



A photograph of a man with a beard and mustache, wearing a blue t-shirt and a dark blue baseball cap with a red strap. He is sitting in the driver's seat of a car, smiling at the camera. The background is slightly blurred, showing the interior of the car and some outdoor light. There are large orange and dark red abstract shapes overlaid on the image, containing text.

Prisoners' Aid Association
of NSW (Inc) offers targeted
support to prisoners and
their families during and
after imprisonment. We
advocate for them and provide
services which cater for
their immediate and future
practical needs.

We provide opportunities to
formally incarcerated individuals
to improve and empower
themselves, so that they can
maximise their individual potential
and community participation.

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If we...


Give people in the criminal justice system support, advice and opportunities to improve their lives.

By...

Providing property storage, informal support, work experience and job-readiness training.

We can...

Support people to genuinely change their lives, leave the stigma of prison behind for good, and help to create a society where everyone is given a genuine second chance.



Acknowledgement of Country

Prisoners' Aid Association of NSW (Inc) acknowledges the Traditional Custodians of the lands where we work and live.

We celebrate the diversity of Aboriginal peoples and their ongoing cultures and connections to the lands and waters of NSW.

We pay our respects to Elders past, present and emerging, and acknowledge the Aboriginal and Torres Strait Islander people who have contributed to the operations and services offered by PAA.



Our mission is to provide second chances to people leaving incarceration to help them reintegrate into society and leave prison for good.

"I just wish Mates on the Move was bigger so we can help more people leaving prison."

- Michael*

* Name changed at former inmate's request.



What activities does Prisoners' Aid Association of NSW undertake?

Prisoners' Aid Association of NSW (Inc) (PAA) enhances the lives of those who have been to prison. We apply our knowledge and experience to offer utilitarian services, programs, and opportunities. We are motivated to be sustainable and to have a positive impact in all that we do.

PAA HAS 3 SOCIAL ARMS:



MATES STORAGE (MS)

MS is the name that PAA has given to the Corrective Services NSW (CSNSW) Inmate Property Service (IPS).

The IPS is a tendered 3-year contract awarded to PAA to collect, store and return up to one cubic metre of personal possessions of inmates in full-time imprisonment (either on remand or sentenced). Further information is contained in the section, Mates Storage.



MATES FOR LIFE (M4L)

M4L is PAA's revamped community living skills reintegration course, for inmates leaving full-time custody and returning to community living. It is structured around 9 pillars of living and includes job readiness and work experience, with the goal being ongoing, meaningful employment with a real income.

This course runs multiple times a year and is set to re-start in February 2024, under Elaine Stern, Community Reintegration Manager. Further information may be obtained by emailing Elaine: info@prisonersaidnsw.org



MATES ON THE MOVE (MOTM)

MOTM is PAA's highly successful niche waste management, social enterprise, which is led by Lois Dillon, whose report on the year's activities, appears later in this Annual Report.

THE GOVERNING BOARD



TIM LAPORTE
CHAIRMAN AND PRESIDENT

Having spent over a decade in executive leadership roles, and close to twice that on his own personal development journey, Tim brings life experience to his work as an advisor, coach, facilitator, change professional and co-founder for *Leadership Partners*.

An active scholar in the field of leadership development, Tim adopts a flexible approach and recognises the relevance of the emotional, practical and political aspects of executive performance. He has a track record in building highly productive senior teams and has done so for organisations such as the Commonwealth Bank of Australia, Westpac and NSW Health.

Tim brings his considerable executive and leadership experience to his position of Chairman and President of the Board.

BOARD



MARGARET ANDERSON
VICE PRESIDENT/ACTING CEO

Margaret has enjoyed executive leadership positions with corrective services agencies in NSW, the NT and Tasmania.

She was formerly the Director of the Australian Classification Board which classifies films, computer games and certain publications for commercial and law enforcement applicants.

Over the past 15 years, Margaret has led the development and implementation of local and cross-jurisdictional legislative reform, strategic direction and operational policy; and has created/facilitated programs, and driven the delivery of services to change priorities. She has engaged with community groups, tertiary institutions, unions, non-government organisations, and industry advocates, to develop collaborative partnership networks.

Margaret has qualifications in Arts, Laws and Management, and brings a wealth of corrective services experience and knowledge from three jurisdictions to her role as Vice President and Acting CEO.



FRANK BURKE
TREASURER AND CHAIR, AUDIT AND RISK COMMITTEE

Frank has over 25 years' experience in the finance and accounting field, specialising in operational and commercial support in fast growth environments.

During his time in finance leadership positions, he has worked extensively with medium to large sized businesses from a range of industries, including, medical devices, fashion retail, telecoms, and hospitality.

Frank has led key finance initiatives to support the strategic goals of organisations, working closely with the management team, providing insight and analysis for informed decision-making ensuring effective financial control and risk management within dynamic organisational environments.



LAUREN OSBICH
BOARD SECRETARY

Lauren is a Company Secretary and Solicitor with *Company Matters* (part of Link Group), and is an admitted solicitor with over 15 years of experience as a dedicated legal researcher and Governance, Risk and Compliance (GRC) specialist. She brings this experience, as well as an ability to bridge the gap between technology and practice, to organise the resources of the Board efficiently and effectively.

