



From the Chairman



This has been another busy year for the Scottish Justices' Association. We started the year with further consultation on the Carloway report, particularly those issues associated with the abolition of the Not Proven verdict. We then participated in the consultation of the future court structures. We provided a paper to the Scottish Government on the subject and indeed Stuart Fair gave evidence to the Scottish Government. However, by now you will be aware of the impact of the closure programme on you own courts. We have recently met with the team who are drafting the Court Reform bill as part of their consultation activity. This bill, in addition to the court closures, may further

impact on Justices of the Peace. As a result of a diminishing grant from the Government, we have made some Organisational Changes and the work of the Policy and Legislation Committee is now undertaken by the Communications Committee. More details of the above are given in the Communications Committee report. We are looking at further ways to save money such as greater use of email. We have recently re-launched a new look website, which I hope you will find a useful resource. You will also be aware that there will be changes to the Executive this year. This is due to some members leaving either through choice or as a result of our recent elections. To those leaving I would record the Executive's thanks for their input and activity whilst on the Executive. Finally, as this is my final year as Chairman, I would like to say it has been my privilege to represent you, the Scottish Justices. I assure you that your Executive will continue to proactively represent your interests.

Fraser Gillies



Major achievements.

The SJA has

- ◆ Re-organised to match our financial constraints
- ◆ Continued to keep in touch with members through the Scottish Justice and email bulletins
- ◆ Taken part in significant consultations
- ◆ Given evidence to the Scottish Government
- ◆ Produced a new website

latest developments. *The Scottish Justice* was published in Autumn 2012, Spring and Autumn 2013. Considerable thanks are due to the many contributors for their very well received articles for *the Scottish Justice*. It is gratifying to know that both *the Scottish Justice* and the E-bulletin are so much appreciated by the members and also by those outwith the membership. A problem was discovered earlier in the year when it was found that some members found their e-bulletin was being intercepted by spam filters and going directly into their junk mail box so a warning was sent via *the Scottish Justice* and the e-bulletin to warn members and prevent this from happening.

The Committee responded to the Corroboration Consultation and Stuart Fair gave evidence to the Justice Committee on Court Reforms and the footage can be viewed on the Scottish Parliament archives. Further to giving evidence he sent an addendum to the Justice Committee reinforcing the views of the SJA. Further to this, members of the Communication Committee (along with other members of the SJA Executive), attended the meeting with the representatives of the Scottish Executive to discuss the implications of the forthcoming court reforms.

It should be noted that many consultation papers are sent to the SJA but responses are only made to those which directly affect us in the summary criminal courts.

The SJA website is part of the remit of the Communications Committee and this year it was agreed by the executive that a new website should be created as the previous one could no longer support our needs. Unfortunately it took slightly longer than anticipated to create the website coupled

Communications Committee

The Communications Committee have met twice over the year, 20 February and 6 June and have been fortunate in being able to use premises in Parliament House and would like to thank the staff there for their help.

The Committee comprises Johan Findlay (Chair), Robin White, Stuart Fair, Jennifer Milligan, Mike Samphier, and John Lawless. Fraser Gillies and Stewart Daniels attend as ex officio members.

The e-bulletin has been sent out on the first of each month by Robin White who manages on a regular basis to gather considerable information to keep justices informed about



with serious problems with the old site which required to be closed down and no members were able to access the site for a short time. However, the new website which is extremely user friendly, contains a 'discussion forum' is now up and working and it is hoped will be well used by justices. Mike Samphier has been invaluable in this work.

I would like to thank the members of the committee for their support through the year and a particular thanks to those who contribute to the newsletter

Representatives

at 1 Sep 2013

Grampian Highlands and Islands:

Allan Clasper, John Logie, Mike Pickthall

Lothian and Borders

A Philip Murray, Robert Mitchell and Mike Samphier

South Strathclyde

Johan Findlay, and Jennifer Milligan

Tayside, Central and Fife

Robin M White and Stuart Fair

North Strathclyde

Fraser Gillies, Tom Finnigan and Keith Stirling

Glasgow and Strathkelvin.

Andrew Leven, John Lawless and Stewart Daniels

Membership

As at 1 October the membership stood at 350 justices and this number is fairly static. 40 new justices were appointed in the sheriffdoms SSDG and L&B in June and August respectively and each one was given a membership pack resulting in some 27 joining the association. The new website will allow members to change their personal details themselves and will save the SJA in having to ask annually if there are any alterations.

