisons where their work was displayed.

A visual artist, who had participated in creating a Holocaust Museums at Magilligan, described how this experience had transformed his prejudices into a desire to communicate the importance of tolerance and acceptance.

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The Magilligan writing groups identified a number of therapeutic benefits from involvement in the writing process, such as the ability to connect with others, impacts on physical health and well-being, and the liberating aspects of self-expression.

Institutional and other factors which contribute to positive outcomes for participants in PAF's programmes

Institutional factors:

- Prison staff who take an interest in participants' arts experiences and acknowledge their achievements
- Responsibilities given to artists by prison staff for creating visual art, drama and music
- Opportunities to attend a variety of classes, such as Saturday pottery and poetry classes in Hydebank Wood and the in-house choir in the institution
- A classroom space set aside for the exclusive use of the creative writing group in Magilligan, reinforcing a sense of belonging to the group and commitment to the writing process

PAF Artists and mentors:

All of the research participants made extensive reference in their interviews to PAF mentors and artists, writers and musicians in residence. The participants noted the way in which these artists encouraged them, in the first instance, to participate in the arts programmes.

They also referred to

- their ongoing encouragement,
- their useful and generous feedback,
- their willingness to share their expertise in terms of skills, knowledge and current arts practices, and
- informal mentoring and support offered post-release.

Participants also appreciated support from artists to enter competitions and have work displayed, published or performed. Three of the participants, who are now involved in PAF's post-release mentoring programme, expressed their appreciation of the support which they are receiving.

The capacity of the arts to facilitate change and rehabilitation

The outcomes of the case studies were mapped against McHugh's illustrative outcomes framework for the effects of arts in prisons. The findings from the inquiry suggest that all of McHugh's personal and social indicators for change and rehabilitation are being addressed through PAF's arts programmes, including: change in attitudes to offending, superior coping skills, higher levels of social responsibility, self-confidence and self-esteem, improved self-image, sense of achievement, cooperation, establishment of friendships, team-working, peer review and support, and the ability to mix with others.

The case studies also revealed the positive impact of arts participation on mental health, with two of the individual participants ascribing their recovery from serious mental health problems to their arts experiences.

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Conclusions

The case studies in this report give examples of how participation in the arts can foster change, rehabilitation and a positive sense of self in individuals who have been involved in the criminal justice system. Participants' stories reveal that art programmes in custody are not superficial leisure activities, but have transformative potential, with long-term benefits. The findings suggest that the participation in the arts can foster "deep" desistance. This term refers to long-lasting changes in the rehabilitation process through which the individual develops a new sense of identity and outlook.

Recommendations

The case-studies which emerged from the inquiry offer illuminating insights into individuals' experiences of arts programmes in custody, and of effective practice in these programmes. The creation of further case studies would add to knowledge for PAF and other arts organisations.

The case studies reveal that participants gained insights into their experiences and achievements from the process of talking about their art and artistic practices. Further opportunities for talking about arts practices are recommended, not only for participants in arts programmes, but also for artists and mentors.

Interviews with family members have the potential to extend understanding of the impact of the arts programmes.

The inquiry identified the wide-ranging contributions which PAF's artists in residence and mentors make to the arts experiences and change processes of individuals. It might be useful to interview artists and mentors to identify elements of good practice

Support

Roisin McDonough, Chief Executive, Arts Council of Northern Ireland welcomes Dr Tracey's report.

"The evidence contained within, drawn from prisoners' first-hand accounts, provides a valuable addition to the available research material and compelling support for the efficacy of the programmes delivered by the Prison Arts Foundation. The case studies shed new light on the experience of individuals brought into contact with the arts whilst in custody. They show in tangible terms how the arts have a civilizing and humanizing influence on the prison environment and how prisoners' participation in arts activities contributes to a fundamental change in attitude to offending behaviour, to improved coping skills and to a higher level of social responsibility; even bringing benefits to individual health and wellbeing. This research brings into sharper focus the significant impact of the arts on such factors, which are acknowledged as key contributors to successful rehabilitation."