Lauren is passionate about giving back to the community through the not-for-profit sector, with a primary focus on enabling all people in society to have the same chances at success that she has.

Lauren advocates strongly for the role of rehabilitation in the justice system and believes in the PAA promise that everyone deserves a second chance.



ALBERT EICHHOLZER
DIRECTOR

Albert is an experienced executive and non-executive director, having previously served on boards in the property, retail, and sporting sectors. As founder and Managing Director of Albis Enterprises, he brings vast experience in driving business transformation, program directorship, and leading teams.

Albert is a respected authority in the property industry, having delivered presentations and training for CoreNet Global, the Property Council of Australia and the Facilities Management Associate of Australia.

He brings his strong commercial acumen to the PAA board, supported by experience as an executive in the management consulting and technology sectors, as well as AICD, MBA and CPA qualifications.



SUE HOGAN
DIRECTOR

Sue's passion for the not-for-profit sector started when she developed and ran an early-intervention program for youth, which she grew nationally over six years.

She is an AICD graduate, and in addition to Prisoners' Aid, she is a Director of The Orbispace Initiative – an NFP empowering the next generation of Australian female innovators by equipping them with entrepreneurial skills.

Sue understands what it takes to start and scale businesses, having worked with early-stage startups for more than 10 years, designing and running programs to help entrepreneurs build and grow their businesses, and has continued her support as an active angel investor. Prior to that, Sue ran her own events and conferences business, having worked in that industry for over 15 years.

Sue believes strongly in PAA's mission, and her unique combination of skills, experience and passion help us positively impact the people we are here to serve.



TANYA MCCABE
INCOMING VICE-PRESIDENT AND CHAIR, PEOPLE AND NOMINATION COMMITTEE

Tanya has held senior Human Resource, Customer Experience, Technology, Operations and Strategy roles in a range of sectors including, insurance, mining, health, professional services, and infrastructure. A true generalist, her expertise lies in strategic planning, HR & leadership enablement, corporate governance, and risk management.

Tanya is passionate about building capability in those around her, by creating a safe place for people to try new things and bring their whole selves to work.

Tanya holds a Masters of Business Administration from the University of NSW and is a graduate of the Australian Institute of Company Directors (GAICD).

She brings broad executive leadership experience to her role as Vice President, Director and Chair of the People and Nomination Committee of the Board.

ORGANISATIONAL PERSONNEL AND CONTACT DETAILS

Acting CEO:

Margaret Anderson (from October 2022)

CEO:

Leesa Potter (from December 2023)

Manager:

Craig Baird (resigned 14 October 2022)

Social Enterprise Operations Manager

– MOTM: Lois Dillon

Client Service Officers – Mates Storage:

Aya Hijazi (resigned 06 January 2023)

Jane Pappas (resigned 09 June 2023)

Alexandra Sittcozenko

Public Officer:

Craig Baird; then Margaret Anderson; then

Leesa Potter (dates as advised above)

Registered Head Office

For this Reporting Period: Shine for Kids Building, Silverwater Correctional Complex, Holker Street, Silverwater, NSW, 2128

However, from 3 October 2023:

Suite 1, Unit 10, 7-29 Bridge Road Stanmore, NSW, 2048

Postal address

PO Box 6112, Silverwater BC NSW 2128

Emails

Inmate Property Service (IPS) / Mates Storage

inquiries, referrals, collections, on-forwards and returns: referral@prisonersaidnsw.org

MOTM: lois.dillon@prisonersaidnsw.org

For all other general inquiries about PAA:

info@prisonersaidnsw.org

Telephone Numbers

Prisoners' Aid Association and the

Inmate Property Service ('Mates Storage') - 0412 430 214

MOTM (Lois Dillon): **0466 173 022**

Registration Details

ABN: 25 756 574 465

NSW Fair Trading Incorporated Associations

Register Number: Y1079721

Registered since: 27/09/1990

Australian Charities and Not-for-profits

Commission: PAA registration profile: <https://www.acnc.gov.au/charity/charities/b9db99a1-39af-e811-a963-000d3ad244fd/profile>

PRESIDENTS

From	To	Person
1901	1905	The Hon. Judge Hughes, M.L.C.
1905	1906	The Hon. B. R. Wise, K.C., M.L.C.
1906	1912	Hugh Dixson Esq.
1912	1916	The Hon. William Robson, M.L.C.
1916	1924	B. H. Chapman Esq.
1924	1928	Orwell Phillips Esq.
1928	1934	The Hon. J.C. Farleigh, M.L.C.
1934	1936	L. M. Phillips Esq.
1936	1940	The Hon. Mr. Justice Boyce
1940	1945	D. C. Bathgate Esq.
1945	1963	His Hon. Judge A. E. Rainbow Q.C.
1963	1967	The Hon. Mr. Justice J. M. H. McClemons
1967	1973	K. C. Marsden. J.P., M.A.I.W.
1973	1978	The Rt. Rev. R. O. Hulme-Moir, A.O., C. St.J., E.D, Th.L.
1978	1981	His Hon. Phillip L. Head, M.B.E., Q.C.
1981	1997	His Hon. John F. Lincoln, A.M., Hon. LL.D., F.A.I.W.
1997	2008	Ms. Joan Ellard O.A.M., B.A
2008	2012	Mr. John Davoren B.A, Dip Soc. Work, MS (Soc. Admin.)
2012	2014	Mr Roger West AM
2014		Mr Tim Laporte

