

The Prison Phoenix Trust CIO

Report and Accounts December 31, 2021



The Prison Phoenix Trust CIO
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Registered Charity Number 1163558



Mission Statement

The opportunity for personal growth exists in a prison cell.

The Prison Phoenix Trust responds to and encourages prisoners in the development of their spirituality and sense of personal responsibility, through the disciplines of meditation and yoga, working with silence and the breath.

The Trust offers personal support to prisoners through teaching, workshops, correspondence, books, CDs and newsletters – and to prison officers too.

The Trust recommends simple yoga sensitively tailored to students' needs. This includes postures and movements, breathing exercises, relaxation and meditation where students focus on their breath.

Concentrating on silence in the breath throughout yoga practice offers students ultimate peace of mind. This is the goal of ancient yoga, as well as being a calming practice.



A Summary of Activities

In 2021 the Prison Phoenix Trust was glad to be in a position to support prisoners' rehabilitation when many other interventions were limited. The pandemic restrictions have gone on longer than the wider community, with inmates continuing to spend the majority of their time in their cells. Many turned to meditation and yoga to use their time wisely, supported by the Trust's expanded practice guidance. When possible, group yoga classes started back up with many more poised to resume, they then paused again in response to Omicron in December. Creative thinking ensured the PPT adapted to meet changing needs, expanding the support it offers.

Core work

In-cell enrichment is high on the prisons' agenda and the ability to offer for free our specialist books and CDs continues to help people take steps to prioritise their own health

"You can set aside the stress, anxiety, depression to start to focus on making your time useful and progressive. A real sense of becoming a better person on my journey to release." Julius

Guidance through written correspondence

This remote support of individuals is the foundation of the Trust's work. With ongoing restrictions this has been particularly vital and stood out to The Director General of the Prison Service.

During all stages of lockdown restrictions, the PPT office remained staffed to ensure the flow of letters and resource packs into prisons. Volunteer letter writers who'd adapted to working from home were encouraged to return to the office for collective practice and training workshops. Four of these took place during windows of possibility, between August and December, with an online alternative.

Prison workshops

The yoga teachers ran workshops for Cat A adult males at HMP Frankland and HMP Brixton, young offenders at HMPYOI Werrington and in secure hospitals, Roseberry Park and the Humber Centre. "It's been a joy to offer a sense of personal value and fun to those who've been missing the deep value of that connection." Yoga classes in prisons increased from 11 in January 2021 to 69 at the end of the year, with some inevitable stop starting. These are back to around a third of pre-pandemic numbers. This is poised to keep increasing as prisons recognise the value of yoga to make improvements in physical and mental health, that has been compromised during the restrictions.

Teacher training

The Prison Phoenix Trust British Wheel of Yoga Teaching Yoga in Prison module was run over 5 days in November 2021, training 17 yoga teachers to teach safely and appropriately in prisons and secure establishments. The 60 hour course is considered the gold standard in prison yoga teacher training and gained exceptional 6 / 6 feedback from all who took part. An online CPD training also took place, supporting teachers with insights about resuming teaching in prison, as well as a three day silent retreat.

Free resources

Freedom Inside, the PPT's dedicated programme on National Prison Radio completed its second year on air, with an estimated 16,750 tuning in across 111 out of 121 prisons in England and Wales. During the year, after a surge in demand in 2020, the books *Peace Inside* and *Becoming*

Free were reprinted and additional copies of the CDs *Clearing the Head* and *Freedom Inside* were produced.

New Initiatives

A strategy to offer new ways of support was based on:

- supporting the wellbeing of prisoners limited to their cells or small groups
- expanding resources, to appeal to the needs of a diverse prison population
- supporting the wellbeing and confidence of prison and probation staff, who'd been stretched to their limits by pandemic working

The Trust worked hard to adapt and meet this demand. The following creative ideas were swiftly implemented in response to changing prison needs:

Online HMPPS staff classes

Prison staff were stretched and under strain. HMPPS management reached out to the Trust for help to build confidence and support wellbeing. Three remote classes were taught and made available to the whole of the HMPPS prison and probation staff.

In-cell practice handouts

A third set of in-cell practice handouts was created and shared amongst prison staff. Women and older prisoners were identified as particularly vulnerable during the pandemic and a package of handouts to help their specialist needs were curated and sent to the Governors of all women's prisons and those with a larger older population.

Digital resources

A new initiative to support education through yoga video content began. The Trust re-purposed existing content to create short videos to use in partnership with prison educator, Novus. These will be used both by Novus to support their education provision and also by the PPT to create a new DVD resource, to meet the more diverse needs of the prison population, particularly young offenders and those with lower literacy.

First night support

A postcard for new prisoners was created for trial in five prisons. Around 80,000 people go into prison each year and the Board's vision is for prisoners to be supported at an earlier stage of their prison experience.

Shared meditation

Pulling together as a community in support of those who live and work in prison, remained important in 2021. The weekly shared meditation continues on a Tuesday, hosted by the Trust's staff, with office and letter writing volunteers, prison staff, prison yoga teachers, former offenders and supporters attending. With ongoing severe restrictions, exacerbating the challenges of the prison environment, this has been fundamental to keeping the support networks going. A three day silent retreat was held in person from 3rd to 5th September at Holland House retreat centre. Five staff members hosted the event.

People

Three new staff members joined in 2021. Chris Holt as Yoga Coordinator; Mike Smith, Letter Writing Lead and Hanan Abdeljaber, Office and Publishing Administrator. The new staff replaced the four staff members who left: Sally Buxton, Jason Doble, Laura Parrack and Lucy Ayrton. New Trustee, Reverend Doug Heming joined the Board and Stephen Eeley retired after over twenty years as a PPT Trustee. Appointments will be made in 2022 of three new trustees.

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From the Chair



Jo attending the PPT BWY Module 2021

2021 was a challenging year for everyone, but especially so for those living and working in secure establishments. I would like to pay tribute to our staff team and volunteer letter writers who kept the office running, and answered requests for support from people in the prison community throughout the restrictions, responding with unwavering commitment, flexibility and resourcefulness to an ever changing situation.

Meanwhile the PPT was itself undergoing changes. Chris Holt, Mike Smith and Hanan Abdeljaber have joined the staff, and Doug Heming became a Trustee. Welcome to them all. Sally Buxton, Laura Parrack, Lucy Ayrton and Jason Doble left the staff team, and Stephen Eeley retired as a Trustee after over twenty years on the Board. Thank you to each of them for all they have done in their different roles; we wish them well.

Under the strong leadership of our Director, Selina Sasse, the PPT has weathered the changes of the past year and is moving forward with exciting plans for 2022. The conditions brought about by the pandemic have called for new ways of supporting people in prison, and the Trust has adapted to meet the challenge.

In 2022 we are launching a new video resource which prisoners can access in their cells, as well as a new prisoner postcard to offer help to those facing their first night behind bars. This, along with a poster campaign, will help us reach our goal that everyone in custody will have heard of the PPT. Meanwhile our popular meditation and yoga programme continues to be streamed on National Prison Radio, yoga teachers are returning to teach in prisons, and the core work of responding to prisoners' letters, sending books and resources, goes on. None of this would be possible without the generous support of the many individuals and trusts who give financially, and of the friends and volunteers who give of their time. We are grateful to them all.

Report of the Trustees for the year to December 31, 2021

The Trustees present their report along with the financial statements of the charity for the year ended December 31, 2021. The financial statements have been prepared in accordance with the accounting policies set out on page 40 and comply with the Charity's Constitution and applicable law.

Structure, Governance and Management

The Prison Phoenix Trust CIO ("the Trust") was established under a constitution dated September 14 2015 and is a registered charitable incorporated organisation No 1163558. The assets and liabilities of the unincorporated charity of the same name were transferred to the CIO as at 31 March 2016. The unincorporated charity remains on the register of charities but is now inactive. The Trustees met four times in the period to December 31 2021.

Appointment of Trustees

Trustees are appointed only when they are fully familiar with the work of the Trust. Potential Trustees respond to advertisements or are recommended by existing Trustees, staff or friends of the Trust because of relevant skills or experience of the prison system, spirituality or charity management. Following interviews, any prospective Trustees are provided with a copy of the Trust Deed, and given appropriate Charity Commission publications including the guidance on public benefit. This induction continues after a Trustee is appointed by the provision of detailed Director's reports in advance of each Trustee meeting. Trustees are invited to all promotional, social and fundraising events of the Trust, in person or online, so they can meet with ex-prisoners, staff, volunteers, supporters and yoga teachers who can provide first-hand feedback on the daily work of the Trust. Rev. Doug Heming has experience of prison chaplaincy in a number of adult and young offenders institutions. He joined as a new Trustee in 2021 contributing much valued insights into prisons and the experience of prisoners and their spiritual lives. A sub-committee of three trustees reviewed the skills in the Trustee Board, advertised and agreed three prospective Trustees to observe a meeting in March 2022.

Risk Management

The Trustees and Director continued to conduct a quarterly review of the major risks to which the charity is exposed and the impact of the pandemic on working practices, utilising the risk management framework to identify the top seven risks. Where appropriate, systems or procedures were developed to mitigate the risks the charity faces. The review highlighted the risks to the charity's work of staff changes, the ongoing pandemic and changes in the prison system. The Trustees formally review the framework annually.

Aims

The objects of the CIO as noted in the constitution are for the public benefit to advance the education of and to rehabilitate and promote the mental and moral improvement of (principally)

prisoners and former prisoners, primarily in the UK and Ireland, but also of:

1. people in other forms of compulsory detention;
2. those undergoing community punishments, and
3. those identified as being at risk of entry into the criminal justice system.

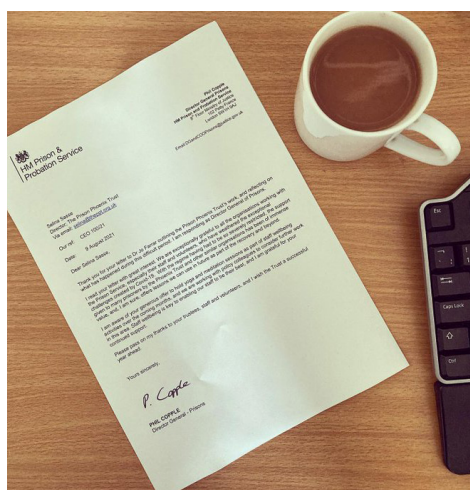
The umbrella term ‘prisoners’ refers to all residents in secure establishments:

Objectives

Our objectives are set to reflect our aims of education, rehabilitation and mental and moral improvement. This is done primarily through correspondence with prisoners, the provision of free books and CDs, our *Freedom Inside* programme on National Prison Radio, a quarterly newsletter, running prison and teacher workshops, and supporting ongoing yoga and meditation classes for prisoners and prison staff. These activities are provided freely and are available to anyone detained in any secure establishment and the staff looking after them in the United Kingdom and Ireland. These objectives reflect the principal aim for which the Trust was established.