Louise Cooper, Acting Director of Rehabilitation, Northern Ireland Prison Service, fully appreciates the work completed by PAF.

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"The Prison Arts Foundation provides an important therapeutic service in the custodial setting. The work conducted by a range of talented artists not only gives disengaged participants the opportunity to acquire new creative skills but has been shown to improve their self-confidence. This can be the first step towards positive engagement with other interventions available to people in custody aimed at supporting their resettlement and rehabilitation. Research tells us that it is important for people to take responsibility for their behaviour and develop skills which ultimately support their successful rehabilitation and reintegration back into the community."

Thanks

The Prison Arts Foundation and Dr Shelley Tracey would like to express our gratitude to all the parties who have provided ongoing support for our programmes both in the community and prison setting. Thank you to all the individuals who attended for interview, bringing their enthusiasm, experiences and expertise. The artists, writers and musicians in residence who have enthused, supported the participants in our arts programmes. The institutions which host PAF's arts programmes: Hydebank Wood College, HMP Maghaberry and HMP Magilligan and those members of staff who support participation in the arts programmes. Finally, we would like to thank the Arts Council of Northern Ireland who provided the funding for this research project.

Final Word Dr Shelley Tracey

PAF's decision to commission the case studies has enabled the voices of participants in its arts programmes to be heard. The creation of further case studies, including those of artists-in-residence, might contribute more knowledge to an under-researched area. The benefits obtained by the individuals who took part in the arts programmes makes the case for continued funding of this work in the criminal justice system.

An aim of the inquiry was to create spaces for the views and voices of participants in PAF arts programmes. It is fitting, therefore, that the report should end with the words of one of the participants. The poem below was composed during the group interview at Magilligan. The writer expresses his gratitude for the opportunity to take part in the inquiry, commends the camaraderie in the writing group, and makes a plea for more contact time with the writer-in-residence

"It was a wonderful day when we got a review,
As we could all put across our points of view,
It was a wonderful day in creative writing,
Away from the noise, shouting and fighting,
We all come together, a real good team,
We worked together like a dream,
So now we show the Prison Arts,
That everything we do comes from our hearts,
So hopefully our tutor can extend their hours,
So we have more time to show our amazing powers,
So I thank you for taking the time to come in,
For everyone involved it's a win win."

T McC (Magilligan)

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

PAF continued to deliver an excellent standard of quality arts engagement during our 2017/18 community based programme. Our Mentors facilitated 30 pathways with mentees engaging in our Arts Mentoring programme

- Delivering 194 mentoring sessions
- Totalling 685 hours of programme

Our Artists/Mentors also facilitated 10 'Inspiring Change' creative residencies

- Delivering 62 workshops
- Totalling 231 hours of programme
- Engaging with 176 participants

Case Study – 'Reflective Moments' Arts Mentoring Journey Zara & Anne

"Art is my lifeline" these are the words Zara uses to describe the impact which art-making made on her sense of self and career while she was in Hydebank Wood College. For 6 years she engaged with PAF's art residency programme and during that time our Artist in Residence supported her to submit a number of her art works to the Koestler Trust.



Zara has won a number of awards over the years including Gold, Silver and Highly Commended; most recently her work received the 'Lamberth Family Gold Award for Sculpture' in 2015 and her 'Slice of Pavlova' was selected by the curators for Koestler's RE: FORM UK Exhibition of Art by Offenders at Southbank Centre in London.

★ ★ ★ ★ ★ ★ ★ ★ ★ ★
'Slice of Pavlova'
★ ★ ★ ★ ★ ★ ★ ★ ★ ★

Mentoring Scheme

Before entering Hydebank Wood College, art did not play a significant role in Zara's life. Although she enjoyed art at school she never identified herself as an artist or recognised her talent. After her release and with the support of her Probation Officer Zara applied to our mentoring scheme and in December 2016 was matched with one of our fine arts mentors - Anne. They worked together for just over 6 months and Zara received 17 mentoring sessions. In her application Zara wrote "I would like someday to have my own exhibition", and this is what she accomplished. Anne said her mentee "was aware of her goals and showed enthusiasm throughout the programme. With my guidance and experience, she was able to stay focused and achieve the goals."