LIFE MEMBERS

M. M. Pry

PAA'S AUDITORS

ESV, Business Advice and Accounting,
Level 13, 68 York Street, Sydney, NSW, 2000

"Mirvac has worked with Mates on the Move (MOTM) since 2017. Five years later, we have embedded MOTM services into our business across several aspects of waste management, circular economy initiatives and fit-out and refurbishment initiatives. The relationship Mirvac has developed with MOTM is based on trust, reliability and excellent service delivery across their range of services. Since 2017, MOTM's Operations Manager and team have also proactively identified solutions to other waste streams including, polystyrene, glass, container deposit scheme, milk/bread crates, pallets, metals and ad-hoc furniture/fittings."

Kim Host, Resource Recovery Manager,
Integrated Investment Portfolio, Mirvac





"With past lived experience, it is great to be on the other side and to be trusted, and to be given a genuine second chance."

- Alice*

* Name changed at former inmate's request.

ONE HUNDRED AND TWENTY-THIRD ANNUAL REPORT OF PRISONERS' AID ASSOCIATION OF NEW SOUTH WALES (INC.)

PRESIDENT AND CHAIRMAN'S REPORT BY TIM LAPORTE

Members and guests, welcome to the 123rd Annual General Meeting of Prisoners' Aid Association of NSW, Incorporated.

Introduction and Year in Review:

This year marked a significant stride forward for Prisoners' Aid Association of NSW. Amidst a landscape of constant change and challenge, we have not only navigated back to our pre-COVID operational norm, but also achieved remarkable milestones, including key organisational appointments, the revitalisation of Mates on the Move (MOTM), and the securing of ongoing funding for the Prisoners' Aid Strategy.

Board Goals and Achievements:

Our Board's vision for the year was multifaceted, focusing on technological advancement, program revitalisation, financial sustainability, and overall governance refinement. A notable achievement is the nearly finalised successful integration of cutting-edge technology, enhancing our program delivery. The revitalisation of our Mates for Life Program will be re-commencing with renewed energy, and a focus on supporting individuals with a fair chance and our MOTM is in a growth phase, showing promising signs towards ongoing sustainability. Internally, we have implemented crucial changes in board governance, reinforcing our organisational framework.

Partnerships and Services:

Our longstanding collaboration with Corrective Services NSW (CSNSW) has played a pivotal role in our achievements. Specifically, Mates Storage (Inmate Property Service (IPS) operated under contract to CSNSW) in particular, has seen a consistent increase in collections, reflecting our overall impact. Our partnership with NSW Police and other collection points remains robust.

Leadership Changes and Recognitions:

This year, we bid farewell to Margaret Anderson, who retires after well-over a decade-plus of unwavering commitment to the Board and the charity's objectives.

PRESIDENT AND CHAIRMAN'S REPORT

Presented at the Annual General Meeting,
Suite 1, U10, 7-29 Bridge Rd, Stanmore, NSW, 2048,
13th December 2023, by the President

Her leadership during critical technology transitions and securing our first official premises has been invaluable. We warmly welcome Leesa Potter as our new CEO.

With her extensive experience in the Human Service Sector and a proven track record in crisis support and mental health initiatives, Leesa is poised to lead us into a new era of operational excellence and societal impact.

Program Highlights:

MOTM celebrates its 7th year, thriving under the dedicated leadership of Lois Dillon. Through her expertise, we have not only broadened our client base to include major corporations but have also strategically positioned MOTM for financial success in the coming year. Our Prisoners' Aid Strategy continues to empower individuals with lived experience, fostering purpose and employment. Chat, 3, People, Raise, React, View, Notes, Apps, More, Camera, Mic, Share, Leave, opportunities.

Strategic Planning and Future Directions:

The Paul Ramsay Foundation Grant has significantly enhanced our strategic planning, enabling us to focus on comprehensive organisational growth. At the core of our strategy lies the Theory of Change Model, ensuring that our initiatives directly contribute to meaningful and lasting societal change. Challenges have been met with resilience, and our adaptability has been a testament to our commitment to our mission.

Acknowledgments and Thanks:

We extend our sincere gratitude to all our team members who bring firsthand experience of the corrections system – without your continued trust in us, our presence today would not be possible. Additionally, we express appreciation to our dedicated volunteers and supporters, with special acknowledgment for the outstanding contributions of Margaret Anderson and Lois Dillon. Your collective efforts have been instrumental in our journey.

We extend our gratitude to our patrons, The Hon. John Dowd AO QC and The Hon. Michael Kirby AC GMC, for their unwavering support.

