

APPENDIX 1



Office of the Scottish Charity Regulator

Trustees' Annual Report for the period							
	Period start date				Period end date		
	Day	Month	Year		Day	Month	Year
From	01	09	2021	To	31	08	2022

Reference and administration details

Charity name	Fair Justice System for Scotland Group
Other names charity is known by	FJSS Group
Registered charity number	SC052329
Charity's principal address	24-26 Main Street
	West Calder
	West Lothian
	Scotland
	Postcode EH55 8DR

Names of the charity trustees on date of approval of Trustees' Annual Report

	Trustee name	Office (if any)	Dates acted if not for whole year	Name of person (or body) entitled to appoint trustee (if any)
1		Chief Exec Officer	01/05/2018 – Date	Committee
2		Treasurer	01/02/2020 – Date	Committee
3		Committee Member	01/02/2020 – Date	Committee
4		Vice Secretary	01/05/2018 – Date	Committee
5				
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20				

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Reference and administration details

Names of all other charity trustees during the period, if any, (for example, those who resigned part way through the financial period)

Name	Dates acted if not for whole year

Structure, governance, and management

Type of governing document

Constitution/Governance Document

Trustee recruitment and appointment

By nomination and confirmation vote at trustees meeting

Objectives and activities

Charitable purposes

- To promote racial diversity and inclusion as well as community cohesion of BAME people in Scotland
- To eliminate any forms of discrimination in the Scottish Justice system through raising awareness of functions of justice system
- Promoting racial equality and harmony
- Promoting human rights

Summary of the main activities in relation to these objects

- Promoting racial diversity and inclusion in Scottish society
- Thrive to achieve fair representation across the justice system.
- To ensure that all agencies of the Scottish government comply with the Equality Act 2010 and meet the act's requirements in terms protected characteristics.
- To provide a platform for necessary justice sector reforms to bring about acceptable levels of equality, diversity and representative employment and appointments in the Scottish justice system and other public sector organisations in Scotland.

Achievements and performance

Summary of the main achievements of the charity during the financial period

2021-2022 was a yet another great year in terms of practical implementation of the FJSS Group's vision and charity objectives. The organization consolidated its position as a credible voice for racial diversity and inclusion in the justice system. We managed to successfully implement and complete the Windrush Scotland Consultative Project.

The Equalities Workshop 2022 was addressed by a Scottish government minister for the very first time marking the huge milestone that it really is now. The minister for Equalities and Older People Christina Mackelvie was keynote speaker and addressed the workshop on behalf of the Scottish Government.

Our Chairman Professor Sir Geoff Palmer OBE was honoured at an event jointly hosted with Heriot Watt university that was attended by high profile people who included government ministers and the presiding officer of the Scottish Parliament. Sir Geoff has played such an important in making Scotland a fair society and his views on race relations and historical injustice continue to inspire people and he was fittingly honoured.

The International High Schools Debate was a resounding success attracting 22 schools from Scotland, England, Zimbabwe, and Nigeria. The competition has grown to become a major international forum where major topics are discussed, and the young people are developing their skills to debate and research on such key issues and make sound arguments.

In January 2022 the organisation launched a diversity and inclusion programmes for institutions of higher learning, and this has seen the organisations working with universities such as Heriot Watt and Edinburgh Napier as well as colleges such as West Lothian College.

In March 2022 FJSS Group assumed the co-chairmanship of the West Lothian Council sponsored West Lothian Chattel Slavery Group. The group was set up following the publication of our history book the West Lothian Connection that highlighted the key role that people from West Lothian played in the slave trade.

In June 2022 the organisation successfully applied to OSCR to change the legal status from registered charity to SCIO. The appointment of a new look board.

In July 2022 FJSS Group joined the new look West Lothian Food Network.

Financial review

Brief statement of the charity's policy on reserves

The FJSS Group is still in many ways a small charity currently has no reserves. However, the organisation's envisaged reserves policy would take the following factors into consideration: Money would only be kept in reserve for specific reasons and once accumulated the organisation will have **Specified Reserves**. This would mean that reserves would be created for some specific purposes and can be used only for those specific purposes. This policy would be reviewed in the next financial year.

Details of any deficit

£2,553

Donated facilities and services (if any)

Volunteers' services across all departments of the charity

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Other optional information


N/A

Declaration

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity's trustees.