Anne structured some of the mentoring sessions around sourcing images to paint and looking at different styles of artists work. They visited numerous art galleries throughout Northern Ireland including the Royal Ulster Academy's Annual Exhibition and the True

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Colours' Exhibition in the Ulster Museum in Belfast. Zara said she has *"found the work of Northern Irish Artist, Colin Davidson, most inspiring."*

Creative Hub

Anne also planned some practical mentoring sessions in PAF's new Creative Hub, a studio environment, in Belfast. Zara said she found these sessions useful as Anne was able to give her feedback on the painting she had been working on at home. Being able to have discussions with her mentor gave Zara the confidence to expand her painting technique and produce a final body of work for her exhibition.

Zara launched her first solo exhibition *'Reflective Moments'* in July 2017. Her body of work reflected on memories from childhood to present day and her subject matter incorporated humour and local surroundings. She used mostly acrylic paint in the works, combining it with mixed media to create texture.



Impact and Success

Engagement in PAF's arts mentoring scheme encouraged Zara to promote and sell her work to a wider audience. 13 of the original 16 artworks displayed were sold during her exhibition, and she has been commissioned to paint a further 7 pieces of art for both individuals and local businesses. Since the completion of her mentoring, Zara has continued to link in with her local arts club, and she has also taken on the secretary role within her local AA group which comes with a certain level of responsibility and commitment.

Reflections

When reflecting on her mentoring journey Zara said *"contact, structure and routine is something the mentoring programme gave her"*, it also gave her *"confidence on many levels...a big step for me was travelling to Belfast for my mentoring sessions with Anne in the creative hub. This was a real personal achievement."* Her engagement with art is a success story on two levels: the first relates to Zara's artistic achievements, and the second, the beneficial impact of art-making on Zara's sense of self, her emotional well-being and her relationships. *mentee's name has been changed to protect confidentiality

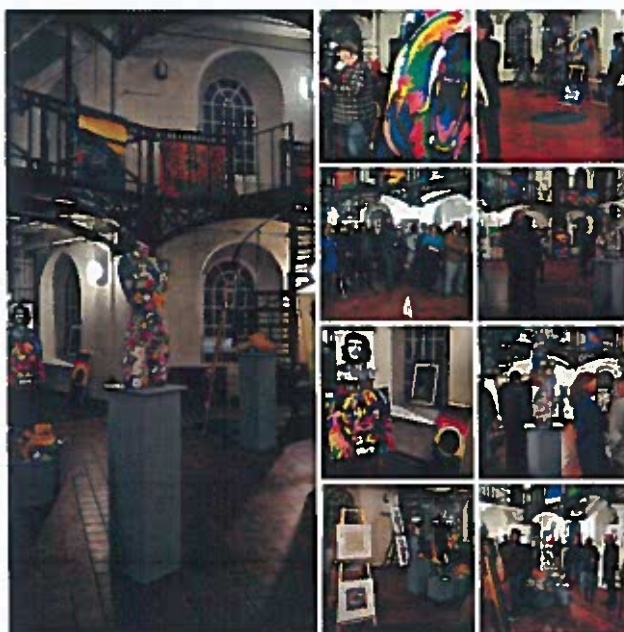
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Case Study - Libération project

The Prison Arts Foundation wants our workshop participants to believe they are artists, it is important to give them a venue to make them feel that way. Libération was an exhibition of art, writing and music by serving prisoners in HMP Maghaberry, HMP Magilligan, Hydebank Wood College and Women's Prison and Woodlands Juvenile Justice Centre. This year's showcase event on 14th March in Crumlin Road Gaol also featured art works, live performances and recordings of writing by mentees taking part in our community arts based mentoring programme.

