Edinburgh Peace & Justice Centre, 5 Upper Bow, Edinburgh EH1 2JN

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ANNUAL REPORT



ACCOUNTS 2016

Scottish Charity No: SC 026864

Edinburgh Peace and Justice Centre

Annual Report and Accounts

For the Year Ended 31 December 2016



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Edinburgh Peace and Justice Centre

Reference and Administrative information

For the Year Ended 31 December 2016



Registered Address:

5 Upper Bow, Lawnmarket Edinburgh EH1 2JN

TEL: 0131 629 1058

e-mail: contact@peaceandjustice.org.uk website: www.peaceandjustice.org.uk

Scottish Charity Number:

SC 026864

Management Committee (Trustees):

The following were members of the management committee (trustees of the charity) during the financial year:

Arthur Chapman (Chair)

Hilary Patrick (Vice-Chair; co-opted 10/3/16)
David Somervell (Vice-Chair; co-opted 14/4/16)

Judy Russell (Secretary) Frank Thomas (Treasurer)

Michael Elm Gillian Lawrence

Former members who served during the year:

Varsha Gyawali (resigned 16/8/16)

Centre Co-ordinator:

Brian Larkin

Independent examiner:

John G. Norman, C.A.

Accountants:

John G. Norman Ltd Bonnington Mill Business Centre 72 Newhaven Road Edinburgh EH6 5QG

Bankers:

Bank of Scotland, Edinburgh Tollcross Branch, Princes Exchange 3 Earl Grey Street Edinburgh EH3 9BN

Edinburgh Peace and Justice Centre

Annual Report of the Trustees

For the Year Ended 31 December 2016



The trustees are pleased to present their report and the accounts for the year ended 31 December 2016. The accounts have been prepared on a receipts and payments basis, in accordance with accounting regulations for Scottish charities.

Structure, Governance and Management

Edinburgh Peace and Justice Centre is an unincorporated body, established by constitution in 2010, and is registered as a Scottish Charity (SC 026864). The management of Edinburgh Peace and Justice Centre is entrusted to a Committee elected by the members at the Annual General Meeting or co-opted by the Committee during the year. Further reference and administrative information, including the names of trustees, is shown on page 2.

Charitable Purposes

The principal objects of the Centre are:

- i. To promote understanding of methods of conflict resolution, the maintenance of human rights, and the environmental conditions needed for a sustainable world order, doing so by the provision of an information and educational resource centre for the general public and for various charitable bodies that work in the same fields.
- ii. to promote the above objects in a way which maintains ethnic, religious, gender and party political neutrality.

The objects, powers and restrictions are set out in full in the constitution.

Review of Activities

A review of activities, carried out during the year in pursuit of the above objects, is shown on pages 5 to 10 below and forms part of this trustees' report.

Financial Review

Receipts and payments during the year are set out in the statement on page 12. There were net receipts of £1,941 in the year, of which £1,296 was restricted.

Income amounted to £31,136 in the year. Subscription income has held up at 97% of the amount in the previous year. A grant of £2,390 was received from Schiehallion for the conflict resolution project. Donations and fund-raising, together with gift aid claimed in the year, amounted to £8,771 and there was income of £8,377 from two legacies. A new source of income is rent and room-hire in the new premises and this amounted to £3,993 during the year.

Expenditure amounted to £29,195 in total with the main items being staff costs of £9,674 for the Centre Coordinator and annual rent of £6,500 for the Centre premises. Generally costs have increased with the move to the new premises but there has also been an increase in activity resulting in some increased expenditure, though much is contributed free of charge by volunteers.

Details of the balances at the start and end of the year are shown on page 13. Balances of £8,621 are carried forward with £4,781 of this restricted. A bank deposit account was opened during the year following receipt of the second and larger legacy.

