

Charity registration number: 1178336

Inside Justice

(A charitable incorporated organisation)

Annual Report and Financial Statements

for the period from 4 May 2018 to 31 May 2019

McKellens Limited
McKellens
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

Inside Justice

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Inside Justice

Reference and Administrative Details

Trustees	Dr A Priston OBE J Battley CFE CIRM M Chadwick T Alexander T Conti
Senior Management Team	L Shorter, CEO
Principal Office	One Business Village West Dock Street Kingston upon Hull East Yorkshire HU3 4HH
Registered Office	Botley Mills Botley Southampton SO30 2GB
Charity Registration Number	1178336
Bankers	Santander UK Bridle Road Bootle Merseyside L30 4GB
Independent Examiner	Paul Roper McKellens 11 Riverview The Embankment Business Park Vale Road Heaton Mersey Stockport SK4 3GN

Inside Justice

Trustees' Report

The Trustees present the annual report together with the financial statements of the charitable company for the period ended 31 May 2019.

Objectives and activities

Objects and aims

Inside Justice began in 2010 as a division of the not-for-profit newspaper "Inside Time" which gives voice to people in prison and prints 60,000 copies per month which are distributed freely. Inside Time is a limited company which is a wholly owned subsidiary of the charity The Newbridge Foundation which was established in 1956 and whose volunteers help people in prison to reconnect with the outside world by befriending them. By 2017 Inside Justice had established robust internal work systems and grown sufficiently in size and ambition to warrant independent, registered charity status so that wider funding could be sought. This was achieved in 2018 and subsequently Inside Justice has its own Board of Trustees while maintaining links with those who helped identify there was a dire need for our work and establish the fledgling organisation.

Inside Justice has created a unique Advisory Panel of pro bono experts from the fields of forensic science, law, policing and investigations. This strong, rich panel of experts provides a unique resource for the entire criminal justice system and particularly those in prison who claim innocence. Full details can be found on our website at www.insidejustice.co.uk

The objectives and principal activities of Inside Justice are to promote the sound administration of the law for the public benefit by :-

- Providing advice and expert, scientific and legal support to prisoners who may have unsafe convictions;
- Making submissions and assisting others in making submissions to the Criminal Cases Review Commission in cases of alleged miscarriages of justice;
- Encouraging good practice in the retention of evidence, in collaboration with relevant public bodies;
- Educating students and other stakeholders about investigation of crime and miscarriages of justice

Objectives, strategies and activities

Main achievements of Inside Justice during the year

- Of the 177 applications from prisoners claiming innocence that we received in the year ending 31st May 2019, 138 cases were reviewed, analysed and discussed by the full casework team at the monthly case review meeting.
- We have made submissions and assisted others in making submissions to the Criminal Cases Review Commission in cases of alleged miscarriages of justice in 7 cases prior to 31.5.18 (1 in 2011; 3 in 2015; 1 in 2016; 2 in 2017).
- We have launched two strategic Judicial Reviews to challenge police disclosure failings post-conviction.
- We have investigated and secured new evidence leading to two of our cases awaiting listing at the Court of Appeal, Criminal Division.