Signature(s)		24/05/2023
Full name(s)		
Position (e.g., Chair)	Trustee	
Date	24/05/2023	

		Fair Justice System for Scotland Group					Enter SC No.
							SC052329
Receipts and payments accounts							
For the period from	Period start date			to	Period end date		
	1	September	2021		31	August	2022
Section A Statement of receipts and payments							
	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period	
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	
A1 Receipts							
Donations	9,429.16				9,429	15,845	
Legacies					-		
Grants	104,680.00				104,680	46,080	
Receipts from fundraising activities					-		
Gross trading receipts					-	5,221	
Income from investments other than land and buildings					-		
Rents from land & buildings					-		
Gross receipts from other charitable activities	2,321.52				2,322	50	
A1 Sub total	116,431	-	-	-	116,431	67,196	
A2 Receipts from asset & investment sales							
Proceeds from sale of fixed assets					-		
Proceeds from sale of investments					-		
A2 Sub total	-	-	-	-	-	-	
Total receipts	116,431	-	-	-	116,431	67,196	
A3 Payments							
Expenses for fundraising activities					-		
Gross trading payments					-		
Investment management costs					-		
Payments relating directly to charitable activities	118,053.28				118,053	75,916	
Grants and donations					-		
Governance costs:					-		
Audit / independent examination	930.00				930	844	
Preparation of annual accounts					-		
Legal costs					-		
Other					-	35	
A3 Sub total	118,983	-	-	-	118,983	76,795	
A4 Payments relating to asset and investment movements							
Purchases of fixed assets					-	2,559	
Purchase of investments					-		
A4 Sub total	-	-	-	-	-	2,559	
Total payments	118,983	-	-	-	118,983	79,354	
Net receipts / (payments)	(2,553)	-	-	-	(2,553)	(12,158)	
A5 Transfers to / (from) funds							
Surplus / (deficit) for year	(2,553)	-	-	-	(2,553)	(12,158)	

		-				SC052329	
Section B Statement of balances							
Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
B1 Cash funds	Cash and bank balances at start of year	1,532				1,532	13,690
	Surplus / (deficit) shown on receipts and payments account	(2,553)				(2,553)	(12,158)
						-	
						-	
	Cash and bank balances at end of year	(1,020)	-	-	-	(1,020)	1,532
	(Agree balances with receipts and payments account(s))	-	-	-	-	-	-
	Details			Fund to which asset belongs		Market valuation to nearest £	Last year to nearest £
B2 Investments							
				Total		-	-
	Details			Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
B3 Other assets							
			Total		-	-	
	Details			Fund to which liability relates		Amount due to nearest £	Last year to nearest £
B4 Liabilities							
			Total		-	-	
	Details			Fund to which liability relates		Amount due (estimate) to nearest £	Last year to nearest £
B5 Contingent liabilities							
			Total		-	-	
Signed by one or two trustees on behalf of all the trustees	Signature	Print Name					Date of approval
							24 May 2023

Section C Notes to the Accounts

C1 Nature and purpose of funds (may be stated on analysis of funds worksheets)

	Type of activity or project supported	Individual / institution	Number of grants made	£
C2 Grants				
	Total			-

C3a Trustee remuneration	If no remuneration was paid during the period to any charity trustee or person connected to a trustee cross this box (otherwise complete section 3b)	X
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	Authority under which paid	£
C3b Trustee remuneration - details		

C4a Trustee expenses	If no expenses were paid to any charity trustee during the period then cross this box (otherwise complete section 4b)	X
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		Number of trustees	£
C4b Trustee expenses - details			

	Nature of relationship	Nature of transaction	Transaction amount (£)	Balance outstanding at period end (£)
C5 Transactions with trustees and connected persons				

C6 Other information	
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Additional analysis (1)**Analysis of receipts and payments****1 Donations**

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
Donations from individuals and Orgns	9,429.16				9,429	15,845
					-	
					-	
					-	
Total	9,429	-	-	-	9,429	15,845
	-	-	-	-	-	-

2 Grants

	Unrestricted funds	Restricted funds			Total current period	Total last period
	to nearest £	to nearest £			to nearest £	to nearest £
West Lothian Council	9,900				9,900	
National Lottery Heritage Fund	31,680				31,680	39,600
Corra Foundation	6,000				6,000	6,480
West Lothian Food Network	5,600				5,600	
Arnold Clark	2,500				2,500	
Com Mental Health & Wellbeing Fund	49,000				49,000	
Total	104,680	-			104,680	46,080
	-	-			-	-

3 Gross receipts from other charitable

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
Other sources of funding	2,321.52				2,322	50
					-	
					-	
					-	
					-	
					-	
					-	
Total	2,322	-	-	-	2,322	50
	-	-	-	-	-	-