Our Board members have been pillars of strength and wisdom, and their dedication has been vital to our successes this year. I particularly want to thank Margaret Anderson, Frank Burke, Lauren Osbich, Albert Eichholzer, Tanya McCabe and Sue Hogan. As a Board, they have not only been a great source of support and advice to the PAA team during this time, but have also shown great commitment to the emotional wellbeing of our organisations human capital. As a group of very committed and talented individuals, they have managed personal challenges while still remaining extremely hardworking and committed to our organisation's vision and purpose.

Conclusion:

As we reflect on the year, we are filled with gratitude and optimism. The generous support of our all our donors and funders, particularly the Paul Ramsay Foundation, Mirvac and DCJ, has been pivotal.

We look forward to continuing our journey with renewed enthusiasm and a shared vision of ensuring that every individual we support, gets the chance for meaningful second chances and opportunities.

VICE PRESIDENT'S REPORT BY MARGARET ANDERSON

The reporting period commenced with PAA having four permanent employees (two full-time and two part-time), along with a pool of casual employees and a contractor. We were initially sharing premises at Silverwater, within the correctional complex, generously provided by another charity, SHINE for Kids. However, by October 2023, we had successfully transitioned to our own premises in Stanmore.

In December 2023, a significant milestone was achieved with the appointment of the charity's first full-time, permanent CEO, Leesa Potter, who commenced her onboarding process. Additionally, the recruitment of the first Community Reintegration Manager, Elaine Stern, was finalised, and she was set to begin her role in early January 2024.

The establishment of our new premises allowed for the transition of several casual employees, initially recruited as drivers for our social enterprise, Mates on the Move (MOTM), into administrative roles. This move not only enabled the utilisation of existing skills but also provided an opportunity for skill development.

On this journey with me was Lois Dillon, the charity's longest serving and most senior employee. Lois is the Manager of MOTM. Her exceptional qualities of flexibility, resilience and commitment to the charity's

ethos and mission, are truly stellar. Together, Lois and I will remember 2023 as the year of revelation and frustration, surprise and delight, and above all, opportunity and the beginnings of immense change designed to propel the charity and its services, soundly forward.

Over the past several years, Lois has consistently been expanding her networks in the social enterprise space and developing commercial contracts to expand the operations of MOTM. Notably, her efforts caught the attention of senior associates at the Paul Ramsay Foundation (PRF). In late 2022, Lois pitched MOTM and M4L to key members of PRF and secured funding for PAA. Lois and I participated in a formal meeting to determine key KPI's with key PRF personnel, which supported PAA to be invited to submit a funding proposal. By December 2022, extensive collaboration between Lois, Frank Burke (the Board's Treasurer), and myself resulted in the development and submission of a funding proposal to PRF. This proposal aimed to significantly enhance the operational business models of PAA and its three social arms, which, for some prisoners, may represent an integrated and linear progression through full-time incarceration and return to community living.

The proposal included (but was not limited to) key milestones including:

- the acquisition of suitable premises to accommodate all business units of PAA (Mates Storage (MS), Mates for Life (M4L) and Mates on the Move (MOTM);
- the acquisition of a replacement vehicle for joint use by MS and MOTM;
- IT&C I review, appraisal and implementation of a holistic solution suitable for PAA, including a review of all systems currently used by PAA to identify the best Digital Experience Platforms;
- establishment of a social media marketing strategy with identified parameters and goals;
- re-introduction of the revised syllabus for the M4L course in collaboration with external partners; and
- longer-term, the establishment of the East Coast Collaboration Hub, which would entail partnering and working alongside other organisations who have a commitment to, and knowledge of, mentoring and developing community opportunities for those with lived experience of prison.

On 31 July 2023, we were delighted to issue a joint media release with PRF, following their acceptance of our proposal and awarding to us a very generous \$1 million grant, payable over 3 years, starting July 2023.

The opportunities presented by this substantial grant are immense and long-lasting.

However, its effectiveness would be limited without the invaluable support of a diverse group of social and commercial advocates, partners, and collaborators of PAA, consistently seeking new opportunities. While there are numerous individuals and organisations deserving of acknowledgment, I would like to personally express my gratitude to specific individuals, including Matt Knopp and his colleagues at PRF, Lisa Kingman OAM (CEO, Tanarra Social Purpose), Phil Taylor (CEO, Pressroom Philanthropy, who graciously created and published our Annual Report), Claude Robinson (Manager, The Rainbow Lodge Program), and Mirvac, especially Kim Host (Resource Recovery Manager).



(From left) Margaret Anderson, Robert (Bob) Hamilton AM, Co-Founder of Mirvac, and Lois Dillon, 24 November 2022, Sydney, Mirvac's 50th Celebration Reception for Stakeholders and Board

While I am grateful to have had the opportunity to forge these external relationships, above all, it has been wonderful to work alongside PAA's terrific staff, to guide and encourage them and to develop those relationships. I thank them for their flexibility, good humour, kindness and support they offered me.