The Trustees, together with the staff, meet regularly to review our objectives and activities to ensure that they continue to reflect our principal aims. The Trustees considered the Charity Commission’s general guidance on public benefit and in doing so complied with their duty to have regard for that guidance.

Activities



The Trust was singled out by Phil Copple, Director General Prisons for having ‘weathered the exceptional challenges created by Covid-19. With the regime having had to be so severely restricted, the support given to many prisoners by the Phoenix Trust, has been of immense value, and, I am sure, offers lessons we can use in future as part of the recovery and beyond.’ We are proud of how our charitable work was one of a few interventions that has been able to continue in prisons during the pandemic and we have been recognised by the Prison Service as a valued and reliable partner.

“I was imprisoned in HMP Birmingham and I discovered your charity through the prison newspaper (Inside Time). You were kind enough to send me some books and a CD on meditation. We also exchanged letters. You have no idea how much this meant to me. I am now out of prison and have been for about 5 months now. Since leaving I have struggled on occasions to remain positive as the negative impact on my life and my family’s life was so enormous. When I have a negative thought or a flash back to those challenging times, I focus on my breathing and meditate which usually heals my irrational thinking. Each day is a test but as each day passes, I am feeling more and more like the person I deserve to be.” Jay

HM Chief Inspector of Prisons said in his annual report that prolonged daily lock-up due to Covid-19 since March 2020 has harmed prisoners’ physical and mental welfare. As prison services adapt to life with Covid-19, wellbeing is an urgent priority. The Trust supports 226 establishments across four prison systems – Her Majesty’s Prison & Probation Service in England and Wales (HMPPS), Scottish Prison Service (SPS), Northern Ireland Prison Service (NIPS) and the Irish Prison Service (IPS) in the Republic of Ireland. In all regions, meditation and yoga is recognised for its value to the wellbeing of prisoners in their physical, mental and spiritual health. There has been increasing interest from the forensic units of secure hospitals.

The Trust is in direct contact with an estimated 4.44% of the UK and Ireland prison population. **Corresponding with 4,054 prisoners in the UK and Republic of Ireland** out of a population of 91,339 (January 2022). Plus 1,124 prison staff, across 226 establishments, spanning prisons, detention centres, secure hospitals and approved premises. In addition, it remains in touch with 235 ex-prisoners who continue their meditation and yoga practice in the community.

With 16,750 estimated to tune in to the Prison Phoenix Trust prison radio programme, *Freedom Inside*, the Trust has extension reach and interest in its support.

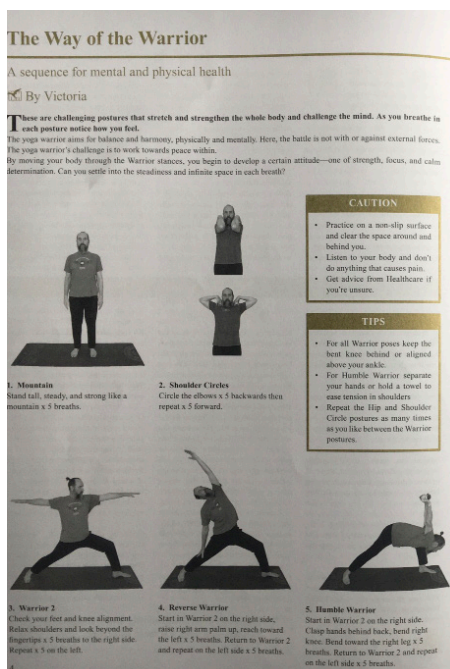
Spiritual guidance to prisoners

The original aim of the Trust, as set out by its founder, Ann Wetherall, was to support and encourage prisoners in their spiritual lives through correspondence. Her vision continues to form the cornerstone of our work, with a team of 10 volunteer letter writers corresponding with people in prison. **During 2021 1,797 prisoners wrote to us for help.** Each prisoner who writes receives a personal, usually hand-written letter in reply, along with the materials they requested, along with an offer to stay in touch, to support them in their practice and **effort to live out the beneficial aspects of what they are discovering.**



Handouts

A series of new handouts were added to our selection of remote learning resources available for prison staff to download from our website. There are now 28 illustrated yoga handouts with titles such as “Yoga to help you sleep”, “Cell-bed Yoga” and “How to meditate” and can be used when people are confined to their cells. **A set of 10 handouts with yoga sequences to support good mental health were sent to all 20 women’s prison in the UK and Ireland. We also sent a set of 10 handouts with yoga sequences designed for people with reduced mobility to 17 prisons with a high proportion of older inmates.** A password protected area of the website was used to measure interest. This was in response to the prison service identifying these as priority groups.



Newsletters

Everyone we are in touch with receives their own copy of the prisoners newsletter, published quarterly. This is one of the cornerstones of our work. It underpins the spiritual guidance of prisoners, patients and ex-prisoners and keeps us in touch with supporters, yoga teachers, and prison staff. The main content of the newsletter is taken (with permission) from prisoners’ letters. They share the ups and downs of their spiritual journeys, their hopes, fears and breakthroughs. This offers the reader comfort that they are not alone in their experiences and hope that things can change, even in the most difficult circumstances. Prisoners tell us that the newsletter makes them feel hopeful, motivated and less lonely by being connected to a healthy social network.

As the literacy rates in prison tend to be very low the practice guidance is based on clear visuals. **The Trust invested £61,866 in producing the four quarterly issues of the newsletter and distributing around 36,000 copies in 2021, 9,000 each quarter.** Volunteers pay a large part in offering their time freely to help with the newsletter despatch. A further 700 supporters and yoga teachers receive it by email. While the newsletter is geared completely toward prisoners, many friends on the outside who send donations towards our work include a note saying that they too draw hope and inspiration from the newsletter.



National Prison Radio

The Trust's popular meditation and yoga programme *Freedom Inside* ran for its 2nd year in 2021. The series comprises twelve 45 minute yoga and meditation sessions, repeated throughout the year. Each practice session is introduced by a former prisoner in dialogue with a serving prisoner about their experiences of change through practice. The bulk of each episode is a guided practice from one of the expert prison yoga teachers on our staff. Produced by professional radio producer and a member of our board of Trustees, Penny Boreham, the programme has become a lifeline for many prisoners. **In 2021 an estimated 16,750 prisoners tuned into the programme.**

"Freedom Inside was the highlight of my week. To relax and meditate." Sean.



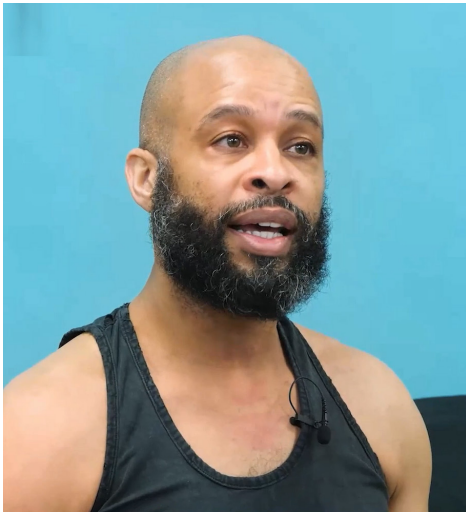
Social Media

Social media platforms and the website are important ways to share our work and raise awareness. Our best performing posts of the year included the promotion of our free chair yoga session for @Clinks on 25th November, followed by a Q&A with the PPT @Novuschange. Twitter was also important in getting the word out about our handouts, and it was heartening to see so many organisations and individuals signposting to our work over the year.



New Digital Initiative

In 2021 the Trust started to develop new ways of teaching meditation and yoga in prison using digital technologies, to support prisoners' rehabilitation. Until now, virtually all rehabilitative interventions in prisons have been delivered either in person or using analogue media, such as books and leaflets. Technologically, prisons resemble the 1950s more than the 21st century. But the Covid-19 pandemic has hastened plans to bring the UK prison estate into the digital age.



Until 2021, only four adult prisons and one Youth Offender Institution in England and Wales had access to in-cell technology through a limited range of pilot schemes. The Ministry of Justice's Digital, Data and Technology Strategy (June 2021) and Prison Strategy White Paper (December 2021) mark a new direction in government policy with emphasis on the role of digital technology in creating a "prison system which offers hope, provides support, and prevents harm."



Since March 2020 prisoners have been confined to their cells for more than 23 hours a day for many months at a time, without access to teachers, group training, education or rehabilitative interventions. This has put more emphasis on resources that can be used by offenders individually in their cells and prompted investment by the Ministry of Justice in in-cell digital technology.

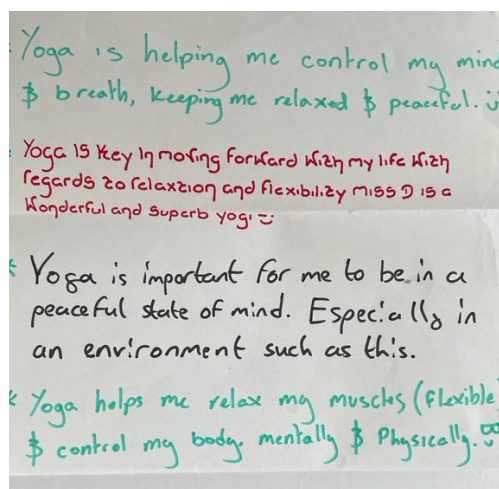
The Trust has been quick and innovative to respond to this change in the prison system. Its project will develop digital technologies, such as DVDs, in-cell laptops, Prison TV and digital kiosks to support prisoners with yoga and meditation. It is a necessary development in order to continue reaching prisoners in times of restricted prison regimes; it is also an opportunity to explore the potential to deliver yoga and meditation in ways that are more accessible and relevant to a wider range of prisoners, including younger demographics less inclined to read and the significant proportion (3 in 10) who have a learning disability or challenge.

The Trust partnered with prison educator, Novus, Foundations for Change to create and distribute 23 yoga and meditation films. These were re-purposed from existing material the Trust had, to keep the costs down and enable the Trust to move quickly. 2022 will see the first digital roll out across the prison service.

Yoga in Prisons

The Prison Phoenix Trust is recognised across prison services in the UK and Ireland as the specialist provider of expertise in meditation and yoga practices in secure settings. Our training programme for yoga teachers, delivered on behalf of the British Wheel of Yoga, is the gold standard. This, together with the ongoing support and training of teachers and volunteer letter-writers, ensures we are trusted to work safely and respectfully with prisoners with a range of complex needs.

While many prison interventions deal with single aspects of behaviour, such as drug or alcohol addiction, meditation and yoga support the whole person, empowering them to engage in other educational and rehabilitative interventions and to achieve sustainable, positive change.