Meetings

Executive Committee:

13 Nov 2012, 26 Feb, 26 Jun 25 Sep 2013

Date of AGM.

26 Oct 2013





Finance – Treasurer’s Report 2012/2013

- Commentary - 2012/2013 Financial Position
- Expenses
- Scottish Government Grant
- Reserves
- Concluding Comments

1. Commentary - 2012/2013 Financial Position

The Accounts for 2012/13 show total outturn expenditure of £21,516 against total Income derived exclusively from Scottish Government Grant resulting in a net deficit of £3,016 being achieved. From a financial perspective 2012/13 was difficult although the recorded deficit of £3,016 was marginally better than the Budgeted /Forecasted Deficit of some £4,500. This actual deficit decreased the Association’s Reserves to £7,823 from £10,839 accordingly. As at 31st March 2013 the Association had a Bank balance of £9,404 although accrued expenditure of some £1,581 was also due at this date. An extract from the Income and Expenditure Account details activity for 2012/13 as well as Balance Sheet is highlighted below:-

The Scottish Justices Association Income and Expenditure Account for the period 1 April 2012 to 31 March 2013

	<u>2012/13</u>	<u>2011/12</u>
	£	£
Income		
Funding from the Scottish Government	<u>18,500</u>	<u>22,500</u>
	<u>18,500</u>	<u>22,500</u>
Expenditure		
Expenses of the Executive of the Association	10,706	13,357
Attendance at Commonwealth Magistrates Conference	1,749	2,056
Accommodation for Meetings	486	996
Newsletter	2,366	2,319
Printing	0	354
General Postages	624	626
European Lay Justice Conference	0	282
Election	927	0
Web Expenditure	2,730	900
Subscriptions to other Bodies	370	345
Accountancy Fee	750	750
General Expenses	0	90
Bank Charges	63	62



AGM	746	0
Survey Monkey	0	24
	<u>21,516</u>	<u>22,161</u>
	<u>-3,016</u>	<u>339</u>

The Scottish Justices Association

Balance Sheet

As at 31 March 2013

	Note	<u>2012/13</u>	<u>2011/12</u>
		£	£
Current Assets			
Sundry Debtor			
Bank Account		<u>9,404</u>	<u>12,679</u>
		<u>9,404</u>	<u>12,679</u>
Current Liabilities			
Accrued Charges		1,581	1,840
Net Current Assets			
		<u>7,823</u>	<u>10,839</u>
Represented by:			
Reserves			
Surplus brought forward from previous period		10,839	10,500
Surplus for current period		<u>-3,016</u>	<u>339</u>
		7,823	10,839
Allocated:-			
Conferences Reserve - Applied		3,695	5,444
General Reserve - Unapplied		4,128	5,395
Surplus carried forward			
		<u>7,823</u>	<u>10,839</u>

Whilst originally budgeting for a deficit of some £4,500, an actual deficit of approximately £3,000 was recorded and this included the funding of Web Development of £2,250 which was not envisaged when the Budget for 2012/13 was approved in February 2012. The main contributing factors to the net underspend the Budgeted Deficit of £4,500 on general activities were Expenses and the Newsletter:-



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Expenses

Expenses recorded for the year were £10,706 (rounded) was significantly lower than our estimate (£3,300 lower) as result of radical action taken to reduce the number/frequency of meetings.

Newsletter

Expenditure on the SJA Newsletter was down as a result of the publication of only two editions against a profile of four – this contributed to approximately a £1,500 underspend.

Overspends

In addition to the unbudgeted Web Development costs of £2,250, Meetings and General Postages Budgets totalling £1,650 were exceeded by approximately £1,100 – this includes AGM and Election Costs. Additionally recurring Web expenditure invoiced by Web Integrations came in at approximately £200 higher than estimate and the CMJA Conference in Uganda albeit unbudgeted at £1,749 was a direct charge to the Conference Reserves.