Inside Justice

Trustees' Report

- We have encouraged good practice in the retention of evidence, in collaboration with relevant public bodies by publishing the results of a major academic study undertaken by Inside Justice about the lack of retention of crime scene exhibits by police forces evidence in: the International Journal of Law, Crime and Justice; Inside Time; the CCRC Stakeholder Conference; at the “Chorus Annual Users Forum” for Police Practitioners of England and Wales and via social media and on our own website. Furthermore, we have secured funding for a major project in 2019 and 2020 to raise awareness and change this inadequate practice.
- We convened and chaired a meeting of various stakeholders (Justice, the Criminal Appeal Lawyers Association, the Centre for Criminal Appeals, representatives of various Innocence Projects and barristers) and drafted the “Nunn Protocol” – a document which, if endorsed by the National Police Chiefs’ Council and the Director of Public Prosecutions as intended, will end the practice of police forces routinely refusing to release material post-conviction for the purpose of an appeal to anyone other than the CCRC. We have already secured endorsement for our Protocol by the CCRC.
- We have educated students and other stakeholders about investigation of crime and miscarriages of justice by collaborating with the BBC on the TV documentary series Conviction which filmed our investigation on one murder case, which raised awareness about our work to an audience of 3 million, to promote the sound administration of the law in this case and educate the public about the process of appealing a criminal conviction. We have developed relationships with 4 university Innocence Projects which led to 6,816 numbers of casework review hours by students and their supervisors for the direct benefit of our prisoner applicants
- We have formalised the processes which were started pre-charitable registration to ensure that all papers received follow a strict and uniform process of evaluation.
- We educated law students and stakeholders with two “Crime Live” events we held which vividly demonstrated how miscarriages of justice can be created and corrected. Two further events were held on 10.5.18.
- We made submissions to the House of Lords Science and Technology Committee on forensic science.
- We are regular contributors to the newly formed CCRC Stakeholder Forum.
- We have joined the All-Party Parliamentary Group on Miscarriages of Justice.
- We have grown our social media to 3,200 followers with 792 followers this year and reached 379,236 people through social media activity retweets.
- We were invited to speak at: Greenwich International Women’s Day as part of their student Innocence Project; University of Winchester Crime and Justice Open Day.
- Our CEO was awarded an Honorary Fellowship for Human Rights Campaigning by the University of Winchester.
- We have secured pro bono support of commercial companies to obtain for our charitable purpose free office space in central London, conference call facilities and a package of pro bono marketing advice from the Worshipful Company of Marketors.

Inside Justice

Trustees' Report

Public benefit

We have promoted the sound administration of the law for the public benefit by :-

- Providing advice and expert, scientific and legal support to prisoners by members of our Advisory Panel who work entirely pro bono on the cases of people who are serving long prison sentences for crimes they say they did not commit, our applicants.
- The Advisory Panel now boasts 16 members across a range of disciplines including the law (a retired Circuit Judge, two silks and two junior barristers), forensic science including cold case specialists, DNA, blood pattern analysis, fibre evidence, CCTV and cell site evidence, former police staff (former senior detectives, New Scotland Yard, a Policing Oversight Specialist, a police cold case specialist and an Intelligence Manager)
- Trustees have acted in accordance with the guidance issued by the Charity Commission relating to public benefit.

Financial review

Reserves policy

The trustees have agreed to introduce a policy to hold reserves equivalent to three months running costs. This equates to £35,000. However, due to the nature of the funding received by the charity which is generally received as lump sums from trusts and foundations, it is recognised that there will be times when the reserves are significantly higher than the three months running costs specified. This is essential for the charity to achieve its objectives.

Structure, governance and management

Nature of governing document

The charity is controlled by its Constitution, as a Charitable Incorporated Organisation, which was signed on 4th May 2018. The trustees have considered risks and a risk register has been drawn up, which is reviewed regularly by a risk assessment expert trustee.

In terms of regulatory and compulsory compliance, we are registered with the Information Commissioners Office and all of our staff have undergone GDPR/Data Protection Act training and certification. Third Party Data agreements have been signed by all relevant parties that we work with.

In terms of employee, public and professional liability indemnity, we have the correct level of insurance cover in place.

Recruitment and appointment of Trustees

Trustees were appointed who were already known to the organisation following their involvement as members of the Advisory Panel of Inside Justice for some years and represent senior figures from the disciplines of forensic science, policing and the arts. A new Trustee, a chartered accountant, was appointed following a recommendation by an existing member. New Trustees will be appointed following recommendations from those known to the charity in the first instance or appropriate advertising if necessary.