HMP Feltham

More and more, prison managers are recognising the effectiveness of yoga and meditation to help them achieve their rehabilitative aims. It is for this reason, and our unique approach to supporting the whole prison that we have kept in touch with staff from across the prison estate, who reach out to us for help. Prisons are widely engaging with meditation and yoga to support the wellbeing of prisoners in their physical, mental and spiritual health. This is through sharing the Trust's in-cell practice guidance and resources as well as committing to regular yoga classes. In 2021 the Trust invested £75,988 in offering free taster workshops and developing new in-cell practices.

Taster Workshops

In the second half of 2021, restrictions on external teachers visiting prisons began to lift. By December 2021, 69 classes were running in 25 prisons and other secure institutions; around a third of the pre-pandemic levels. Teaching taster workshops to prisons resumed, with staff delivering 30 workshops in five establishments between July and December, including Young Offenders Institution, HMPYOI Werrington and high security male prisons HMP Frankland and HMP Brixton. Taster yoga and meditation workshops are the most effective way of getting weekly classes going in prisons, approved premises, immigration removal centres (IRCs) and secure hospitals. They offer prisoners and staff the direct experience of yoga and meditation. Two PPT staff members take in a local yoga teacher from its network, who can join the discussion about the possibility of an on-going weekly class.





Online Prison Yoga Staff Classes

Staff yoga teachers were invited to teach three remote classes for the whole of the HMPPS prison and probation staff. A first for the charity. The themes were Yoga for Resilience, Yoga for good mental health and Yoga for adapting to change. Recordings were shared on the Trust's YouTube channel to improve accessibility for staff.

The Trust was invited to teach a taster yoga class in May 2021, as part of the **Prison Supply Directorate conference**, presenting the value of meditation and yoga in prisons to around 300 prison staff, also at the annual **Clinks Conference**, supporting the voluntary sector working in the criminal justice system, in November 2021. The Prison Phoenix Trust took part hosting a session aimed at organisations seeking to design effective programmes to address the effects of the pandemic on the wellbeing of people living and working in prisons. It gave participants an experience of simple yoga and meditation techniques and the evidence for their impact on mental health, resilience and emotional regulation. Organisations were offered the support of the Prison Phoenix Trust as they re-think their prison work in a world with Covid-19.

First Night Support

Many of those serving time who write to us express how they wished they'd learnt about our support sooner. In 2020 the Trustees suggested that the Trust create a PPT resource package specifically for the induction stage of the prison journey.

Using former serving prisoners as a focus group, a First Night postcard was created in 2021.

Background

Prisons have an Induction Wing or unit where prisoners arriving from courts, or from prison transfer will spend a period of time being assessed. The induction determines where they are housed within the prison for the duration of their sentence.

Duration

Time spent in Induction is from 1 day to up to 2 weeks depending on type of prison, arrival time and facilities.

The Purpose

To enable prison staff to risk assess individuals and determine their needs so they can be placed in a suitable Wing environment.

Considerations

Once sentenced, prisoners come straight from the courts to the prison with the possessions they had on them. They will be given 2 postage stamps and a 5 minute phone call. This is why incorporating Freepost was essential to the value of this initiative.

Practicalities

The item must be practical for prisoners with limited space in their cell, and suit the high incidence of low literacy and learning difficulties. The concept needed to be mindful of the needs of staff, i.e. doesn't add to their work load or require lengthy explanations.

Focus Group

Drawing on the first-hand experience of those with lived experience, the staff team researched the best format. A colourful robust postcard format was chosen. It is focussed on a simple breath-based practice, that can be done on their bunk, aiming to help new prisoners' anxiety and giving an opportunity to get in touch with the Trust for support.

Development

The initial card was created in 2021 for trial in five men's prisons. A 12-week pilot is being run between March and June 2022.

Feedback

An evaluation of the resource is built into the trial.

Roll out

If it's found to be useful, the Trust has budgeted to invest in a full roll out across the prison estate, later in 2022. Alternative versions of the postcard would be created for the women's and young offenders' estates and rolled out in 2023.

Prison Yoga Teachers



Prison Yoga Teachers' Newsletter

From Chris, Selina and Victoria



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Spring 2021

Lockdown becomes the mother of invention

By Chris

"Of all my teaching, it's my prison class I miss the most," says Jane, echoing the feelings of all of us who have been unable to teach face-to-face classes for most of the last 12 months. While many have moved our community classes online, this just isn't possible for prisons where internet access is limited. "It's frustrating," says Jane, who has taught adults and young offenders at HMP Forest Bank in Salford since 2016. "It was rewarding to see the young men benefit from the practice and they are really keen for it to resume."

Living under extreme restrictions

Since 4th January all adult UK prisons have been fully locked down with chapels, education, and gym sessions cancelled. Family visits have been replaced with secure video calls. The effect of these heavy restrictions on prisoners' wellbeing is profound, according to prisoners' comments in recent reports on the impact of the pandemic in prisons by the Prison Reform Trust (PRT) and the Irish Penal Reform Trust (IPRT):

"The main problem for me is having nothing of any meaning or consequence to do; i.e., the usual feelings experienced in prison but taken to the extreme." - IPRT

"It often feels that the small group I go to the yard with [...] are the only prisoners in the place. This view has sucked the life out of everything, even this prison." - IPRT

Finding new ways to share and teach

The need to prioritise mental health and wellbeing has now been recognised by prison authorities. Lessons are being learnt from last year, when lockdown became the mother of invention in some prisons, sparking new and creative ways of getting through.

- The Prison Phoenix Trust encourages prisoners in their spiritual lives through meditation and yoga sensitively tailored to students' needs. We support prisoners and prison staff through teaching, workshops, correspondence, books, and newsletters. We assist qualified yoga teachers in establishing and maintaining weekly classes in prisons, secure hospitals, and hostels throughout the UK and Ireland. We offer training and ongoing support in person and over the phone.



Yoga teacher Tadhg has been submitting audio recordings of guided meditations and relaxations with photographs of nature, which are shown nightly on prison TV in Limerick Prison, Republic of Ireland.



Judy has worked with HMP Wandsworth's education team to produce a series of three-minute seated practices to be broadcast on the hour, every hour, for a week. Bryan, from the team, has also recorded videos of woodland and seaside walks for prisoners to watch in their cells.



Gary is providing a Tuesday night Zoom class for prison officers and has filmed four yoga sessions that are being shown on prison television for men to practise in their cells at HMP Full Sutton.

Many prisons have to rely on books and paper for in-cell activity packs.



The PPT has received hundreds of requests for its printed yoga and meditation handouts. Kate, who teaches yoga at HMP Low Moss near Glasgow, organised for PPT newsletters to be delivered to the gym.

Yoga teacher Jen sent a questionnaire to her students at Portlaoise Prison in Ireland, asking what would help them during lockdown. "Some responses included requests for postures to alleviate back pain, nerve pain, and knee pain," says Jen. "Also a set of stretches to do after a gym workout."



At HMP Berwyn in Wales, Philippa has been emailing yoga lesson plans for men to do in their cells. The prison recently started providing laptops, which opens up more possibilities for virtual teaching.

David wrote to the PPT from HMP Horelli in Wexford, Ireland.

"The books have helped me to maintain a routine each day to the

Yoga Teacher Training and Development

Supporting prison yoga teachers and their own relationship with their prisons and institutions has been critical during this time. The Trust has a network of 136 teachers, trained and vetted for prison work, so that when the opportunity arises they can be drawn upon to teach a regular prison yoga class. In 2021 the Trust invested £44,685 in the training and development of yoga teachers, plus £31,032 supporting individual teachers to resume their prison classes or to help them with any issues and challenges arising. Some of the time usually spent by the Yoga Coordinators supporting prison yoga teachers running classes was reallocated to support prisons through the development of new innovative in-cell practices.

Yoga Teacher Newsletters

An annual plan of prison yoga teacher training events was devised and publicised through a dedicated yoga teachers' newsletter and personal invitation. Formerly a printed newsletter, this was moved to an online format to enable more regular correspondence and to save printing costs. The need to support our network of prison yoga teachers, whose classes had been suspended with little or no communication from their prisons was recognised. This has led to innovative ways to keep yoga going remotely, including using their own handouts and offering online classes for staff. It was encouraging that when restrictions began to be eased, institutions were keen to get in touch and restart classes; and importantly teachers were ready to go back in.

Monthly online sessions were instigated in 2021 for the PPT yoga staff to keep these teachers up to date on the situation in prisons and the impacts of changing regimes. This was essential in ensuring that when prisons have been ready to restart their yoga classes there are prison yoga teachers ready to go in. Seventeen teachers were trained for prison work, to ensure prisons are able to continue to turn to the charity to facilitate prison yoga classes.



BWY Teaching Yoga in Prison Module

The Prison Phoenix Trust is dedicated to offering training and support to qualified yoga teachers to prepare them to work successfully in prison. Our training and workshops prepare them for the practical realities of prison work, and emphasise the importance of their own ongoing spiritual development. Teachers are helped to have a healthy respect for the prison environment so they can work safely and effectively. They are taught the importance of security and boundaries, by guest speaker prison officers and how to understand and work with the prison hierarchy and to recognise and respect the great work done by prison staff in what are often very challenging conditions.



Module Guest Speaker - Colin Payne

The training covers issues that teachers face when working in prison such as:

1. Rapport with prisoners, prison officers and staff
2. Authority and professional boundaries
3. Adapting yoga to meet all needs
4. The importance of silent breath-based meditation
5. Sex offenders and drug and alcohol rehabilitation
6. Current issues affecting prisons and prisoners
7. How to start up a class



Social Inclusion

In 2021 a new section was introduced to encourage social inclusion, equality and diversity. This included how to adapt a class for prisoners with learning disabilities (3 in 10 prisoners in 2019-2020 MoJ), with all faiths or none and to meet the needs of LGBTQ prisoners. PPT Director, Selina, undertook specialist training to meet this need taking part in courses on Race and Yoga and also Trauma and Yoga.



Teacher Workshops

The PPT has offered a workshop each year since 2016 for current prison yoga teachers to provide an opportunity for the teachers and cover teachers to meet and share experiences. These days are a chance to reconnect with teachers from all over the country and learn from the collective wisdom and experience.

In 2021 the workshop was titled **Through the Gates; Lockdown Inside**. It featured a talk ‘The Inside View’ from former Governor of Eastwood Park, women’s prison and Trustee, Suzy Dymond-White. Sharing her experience of prison life during the past year, she shed light on what teachers might expect from the changes in prisons.

The workshop included how to prepare for a return to prison teaching, whilst continuing to support prisons remotely. A regular part of the programme for the prison yoga teachers’ day is time for the teachers to share their challenges and experiences, this included some important insights from those whose classes had resumed; what the new conditions are like and the impact of new measures.

It was an important event to encourage teachers to remain committed to prison yoga teaching. The closing activity for the session was a ten-minute meditation. This is always a core component of workshops, reinforcing the Trust’s focus on silence and the breath at the core of what teachers offer their students.