Aim

The 'Libération' project's aim was to give all of our participants a platform and a challenge to display their work as authentic artists. When individuals see themselves as worthy to put their individual artistic expression in public for others to engage with, it's empowering! After a successful exhibition, participants may wonder what else they can do in the public realm. For participants lacking self-esteem, putting up work with peers can boost academic and artistic confidence. This year we were able to include mentees in the process carrying out a successful exhibition, this gave them the opportunity to engage in the entire artistic process, from conception, to creation, to communication with an audience. We hope that this experience will have a profound influence on those mentees for years to come.



Austin Treacy, Director of Prisons, Northern Ireland Prison Service opened the event noting that

“The Crum is of special significance to me as I started my career in the Northern Ireland Prison Service 41 years ago. This Victorian Gaol of a Radial Wheel design epitomised the then thinking of how such places would punish prisoners to pay their debt, right the wrong before returning to society. Next year the NIPS will commission Davis House a new state of

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the art 360 person accommodation building on the Maghaberry site with its origins in the radial wheel style of this Gaol. I want to pay tribute to the Prison Arts Foundation, to their Management Board, their artists and of course their students for all their hard work, resilience and of course their brilliance, talent, vision in their continuance through the Arts to make our prisons and youth centres better places. Better places to work in, better places to live in through the transformation of buildings and spaces, and through the reaching out and changing lives, saving lives, liberating talent and skills that so many men, women and young persons have rediscovered or more commonly found within themselves. This exhibition showcases some of the work of our artists, and I applaud their skill and talent of all we see and hear this evening. With Public Sector austerity set to remain; this year like many other years has been a challenging one for those who champion, and care deeply for the role of the Arts, and in particular the custody arena in Northern Ireland. That the Prison Arts Foundation continues to grow and make such a difference is a real testament to their commitment to change lives. Over many years of working in NIPS I have come across many courageous, talented and passionate artists working in our prisons. Art has transformed some of our spaces and I am grateful for that."



Impact and success

We had approximately 250 individuals attend the event; the audience included artists, family and friends of exhibiting artists and key individuals/representatives from organisations working within the criminal justice system in NI including Department for Justice NI, Northern Ireland Prison Services, Probation Service NI, Youth Justice Agency, Irish Prison Service, Arts Council NI, NIACRO and Prison Chaplaincy.

"The trip was very rewarding and well worth the effort as I really enjoyed seeing the art work in the very appropriate setting of the Crumlin Road Gaol and meeting everybody associated with PAF... It is well worth doing these events as a lot of good things flow from the occasion. It was a really good move to have Mentees there simply to talk about their work and bring it alive for people. The musicians and singers also added some real atmosphere and it was great to see how it was a positive occasion for families and friends." Tom Shortt, Arts Development Officer, Irish Prison Service

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Structure, Governance and Management

The Prison Arts Foundation (PAF) 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 in order to advance the artistic abilities and aspirations of prisoners and ex-prisoners in NI. There are powers for the company to engage staff and to hold property. The selection of Trustees 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 Trustees' deliberations a dimension of relevant experience.

Prison Arts Foundation follows the guidance of the Northern Ireland Council for Voluntary Action in regard to the methods, policies and procedures for recruitment, appointment, and induction of new directors/trustees.

The Trustees who served during the period are listed on page 14.

The Prison Arts Foundation staffing is headed up by Mr Fred Caulfield Executive Director and supported by Ms Adele Campbell Arts Programme Coordinator and Mr John Crossan Project Development. During the period 1 April to 31 March 2018 there were two part time members of staff, and one full time member of staff. It is the Executive Director's responsibility to oversee all operations including identifying programmes, contracting artist/practitioners, events and assignments calculated to advance PAF's central aims and objectives and to propose relationships with compatible bodies. The Trustees 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 Trustees delegate to the Executive Director the authority to take decisions on particular 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 a number of Artists/Practitioners/Mentors who provide participants with instruction in a wide range of both artistic activities. The Residency, Arts Mentoring and Inspiring Change programmes are

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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.