Financial Review (continued)

Details of the movement on funds are shown in note 7 on page 15. There are restricted fund balances carried forward of £1,751 for the conflict resolution project and £2,636 for the Conscientious Objector Memorial. A grant of £2,438, received from Schiehallion in the previous year for the office move, was fully expended during the year. A total of £394 was due to be paid over to other organisations or held on their behalf, as listed in note 7. These payments have now been made.

A further legacy interim payment of £50,000 has been received since the year-end, which should guarantee the financial sustainability of the charity for some years to come.

Reserves policy

The policy of the charity is to build up reserves to a level equivalent to half a year's normal expenditure. At present normal annual expenditure amounts to approximately £24,000 so that the policy would require reserves of £12,000. The amount presently held for unrestricted funds is £3,840 but this will be boosted by receipt of the legacy in the following year.

This report (including the review of activities on pages 5 to 10) was approved by the Trustees on 13 July 2017 and is signed on their behalf by:

Trustee	Date:	

Projects & Programmes

Teaching Peace



Cooperative Games and Conflict Resolution in Primary Schools

The Peace & Justice Centre Cooperative Games Programme took place in five schools across Edinburgh, working with two class groups in each school per term in 55 minute sessions over eight weeks.

Working through cooperative activities the programme helps primary school pupils enhance their skills to address conflict, improve communication and manage anger and promotes a culture of peace, respect, and dialogue, by encouraging pupils' proactive and prosocial approach to conflict in their everyday life.



Our conflict resolution skills programme has been carefully designed in line with the Scottish Curriculum for Excellence to particularly support outcomes in the area of Health and Wellbeing.

After developing the programme with funding from Edith M Ellis Memorial Trust we developed the programme in 2014 in partnership with Dalry Primary School. With funding from Pumphouse Trust we ran the programme in three schools in 2015 & 2016. In 2017, with further funding from Schiehallion Trust, we will have run the programme in seven different schools. By the end of the year we will have run sessions in a total of nine schools with children from all ages, including with groups of children identified as needing special attention in this area.



Dalry Primary Head Teacher and Depute Head Teacher reported 100% significant improvement. Head Teacher Grant Gillies commented "Specific individuals gained considerably and there was an impact on both behaviour and confidence. The PSA included in the workshops also noted a difference in the behaviour of the pupils." "I would recommend it to any school as the difference is tangible. Our school has 75 percent EAL and 1 in 3 of our pupils are in child poverty." Deputy Head Teacher Vanessa

Kelly commented "Pupils really enjoyed the sessions. They all loved learning new skills which they also used in the playground with other children."

Cooperative Games and Conflict Resolution Skills Facilitator Trainings

In order to develop the capacity to carry out the programme we have delivered five one day Facilitator training workshops, and trained eleven facilitators. About fifteen additional people have participated in workshops. Full facilitator training involves completion of the workshop and observation and practical training through delivery of sessions alongside a skilled facilitator in a school. Six individuals completed the training in 2016.



Supporting and Advocating for Refugees

Candlelit Vigil for Refugees: Save All Calais Children

With the French government preparing to demolish the Calais "Jungle" refugee camp, home to more than 9,000 people we held a simple vigil to demonstrate solidarity especially with the more than 1,000 unaccompanied children who are among the most vulnerable. We collected signatures on letters to the French government and Home Secretary Amber Rudd calling on their respect governments to protect all the children at the camp and delivered these by hand to the Scotland Office and the French Consulate.





In October of 2016 refugee camp in children in Europe

at the height of the crisis at the "Jungle" Calais and with the fate of thousands of uncertain we organised a symposium at

the University of Edinburgh that brought together people working in the field to suggest how we can best advocate for the UK to admit its fair share of refugees, especially unaccompanied children. The panel included speakers from Scottish Refugee Council, Edinburgh Peace & Justice Centre, Citizens UK, The Welcoming Group, East Lothian Aid to Refugees and the Former Head of Oxfam Response to the Syria Crisis. The event was attended by 200 people.

Winter Refugee Appeal: We supported ELAR appeal as a collection point for warm clothing.