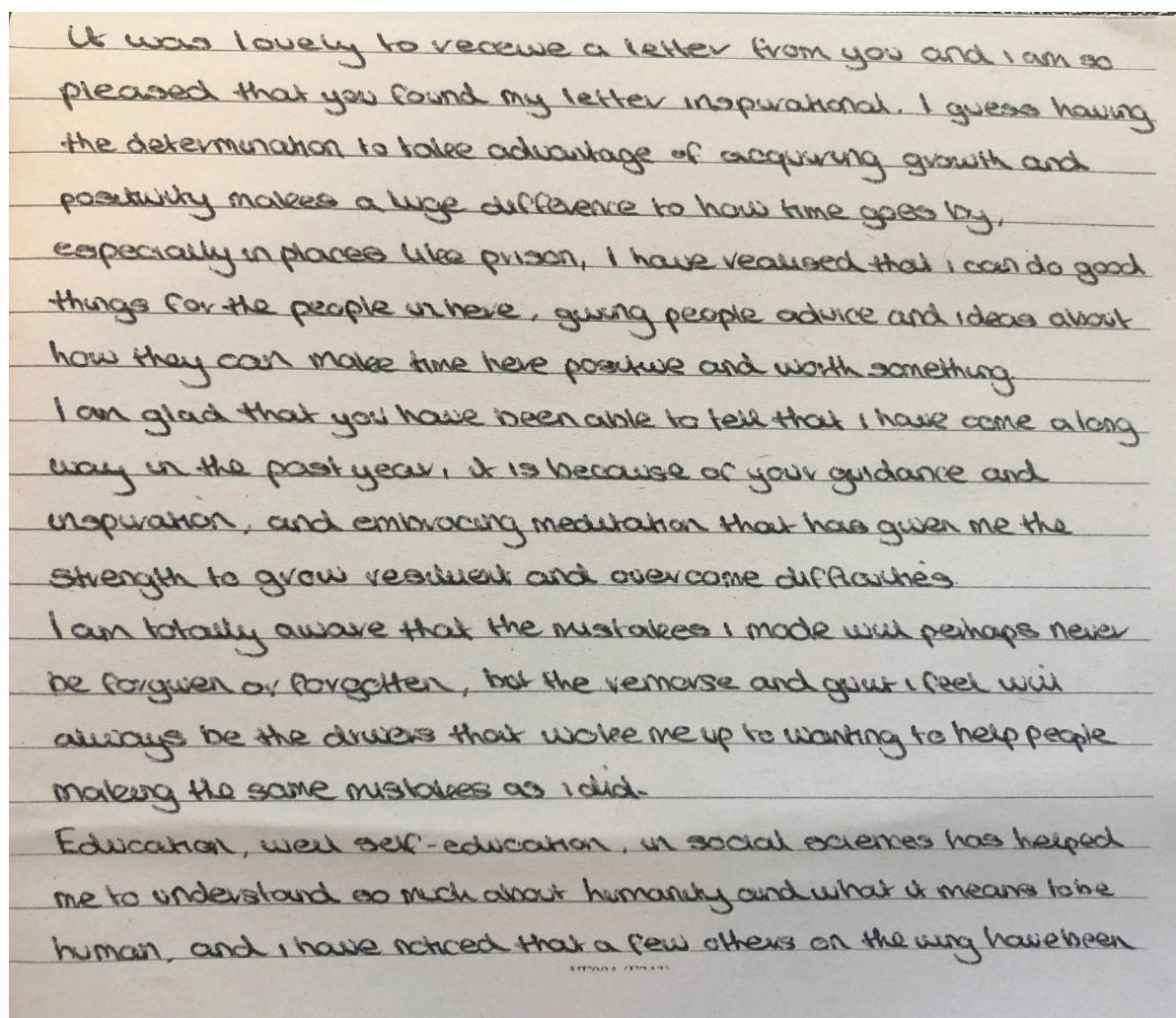
The second event was the bi-annual silent retreat, held in September. By experiencing and deepening their own practice they are helped in their support of those inside. 30 yoga teachers attended. The third event was our bi-annual prison yoga teaching 60 hour training module. This was held in November 2021, having also been postponed during 2020.

How Yoga and Meditation Help Prisoners

Prisoners tell us each day in their letters or when we meet them that the practices we recommend are helping: they allow them to sleep and to feel more at ease; to get along better with family, fellow prisoners and officers; and to discover a sense of hope and purpose for their lives, and their futures. Most importantly, meditation and yoga help them see, at a profound level, that they are not separate from the rest of the world. They speak of feeling less fearful and antagonised, of wanting to give something back to society, of feeling connected with something positive.

The stretches, postures, breathing practices and relaxation of yoga not only keep the body's systems strong and healthy, they also release tension in a safe and controlled fashion. The seated meditation, focussing on the immediate physical experience of the breath, allows the normal activity of the mind to slow down. This break from being locked into the internal chatter is not only deeply refreshing, it gives prisoners a chance to experience thoughts and feelings without reacting to them automatically. This is empowering: it allows one to see that strong physical and mental conditioning can be responded to with wisdom, instead of habit.

That spiritual strength matures through a regular practice of "not thinking," so we offer silent meditation on the breath, as extolled by the world's wisdom traditions. This practice is not confined to any one religion, it is rooted and informed by silence, which means familiarity with the mind that isn't overwhelmed by feeling or conceptual thinking.

A photograph of a handwritten letter on lined paper. The handwriting is in cursive and fills most of the page. The letter is addressed to someone who has found it inspirational. The writer discusses their experience in prison, how they have learned to make the most of their time through yoga and meditation, and how they have grown resilient. They also mention their mistakes and how they have learned from them, and how education has helped them understand humanity.

It was lovely to receive a letter from you and I am so pleased that you found my letter inspirational. I guess having the determination to take advantage of acquiring growth and positivity makes a huge difference to how time goes by, especially in places like prison, I have realised that I can do good things for the people in here, giving people advice and ideas about how they can make time here positive and worth something. I am glad that you have been able to tell that I have come along way in the past year, it is because of your guidance and inspiration, and embracing meditation that has given me the strength to grow resilient and overcome difficulties. I am totally aware that the mistakes I made will perhaps never be forgiven or forgotten, but the remorse and guilt I feel will always be the drivers that wake me up to wanting to help people making the same mistakes as I did. Education, well self-education, in social sciences has helped me to understand so much about humanity and what it means to be human, and I have noticed that a few others on the wing have been

PPT Scotland



In Scotland there are 18 secure institutions. Our funding goes towards supporting those in Scottish prisons and secure hospitals with free resources to help them practice in their cells, combined with our training and development of Scottish yoga teachers.

In 2021 the Trust spent £4,964 supporting individuals and staff living and working in Scottish prisons and secure hospitals. This enabled 281 prisoners and 84 staff to gain guidance and inspiration from the quarterly newsletters. There was an increase to 175

individual requests from prisoners for books, CDs, guidance and advice. We spent £2,745 responding to this, supported by personal guidance from our volunteer letter writers. Plus a share of the expenditure on teacher workshops and yoga teacher support and Prison Support went towards Scotland.

The lockdown in Scottish prisons and other secure establishments meant no in-person yoga classes were able to take place from March 2020 until Sept 2021. In the last months of 2021 classes had resumed at HMP Low Moss and the Ratho women's wing at HMP Edinburgh, with others due to start in 2022, restrictions permitting.

In addition:

- * Copies of a set of yoga handouts suitable for older prisoners were mailed to governors of 2 prisons with a high number of over-55s.
- * Copies of a set of yoga handouts to support women's mental health were mailed to 5 women's prisons.
- * Staff from HMP Addiewell attended the PPT's first online yoga class in October 2021.

Although some in-person teaching has been on hold, some 15 experienced yoga teachers are ready to resume classes, keeping in touch through attendance at our January update specifically for Scottish teachers and others during the year. A teacher from Scotland took part in the PPT BWY module; Teaching Yoga in Prison gaining 60 hour certification.

PPT Ireland

Republic of Ireland

In the Republic of Ireland, we offer support to eight yoga teachers. Yoga and meditation classes are funded and run as part of the School (IPSE prison education). Alongside the printable yoga sequences available on our website, various methods for providing remote support were implemented by individual teachers which included sending in audio and video classes.

In person sessions gradually returned in the autumn 2021 for three out of 12 prisons, (Cloverhill, Portlaoise and Shelton Abbey) with continued restrictions due to outbreaks of Coronavirus preventing regime activities elsewhere.

With a prison population of 3,704 (Dec 2021), the PPT supported 126 prisoners and 46 staff with quarterly newsletters at a cost of £1,045. We received 42 individual requests from prisoners for books, CDs, guidance and advice costing £517. In April and May printed sets of themed yoga and meditation sequences for women and older prisoners were sent to prison Governors at Arbour Hill, Dochas, Limerick and Midlands prisons.

Regional monthly gathering attendance Jan 2021 – 20% (2/11)

Prison population Dec 2021 = 3,704 (of which; Women = 139)



Northern Ireland

In Northern Ireland the PPT supports four prison yoga teachers with access to print and audio resources, online training, regional updates and phone or email assistance. Strict lockdown measures and Covid prevented in-person yoga classes for most of 2021. Online provision of up to three staff classes a week was funded by South Eastern Health Trust and available to staff at Magilligan, Maghaberry and Hydebank Wood. In October online meditation sessions for prisoners at Maghaberry commenced, supporting individual prisoners' and two group (in-person) classes for prisoners for vulnerable prisoners and young male prisoners

In 2021 the cost for sending 288 quarterly newsletters to prisoners and staff in Northern Ireland was £437. There were 42 individual requests from prisoners for our books, CDs, and letter correspondence costing £659. In April printed sets of themed yoga and meditation sequences for women prisoners were sent to the Governor at Hydebank Wood College

Regional monthly gathering attendance Jan 2021 – 100% (3/3)

Prison population Dec 2021 = 1,539 (of which; Women= 69)

Volunteers

The Trust's exceptional team of 13 volunteers are active in writing to prisoners and despatching books, CDs and the quarterly newsletters. They work closely with Trust staff, and are trained to use relevant and creative ways to encourage prisoners in their meditation and yoga practice. All are outstandingly generous in the time they devote to their work for the Trust.

The volunteers who write to prisoners have a daily meditation practice, which is essential if they are to empathise with those who practise meditation in a prison cell. They receive ongoing support and use our Letter Writers' Manual to show relevant and creative ways to encourage prisoners in their yoga and meditation practice. Letter writers are encouraged to keep advice to a minimum, by reflecting back to each inmate his or her own words of discovery. Their letters are an essential support for many prisoners, who often otherwise struggle alone in prison.



Our volunteers continue to show great devotion and each week several mail sacks of correspondence leave the office destined to help prisoners all over the UK and Ireland.

