

**Association of Members of Independent Monitoring Boards**



**AMIMB**

**Trustees Annual Report and Financial Statements for the  
Year Ending 31 July 2011**

**[www.amimb.org.uk](http://www.amimb.org.uk)**  
**Charity registration number 293384**

# **Contents**

- 1. Trustees and advisers**
- 2. Structure, governance and management**
- 3. Achievements and performance**
- 4. Future activities**
- 5. Financial review**
- 6. Acknowledgements**

## AMIMB

The trustees are pleased to present their report together, with the financial statements of the charity for the year ending 31 July 2011

### 1. Trustees and others

<b>Trustees</b>	Helen Boothman Angela Clay Jenny Budgell Margaret Carter Mike Watson David Atkinson Susan Dyas Don Granger Gordon Cropper Wendy Anwar Michael Reynolds Christine Anderson (co-opted January 2011, resigned July 2011) Margaret Johnson (co-opted January 2011) Christopher Padfield (co-opted January 2011)	Chair Deputy Chair Treasurer Secretary
-----------------	--	---

<b>Patron</b>	<b>Lord Phillips</b>
<b>President</b>	<b>Baroness Vivien Stern</b>

<b><i>Independent Monitor</i></b> <b>Editor</b>	<b>Brian Guthrie</b>
--	----------------------

<b>Address</b>	<b>c/o Natural Numbers Ltd Syms Yard Bumpers Farm Chippenham Wiltshire, SN14 6LH</b>
----------------	--

<b>Charity Number</b>	<b>293384 (England and Wales)</b>
-----------------------	-----------------------------------

<b>Independent Auditor</b>	<b>Peter Mitchell</b>
----------------------------	-----------------------

<b>Bankers</b>	<b>Lloyds, Threadneedle Street , London</b>
----------------	---

<b>Website and email</b>	<b><a href="http://www.amimb.org.uk">www.amimb.org.uk</a> <a href="mailto:info@amimb.org.uk">info@amimb.org.uk</a></b>
--------------------------	--

## **2. Structure, governance and management**

### **Governing document**

AMIMB (originally AMBoV – Association of Members of Board of Visitors) was founded in 1980, as an unincorporated charity (registered number 293384). The Association is governed by a constitution which was amended and updated in 2003 when the present designation was introduced.

### **Appointment of trustees**

As set out in the constitution, the trustees, who make up the executive committee, are elected every year at the annual general meeting. The officers are elected annually and the chair may not be elected to that office for more than three consecutive years. The patron and president are not *ex-officio* members of the committee and therefore have no voting rights.

### **Organisation**

The trustees meet regularly in order to manage the affairs of the charity. The Committee is joined by the editor of the *Independent Monitor* who is an *ex-officio* member and so does not have a vote. All trustees give their time voluntarily and receive no remuneration or other benefits.

### **Risk management**

The trustees have assessed the major risks to which the charity is exposed. Where significant risks have been identified, systems have been or will be established to mitigate those risks.

### **Related parties**

A representative from the IMB National Council attends meetings of the AMIMB's executive committee. AMIMB is a member of the Criminal Justice Alliance (formerly the Penal Affairs Consortium, a coalition of over 60 organisations committed to improving the criminal justice system) and Clinks [describe]. To further our objectives we have worked with Action for Prisoners' Families, Howard League for Penal Reform, Make Justice Work and Prison Reform Trust.

### **Charity objectives**

AMIMB's objectives are to educate, inform, advise and support members of Independent Monitoring Boards of prisons and immigration establishments in England and Wales in the law, the treatment of offenders and all other matters relating to their role; to enable them to perform their duties in the most competent and efficient manner; and to issue publications, arrange training events, promote conferences and maintain awareness of developments in the law, the prison rules and associated subjects.

AMIMB also aims to educate and inform the public about the treatment of offenders and the role played by members of IMBs. The activities of the charity fall under three categories.

- Membership training and support, including the Helpline
- Advocacy
- Communications

### **Reviewing our aims**

We review our objectives and activities each year. The review looks at what we achieved and the outcomes of our work in the previous 12 months. The review also helps us ensure our 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 previous activities and in our future planning

### 3. Achievements and performance

The role of the independent monitor within the detention estate continues to be of prime importance with the escalating prison numbers, the ongoing budget reductions and the ever-present market testing. The immigration detention estate also operates against the backdrop of new legislation, changing contracts and lack of money.