Countering Militarism

Conscientious Objectors Memorial Project

The Peace & Justice Centre is leading a consortium of organisations in Edinburgh and across Scotland to establish a memorial to Conscientious Objectors and all those who oppose wars in Edinburgh's Princes St Gardens by April of 2019, the centenary of the end of the First World War for COs who were imprisoned until April 1919. The Memorial will be an enduring space for reflection on the legacy of conscientious objection and opposition to war and broader themes of dissent. Situated in the midst of no less than seven war memorials the CO Memorial will raise the possibility of alternatives to war through peacebuilding and conflict resolution.

As the lead organisation of the consortium Peace & Justice worked with Edinburgh Sculpture Workshop to prepare and submit a funding application to Creative Scotland for two thirds of the total funding for this project, with a total budget of £150,000. To date we have raised £8,637 through individual donations and fundraising activities. In 2017 we will be launching a crowdfunding appeal seeking a further £18,000 towards this project. For more info and to donate to the Memorial fund click HERE.

Conscientious Objectors Day Vigil

On 15 May each year, international Conscientious Objectors' Day the Peace and



Justice Centre holds a Vigil on the Mound in Edinburgh to honour the memory of conscientious objectors to all wars, past and present, and in these centenary years, especially those of the First World War. The 2016 vigil paid tribute to COs from Edinburgh and Scotland, with the reading of the names of Edinburgh area WW1 COs, accounts of the experiences of Scottish COs and recollections of COs by a number of descendants of WW1 COs. Solidarity was expressed with current COs around the world. Between readings there was silence and intermittent singing by Protest in Harmony,

including 'Tell me the Names', written by Jane Lewis. Here is a report on the 2016 vigil from The National.

White Poppy Remembrance: Poetry and Reflections 11 November

In 2016 we reached out to arrange for 16 more venues to distribute over 600 white poppies, a 100% increase from 2015.



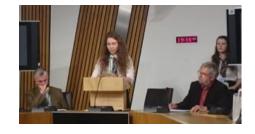


Legacies of Resistance to the First World War Scotland

Peace & Justice is partnering on developing the Legacies of Resistance project. Adult Learners Classes will run in Edinburgh, Glasgow and Dundee. The Heritage Lottery Funded project, on which the Peace & Justice Centre is a partner, is organised by Workers Education Association.

Marking the Centenary of Conscription

On Thursday, 28 January 2016, Patrick Harvie MSP, Quakers in Scotland, and the Edinburgh Peace & Justice Centre, hosted a reception to mark the centenary of the *Military Service Act* at the Scottish Parliament. Speakers included Trevor Royle, author of 'The Flowers of the Forest' the definitive



history of Scotland in the First World War, and a member of the Scottish Commemorations panel who praised the "16,000 brave men who refused to be conscripted in the First World War" historian Lesley Orr, Second World War conscientious objector David Turner, descendants of First World War COs and students from St Thomas Aquin's High School in Edinburgh.

Fly Kites Not Drones Days



In solidarity with all people living under threat of drones we organised a fun day bring a culture of peace to life. There was Kite making, kite decorating, and lots of kite flying as well as badge making and face painting, display kites, and two brave teddy bears

parachuted from a very big kite. Over a hundred people took part including lots of families.

War is Not Family Entertainment

As part of the Scottish Peace Network Peace & Justice helped organise and took part in a peaceful presence at the Armed Forces Day event in Edinburgh, where children were encouraged to play with automatic weapons and clamber over armoured vehicles, with the message No More Wars.

Divest Lothian Pension Fund from Arms

We joined CAAT in Petitioning City Edinburgh to call on the Lothian Pension fund to Divest from arms. A video of our testimony at that hearing is available on the City of Edinburgh website. Following the Petitions Committee hearings we were invited to meet with the CEO and fund managers of the Lothian Pensions Fund. We will be appearing before the Pensions Committee 28 June 2pm.