Our meditation retreat in September was open to yoga teachers and letter writing volunteers too, to help them deepen their own practice and be able to use this experience as they support their prisoner correspondents. Monthly planned workshops specifically for letter writers were held during the year from August, to encourage the sharing of ideas around the subtle art of spiritual guidance. There were three alternative dates focussing on maintaining boundaries during correspondence and highlighting updates to the PPT's safeguarding policy.

Reference and Administrative Information

Trustees

Jo Child, Chair of Trustees, is a yoga teacher and runs a series of high-quality yoga workshops with guest teachers in Oxford. She is a former staff member of the PPT.

Giles Charrington is a management consultant, a coach and therapist. He is also a Zen meditator.

Penny Boreham is a radio producer and broadcaster, and craniosacral therapist.

Nicholas Colloff OBE was Oxfam's Director of Strategy and Innovation and is now Executive Director of the Argidius Foundation. He is a PPT co-founder.

Peter Stevenson, Treasurer, is a chartered accountant who works with a number of charitable organisations.

James Mallett is an advocate of meditation, yoga and their benefits for people in prison and out.

Suzy Dymond-White is in HMPPS Senior Management, formerly Governor of HMP Eastwood Park.

Doug Heming is an Anglican priest and restorative justice facilitator. He has served as a prison chaplain in a number of adult and young offender facilities across the UK.



*Suzy
Dymond-White*



*Doug
Heming*



*Jo
Child*



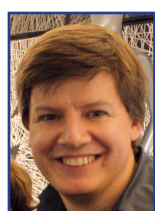
*Peter
Stevenson*



*Giles
Charrington*



*Penny
Boreham*



*Nicholas
Colloff*



*James
Mallett*

Key Management Personnel Remuneration

The Trustees consider that the Director comprises the key management personnel of the charity in charge of directing, controlling, running and operating the charity on a day-to-day basis. The rate of pay for key management personnel is reviewed annually by the Trustees and set at a level commensurate with the market rate for similar roles in the sector.

Staff

Director: Selina Sasse (5 days per week) is responsible for implementing the strategic aims of the charity, reporting to the trustees. She is Yoga Alliance registered in both yoga and mindfulness teaching, with a trauma informed approach suited to prison work. Selina has supported people living behind bars since 2013. Prior to the PPT she worked in senior management. A Zen practitioner, Selina leads the PPT British Wheel of Yoga (BWY) Teaching Yoga in Prison teacher training module.

Finance & Office Manager: Padmakumara (3 days per week) is responsible for financial administration, reporting and office systems. He manages the PPT's IT consultancy Computer Assistance and is Health & Safety Officer. Padmakumara is a practicing Buddhist and professional gardener.

Yoga Lead: Victoria Green (4 days per week) facilitates prison yoga across Central and East England, Wales and Ireland; teaching workshops, enabling classes and devising in-cell practices and resources. Teaching in prison since 2011, Victoria teaches adult males at HMP Grendon. With experience teaching yoga offenders at HMP Aylesbury, she brings this to her role in co-teaching the PPT BWY Teaching Yoga in Prison module.

Yoga Coordinator: Chris Holt (4 days per week) facilitates prison yoga in the South of England, the North-East and Scotland; teaching workshops, enabling regular classes and devising in-cell practices and resources. Chris is editor of the yoga teachers' newsletter and coordinates the charity's grant giving trusts. She has taught in prison since 2014 and brings this, including her specialist experience of women prisoners to her role in co-teaching the PPT BWY Teaching Yoga in Prison module. Chris leads the Trust's development of digital resources.

Letter Writing Lead: Mike Smith (3 days per week) coordinates prisoner correspondence, supporting a team of volunteer letter writers giving guidance and running workshops based on shared practice. Mike is the charity's Safeguarding officer.

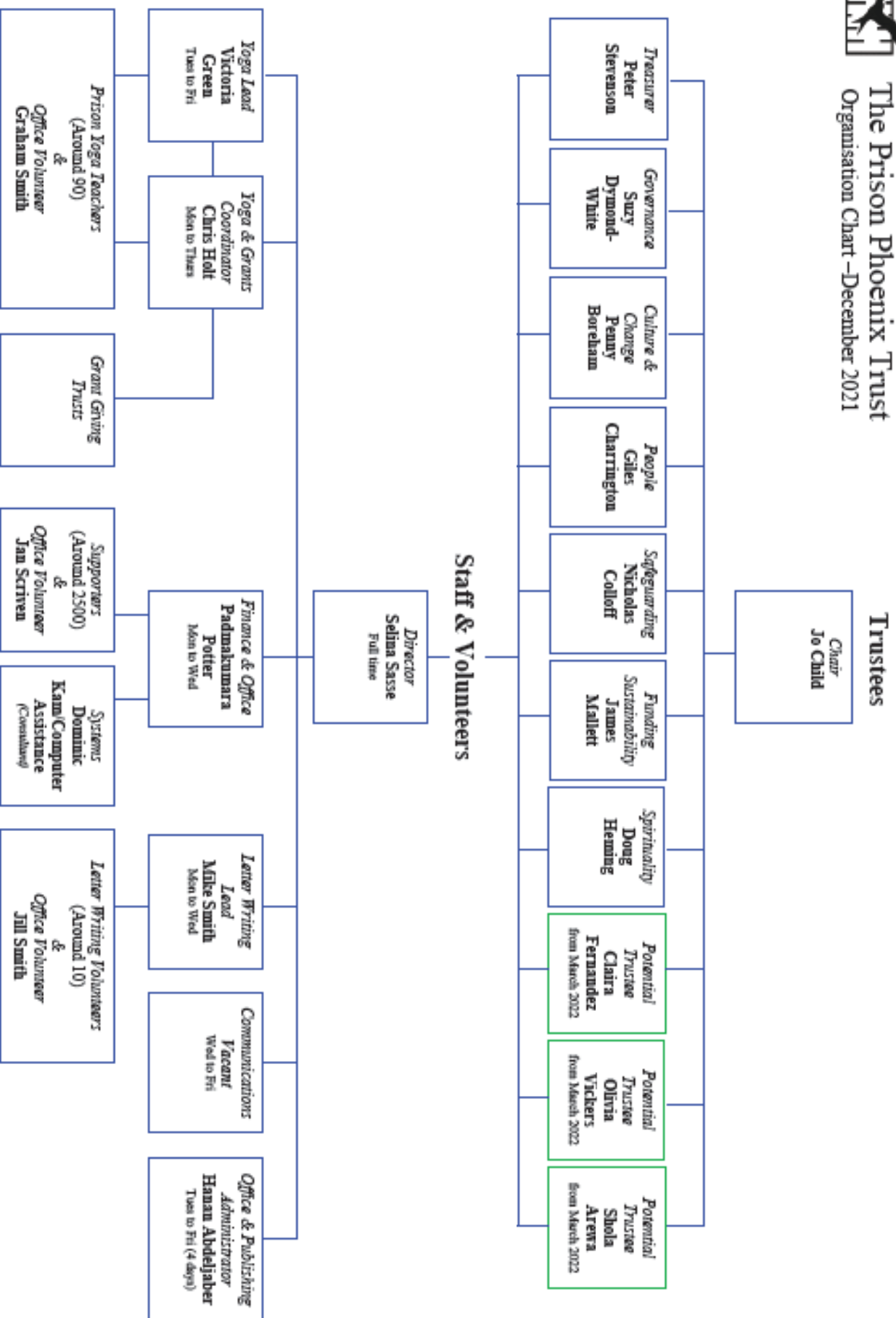
Office & Publishing Administrator: Hanan Abdeljaber (4 days per week) is responsible for publishing the quarterly prisoner and yoga teacher's newsletters and creating printed resources. She supports the smooth running of the office, including the administration of correspondence with prisoners and organising events.

Former staff:

Deputy Director: Jason Doble (4 days per week) until April 2021, moving to a 1 day week consultant until the end of 2021. People and Office Coordinator: Laura Parrack (3 days per week) until May 2021. Communications Manager: Lucy Ayrton (2.5 days per week) until November 2021. Yoga Coordinator: Sally Buxton (2 days per week) until February 2021.



The Prison Phoenix Trust Organisation Chart –December 2021



Consultants

We are indebted to our consultants for their help and advice, which they provide voluntarily:

Dr Jamie Bennett, HMPPS Deputy Director, Operational Security Group (BLACK)

The Rev'd George Coppen, Anglican priest and former prison psychotherapist at HMP Grendon

Imam Monawar Hussain DL, MBE, Imam of Eton College and founder of the Oxford Foundation

Professor Alison Liebling, Director, Prisons Research Centre at Cambridge University's Institute of Criminology