Financial Review and Reserves Policy

In association with our principal funders (as detailed in page 21 to the financial statements) and stakeholders we continued to focus on delivering an agreed programme of arts tuition and instruction within each prison in Northern Ireland. The amount directly expended on charitable activities in the year to 31 March 2018 decreased to £198,656 (31 March 2017: £208,619).

We maintained tight control over our finances following the review of our Financial Policy and Procedures in 2016/17. 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

Finances

The Statement of Financial Activities on page 17 reflects a surplus of unrestricted incoming resources over unrestricted resources expended for the year to 31 March 2018 amounting to £5,883 (31 March 2017: a surplus £12,118), together with a surplus of restricted incoming resources over restricted resources expended for the year to 31 March 2018 amounting to £20,100 (31 March 2017: surplus of £20,830). The Unrestricted Funds carried forward at 31 March 2018 amount to £111,926 (31 March 2017: £106,043) and Restricted Funds at 31 March 2018 of £40,930 (31 March 2017: £20,830), totalling overall funds carried forward at 31 March 2018 of £152,856 (31 March 2017: £126,873).

Risk Management

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

Independent Examiner

The Trustees appointed John McCleary of McCleary & Company Ltd as Independent Examiner and express their thanks to him and his staff for the help and assistance provided.

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Plans for future periods

The focus for the year ahead will be to provide viable programs of activity in prisons and outside prisons within current financial limits. We are endeavouring to sustain the standard, breadth and pace of work achieved in 2018/19. 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.

Thanks and acknowledgement

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

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

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.

REFERENCE AND ADMINISTRATIVE DETAILS

Registered Company number

NI607881 (Northern Ireland)

Registered Charity number

101557

Registered office

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

Trustees

Mr James Oliver Brannigan	Retired
Mr John Harold Baird	Retired
Mr Geoffrey Kenneth Moore	Retired Civil Servant
Mr Thomas Matthew McKeever	Retired
Ms Brid O Gallchoir	Artistic Director

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Independent examiner
John McCleary FCA
McCleary & Company Ltd
Chartered Accountants
Ratheane House
32 Hillsborough Road
Lisburn
Co. Antrim
BT28 1AQ

Approved by order of the board of trustees on 16 October 2018 and signed on its behalf by:



.....
Oliver Brannigan - Chairperson

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 2018, which are set out on pages seventeen 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

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
McCleary & Company Ltd
Chartered Accountants
Ratheane House
32 Hillsborough Road
Lisburn
Co. Antrim
BT28 1AQ

Date: 16 October 2018

Prison Arts Foundation

**Statement of Financial Activities
for the Year Ended 31 March 2018**

		Unrestricted fund £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
	Notes				
INCOME AND ENDOWMENTS FROM					
Donations and legacies	2	24,248	199,417	223,665	241,321
Investment income	3	159	-	159	165
Other income		<u>815</u>	<u>-</u>	<u>815</u>	<u>81</u>
Total		25,222	199,417	224,639	241,567
EXPENDITURE ON Charitable activities					
Direct costs		5,045	172,526	177,571	190,208
Support costs		<u>14,294</u>	<u>6,791</u>	<u>21,085</u>	<u>18,411</u>
Total		19,339	179,317	198,656	208,619
NET INCOME		5,883	20,100	25,983	32,948
RECONCILIATION OF FUNDS					
Total funds brought forward		106,043	20,830	126,873	93,925
TOTAL FUNDS CARRIED FORWARD		<u>111,926</u>	<u>40,930</u>	<u>152,856</u>	<u>126,873</u>