Anti-Arms Trade Fair

Peace & Justice took part in the Anti Arms Trade Fair organised by CAAT Edinburgh as part of the Global Day of Action on Military Spending. We had a stall where people were invited to cast their vote on what proportion of spending should go to Health, Education, Development and Military.

Promoting Nuclear Disarmament

140,000 Origami Cranes: Remembering Hiroshima Project



The project is now reaching out beyond Edinburgh with workshops in Glasgow and the Borders in addition to those at community centres, libraries and churches across Edinburgh and at St Thomas Aquins High School. Nearly £1,000 funding is now in place for this project, sufficient to hire a Curator for an exhibition that we hope to hold in Scottish Parliament.

Workshops are continuing, second Saturday of each month 2-4pm at the Peace & Justice Centre. We aim to involve people from around the world and we are doing outreach to invite individuals and groups to pledge to make a set number of cranes, up to 1,000.



Scrap Trident Coalition

Peace & Justice played an active role in the Scrap Trident Coalition, facilitating its Steering Group and helping to organise events aimed at raising awareness of the UK's nuclear weapons and calling for disarmament. We worked on the Scrap Trident Love the Planet day of activities and the 37 Trident No More demonstrations across Scotland.

Don't Bank on the Bomb Scotland



Peace & Justice continues to play an active role in the Don't Bank on the Bomb campaign in Scotland providing meeting space for the network and supporting ongoing leafletting, with plans to further press for Scotlish Parliament and the Royal Bank of Scotland to divest from nuclear weapons.

Working through the Arts

World Is My Country Exhibition





The Peace & Justice Centre organised an exhibition of the posters, by Emily Johns that celebrated, in stories and pictures, the people and movements that opposed the First World War. The exhibition, held at the Scottish Storytelling Centre featured disobedient soldiers, feminist peace initiatives, a Maori princess, a famous Cambridge philosopher, and the striking graphic art of Emily Johns. Emily and Gabriel Carlyle gave an interactive talk at the launch event, which was attended by about 50 people. Real Junk Food Project provided great food.

diverted from the mountain of waste, and Henderson's Wines. Provided wine.

If you missed the exhibition, or attended and want to remember it, you can still purchase posters and Emily's book that tells the stories, from the Peace and Justice Centre. We can post them out to you or pop in to pick one up.

Book Talks, Speakers & Publications

In 2016 the Centre hosted several book talks and other speakers including talks on *How Ten Women Disarmed a Warplane* by Andrea Needham, Nonviolent Resistance to the Nazis by George Paxton, Treasurer of the Gandhi Foundation, Britain, Brexit and World Peace with Uniting for Peace Chair Vijay Mehta, and US Plowshares activist Sister Megan Rice.

Peace & Justice News

We published Peace & Justice News six times throughout the year, with Feature Articles, Editorials, Book Reviews, an Unsung Heroes column and News from the Movements; and we continued to publish an online and print **Diary** of related events.

Influencing Decision Makers

Peace & Justice Hustings. This year the Centre organised a hustings in the local elections that focused on global issues. Candidates from all parties took part.

Internship Programme and Student Work Placements

Two interns worked with the Centre in 2016. Andrew Williamson researched and wrote a briefing on the Legal Issues Surrounding the EU Turkey Refugee Deal as part of his Masters degree in International Law at the University of Maastricht. Yalda Salfavian researched and wrote a briefing on the Addressing the Needs of Unaccompanied Asylum Seeking Children in Scotland. This paper was developed with support from Scottish Refugee Council and shared with colleagues working on refugee issues in Scotland as well as being presented to relevant UK MPs and government officials. Each of the interns were supported by an appropriate mentor.

Staff and Volunteers

The work of the Centre is carried out by two part time staff and volunteers and is overseen by a volunteer **Management Committee**.



The Coordinator is Brian Larkin.