4 Payments relating directly to charitable activities

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total current period	Total last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
Bank Charges / Adjustments / Interest	1,475.83				1,476	128
Bills / Telephone	2,783.00				2,783	
Book Production, Publishing, Marketing	826.00				826	7,159
Building Maintenance Costs	755.79				756	
Cleaning & Housekeeping	2,772.95				2,773	
Insurance	564.09				564	541
IT Cost	9,588.70				9,589	10,917
Maintenance/ Repair	200.00				200	1,225
Governance costs	930.00				930	
Other	1,398.00				1,398	3,250
Postage	364.93				365	272
Project cost	66,345.61				66,346	16,026
Rent	13,989.34				13,989	14,004
Stationery	2,080.83				2,081	486
Travel	2,374.36				2,374	531
Volunteer welfare	4,687.00				4,687	14,724
Staff costs	7,502.93				7,503	6,653
Electricity	343.92				344	
					-	
Total	118,983	-	-	-	118,983	75,916



Additional analysis (2)**5 Breakdown of unrestricted funds**

	Unrestricted fund 1 - enter name of fund below	Unrestricted fund 2 - enter name of fund below	Unrestricted fund 3 - enter name of fund below	Unrestricted fund 4 - enter name of fund below	Total unrestricted funds	Total unrestricted funds last period
Receipts						
Donations	9,429				9,429	15,845
Legacies	-				-	-
Grants	104,680				104,680	46,080
Receipts from fundraising activities	-				-	-
Gross trading receipts	-				-	5,221
buildings	-				-	-
Rents from land & buildings	-				-	-
Gross receipts from other charitable activities	2,322				2,322	50
Sub total	116,431	-	-	-	116,431	67,196
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	116,431	-	-	-	116,431	67,196
Payments						
Expenses for fundraising activities	-				-	-
Gross trading payments	-				-	-
Investment management costs	-				-	-
Payments relating directly to charitable activities	118,053				118,053	75,916
Grants and donations	-				-	-
Governance costs:	-				-	-
Audit / independent examination	930				930	844
Preparation of annual accounts	-				-	-
Legal costs	-				-	-
					-	35
					-	-
Sub total	118,983	-	-	-	118,983	76,795
Payments relating to asset and investment movements						
Purchases of fixed assets					-	2,559
Purchase of investments					-	
Sub total	-	-	-	-	-	2,559
Total payments	118,983	-	-	-	118,983	79,354
Net receipts / (payments)	(2,553)	-	-	-	(2,553)	(12,158)
Transfers to / (from) funds					-	
Surplus / (deficit) for year	(2,553)	-	-	-	(2,553)	(12,158)
Nature and purpose of funds						

Additional analysis (3)**6 Breakdown of restricted funds**

	Restricted fund 1 - enter name of fund below	Restricted fund 2 - enter name of fund below	Restricted fund 3 - enter name of fund below	Restricted fund 4 - enter name of fund below	Total restricted funds	Total restricted funds last period
Receipts						
Donations					-	
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings					-	
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
Sub total	-	-	-	-	-	-
					-	
Receipts from asset & investment sales						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments					-	
Sub total	-	-	-	-	-	-
Total receipts	-	-	-	-	-	-
					-	
Payments						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations					-	
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
					-	
					-	
Sub total	-	-	-	-	-	-
					-	
Payments relating to asset and investment movements						
Purchases of fixed assets					-	
Purchase of investments					-	
Sub total	-	-	-	-	-	-
					-	
Total payments	-	-	-	-	-	-
					-	
Net receipts / (payments)	-	-	-	-	-	-
Transfers to / (from) funds					-	
					-	
Surplus / (deficit) for year	-	-	-	-	-	-
					-	
Nature and purpose of funds						

APPENDIX 3

		Independent examiner's report on the accounts							
Report to the trustees/members of	Charity name	Fair Justice System for Scotland Group							
	Registered charity number	SC052329							
	On the accounts of the charity for the period	Period start date				Period end date			
		Day	Month	Year		Day	Month	Year	
	1	September	2021	to	31	August	2022		
Set out on pages	5 -10							(remember to include the page numbers of additional sheets)	
Respective responsibilities of trustees and examiner	<p>The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.</p>								
Basis of independent examiner's statement	<p>My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. 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 seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.</p>								
Independent examiner's statement	<p>In the course of my examination, no matter has come to my attention,</p> <ol style="list-style-type: none"> which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations <p>have not been met, or</p> <ol style="list-style-type: none"> to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached. 								
	Signed:					Date:	30/05/2023		
	Name:								
Relevant professional qualification(s) or body	MAAT								
Address:	KwikAction								
	45 Hopefield Road								
	Blackburn								
	EH47 7HX								