Martin O'Neill, West Dublin Prison Campus Governor

Patrons

Dr Kiran Bedi

Mr Erwin James

Sister Elaine MacInnes OLM

Sir Mark Tully OBE

Dr Benjamin Zephaniah

Mr Jeremy Irons

Mrs Shirley du Boulay

Dr Sheila Cassidy

Fr Laurence Freeman OSB

Mrs Sandy Chubb

Independent Examiner

Mrs D Pluck, Wenn Townsend, 30 St Giles, Oxford OX1 3LE

Bankers

CAF Bank Ltd, 25 Kings Hill Avenue, Kings Hill, West Malling, Kent ME19 4JQ

Lloyds TSB plc, 1 High Street, Oxford OX1 4AA

The Co-operative Bank plc, PO Box 250 Skelmersdale, WN8 6WT

Principal Office

The Prison Phoenix Trust

PO Box 328

Oxford

OX2 7HF

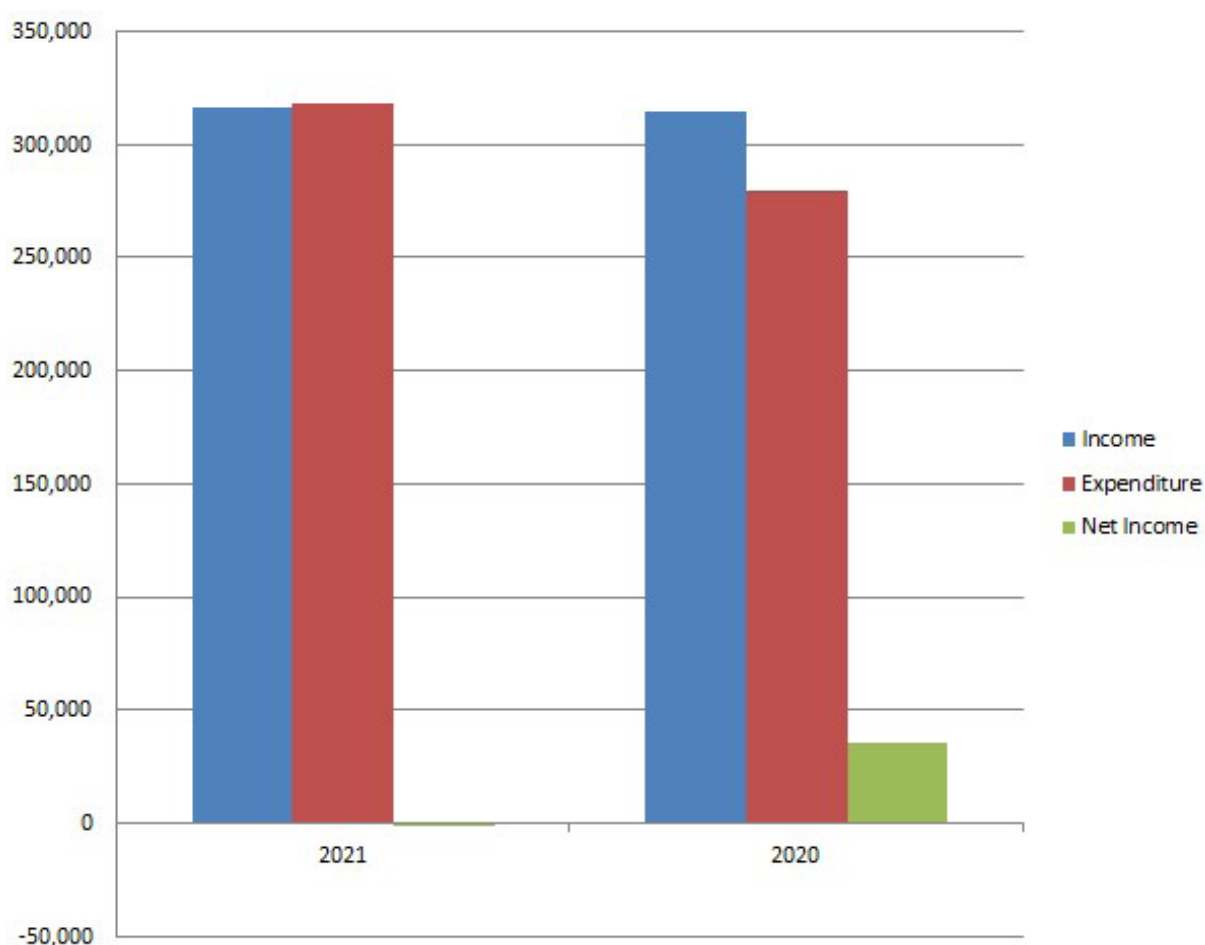
Charity Number 1163558

Financial Review

The Trustees are pleased to present their review of the financial statements (pages 35 to 43) for the year ended December 31, 2021.

In 2021 total income of £316,523 closely matched expenditure of £317,930 to give the charity a deficit of £1,407, well under the budgeted deficit of £74,467. This compared to income of £314,530 and expenditure of £279,154 in 2020, that gave a surplus in the year of £35,376.

Of total funds in 2021, unrestricted income was £314,523, restricted income £2,000. Unrestricted expenditure was £315,482 and restricted expenditure £2,448. This leaves total unrestricted funds at the close of the year at £313,171 (2020 - £314,130) and restricted funds at £1,279 (2020 - £1,727).

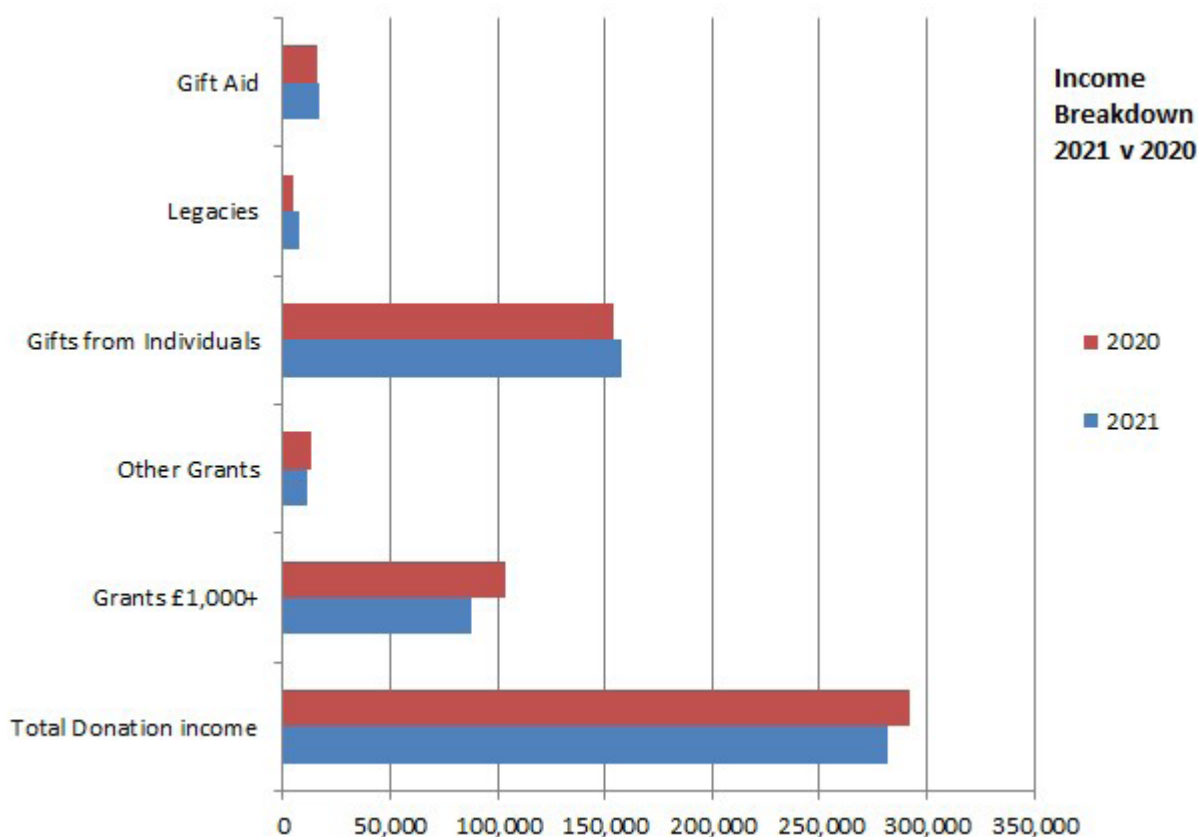


Income

The healthy financial situation reflects the continued generosity of a loyal base of grant giving trusts and individual supporters. Overall, income from donations and legacies was similar to 2020, £281,993 compared to £291,703. A decrease in income from grant-giving trusts and other grants was partially offset by increases in individual giving and legacy income.

Individual supporters

Individuals donated to the Charity through bank transfers, CAF Donate, Just Giving, and Virgin Money Giving. The number who gave regularly was maintained at about 300, amounting to more than £59,115 (£62,541 - 2020) per annum. The Trustees are aware of this drop and will monitor it during 2022 to see if an additional fundraising campaign is required. Despite this 6% fall, with the addition of Gift Aid and individual one-off giving, the charity was in receipt of donations from individuals amounting to £174,513, a rise from £170,259 in 2020. Individuals therefore accounted for more than 60% of total income from all grants and donations. Since much of this sum arrives through committed regular giving, the Trustees feel especially fortunate



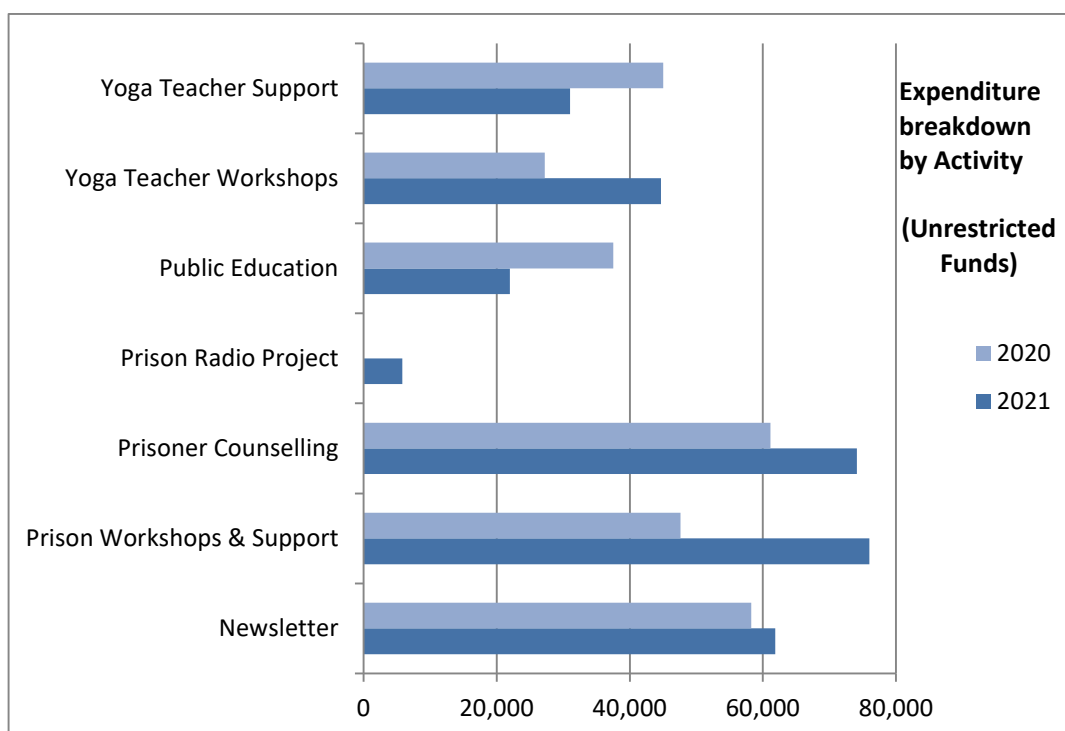
to have this support. The Trustees never take this generosity for granted and they and office staff work to ensure that such donors know how much they are valued. As such, fundraising with existing donors is limited to one letter per year from the Director to all donors in the Summer.

Impact from the pandemic changes

There is little overall impact on the financial income situation from the restricted yoga classes in prison, since the teachers are mostly paid directly by prisons. Additional income in the Financial Activities is attributable to a trend for prisons to pay their yoga teachers through the Trust. This income is paid straight out to teachers conducting the classes so has little impact on the Charity's financial situation, only our Finance Manager's time. With some prison yoga classes remaining paused throughout the year, and others starting and stopping due to changing restrictions, the Charity was pleased to report a slight increase in income from yoga teaching to £11,597 (2020 - £10,501), still far short of 2019's £33,582, a pandemic-free year. The slight rise in expenditure on yoga teachers (£11,260) corresponds with this income, the slight variance between income and expenditure negligible, and related to when income and expenditure fell either side of the accounting period.