Prison Arts Foundation

**Balance Sheet
At 31 March 2018**

	Notes	Unrestricted fund £	Restricted funds £	31.3.18 Total funds £	31.3.17 Total funds £
FIXED ASSETS					
Tangible assets	8	-	-	-	152
CURRENT ASSETS					
Debtors	9	25,149	-	25,149	10,607
Cash at bank		<u>92,937</u>	<u>40,930</u>	<u>133,867</u>	<u>158,691</u>
		118,086	40,930	159,016	169,298
CREDITORS					
Amounts falling due within one year	10	(6,160)	-	(6,160)	(42,577)
		<u>111,926</u>	<u>40,930</u>	<u>152,856</u>	<u>126,721</u>
NET CURRENT ASSETS					
		<u>111,926</u>	<u>40,930</u>	<u>152,856</u>	<u>126,721</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		<u>111,926</u>	<u>40,930</u>	<u>152,856</u>	<u>126,873</u>
NET ASSETS		<u>111,926</u>	<u>40,930</u>	<u>152,856</u>	<u>126,873</u>
FUNDS	11				
Unrestricted funds				111,926	106,043
Restricted funds				<u>40,930</u>	<u>20,830</u>
TOTAL FUNDS				<u>152,856</u>	<u>126,873</u>

Prison Arts Foundation

**Balance Sheet - continued
At 31 March 2018**

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2018.

The members have not required the company to obtain an audit of its financial statements for the year ended 31 March 2018 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

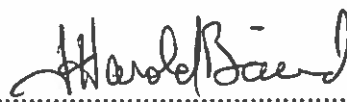
- (a) ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- (b) preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its 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.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to charitable small companies.

The financial statements were approved and authorised for issue by the Board of Trustees on 16 October 2018 and were signed on its behalf by:



.....
Oliver Brannigan - Chairperson



.....
Harold Baird - Treasurer

Notes to the Financial Statements
for the Year Ended 31 March 2018

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 2015)', 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	- 33% 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.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

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 2018**

2. DONATIONS AND LEGACIES

	31.3.18	31.3.17
	£	£
Donations	4,248	-
Grants	<u>219,417</u>	<u>241,321</u>
	<u>223,665</u>	<u>241,321</u>

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

	31.3.18	31.3.17
	£	£
Northern Ireland Prison Service	112,683	119,829
The Triangle Trust	20,000	30,000
Arts Council for Northern Ireland	47,786	48,500
Paul Hamlyn Arts Mentoring	30,000	30,000
Armagh, Banbridge & Craigavon Council	-	1,442
Edward Street, Portadown	-	1,550
Garfield Weston	-	10,000
Big Lottery Fund	<u>8,948</u>	<u>-</u>
	<u>219,417</u>	<u>241,321</u>

3. INVESTMENT INCOME

	31.3.18	31.3.17
	£	£
Deposit account interest	<u>159</u>	<u>165</u>

4. NET INCOME/(EXPENDITURE)

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

	31.3.18	31.3.17
	£	£
Depreciation - owned assets	<u>152</u>	<u>242</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2018 nor for the year ended 31 March 2017.

Trustees' expenses

Trustees reimbursed for expenses incurred during the year ended 31 March 2018 £500 and for the year ended 31 March 2017 nil.

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2018**

6. STAFF COSTS

	31.3.18	31.3.17
	£	£
Wages and salaries	63,274	81,801
Social security costs	2,701	3,953
Other pension costs	<u>127</u>	<u>-</u>
	<u><u>66,102</u></u>	<u><u>85,754</u></u>

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

	31.3.18	31.3.17
Management	1	1
Project staff	1	1
Administration	<u>1</u>	<u>2</u>
	<u><u>3</u></u>	<u><u>4</u></u>

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

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

	Unrestricted fund £	Restricted funds £	Total funds £
INCOME AND ENDOWMENTS FROM			
Donations and legacies	149,829	91,492	241,321
Investment income	165	-	165
Other income	<u>81</u>	<u>-</u>	<u>81</u>
Total	150,075	91,492	241,567
 EXPENDITURE ON Charitable activities			
Direct costs	128,588	61,620	190,208
Support costs	<u>9,369</u>	<u>9,042</u>	<u>18,411</u>
Total	<u><u>137,957</u></u>	<u><u>70,662</u></u>	<u><u>208,619</u></u>
 NET INCOME	 12,118	 20,830	 32,948