I have been blessed and fortunate to have had the opportunity and responsibility to lead briefly the charity, to position it with philanthropic funders, the public sector, and the community, and to champion its work and worth. Whatever changes lie ahead for PAA, I am confident that there is a solid management and leadership team in place to guide and steer and provide an avenue for growth and reinvigoration.

Finally, I wish to acknowledge the immense energy and extraordinary time and intellectual commitment invested by the Board in the operations and governance of PAA. I have enjoyed my many years on this Board – and have seen out many Directors and Chairpersons. I thank in particular: the current Chairperson, Tim, and his readiness to re-structure Board activities; PAA's exceptional Secretary, Lauren, and diligent Treasurer, Frank; and my former fellow Directors, Sue, Albert and Tanya, for their dedication, thoughtful consideration and attention to detail. It has been a privilege to sit on the Board and to contribute to deliberations and decision-making.

SOME OF OUR GENEROUS DONORS + SUPPORTERS DURING 2022-2023





**Looking ahead,
our focus
remains on
innovation,
sustainability,
and operational
efficiency.”**

- Leesa Potter

NOTE FROM THE CEO



BY LEESA POTTER

It is with great enthusiasm and humility that I step into the role of CEO, and I am genuinely honoured to be a part of such a talented and committed team. I want to express my sincere gratitude for the warm welcome I have received and for the hard work, dedication, and resilience of every team member, especially individuals with lived experience. It is their unwavering commitment that forms the foundation of our organisation.

At PAA, we recognise the importance of our social and sustainable responsibility. Our dedication to social and environmental sustainability has not only been a moral commitment but also a strategic advantage. We are committed to supporting those who have re-entered the community after incarceration, promoting diversity and inclusion, and giving back to the communities that support us.

Looking ahead, our focus remains on innovation, sustainability, and operational efficiency.

We will continue to invest in our people, ensuring that our social and sustainable impact continues to play a crucial role in breaking barriers. Additionally, we are committed to fostering a workplace culture that encourages creativity, collaboration, and continuous learning.

As we navigate the future, I invite you to join us on this exciting journey. Your support and feedback are invaluable as we strive for excellence in all that we do. Together, we will continue to break barriers, while rewriting the story.



MARGARET ANDERSON
ACTING CEO

Mates Storage covers the all-important Inmate Property Service (**IPS**) which is operated under contract, on behalf of Corrective Services NSW (**CSNSW**), as managed by Partnerships staff in the Department of Communities and Justice (**DCJ**).

PAA has undertaken this property function for so many years, under various iterations, that our provision of this service has almost taken on the status of mythology within the organisation.

But this does not mean to imply that we are content with the way in which we do business and that we are not looking to improve our operations, or our relationships with our stakeholders.



When a person is placed in full-time custody (either on remand, or sentenced), if they have no family or informal support in the community, they may, with help from a correctional centre staff member, complete an *IPS Referral Form*. The purpose of this Form is to authorise Mates Storage to act on the inmate's behalf and arrange for the collection and storage of up to one cubic metre of the inmate's personal belongings for the period while they are incarcerated.

Mates Storage staff then liaise with Exhibit Officers in the police stations and housing officers, to arrange collection of belongings. These items are then stored, without charge to the inmate, and returned once the inmate is released. There is provision under the contract for Mates Storage to sell unclaimed items, but all items were collected or returned during 2022-2023.

The common kinds of items which are collected and stored include: personal identity documents (eg: driver's licence, birth certificate and passport); banking and taxation papers; legal and court documents; clothing and footwear; linen/swag/tent; kitchenalia; photographs and scrap books; jewellery; books/CDs; small appliances (eg: microwave, air fryer, heater or fan); gaming consoles; small TVs; and recreational fishing equipment (this is often an important means of acquiring food).

Our network of practical services and support enables freedom and inspires people to *right* their story.



Less common items which *may* be collected, depending upon storage capacity and other factors include: guitars and other musical instruments; push bikes (an important means of transport and recreation); and boogie boards/surfboards.

Under the contract with CSNSW, the service is limited in operation to within 100 kms of the Sydney General Post Office. This means that the service extends as far south as Kiama, as far west as Lithgow and as far north as Tuggerah. However, PAA self-fund additional support for inmates, and individuals being discharged from corrections in Newcastle, and, while this is limited, we will continue to provide support until further funding becomes available.

In late 2022, we drafted the first *Fact Sheet for Inmates* about Mates Storage. It is now in its 8th iteration and is included at the end of this section. It has been widely distributed to: the Services and Programs Officers (**SAPOs**) in the correctional centres and some suburban Community Corrections Offices; Exhibit Officers located in the NSW Police Stations with whom we interact, and some AFP Agents; staff at Villawood Immigration Detention Centre; a wide array of criminal lawyers and paralegals working in the criminal law division of the Legal Aid Commission of NSW and some private criminal lawyers; and Community Housing organisations and DCJ housing officers.

Mates Storage relies on our relationships with the SAPOs in the correctional centres in the return and collection of inmate property, by acting as a bridge between Mates Storage and people leaving prison.