Expenditure

Overall expenditure rose in line with budget to £317,930 (2020 - £279,273). The Charity invested in greater support of prisons and teacher training. An investment in office equipment, to be completed in 2022 and the introduction of professional cleaning services as part of its pandemic response, both of which increased Equipment and Office costs. Where expenditure increased greatly was in the Workshops run by the Prison Phoenix Trust. In particular, the postponed 2020 Yoga Module took place in November, and the biennial Silent Retreat in September. 2020 was therefore an anomaly, and it was cause for celebration that these events took place. Event costs were nil, as although we hoped to run an in-person gathering, conditions did not permit this. The restructuring of staff roles continued in 2021, so that costs of salaried staff reduced to £175,860 (2020 - £183,468). Costs of non-salaried consultants and contractors increased to £34,750 (2020 - £25,765), the result being that staffing costs as a whole were very similar over 2021 (£210,550) and 2020 (209,233).



Volunteer Contribution

The Trustees remain ever grateful for the contribution made by volunteers to the work of the charity. We are particularly grateful that, where possible, our volunteers were able to return to the office. Throughout 2020, one-to-one support of prisoners through letter writing was able to continue from home. In 2021 the Charity was able to run some in-person training and sharing, and for volunteers to be present in the office to write letters, The newsletter despatch returned to the office, with volunteers joining us in limited numbers and different days as restrictions allowed. As in the past, the Trustees have not sought to put any monetary value on the hours that volunteers work with us each year but it would doubtless be a significant cost to the Trust if these tasks were not completed voluntarily. The generosity of our volunteers is valued by the Trustees immensely and has enabled the work to continue at a time when it has been needed more than ever.

Investment Policy

The objects of the charity are to advance the education of, and to rehabilitate and promote the mental and moral improvement of, (principally) prisoners and former prisoners.

In fulfilling these objects, the Charity, following Charity Commission guidance, is aware that its investment policy should not solely be devised to find the highest rate of monetary return. It must also consider the impact of its investments on the wider society in which criminal offences take place and that former prisoners are navigating rehabilitation. To the limited extent in which its operations directly affect society at large, therefore, the Charity must be mindful of encouraging, if not maximising, such ‘mental and moral improvement’. To this end, the Charity seeks to invest funds in institutions that contribute to this wider improvement, by bringing clear benefits. At the very least, the Charity must avoid bringing moral deterioration and cause harm. This means the Prison Phoenix Trust will not hold funds in institutions that invest in companies or organisations:

1. that extract fossil fuels and profit from their sale, and thus contribute to Global Warming.
2. that manufacture or sell armaments, and thus contribute to violent conflict and the fear of it.
3. that support oppressive regimes, and thus contribute to human persecution, especially of marginalised groups.
4. that profit from tobacco, alcohol, gambling, and adult entertainment industries, thus contributing to addiction and addictive behaviour.
5. that test cosmetics on animals, and thus cause harm to other living beings.
6. that derive income from high interest lending, and thus exploit the poverty of others for financial benefit.
7. that do not adhere to international norms on labour and human rights, biodiversity and climate change, and thus increase the exploitation of humans, animals, and the environment for profit.

There are no investment term restrictions the Charity must adhere to but in consideration of the uncertain flow of funding for the Trust’s activities, the Trustees do not consider making long term investments of surplus funds.

The operating surplus is currently being held in cash at bank and in hand, almost wholly in the Charity’s current accounts, and stood a £69,905 at the close of the year. The funds held on deposit at December 31 2021 were £223,742 (2020 - £226,904). With continuing uncertainty around the financial impact of the pandemic, it is possible that the Trustees will need to access some funds that are currently held on deposit during 2022. However, it is hoped that there will continue to be an amount in the region of £200,000 invested in term deposit accounts at the end of 2022. The balance of funds held at December 31 2021 continues to be held mainly in a 30-day notice building society account, and two fixed term Bank Deposits.

The Trustees continue to balance the need to maximize the return on investing surplus funds with the need to ensure these funds are available in the relatively short term should cash flow require it. The current balance of investment instruments is considered appropriate in meeting these two needs. When investments mature the Trustees look at the mix of deposit accounts held to ensure that the level of return and accessibility are taken into account before making any new deposits. The Bank of England base rate has risen from 0.1% to 0.25% during the past 12 months so returns on deposited funds continue to be relatively low. At the same time, inflation has risen to 5%. Though it is thought to be a temporary rise, should that not be the case the Trustees will review investments to ensure returns are able to match this to the greatest degree.

The Trustees only deposit funds with financial institutions that are part of the Government's Financial Services Compensation Scheme. The amount of funds covered by the scheme is currently £85,000 per institution and the Trustees continue to take this limit into account when making decisions about the amounts to be deposited in any one bank or building society.

Reserves Policy

Budgeting and financial planning continues with a commitment to keep an adequate level of reserves. Supporters are regularly encouraged to remember the charity in their wills and so the Trustees remain hopeful that reserves will continue to be boosted by occasional bequests. There were two legacies in 2021 that totalled £7,564. The total reserves of £314,450, £313,171 of which is unrestricted, will provide scope for much needed ongoing remote support of prisoners and the running of further workshops when possible. Prisons have identified wellbeing as a priority and recognise the value of meditation and yoga practices, so we expect this demand to grow.

The total reserves should be seen in the context of the Trustees reserves policy which is that unrestricted reserves should not be allowed to fall below a minimum value of six months of unrestricted expenditure. To be prudent, Trustees continue to look to having a level of reserves between the value of six and eight months of such expenditure. Trustees have adopted a sensible and cautious budget in 2022, with a potential deficit of £71,006. With ongoing uncertainty about the lasting impact of the pandemic, it is unknown as to when the Charity's activities teaching in prisons may return to roughly normal levels in 2022. The adopted budget will see a reduction of unrestricted reserves from £313,171 to £242,124. This is 8 months of 2022's budgeted expenditure, and in such an uncertain operational environment, Trustees see no reason to alter the reserves policy.

Going forward, it would be prudent to maintain reserves at this level, and will require budgets from 2023 that break even or show a modest shortfall in income against expenditure.

The Chair of Trustees and the Treasurer will continue in 2022 to be provided with monthly management accounts and the wider Board of Trustees receive quarterly financial updates for consideration at Trustees meetings. Movements in reserves during the year are monitored in this way. The Trustees are fully aware of the need to set and achieve near breakeven outcomes for 2023 and subsequent years in order to maintain reserves at an adequate level.

The Trustees have set their reserves policy using the guidance on reserves provided by the Charity Commission. As such they recognise that any policy that is set needs to be reviewed to ensure that it remains appropriate in the light of the financial, political and economic circumstances in which the Trust is working. At present, the wider environment in which the Trust operates is expected to change as the prison estate adapts to the effect of the pandemic. The Trustees are satisfied that the reserves policy they have set for the Trust remains fit for purpose and consistent with the Charity Commissioners' guidance on charity reserves.

Trustees' Responsibilities in Relation to the Financial Statements

The Trustees are responsible for preparing a Trustees' annual report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

We would like to thank all who have supported our work throughout the 12 months to December 31 2021, and to acknowledge the financial support of the following individuals, trusts, companies and organisations, as well as those who wish their support to remain anonymous.

**Donors whose financial support amounted to
£5,000 or more:**

David and Anna Mills
Carolyn Wilson
Calleva Foundation
Garfield Weston Foundation
Pelegrin Trust
Porticus UK
Sheepdrove Trust
Tolkien Trust

**Donors whose financial support was between
£1,000 and £5,000:**

Mr D Ainscough & Mrs Alcue Valero
Helen Boaden
Cherry Red Records
Sarah MacIntyre
Frances Ruck-Keene
Norman Blair
Paul Turner
Cotmore Trust
Elmgrant Trust
Halcrow Foundation
Lascelles Charitable Trust
Prince of Wales Charitable Fund
Roundton Trust
S C & M E Morland's Charitable Trust
Whitaker Charitable Trust

Independent Examiner's Report to the Trustees of the Prison Phoenix Trust CIO

I report on the accounts of the Trust for the year to December 31 2021 which are set out on the following pages 35 to 43.

Respective Responsibilities of the Trustees and Examiner

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under Section 144(2) of the Charities Act 2011 ("the 2011 Act") and that an independent examination is needed.

It is my responsibility to:

- Examine the accounts (under Section 145 of the 2011 Act);
- Follow the procedures laid down in the General Directions given by the Charity Commissioners under Section 145(5)(b) of the 2011 Act; and
- State whether particular matters have come to my attention.

Basis of Independent Examiner's Report

My examination was carried out in accordance with the General Directions given by the Charity Commissioners. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently no opinion is expressed as to whether the accounts present a "true and fair view" and the report is limited to those matters set out below.

Independent Examiner's Statement

I have completed my examination. The charity's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of the Institute of Chartered Accountants in England and Wales. I confirm that no material matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the charity as required by section 130 of the Act; or
2. the accounts do not accord with those records ; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 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.

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



D Pluck
Chartered Accountant
4th April 2022

Wenn Townsend
30 St Giles
Oxford OX1 3LE

Statement of Financial Activities

for the year ended December 31 2021

	Note	Unrestricted Funds	Restricted	Total Funds	Unrestricted Funds	Restricted	Total Funds
		2021 £	2021 £	2021 £	2020 £	2020 £	2020 £
Income							
Donations and Legacies	2	279,993	2,000	281,993	290,239	1,464	291,703
Charitable Activities							
Yoga Teaching Fees		11,597	-	11,597	10,501	-	10,501
Teachers' Workshops		11,905	-	11,905	468	-	468
Sale of Books and Cards		1,144	-	1,144	4,009	-	4,009
Investments	3	1,347	-	1,347	3,537	-	3,537
Other		8,537	-	8,537	4,312	-	4,312
Total		314,523	2,000	316,523	313,066	1,464	314,530
Expenditure							
Cost of Raising Funds	5	12,092	-	12,092	22,181	-	22,181
Expenditure on Charitable Activities	6 & 7	303,390	2,448	305,838	254,591	2,382	256,973
Total	8 & 9	315,482	2,448	317,930	276,772	2,382	279,154
				-			-
Net Income/ (Expenditure)		(959)	(448)	(1,407)	36,294	(918)	35,376
Transfer Between Funds							
Net Movement in Funds		(959)	(448)	(1,407)	36,294	(918)	35,376
					36,294	(918)	35,376
Reconciliation of Funds:							
Total Funds Transferred In	15	314,130	1,727	315,857	277,836	2,645	280,481
Total Funds Carried Forward	14 & 15	£313,1717	£1,279	£314,450	£314,130	£1,727	£315,857

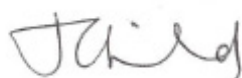
Balance Sheet as at December 31, 2021

	Note	2021 £	2020 £
Fixed Assets			
Tangible Fixed Assets	10	1,206	2,010
Current Assets			
Debtors and Prepayments	12	26,843	15,496
Funds on Deposit		223,742	226,904
Cash at Bank and in Hand		69,905	78,921
		320,490	321,321
Less: Current Liabilities			
Amounts falling due within a year	13	(7,246)	(7,474)
Net Current Assets		313,244	313,847
Net Assets		£314,450	£315,857

The Funds of the Charity:

Restricted Income Funds	14	1,279	1,727
Unrestricted Income Funds			
General Funds	15	313,171	314,130
		£314,450	£315,857

The financial statements on pages 35 to 43 were approved by the Trustees on April 1st 2022 and signed on their behalf by:



Joanna Child
Chair of the Board

Notes forming part of the financial statements for the period ended December 31, 2021

1 Accounting Policies

(a) Accounting Basis

The financial statements have been prepared under the historical cost convention with items recognised at cost or transaction value unless otherwise stated in the relevant note(s) to these accounts. The financial statements have been prepared in accordance with the Statement of Recommended Practice: Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) issued on 16 July 2014 and the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS 102 and the Charities Act 2011).