Inside Justice

Trustees' Report

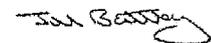
Induction and training of Trustees

Trustees are sent the Charity Commission 'guidebook', the Constitution, and the most recent CEO report to Trustees plus the Annual Report. They are asked to attend our regular Advisory Panel meetings where casework is discussed in detail and invited to key strategy meetings to better understand how we fulfil our objectives. An induction includes briefing sessions from the Chair about the obligation of the Trustees and how the Board operates, an overview of finances from the Financial Trustee and briefings from the CEO and staff team.

Organisational structure

Inside Justice has a Board of five members who meet at least four times annually and are responsible for the strategic direction and policy of the charity. Day to day responsibility for the charity rests with the Chief Executive Officer who is supported by a small team, currently, of 3.5 FTE. A fundraising consultant has been appointed to ensure the long-term viability of the charity sufficient to allow our work to meet demand.

The annual report was approved by the Trustees of the charity on 7 October 2019 and signed on its behalf by:



.....
J Battley CFE CIRM
Trustee

Inside Justice

Statement of Trustees' Responsibilities

The Trustees (who are also the directors of Inside Justice for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with the United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) and applicable law and regulations.

Company law requires the Trustees to prepare financial statements for each financial period. Under company law the Trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charitable company and of its incoming resources and application of resources, including its income and expenditure, for that period. In preparing these financial statements, the Trustees are required to:

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements; and
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charitable company's transactions and disclose with reasonable accuracy at any time the financial position of the charitable company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the charitable company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Approved by the Trustees of the charity on 7 October 2019 and signed on its behalf by:



.....
M Chadwick
Trustee

Inside Justice

Independent Examiner's Report to the trustees of Inside Justice

I report to the charity Trustees on my examination of the accounts of the charity for the year ended 31 May 2019 which are set out on pages 8 to 16.

Respective responsibilities of Trustees and examiner

As the charity's Trustees of Inside Justice (and also its 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 ('the 2006 Act').

Having satisfied myself that the accounts of Inside Justice are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe:

1. accounting records were not kept in respect of Inside Justice as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities [applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)].

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



.....
Paul Roper
McKellens
Chartered Accountants
11 Riverview
The Embankment Business Park
Vale Road
Heaton Mersey
Stockport
SK4 3GN

9 October 2019

Inside Justice

Statement of Financial Activities for the Period from 4 May 2018 to 31 May 2019 (Including Income and Expenditure Account and Statement of Total Recognised Gains and Losses)

	Note	Unrestricted funds £	Restricted funds £	Total 31 May 2019 £
Income and Endowments from:				
Donations and legacies	3	111,831	12,500	124,331
Other trading activities	4	22,944	-	22,944
Investment income	5	381	-	381
Total income		<u>135,156</u>	<u>12,500</u>	<u>147,656</u>
Expenditure on:				
Raising funds	6	(6,592)	-	(6,592)
Charitable activities	7	(99,290)	(7,890)	(107,180)
Other expenditure	8	(17,077)	-	(17,077)
Total expenditure		<u>(122,959)</u>	<u>(7,890)</u>	<u>(130,849)</u>
Net income		12,197	4,610	16,807
Transfer of funds from Inside Time		<u>145,765</u>	-	<u>145,765</u>
Reconciliation of funds				
Total funds carried forward		<u>157,962</u>	<u>4,610</u>	<u>162,572</u>

All of the charity's activities derive from continuing operations during the above period.

Inside Justice

(Charity Registration number: 1178336) Balance Sheet as at 31 May 2019

	Note	31 May 2019 £
Current assets		
Debtors	13	18,000
Cash at bank and in hand		<u>150,402</u>
		168,402
Creditors: Amounts falling due within one year	14	<u>(5,830)</u>
Net assets		<u>162,572</u>
Funds of the charity:		
Restricted funds		4,610
Unrestricted income funds		
Unrestricted funds		<u>157,962</u>
Total funds		<u>162,572</u>

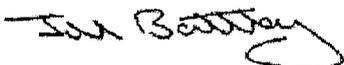
For the financial period ending 31 May 2019 the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

Trustees' responsibilities:

- The members have not required the charity to obtain an audit of its accounts for the period in question in accordance with section 476; and
- The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

The financial statements on pages 8 to 16 were approved by the Trustees, and authorised for issue on 7 October 2019 and signed on their behalf by:



J Battley CFE CIRM
Trustee



M Chadwick
Trustee

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

1 Charity status

The charity is a charitable incorporated organisation.