Membership has fallen slightly, although now that membership renewal has moved from a set month each year to the month of joining it is harder to reconcile a like-for-like comparison. However, the trustees are keen to hold the membership subscription at the same level to make subscription accessible to all IMB members.

The trustees have met six times during the past year.

Membership support is of prime importance to the trustees and we were very pleased with the response to the new *Guide to Monitoring Prisons*. Research for the guide to monitoring young people in detention is underway and we hope it will be available by the end of the year. The guide for the immigration estate is in preparation but awaits the new guidelines from the UK Borders Agency.

AMIMB's Helpline has thrown up some interesting questions during the year including whether an independent judge can take away a prisoner's visit entitlement: this was found to be not correct and all involved were informed of the outcome of our research.

Training visits have been organized to help members increase their understanding and share best practice from other establishments. This year there have been prison visits to Lincoln, HMP Belmarsh, Frankland and Foston Hall. They have been well supported and AMIMB is very grateful to the staff and IMB members of the host establishments.

Informing members continues through the highly acclaimed Independent *Monitor* magazine. The trustees would like to acknowledge the hard work of the editor who always manages to provide interesting, inspiring, informative articles. The regular e-bulletin has been well received as a means of informing members about news and signposting them to articles of interest. The website and the daily briefings provide up-to-date information and news.

We listen and welcome feedback from the members through surveys, the website and the *Monitor*. We review how we work and this entails review against best practice guidance with our constitution.

AMIMB welcomes working and sharing knowledge with like minded organisations. Conversations have taken place with the Zahid Mubarek Trust, Kharkiv Institute of Social Research in Ukraine, ICVA and lay observers. We have also been asked to advise a new prison reform group in Nepal. This is on top of contributing to the CJA and Making Justice Work.

As ever, AMIMB thanks all our members, supporters, patron and president and special thanks to the Bromley Trust. Finally, thanks to the committed trustees who make things happen through their time and energy.

#### 4. Future Activities

- AMIMB Spotlight on Monitoring event
- Research into issues of concern to our members
- Review the AMIMB strategy
- Trial a seminar format for training on topics raised by our members
- Continue to raise issues of concern for our members
- Work with like-minded organisations to provide snapshots of life behind closed doors

#### 5. Financial Review

### THE ASSOCIATION OF MEMBERS OF INDEPENDENT MONITORING BOARDS

#### STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31ST JULY 2011

	Year Ending 31st July 2011	Year Ending 31st July 2010
<b>INCOMING RESOURCES</b>		
Subscriptions	5,963	6,952
Gift Aid	3,503	
Big Lottery		3,901
Bromley Trust	10,000	10,000
General Donations	15	
Monitoring Guide Income	187	
Bank Interest	5	5
Training & Annual General Meeting Receipts	920	1,122
<b>TOTAL INCOMING RESOURCES</b>	<b>20,593</b>	<b>21,980</b>
<b>DIRECT CHARITABLE EXPENDITURE</b>		
Executive meetings	6,121	5,073
The Monitor	10,940	10,108
Administrative expenses	1,109	2,794
Web Site	439	622
Guide for Monitoring	4,181	
Training & Annual General Meeting expenses	5,041	1,838
<b>TOTAL DIRECT CHARITABLE EXPENDITURE</b>	<b>27,832</b>	<b>20,435</b>

NET SURPLUS / (DEFICIT)	(7,239)	1,545
-------------------------	---------	-------

## RESERVES

The movement in the reserves of the Association are as detailed below:-

Balance Brought Forward	21,984	14,870
Amount due to Creditors	4,888	5,569
Surplus / (Deficit) For The Year	(7,239)	1,545
Balance Carried Forward	19,632	21,984

I have examined the records presented to me and on the basis of those records and explanations made to me certify that the statement above shows a true record of the Association's finances.

Peter Mitchell BA(Hons) FCMA

The Trustees are responsible for maintaining proper accounting records which disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statement comply with SORP.

## 6. Acknowledgements

The trustees are grateful for the grant given by The Bromley Trust and their ongoing support, Peter Ananicz of PA Web Services, Alan Reading of CMG.

**The Trustees declare they have approved the trustees' report.  
October 3<sup>rd</sup> , 2011**

**Helen Boothman  
Chair AMIMB**