The Prison Phoenix Trust CIO 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.

The trustees consider that there are no material uncertainties about the Trust's ability to continue as a going concern.

(b) Depreciation

All assets costing more than £1,000 are capitalised and valued at historical cost. The cost of fixed assets is written off using the straight line method of depreciation.

Office equipment and fittings	25% per annum
Computers	25% per annum

(c) Stock of Books

The PPT holds stock of books, CDs, and DVDs that are distributed to prisoners without charge. The full value is borne as a cost in the year of purchase.

(d) Income Recognition

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 income receivable can be measured reliably.

Donations and grants are recognised when the charity has been notified of both the amount and settlement date.

Legacies are recognised on a case by case basis following the grant of probate and when the administrator/executor for the estate has communicated in writing both the amount and settlement date.

Interest on funds held on deposit is included when receivable and the amount can be reliably measured by the charity; this is normally upon notification of the interest paid or payable by the bank or deposit taking institution.

(e) Expenditure Recognition

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 settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated or apportioned to the applicable expenditure headings. The allocation of support and governance costs is analysed in note 6.

(f) Irrecoverable VAT

Irrecoverable VAT is charged against the expenditure heading for which it was incurred.

(g) Cost of Raising Funds

The cost of generating funds consists of staff costs, subscriptions to online fundraising sites, fundraising advertising and associated costs.

(h) Charitable Activities

The cost of charitable activities includes governance costs and an apportionment of support costs as shown in note 7.

(i) Volunteer Time

The value of services donated by volunteers is not reflected in the accounts.

(j) Taxation

The Trust is a registered charity. It is not, therefore, liable for tax on income derived from its charitable activities.

(k) Fund Accounting

Unrestricted Income Funds

Unrestricted Funds are funds which the trustees are free to use for any purpose in furtherance of the charitable objects. These comprise a general fund plus designated funds set aside out of unrestricted funds by the Trustees to provide for planned projects and other known contingencies.

Restricted Income Funds

These are funds which are to be used in accordance with specific restrictions imposed by the donor.

Further details of each fund are disclosed in notes 14 and 15.

(l) Pensions

The Charity operates a defined contribution scheme for the benefit of its employees. The costs of contributions are written off against income in the year they are payable.

2 Donations and Legacies

	2021	2020
	£	£
Grants of £1,000 and over	88,086	103,276
Other Grants	11,830	13,168
Gifts from Individuals	157,617	153,856
Legacies	7,564	5,000
Events	-	-
Tax Recoverable on Donations	16,896	16,403
Total	281,993	291,703

Two legacies totalling £7,564 (Phillip Oakeshott and Elizabeth Dowd, Dec'd) were received in 2021.

3 Investment Income

All of the Charity's investment income of £1,347 (2020 - £3,537) arises from money held in interest bearing deposits and other bank accounts.

4 Net Outgoing Resources

This is stated after charging:	2021	2020
	£	£
Depreciation	804	804
Independent Examiner's Fees	1,455	1,575
Total	2,259	2,379

5 Cost of Raising Funds

	Unrestricted Funds	Restricted Funds	Total December 31	
	£	£	2021	2020
	£	£	£	
Staff	11,261	-	11,261	21,879
Fundraising Admin Fees	831	-	831	302
Total	12,092	-	12,092	22,181

6 Analysis of Governance and Support Costs

The Charity identifies the costs of its support functions and of its governance function. Having identified its governance costs, the support and governance costs are apportioned between the main charitable activities undertaken (see Note 7) in the year. The table below shows the basis for apportionment and the analysis of support and governance costs.

	General Support	Governance	Total	Basis of Apportionment
	£	£	£	
Events	0	-)
Equipment and Other Asset Costs	8,313	-	8,313)
Office Accommodation	30,920	-	30,920) Allocated as
Office Costs	14,364	319	14,683) a % Based on
Salaries, Teacher Fees & Consultants	31,746	8,388	40,134) Time
Other Staff & Volunteer Costs	1,112	-	1,112)
Independent Examination	-	1,455	1,455	Governance
Miscellaneous	86,455	10,324	96,977	Governance

7 Analysis of Expenditure on Charitable Activities

	Newsletter	Prison Workshops & Support	Prisoner Counselling	Prison Radio Project	Public Education	Teacher Workshops	Yoga Teacher Support	HMP Ranby Fund	Total
	£	£	£	£	£	£	£	£	£
Salaries, Teachers & Consultants	39,831	60,631	44,218		11,703	23,504	22,275		202,162
Equipment & Other Asset Costs		37							37
Office Costs	10,477	341	5,177		53	60	85	1,639	17,832
Other Staff & Volunteer Costs	32	1,410	150			32	357		1,981
PPT Resources			6,884					809	7,693
Prison Radio Broadcasts				5,820					5,820
Publicity			1,224		336				1,560
Teacher Workshops		396				14,503	82		14,981
Other Fundraising	145	166	208		125	83	104		831
Governance	1,807	2,065	2,581		1,549	1,032	1,290		10,324
Support Costs	9,574	10,942	13,677		8,206	5,471	6,839		54,709
	61,866	75,988	74,119	5,820	21,972	44,685	31,032	2,448	317,930

Expenditure on charitable activities was £317,930 of which £315,482 was unrestricted and £2,448 was restricted.

8 Governance Costs

	Unrestricted Funds	Restricted Funds	Total December 31	
	£	£	2021	2020
	£	£	£	
Staff	8,388	-	8,388	4,802
Independent Examiner's Fees	1,455	-	1,455	1,575
Travel and Meetings	-	-	-	11
Miscellaneous Costs	162	-	162	81
Office Costs	319	-	319	-
	10,324	-	10,324	6,469

9 Total Resources Expended

	Yoga Teacher Costs	Staff Costs	Other Costs	Total December 31	
	£	£	£	2021	2020
	£	£	£	£	£
Charitable Activities	11,260	164,599	129,979	305,838	256,973
Cost of Generating Funds	-	11,261	831	12,092	22,181
	11,260	175,860	130,810	317,930	279,154

	2021	2020
	£	£
Staff Costs Comprise:-		
Salaries Staff	155,163	162,735
Social Security Costs	13,144	13,069
Pension Costs	7,553	7,664
	175,860	183,468

The average number of staff during the period was 1 full time and 8 part time (equal to a total of 5 full time staff). No employees received emoluments of more than £60,000 per annum (2020 - None).

The total remuneration of the key management personnel - the Director and Deputy Director - including employer's National Insurance and Pension contributions was £61,232 (2020 - £88,193).

10 Tangible Fixed Assets

	Computer Equipment	Office Equipment	Total
	£	£	£
Cost			
As at January 1 2021	7,086	9,067	16,153
Disposals in the Year	-	-	-
Additions in the Year	-	-	-
As at December 31 2021	7,086	9,067	16,153
Depreciation			
As at January 1 2021	7,086	7,057	14,143
Disposals in the Year	-	-	-
Provision in the Year	-	804	804
As at December 31 2021	7,086	7,861	14,947
Net Book Value at December 31 2021	-	1,206	1,206
Net Book Value at December 31 2020	-	2,010	2,010

11 Stock

	2021	2020
	£	£
Postage	-	-
Printer and Franking Machine Cartridges	-	-
	<u>-</u>	<u>-</u>

12 Debtors and Prepayments

	2021	2020
	£	£
Insurance	651	495
Payroll	-	104
Prison Teacher and Workshop Expenses	9,131	-
Rent Deposit	5,675	5,675
Rent, Service Charge and Utilities Prepaid	6,195	6,195
Tax Recoverable on Gift Aided Donations	5,191	3,027
	<u>26,843</u>	<u>15,496</u>

13 Creditors: Amounts Falling due Within One Year

	2021	2020
	£	£
Equipment - Computer Supplies	162	-
Governance - Independent Examination	1530	1,575
Office Costs - Cleaning	264	-
Office Costs - Postage Charges	2503	2,500
Office Costs - Printing/Photocopying	318	-
Office Costs - Telephone and Broadband	204	845
Other Staff & Volunteer Costs - Hospitality	200	-
Tax, National Insurance and Pensions	1,199	54
Workshops	696	2,500
Yoga Teaching Fees	170	-
	<u>7,246</u>	<u>7,474</u>

14 Restricted Funds

	Dee Opp Equipment	Whitaker Trust HMP Ranby Fund	Total	
		£	2021 £	2020
Balance at January 1 2021	234	1,493	1,727	2,645
Grants, Donations & Workshops	-	2,000	2,000	1,464
Direct Charitable Expenditure	-	(2,448)	(2,448)	(1,902)
Balances at December 31 2021	<u>234</u>	<u>1,045</u>	<u>1,279</u>	<u>1,727</u>
Represented by:				
Bank and Cash	<u>234</u>	<u>1,045</u>	<u>1,279</u>	<u>1,727</u>

The Whitaker Trust Fund is restricted to activities at HMP Ranby. As Yoga classes could not take at Ranby in 2021 they permitted funds to be used for Nottinghamshire Prisons.

15 Unrestricted Income Funds

	Designated Funds	Unrestricted Funds	Unrestricted Funds December 31 2021 £	2020
Balance at January 1 2021	-	314,130	314,130	277,836
Incoming Resources	-	314,523	314,523	313,066
Expenditure		(315,482)	(315,482)	(276,772)
Transfer to Designated Funds	-	-	-	-
Balances at December 31 2021	-	313,171	313,171	314,130
Represented by:				
Fixed Assets	-	1,206	1,206	2,010
Current Assets	-	319,211	319,211	319,594
Creditors	-	(7,246)	(7,246)	(7,474)
	-	313,171	313,171	314,130

16 Financial Commitments

:

As at December 31 2021 the Trust has annual commitments under non-cancellable leases of

	Land and Buildings December 31 2021 £	Land and Buildings December 31 2020 £
Length of Commitment		
One Year	22,700	5,675
Two to Five Years	99,120	-

17 Trustee's Remuneration

No Trustee (Nil - 2020) received or waived any emoluments in their role as Trustees during the year.
No Trustees were reimbursed for out of pocket expenses (Nil - 2020) in their role as Trustees in the year .