Welcome Virginia! Our **new Administrator** Virginia Bjertnes is settling into her role at the Peace & Justice Centre. Virginia comes to us from Geneva where she was responsible for Project management and communication at Climate NGO Association Noé21 since 2010. Her extensive experience working with NGOs in a variety of settings make her a huge asset to the Peace & Justice Centre as we move to become more effective in carrying out an ambitious agenda. She has already put her considerable presentation skills to good use designing our new

Membership brochure. We hope that, if you are not already a supporter a quick read of the brochure will convince you to sign up now!

Virginia will be handling all administrative work so for room bookings, events information and membership issues please email: admin@peaceandjustice.org.uk.

For Events for Calendar still use: contact@peaceandjustice.org.uk.

Volunteers

In addition to interns, more than twenty volunteers contributed to the work of the Peace & Justice Centre in 2016. We said goodbye to long term volunteers Pat Bryden and Ray Rennie and welcomed many new volunteers who have worked on writing, editing, formatting and graphics for Peace & Justice News, refitting and decorating our new premises, setting up IT systems, running workshops and supporting events, social media and much more.

Membership and Affiliation

Peace & Justice continues to **rely on the support of members**. In 2016 there were 100 members. Organisations are also invited to Affiliate. Currently six organisations are affiliated to the Centre.

Premises

The Centre moved into new premises at 5 Upper Bow, just off the Royal Mile in January of 2016. Volunteers helped get the space ready for use, painting, cleaning and decorating. We rent desk space to other organisations including Just Festival and Be United and Meeting Space to Grassroots Community groups and campaigns that share our values. The Centre was used by about ten different community groups during the year.

Report of the Independent Examiner

To the Trustees of Edinburgh Peace and Justice Centre



Report of the Independent Examiner To the Trustees of Edinburgh Peace and Justice Centre

I report on the accounts of Edinburgh Peace and Justice Centre (the charity) for the year to 31 December 2016, which are set out on pages 12 to 15.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. 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.

Basis of independent examiner's statement

My examination is carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. 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.

Independent examiner's statement

In the course of my examination, no matter has come to my attention

- which gives me reasonable cause to believe that in any material respect the requirements:
 - 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

Date:

have not been met, or

to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

John G Norman CA

John G. Norman Ltd Chartered Accountants Bonnington Mill Business Centre Edinburgh EH6 5QG

Receipts and Payments Account

For the Year Ended 31 December 2016



	Note	Unrestricted Funds	Restricted Funds	Total 2016	Total 2015
Receipts:		£	£	£	£
Membership Subscriptions		5,179	-	5,179	5,333
Grants	3	-	2,390	2,390	3,438
Donations & fund-raising	4	4,618	549	5,167	8,286
Gift aid		3,604	-	3,604	-
Legacy income		7,377	1,000	8,377	-
Sales of materials		1,560	-	1,560	1,617
Workshop & Event Income		300	370	670	414
Rent & room hire		3,993	-	3,993	-
Other income		196		196	171
Total receipts		26,827	4,309	31,136	19,259
Payments:					
Staff support Centre co-ordinator		9,114	560	9,674	8,357
Resource Materials		997	-	997	1,459
Events and publicity		728	2,128	2,856	1,064
Newsletter		856	-	856	798
Nepal earthquake appeal		-	-	-	700
Premises Rent		6,500	-	6,500	765
Legal costs of lease		-	722	722	-
Rates		1,642	-	1,642	-
Electric & other utilities		1,296	-	1,296	612
Repairs & renewals		_	460	460	-
Office expenses		2,195	696	2,891	709
Insurance		727	-	727	739
Accountancy & finance fees		384	-	384	688
Other expenses		181	9	190	239
Total payments		24,620	4,575	29,195	16,130
Net surplus / (deficit) in year		2,207	(266)	1,941	3,129
Transfers		(1,562)	1,562		
Net movement in year		645	1,296	1,941	3,129
Balance brought forward		3,195	3,485	6,680	3,551
Balance carried forward		3,840	4,781	8,621	6,680

The notes on pages14 to 15 form part of these accounts.