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2018**

7. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES - continued

	Unrestricted fund £	Restricted funds £	Total funds £
RECONCILIATION OF FUNDS			
Total funds brought forward	93,925	-	93,925
TOTAL FUNDS CARRIED FORWARD	<u>106,043</u>	<u>20,830</u>	<u>126,873</u>

8. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2017 and 31 March 2018	<u>6,091</u>	<u>8,135</u>	<u>14,226</u>
DEPRECIATION			
At 1 April 2017	5,939	8,135	14,074
Charge for year	<u>152</u>	<u>-</u>	<u>152</u>
At 31 March 2018	<u>6,091</u>	<u>8,135</u>	<u>14,226</u>
NET BOOK VALUE			
At 31 March 2018	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2017	<u>152</u>	<u>-</u>	<u>152</u>

9. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade debtors	21,533	7,083
Accrued income	2,613	2,425
Prepayments	<u>1,003</u>	<u>1,099</u>
	<u>25,149</u>	<u>10,607</u>

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2018**

10. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.18	31.3.17
	£	£
Trade creditors	3,595	7,316
Other creditors	29	-
Accruals and deferred income	<u>2,536</u>	<u>35,261</u>
	<u>6,160</u>	<u>42,577</u>

11. MOVEMENT IN FUNDS

	At 1.4.17	Net movement in funds	At 31.3.18
	£	£	£
Unrestricted funds			
General fund	106,043	5,883	111,926
Restricted funds			
Arts Council for Northern Ireland	-	1	1
Paul Hamlyn Arts Mentoring	17,830	10,654	28,484
Garfield Weston	3,000	(3,000)	-
Northern Ireland Prison Service	-	3,497	3,497
Big Lottery Fund	<u>-</u>	<u>8,948</u>	<u>8,948</u>
	20,830	20,100	40,930
	<u>126,873</u>	<u>25,983</u>	<u>152,856</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	25,222	(19,339)	5,883
Restricted funds			
Arts Council for Northern Ireland	47,786	(47,785)	1
Paul Hamlyn Arts Mentoring	30,000	(19,346)	10,654
Garfield Weston	-	(3,000)	(3,000)
Northern Ireland Prison Service	112,683	(109,186)	3,497
Big Lottery Fund	<u>8,948</u>	<u>-</u>	<u>8,948</u>
	199,417	(179,317)	20,100
	<u>224,639</u>	<u>(198,656)</u>	<u>25,983</u>

Prison Arts Foundation

**Notes to the Financial Statements - continued
for the Year Ended 31 March 2018**

11. MOVEMENT IN FUNDS - continued

Comparatives for movement in funds

	At 1.4.16 £	Net movement in funds £	At 31.3.17 £
Unrestricted Funds			
General fund	93,925	12,118	106,043
Restricted Funds			
Paul Hamlyn Arts Mentoring	-	17,830	17,830
Garfield Weston	<u>-</u>	<u>3,000</u>	<u>3,000</u>
	-	20,830	20,830
	<u>93,925</u>	<u>32,948</u>	<u>126,873</u>

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

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	150,075	(137,957)	12,118
Restricted funds			
Arts Council for Northern Ireland	48,500	(48,500)	-
Paul Hamlyn Arts Mentoring	30,000	(12,170)	17,830
Armagh, Banbridge & Craigavon Council	1,442	(1,442)	-
Edward Street, Portadown	1,550	(1,550)	-
Garfield Weston	<u>10,000</u>	<u>(7,000)</u>	<u>3,000</u>
	91,492	(70,662)	20,830
	<u>241,567</u>	<u>(208,619)</u>	<u>32,948</u>

12. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2018.

Prison Arts Foundation

**Detailed Statement of Financial Activities
for the Year Ended 31 March 2018**

	31.3.18 £	31.3.17 £
Governance costs		
Legal & professional fees	6,221	2,732
Independent examination	<u>2,790</u>	<u>1,974</u>
	<u>9,011</u>	<u>4,706</u>
Total resources expended	198,656	208,619
	<hr/>	<hr/>
Net income	<u>25,983</u>	<u>32,948</u>

This page does not form part of the statutory financial statements.