2. Expenses

Reimbursement of Expenses for Executive Committee Members is the largest component of the Association’s expenditure. For 2012/13 this totalled £10,706. In terms of actual expenses incurred by members of the Executive Committee the following table outlines the 2012/13 position:-

Member	Expenses
Exec Members Expenses - Fraser Gillies	£4,905
Exec Members Expenses - Johan Findlay	£878
Exec Members Expenses - Alan Clasper	£865
Exec Members Expenses - Philip Murray #	£800
Exec Members Expenses - Jennifer Milligan	£707
Exec Members Expenses - John Lawless	£685
Exec Members Expenses - Stuart Fair	£440
Exec Members Expenses - Susan Kirkwood	£359
Exec Members Expenses - Rodger Neilson	£358
Exec Members Expenses - Mike Pickthall	£231
Exec Members Expenses - Tom Finnigan	£166
Exec Members Expenses - Stewart Daniels	£163
Exec Members Expenses - Robin White	£76
Exec Members Expenses - Keith Stirling	£56
Exec Members Expenses - Andrew Leven	£16
# Estimate	£10,705



As comparator – the equivalent reported position last year was:-

Member	Expenses
Exec Members Expenses - Fraser Gillies	£4,156
Exec Members Expenses - Rodger Neilson	£1,610
Exec Members Expenses - Johan Findlay	£1,303
Exec Members Expenses - Allan Clasper	£1,288
Exec Members Expenses - Philip Murray	£1,259
Exec Members Expenses - Susan Kirkwood	£882
Exec Members Expenses - Stuart Fair	£575
Exec Members Expenses - John Lawless	£573
Exec Members Expenses - Andrew Webster	£342
Exec Members Expenses - Jennifer Milligan	£329
Exec Members Expenses - Tom Finnigan	£295
Exec Members Expenses - Robin White	£215
Exec Members Expenses - Stewart Daniels	£184
Exec Members Expenses - Andrew Leven	£157
Exec Members Expenses - Keith Stirling	£105
Exec Members Expenses - John Burns	£63
Exec Members Expenses - Graham Coe	£20
Totals	£13,357

3. Scottish Government Grant

Scottish Government Grant Funding for 2012/13 was reduced to £18,500 from £22,500 – an approximate reduction of some 18% in line with reductions in grant funding made to other bodies funded by the Scottish Government within the context of continuing austerity. This reduction in the sole source of funds available has provided a significant challenge and the Executive Committee made a conscious decision to budget for a deficit during 2012/13 to enable the Association to maintain activity at an appropriate level during a significant period of change in the form of reforms to Summary Justice within Scotland including the Scottish Court Service's Court closure programme.

Similar to remarks made within last year's annual report the continuing challenge is further increased in 2013/14 as Scottish Government Grant Funding has been decreased further to £17,500 – down by some 30% or £7,500 from the £25,000 grant received in 2010/11.

The Executive Committee has set a revised budget deficit of some £3,000 within 2013/14 to accommodate this continual reduction in funding and it is expected that this revised financial envelope will have a limiting impact on planned activities.



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4. Reserves

On the basis of the actual 2012/13 Outturn and delivery of the approved/forecasted 2013/14 Estimate the movement in association's reserves would be as follows from 2010/11 to 2013/14:-

Reserves	2010/11	2011/12	2012/13	2013/14*
General Reserve	£3,000	£5,395	£4,128	£1,938
Conference Reserve	£7,500	£5,444	£3,695	£3,695
Total Reserves	£10,500	£10,839	£7,823	£5,633

- *2013/14 - Projected

The Executive Committee have already taken steps to minimise deficit funding by not maintaining representation at the CMJA Annual Conference scheduled to be held in Jersey within 2013/14 – this was estimated to save some £1,000.

5. Concluding Comments

The Financial Year 2012/13 was a challenge for the Association given the continuing reduction in grant funding yet much was achieved in financial terms. Unbudgeted yet necessary investment on a new Web Platform was initiated together with a number of operational responses to the shifting Summary Justice landscape were delivered in spite of prevailing financial constraints. The downward pressure on available reserves through deficit budgeting and spending more than the available funding has been a natural consequence of a range of pressures and cannot continue indefinitely.

Following on from my comments last year that “prudent decision making and robust financial scrutiny would be key in rising to the challenges of the downturn” the Executive Committee has reacted positively to the challenge of significantly reduced funding and has actively embraced the requirement to rationalise activities and minimise spending where possible. Inevitably there is much more to do to maintain a prudent and matching trajectory of spending to funding availability and it is recognised that this will be difficult, especially in the context of the level of reforms impacting the Justice of the Peace in Scotland and the Association's work around these changes.

Finally, I would like to take this opportunity to convey my sincere thanks to the Executive Committee for their hard work and support over the year.

Stuart Fair



Photos 2012 AGM courtesy Susan Kirkwood