SOME KEY STATISTICAL DATA FOR MATES STORAGE 2022 - 2023:

Action	No.
Referrals processed and assessed <i>(not all result in a collection)</i>	368
Occasions where items were on-forwarded to a third party <i>(at the inmate's request, while still in custody)</i>	102
Items returned to released inmates <i>(the collection could have taken place in another year)</i>	377
Inmates whose property was collected only in this year and stored <i>(Note: There are other inmates whose property was collected in previous years and is still stored but not counted here.)</i>	315
Total number of individual inmates whose property was stored during the year <i>(Note: Collections may have taken place anytime since February 2016.)</i>	666

ACKNOWLEDGEMENTS AND THANKS

The IPS is an incredibly important part of the criminal justice process and one that we know is greatly appreciated by the number of people who use it each year and who express their sincere thanks when we return belongings to them at the end of a period of incarceration. So often, they will express sentiments such as, *"This is all I have. Thank you so much."*

Our many collections of inmates' belongings are made possible by our very flexible and hard-working driver – a big thank you to him! There are a few other critical groups of people who also put in amazing efforts.

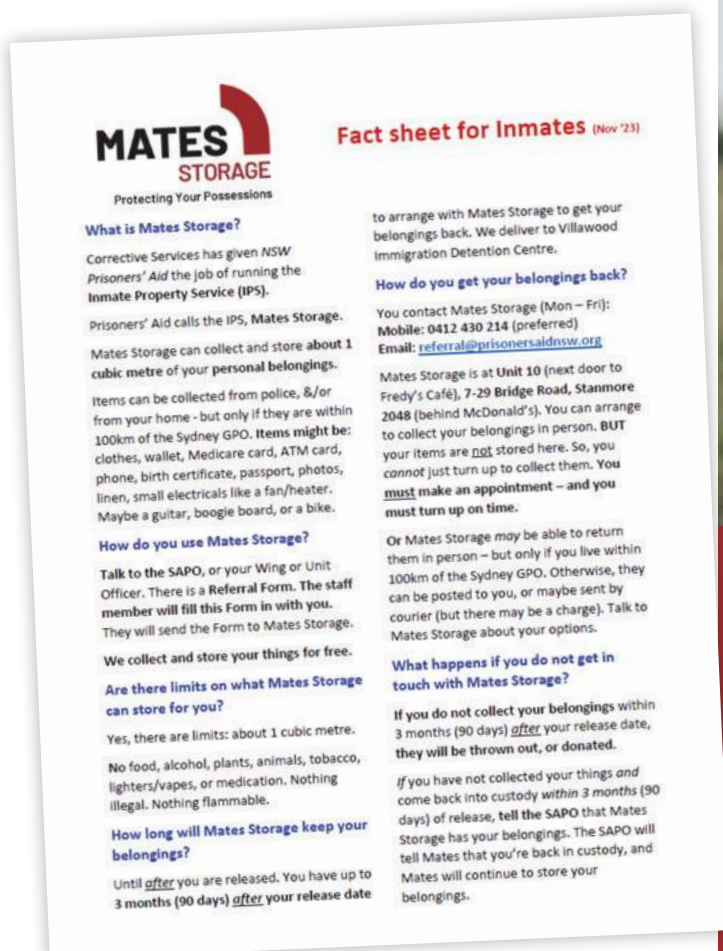
Firstly, the SAPOs in the State-run correctional centres and the equivalent staff in the privately-operated centres who are responsible for filling in the IPS Form with the inmate, for following-up with Mates Storage and giving the inmate their inventory and confirmation letter. Their work effort is greatly appreciated by PAA and we say to them, *"Thank you very much!"*

Secondly, the Exhibit Officers in NSW Police Stations. They are a special breed of person committed to trying to reunite property with people.

They go to great lengths to search for missing items and readily engage their internal networks. They assist to help us cart items to our vehicles. They kindly hold on to items until we can come and collect items, all of which is greatly appreciated by PAA, and we say to them, *"Thank you very much!"*

Thirdly, the many housing officers – both private and public. Their readiness to engage and negotiate and organise locksmiths, and warn us of hazards at properties, is all very much appreciated by PAA, and we say to them, *"Thank you very much!"*

Finally, I would like to acknowledge the consistent and cheerful partnership building, guidance and ready engagement of Partnerships staff in DCJ. Sally and Tova have provided genuine support and direction as Mates Storage has gone about the business of collecting, storing, on-forwarding, and returning inmates' personal belongings. Your patience, understanding and assistance is invaluable and very much appreciated. We look forward to working with you to effect future improvements and refinements to the IPS.



MATES STORAGE

Protecting Your Possessions

Fact sheet for Inmates (Nov '23)

What is Mates Storage?

Corrective Services has given NSW Prisoners' Aid the job of running the Inmate Property Service (IPS).

Prisoners' Aid calls the IPS, Mates Storage.

Mates Storage can collect and store about 1 cubic metre of your personal belongings.

Items can be collected from police, &/or from your home - but only if they are within 100km of the Sydney GPO. **Items might be:** clothes, wallet, Medicare card, ATM card, phone, birth certificate, passport, photos, linen, small electricals like a fan/heater. Maybe a guitar, boogie board, or a bike.

How do you use Mates Storage?

