

**Association of Members of Independent Monitoring
Boards**



**Trustees' Annual Report and Financial Statements for the
Year Ending 31 July 2017**

www.amimb.org.uk

Charity registration number 1164048

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AMIMB

The trustees are pleased to present their report together with the financial statements of the charity for the year ending 31st July 2017

1. Trustees and others

| | | |
|---|--|---|
| Patron | The Rt Hon The Lord Phillips of Worth Matravers KG PC | |
| President | Baroness Vivien Stern CBE | |
| Vice Presidents | Prof Rod Morgan, His Hon John Samuels QC | |
| Trustees | David Pinchin | Chair |
| | Anne Finlayson | Treasurer |
| | Helen Boothman | Secretary |
| | Christopher Padfield | |
| | Sue Bird | |
| | Christopher Hammond | |
| | Jenny Budgetell | Resigned 11 October, 2016 |
| | Angela Clay | Resigned 11 October, 2016 |
| | Tamsin Lucchessi | Resigned 11 October, 2016 |
| Independent Monitor Editor | Gordon Cropper | |
| Accountant | Jenny Budgetell | |
| AMIMB address | c/o Natural Numbers Ltd., Syms Yard, Bumpers Farm, Chippenham, Wiltshire, SN14 6LH | Change of address from June 1 st to: 14 King Charles House Cavalier Court Bumpers Farm Chippenham SN14 6LH |
| Charitable Incorporated Number | 1164048 (England and Wales) | |
| Independent Examiner | Peter Mitchell | |
| Bankers | Lloyds, Threadneedle Street , London | |
| Website and email address | www.amimb.org.uk info@amimb.org.uk | |

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 and further revisions were ratified by the members at the AGM 2011 and agreed by the Charities Commission in April 2012.

At a Special General Meeting Meeting on 15 March 2016, members ratified the move to a Charitable Incorporated Organisation and confirmed that the assets and liabilities of the Association of Members of Independent Monitoring Boards shall be transferred to the Charitable Incorporated Organisation the Association of Members of Independent Monitoring Boards. The CIO was registered on 21 October 2015 and the new registered charity number is 1164048.

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, President and Vice Presidents are not *ex-officio* members of the committee and therefore have no voting rights.

Organisation

The Executive Committee 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 as such does have a vote. AMIMB's accountant joins one of the meetings at financial year end.

The Committee are trustees who 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

AMIMB is a member of the Criminal Justice Alliance (formerly the Penal Affairs Consortium, a coalition of 120 organisations committed to improving the criminal justice system), Clinks, Howard League for Penal Reform. AMIMB is grateful to the Prison Reform Trust for the use of their offices to hold Trustee meetings.

Charity Objectives

The objectives of the Association are to educate, inform, advise and support members of Independent Monitoring Boards of penal institutions, immigration removal centres and short-term holding facilities 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 people in custody and the role played by members of IMBs. The activities of the charity fall under three categories:

- Membership training and support, including a 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

Another year, another new Justice Secretary and another year of chaos and crisis within the prisons we monitor. Prisons have continued to lack vision and leadership with some newly formed policies left to just dissolve. Likewise IMB has had no coherent leadership and the governance arrangements and structure, spoken about a year ago are still no further forward. A new President has been appointed but IMB members still do not know who it will be.

However, despite the frustrations of working in such a quasi-political environment, prisons, IRCs and short-term holding rooms would be much worse off without IMBs and us as members. We may have no power, and rightly so, but we do have a great deal of influence locally. And long may that continue.

At last year's AGM Christopher Padfield said that AMIMB was about to experience a very challenging time with several long-standing and experienced members of the Executive Committee standing down. He asked for more people to get themselves involved. In the event, he was absolutely right, it has been a tough year, but we have just about survived with Gordon Cropper returning and Chris Hammond and I joining as new members of the group. Gordon has thrown us an absolute lifeline by taking over from Brian Guthrie in producing three excellent editions of Independent Monitor.

We took the unusual step recently of issuing a Call to Arms for some more assistance on the Executive Committee, particularly in a number of specialist areas including recruitment and membership support, social media, fund-raising, liaising with charities, regional development and IT. We have had a good response and look forward to a new Executive to take forward new initiatives.

The Executive Committee has met five times during the course of the year and we have managed to host three valuable workshops at no cost to members, thanks to funding from Awards for All, one on violence reduction, one on vulnerable prisoners and one today on preparation for release. We also organised two successful prison visits, one to Warren Hill and one to High Down. Unfortunately, we had to cancel the planned Media workshop because of insufficient numbers.

On a positive note, we have had some promising dialogue with the National Council about the possibility of reimbursing travel expenses for AMIMB events which are all about encouraging members to continue their learning. Nothing has been agreed as yet but we are optimistic.

Attracting new AMIMB members is still one of our main objectives. As an independent charity we rely heavily on membership subscriptions - and on charitable donations and grants – but without membership support we would not exist. It is good that we now have agreement from the Secretariat to approach new IMB members at new member training courses and we have recruited 50 new members over the year, but it still worries us that some IMB members do not even know about AMIMB. Our plan is to reach out in the future to regions across the country to increase our engagement with more IMB members to create new networking and learning opportunities outside London.