The address of its registered office is:

Botley Mills
Botley
Southampton
SO30 2GB

The principal place of business is:

One Business Village
West Dock Street
Kingston upon Hull
East Yorkshire
HU3 4HH

These financial statements were authorised for issue by the Trustees on 7 October 2019.

2 Accounting policies

Summary of significant accounting policies and key accounting estimates

The principal accounting policies applied in the preparation of these financial statements are set out below. These policies have been consistently applied to all the years presented, unless otherwise stated.

Statement of compliance

The financial statements have been prepared in accordance with 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) - (Charities SORP (FRS 102)), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102). They also comply with the Companies Act 2006 and Charities Act 2011.

Basis of preparation

Inside Justice meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy notes.

Going concern

The Trustees consider that there are no material uncertainties about the charity's ability to continue as a going concern nor any significant areas of uncertainty that affect the carrying value of assets held by the charity.

Exemption from preparing a cash flow statement

The charity opted to early adopt Bulletin 1 published on 2 February 2016 and have therefore not included a cash flow statement in these financial statements.

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

Income and endowments

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

Donations and legacies

Donations are recognised when the charity has been notified in writing of both the amount and settlement date. In the event that a donation is subject to conditions that require a level of performance by the charity before the charity is entitled to the funds, the income is deferred and not recognised until either those conditions are fully met, or the fulfilment of those conditions is wholly within the control of the charity and it is probable that these conditions will be fulfilled in the reporting period.

Investment income

Dividends are recognised once the dividend has been declared and notification has been received of the dividend due.

Expenditure

All expenditure is recognised once there is a legal or constructive obligation to that expenditure, it is probable settlement is required and the amount can be measured reliably. All costs are allocated to the applicable expenditure heading that aggregate similar costs to that category. Where costs cannot be directly attributed to particular headings they have been allocated on a basis consistent with the use of resources, with central staff costs allocated on the basis of time spent, and depreciation charges allocated on the portion of the asset's use. Other support costs are allocated based on the spread of staff costs.

Raising funds

These are costs incurred in attracting voluntary income, the management of investments and those incurred in trading activities that raise funds.

Charitable activities

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

These include the costs attributable to the charity's compliance with constitutional and statutory requirements, including audit, strategic management and Trustees's meetings and reimbursed expenses.

Taxation

The charity is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

Trade debtors

Trade debtors are amounts due from customers for merchandise sold or services performed in the ordinary course of business.

Trade debtors are recognised initially at the transaction price. They are subsequently measured at amortised cost using the effective interest method, less provision for impairment. A provision for the impairment of trade debtors is established when there is objective evidence that the charity will not be able to collect all amounts due according to the original terms of the receivables.

Cash and cash equivalents

Cash and cash equivalents comprise cash on hand and call deposits, and other short-term highly liquid investments that are readily convertible to a known amount of cash and are subject to an insignificant risk of change in value.

Trade creditors

Trade creditors are obligations to pay for goods or services that have been acquired in the ordinary course of business from suppliers. Accounts payable are classified as current liabilities if the charity does not have an unconditional right, at the end of the reporting period, to defer settlement of the creditor for at least twelve months after the reporting date. If there is an unconditional right to defer settlement for at least twelve months after the reporting date, they are presented as non-current liabilities.

Trade creditors are recognised initially at the transaction price and subsequently measured at amortised cost using the effective interest method.

Borrowings

Interest-bearing borrowings are initially recorded at fair value, net of transaction costs. Interest-bearing borrowings are subsequently carried at amortised cost, with the difference between the proceeds, net of transaction costs, and the amount due on redemption being recognised as a charge to the Statement of Financial Activities over the period of the relevant borrowing.