Talk to the SAPO, or your Wing or Unit Officer. There is a Referral Form. The staff member will fill this Form in with you. They will send the Form to Mates Storage.

We collect and store your things for free.

Are there limits on what Mates Storage can store for you?

Yes, there are limits: about 1 cubic metre.

No food, alcohol, plants, animals, tobacco, lighters/vapes, or medication. Nothing illegal. Nothing flammable.

How long will Mates Storage keep your belongings?

Until **after** you are released. You have up to 3 months (90 days) **after** your release date

to arrange with Mates Storage to get your belongings back. We deliver to Villawood Immigration Detention Centre.

How do you get your belongings back?

You contact Mates Storage (Mon – Fri):
Mobile: 0412 430 214 (preferred)
Email: referral@prisonersaidnsw.org

Mates Storage is at Unit 10 (next door to Fredy's Café), 7-29 Bridge Road, Stanmore 2048 (behind McDonald's). You can arrange to collect your belongings in person. **BUT** your items are **not** stored here. So, you **cannot** just turn up to collect them. You **must** make an appointment – and you **must** turn up on time.

Or Mates Storage may be able to return them in person – but only if you live within 100km of the Sydney GPO. Otherwise, they can be posted to you, or maybe sent by courier (but there may be a charge). Talk to Mates Storage about your options.

What happens if you do not get in touch with Mates Storage?

If you do not collect your belongings within 3 months (90 days) **after** your release date, they will be thrown out, or donated.

If you have not collected your things and come back into custody within 3 months (90 days) of release, tell the SAPO that Mates Storage has your belongings. The SAPO will tell Mates that you're back in custody, and Mates will continue to store your belongings.

"My motivation is family, it's always been that way. That has led me to do things I regret. But now that I'm out, I'm trying hard to make up for time lost and get my life back on track."

– Tom*

* Name changed at former inmate's request.



LOIS DILLON

SOCIAL ENTERPRISE OPERATIONS MANAGER

Lois started her career in sales and has an entrepreneurial spirit for business. In 2011, Lois changed career paths to study and work in social welfare. After working in domestic violence and the disability sector, Lois found her calling within the justice sector.

Originally starting her career as a welfare worker visiting correctional centres, Lois was able to put her drive for business and social welfare together by taking over the management of *Mates on the Move*.

Having a passion for the core mission of creating second chances for people leaving prison, Lois has showed flexibility by training in waste management, to create a social enterprise which fulfills social procurement and environmental outcomes, while also staying true to the mission and vision of Prisoners' Aid Association of NSW. Lois endeavours to create a constructive and inclusive workplace full of opportunity.

MATES ON THE MOVE, THE YEAR IN REVIEW

The financial year started promisingly, with more and more people returning to the offices since the start of the COVID-19 pandemic, which meant waste was again being generated in the city. Mates on the Move (MOTM) kept one vehicle busy collecting waste Monday through Friday. The primary waste stream we collect is used hand paper towels followed by polystyrene and single-use coffee cups.

It was also during July 2023, that Mirvac, our major corporate client who had supported us throughout the pandemic, started talks with MOTM for de-commissioning of the Harbourside Shopping Centre. Harbourside had 3 floors of retail outlets and restaurants that were starting to close, in stages, ready for full closure in December 2023, so the shopping centre could be knocked down and rebuilt. To help Mirvac achieve its sustainability and social procurement commitments, MOTM was engaged to repurpose furniture left behind by exiting tenants. The size of this project was bigger than anything we had previously done so the planning meetings with Kim Host, Mirvac's Resource and Recovery Manager, and staged progress of the project, were essential.

MOTM has a long-standing relationship with Mirvac. Kim Host says,

Mirvac has worked with MOTM since 2017. Five years later, we have embedded MOTM services into our business across several aspects of waste management, circular economy initiatives and fit-out and refurbishment initiatives. The relationship Mirvac has developed with MOTM is based on trust, reliability and excellent service delivery across their range of services.

MOTM has helped Mirvac to find a Waste to Energy solution for problem waste streams and since 2017 has diverted almost 400 tonnes of coffee cups and paper towels from landfill. MOTM's Operations Manager and team have also proactively identified solutions to other waste streams including polystyrene, glass, CDS, milk/bread crates, pallets, metals and ad-hoc furniture/fittings.

MOTM has worked collaboratively with our Mirvac site teams, suppliers, other property industry partners and colleagues to build a sustainable business. The MOTM team and our Mirvac Sustainability team have also worked side by side on several projects including a major fit-out project in the Sydney CBD.

Kim Host is always looking at ways she can support MOTM, for which we are extremely grateful. In August 2022, we started a trial at a Mirvac site, 10-20 Bond Street, Sydney, to collect the eligible drink containers which constitute the Container Deposit Scheme (CDS). The CDS were collected free of charge and taken to Recollect where the proceeds of the bin were donated to PAA. The building at 10-20 Bond St, has been using the services of MOTM since 2017, for multiple waste streams and is progressive in allowing MOTM to pilot new collections before rolling them out to the remainder of Mirvac's portfolio. MOTM would like to thank the Building Manager at 10-20 Bond Street, Nathan O'Sullivan, for supporting MOTM and continued expansion of new initiatives.