Speaking out is another of our priorities having consulted the membership, and despite our limited resources we have successfully increased our exposure. Christopher Padfield secured a full-page article in The Guardian last November following the riots at Bedford prison, Helen and others were interviewed on Radio 4 and Radio 5 Live, and we gave evidence to the Justice Select Committee on governor empowerment and prison performance. In addition we are often contacted by researchers from a whole range of mainstream media outlets for comments on prison conditions etc.

Speaking out also meant we continued our conversations with the MoJ regarding the IMB governance review. We met with Sally Grocott and Dianne Caddle to express our concerns about the conclusions that had been reached so far and we plan to be part of the conversation with the new President when the new structure is finally being implemented. We will reinforce the views expressed by AMIMB members about the need for strong leadership, openness and independence.

Finally, AMIMB has a vital role to play in the support of its members during all these difficult times and most importantly in their continued professional development. That is what our workshops and gatherings are all about and why they are a perfect complement to the training that exists at the centre. It is, therefore, hugely important that we continue to flourish as an organisation and develop our community; our priority now will be to devise a really good programme for 2018 and to obtain the necessary funding for it and to make sure we speak out about what is behind closed doors.

5 Financial Overview

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 comply with SORP.

Summary of movement in Bank for year ending 31/07/17

| | Restricted Funds | Unrestricted Funds | Bank Balance |
|-------------------------------|--------------------------------------|--------------------|--------------|
| At 31/07/16 | 0.00 | 15,425.89 | 15,425.89 |
| Surplus | 6,188.28 | 3,113.28 | 9,301.56 |
| At 31/07/17 | 6,188.28 | 18,539.17 | 24,727.45 |
| Creditors paid after 31/07/16 | | | 156.11 |
| Cash Book Balance at 31/07/16 | | | 24,883.56 |
| | Uncleared Chq Sub paid in advance | | |
| Bank Statement @ 31/07/16 | | | 24,883.56 |

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.

AMIMB Financial Report for year ending July 31 2017.

| | (a) Restricted Funds | (b) Unrestricted Funds | (c) Unrestricted Funds | (b) + (c) = (d) Total Unrestricted Funds | (a) + (d) TOTAL FUNDS | Prior Year 2015/16 |
|--------------------------------------|----------------------------|------------------------------|------------------------------|--|-----------------------------|--------------------------|
| | Awards for All | Members Services | Running Costs | | | |
| Income | | | | | | |
| Awards for All | 10,000.00 | | | | 10,000.00 | 0.00 |
| AGM | | 856.36 | | 856.36 | 856.36 | 815.00 |
| Evan Cornish | | | 4,848.00 | 4,848.00 | 4,848.00 | 10,000.00 |
| Interest | | | 6.96 | 6.96 | 6.96 | 2.88 |
| Donation | | 700.00 | | 700.00 | 700.00 | 30.00 |
| Subscriptions | | 3,920.00 | | 3,920.00 | 3,920.00 | 4,095.50 |
| Training Visits | | | | 0.00 | 0.00 | 60.00 |
| Total Income | 10,000.00 | 5,476.36 | 4,854.96 | 10,331.32 | 20,331.32 | 16,083.68 |
| Expenditure: | | | | | | |
| Meetings | | | | | | |
| AGM Expenses | | 339.34 | | 339.34 | 339.34 | 537.78 |
| Executive Committee | | | | | | |
| Lunch | | | 82.18 | 82.18 | 82.18 | 0.00 |
| Room Hire | | | 100.00 | 100.00 | 100.00 | 25.00 |
| Train Fares | | | 731.15 | 731.15 | 731.15 | 527.65 |
| Travel Costs | | | 175.11 | 175.11 | 175.11 | 425.39 |
| Total Meeting Costs | 0.00 | 339.34 | 1,088.44 | 1,427.78 | 1,427.78 | 1,515.82 |
| Membership Fees | | | 130.00 | 130.00 | 130.00 | 130.00 |
| Monitor Costs | | | | | | |
| Cartoons | | | | 0.00 | 0.00 | 200.00 |
| Photography | | 220.00 | | 220.00 | 220.00 | 40.00 |
| Distribution | | 681.77 | | 681.77 | 681.77 | 661.10 |
| Editorial | | | | 0.00 | 0.00 | 2,800.00 |
| Printing | | 2,262.14 | | 2,262.14 | 2,262.14 | 2,065.60 |
| Total Monitor Costs | 0.00 | 3,163.91 | 0.00 | 3,163.91 | 3,163.91 | 5,726.70 |
| Postage | | | 16.40 | 16.40 | 16.40 | (184.18) |
| Professional Fees | | | | 0.00 | 0.00 | 0.00 |
| Stationary and Copying | | | | 0.00 | 0.00 | 54.49 |
| Training Days | | | | 0.00 | 0.00 | 70.45 |
| Workshop | | | | 0.00 | 0.00 | 878.20 |
| Gifts - new members | | 143.95 | | 143.95 | 143.95 | 228.63 |
| Web Site Hosting & Design | 3,811.72 | 2,336.00 | | 2,336.00 | 6,147.72 | 3,563.00 |
| Total Expense | 3,811.72 | 5,983.20 | 1,234.84 | 7,218.04 | 11,029.76 | 12,023.11 |
| Net Income/(Expenditure) | 6,188.28 | (506.84) | 3,620.12 | 3,113.28 | 9,301.56 | 4,060.57 |

6 Acknowledgements

The Trustees are grateful for the grants given by Awards for All and Evan Cornish.

The Trustees declare that they approved this report on October 5th, 2017.

Signed

David Pinchin Chair AMIMB