Statement of Balances

For the Year Ended 31 December 2016



Funds Reconciliation:	Unrestricted Funds £	Restricted Funds £	Total 2016 £	Total 2015 £
Opening bank & cash balances:				
Cash at bank	2,880	3,485	6,365	3,378
Cash in hand	87	-	87	116
Paypal balance	228		228	57
Total opening bank & cash balances	3,195	3,485	6,680	3,551
Net movement in year	645	1,296	1,941	3,129
Closing bank & cash balances:				
Current bank account	2,811	394	3,205	6,365
Deposit bank account	533	4,387	4,920	-
Cash in hand	43	-	43	87
Paypal balance	453_		453	228
Total closing bank & cash balances	3,840	4,781	8,621	6,680
			2016	2015
Other assets (unrestricted funds):			£	£
Gift aid due (for 2 years in 2015)			1,718	3,589
			1,718	3,589
Liabilities (unrestricted funds):			£	£
Accountancy & independent examination	on		330	300
			330	300

Approved by the Trustees on 13 July 2017 and signed on their behalf by:

Frank Thomas Date:

Trustee

The notes on pages 14 to 15 form part of these accounts.

Notes to the accounts

For the Year Ended 31 December 2016



1. Basis of accounting

The accounts have been prepared on a receipts and payments basis in accordance with the Charities & Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as

2. Nature and purpose of funds

Unrestricted funds can be used in furtherance of any of the charitable objects at the discretion of the trustees. A single unrestricted fund is maintained for the day to day operations of the Centre.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes. Details of each fund are shown in note 7 below.

		Unrestricted	Restricted	Total	Total
3.	Grants	Funds	Funds	2016	2015
		£	£	£	£
	for conflict resolution project:				
	Schiehallion	-	2,390	2,390	-
	Edith Maud Ellis Trust	-	-	-	1,000
	Schiehallion - for office move	-	-	-	2,438
			2,390	2,390	3,438
4.	Donations & fund-raising	£	£	£	£
	for Nepal earthquake appeal	-	-	-	942
	for Conscientious Objector Memorial	-	234	234	1,791
	for conflict resolution project	-	20	20	10
	for other restricted purposes	-	295	295	-
	for general purposes	4,618	-	4,618	5,543
		4,618	549	5,167	8,286

5. Trustees' remuneration and expenses

No remuneration was paid to members of the management committee (trustees) during the year. and no expenses were reimbursed to them.

	2016	2015
6. Independent examiner's fees	£	£
paid in the year for accounts preparation and independent examination	300	240



7.	Movement in Funds	At				At
		1.1.16	Receipts	Payments	Transfers	31.12.16
	Restricted funds:	£	£	£	£	£
	Conflict resolution project	810	2,780	(1,999)	160	1,751
	Office move	2,438	-	(2,438)	-	-
	Conscientious Objector Memorial	-	1,234	-	1,402	2,636
	Funds due to others	237	295	(138)	-	394
	Total restricted	3,485	4,309	(4,575)	1,562	4,781
	Unrestricted General Fund	3,195	26,827	(24,620)	(1,562)	3,840_
	Total funds	6,680	31,136	(29,195)		8,621

Notes:

The Conflict resolution project includes a grant of £2,390 received from Schiehallion during the year. The transfer of £160 is an adjustment for income received in the previous year, 2015.

A grant of £2,438 was received from Schiehallion in the previous year for the costs of the office move and was fully expended during 2016.

Receipts during the year for the Conscientious Objector Memorial include £1,000 allocated from legacy income and £234 from donations. The transfer of £1,402 is an adjustment for net income received in the previous year, 2015.

Funds due to others are as follows:	2016	
	£	£
Nepal earthquake appeal	212	212
Scottish Peace Network	10	25
Amnesty International	122	-
Afghan Peace Volunteers	50_	
	394_	237

8. Lease commitment

The trustees of the charity have signed a lease for rent of the Centre premises for 2 years from 1 January 2016 to 31 December 2017 at £6,500 per annum, subject to annual rent review.