Interest expense is recognised on the basis of the effective interest method and is included in interest payable and similar charges.

Borrowings are classified as current liabilities unless the charity has an unconditional right to defer settlement of the liability for at least twelve months after the reporting date.

Fund structure

Unrestricted income funds are general funds that are available for use at the Trustees's discretion in furtherance of the objectives of the charity.

Restricted income funds are those donated for use in a particular area or for specific purposes, the use of which is restricted to that area or purpose.

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

3 Income from donations and legacies

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	£	£
Donations and legacies;			
Donations from companies, trusts and similar proceeds	76,831	12,500	89,331
Donations from individuals	35,000	-	35,000
	111,831	12,500	124,331

4 Income from other trading activities

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	£	£
Events income;			
Conferences and similar events	10,944	-	10,944
Other events income	12,000	-	12,000
	22,944	-	22,944

5 Investment income

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	£	£
Interest receivable and similar income;			
Interest receivable on bank deposits	381	-	381
	381	-	381

6 Expenditure on raising funds

a) Costs of generating donations and legacies

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	£	£
Donations	1,500	-	1,500
	1,500	-	1,500

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

b) Costs of trading activities

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	funds £	£
Events and conferences	5,092	-	5,092
	<u>5,092</u>	<u>-</u>	<u>5,092</u>

7 Expenditure on charitable activities

		Unrestricted funds	Restricted funds	Total 31 May 2019
	Note	General £	funds £	£
Staff costs		98,360	7,890	106,250
Governance costs	9	930	-	930
		<u>99,290</u>	<u>7,890</u>	<u>107,180</u>

8 Other expenditure

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	funds £	£
Other resources expended	17,077	-	17,077
	<u>17,077</u>	<u>-</u>	<u>17,077</u>

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

9 Analysis of governance and support costs

Governance costs

	Unrestricted funds	Restricted funds	Total 31 May 2019
	General £	£	£
Independent examiner fees			
Examination of the financial statements	390	-	390
Other fees paid to examiners	540	-	540
	<u>930</u>	<u>-</u>	<u>930</u>

10 Trustees remuneration and expenses

During the period the charity made the following transactions with Trustees:

M Chadwick

£898 of expenses were reimbursed to M Chadwick during the period.

These expenses were incurred in respect of travel to meetings.

11 Staff costs

The aggregate payroll costs were as follows:

	2019 £
Staff costs during the period were:	
Other staff costs	<u>106,250</u>

No employee received emoluments of more than £60,000 during the period.

12 Taxation

The charity is a registered charity and is therefore exempt from taxation.

13 Debtors

	31 May 2019 £
Trade debtors	3,000
Other debtors	<u>15,000</u>
	<u>18,000</u>

Inside Justice

Notes to the Financial Statements for the Period from 4 May 2018 to 31 May 2019

14 Creditors: amounts falling due within one year

	31 May 2019 £
Trade creditors	4,900
Accruals	930
	<u>5,830</u>

15 Analysis of net assets between funds

	Unrestricted funds	Restricted funds	Total funds
	General £	£	£
Current assets	163,792	4,610	168,402
Current liabilities	<u>(5,830)</u>	<u>-</u>	<u>(5,830)</u>
Total net assets	<u>157,962</u>	<u>4,610</u>	<u>162,572</u>

16 Related party transactions

During the period the charity made the following related party transactions:

L Shorter

(CEO of Inside Justice)

As detailed in the trustees report, Inside Justice was previously a division of the not-for-profit newspaper "Inside Time". The CEO of Inside Justice, L Shorter, is also a director of Inside Time Limited. At the year end, Inside Time Limited owed £15,000 to Inside Justice Limited and this is included in Other Debtors in these accounts.

During the period L Shorter was paid management fees of £52,000. G Madland, partner of L Shorter, was paid £13,800 for casework assessment. At the balance sheet date the amount due to L Shorter was £4,000.