In August 2022, it was announced that MOTM were NSW finalists in *The Social Traders National Game Changer Awards 2022* for the outstanding work we had completed with Mirvac in the previous financial year.

September 2022, was a busy month. I had speaking engagements with Mirvac and Investa and it was the start of the Harbourside project. We had organisational changes with Craig Baird, the Manager of Prisoners Aid, leaving after 31 years of dedicated service and the Vice President of the Board, Margaret Anderson, stepping down to work as the Acting CEO. I would like to thank

Craig Baird for his strong leadership and managerial support during the 8 years I have worked at Prisoners Aid. I would also like to thank Westpac Board advisor, Fran Cocksworth, who completed a 12-month stint advising and assisting MOTM with website and IT advice.

It was during September 2022, I met Matt Knopp from the Paul Ramsay Foundation (PRF). Matt had reached out to me stating that he had been busy watching MOTM building a social enterprise over the past 2 years. After checking the governance of the PAA Board by offering smaller grants, Matt said the PRF wanted to offer some "significant funding" to MOTM to achieve employment outcomes for people leaving prison. Filled with excitement, Matt and I agreed to meet in Brisbane a day before the start of the *Social Enterprise World Forum* to discuss the possibilities.

The *Social Enterprise World Forum* was the highlight of my year. It was attended by over 2,700 participants, 100+ speakers, and 70 sessions making it the largest gathering of purpose-driven local and international changemakers in 2022 in Australia. I was in an environment with "my kind of people." The event provided a phenomenal networking opportunity with local and interstate social enterprises.

Back in Sydney, after a successful meeting with Matt and feeling revitalised from the *Social Enterprise World Forum*, October was filled with collaborations with Fruit2Work, Green Fox Studios, Confit, Rainbow Lodge, and CRC who were all in talks with the PRF or already being funded by them. The industry of supporting people leaving prison seemed to be excited that positive things were happening.

For National Recycling Week in November 2022, I joined Sarah Smith from Foresight Environmental, presenting at Mirvac and Investa buildings highlighting both corporates' amazing recycling and waste diversion achievements. MOTM and Foresight Environmental have worked closely for the past 4 years. Sarah Smith says,

MOTM offers a diversion solution for a number of challenging office waste materials. The team is reliable and responsive and has worked closely with Foresight to meet our clients' and NABERS reporting requirements.

In November 2022, Cleanaway added The Star Sydney, to the portfolio of buildings it had already engaged us to collect from. MOTM are collecting from many high profile buildings such as The Crown Sydney, The Star Sydney, the Australian Securities Exchange, Deutsche Bank, and most of the head offices from the banking sector.

MOTM joined the Social Enterprise Council of NSW and ACT (**SECNA**), with the newly appointed CEO of SECNA, Kylie Flament. With Kylie at the helm, I knew being part of this peak body would be influential.



(Left to right): Kylie Flament, CEO of SECNA and Lois Dillon

Acting CEO, Margaret, and I had a wonderful catch-up with Lisa Kingman from Tanarra Philanthropic (recently re-named Tanarra Social Purpose) as they were featuring our collaboration in their 2022 *IMPACT REPORT: YEAR 5* (page 9), link (<https://tinyurl.com/2thjeunu>)

December 2022, was incredibly busy. We had been working on Harbourside for 4 months and the project was coming to an end in early January 2023. Once Harbourside was officially closed to the public, it was all hands-on deck to finish the project and save as much property from landfill as possible.

HARBOURSIDE – MIRVAC AND MOTM COLLABORATION AND IMPACT

Impact Summary - Harbourside

Item	Value / Quantity
Number of items delivered	4,363
Weight of deliveries	19 tonnes
Cubic metres of deliveries	730m3 = 36.50 truckloads
Number of beneficiaries	23*
Dollar value of donations	\$320,000
Hours of employment created for MOTM	568
Revenue created	\$52,920

*Some of the beneficiaries included:

- **Penrith Women’s Health Service** a domestic violence service that created a café social enterprise. The items donated by Mirvac and delivered by MOTM included café tables, chairs, a variety of crockery and kitchen equipment, a refrigerated display cabinet, and a range of other paraphernalia to help them renovate an old cottage and turn it into a safe and welcoming café space. Value of donation \$10K.
- **Bambuddha Group** received \$20K donations for their co-working hub.
- **Redfern 107** benefited enormously from the project receiving 7.5 truckloads of items (14.5 truckloads in total, including other projects). Redfern 107 is setting up a shared space for SECNA.
- **Confit** (Joe Kwon) also benefited from donations of approximately \$20K for his new gym which will be funded by the PRF, and had no hesitation in mucking-in and helping us to unload:



After the 2023 New Year's break, office workers returned to work in numbers we hadn't seen for years; it finally felt as if Covid-19 was behind us. It was at this stage, we employed a new team member to be the driver of a second vehicle collecting waste. We now had 2 vehicles on the road collecting waste, Monday through Friday.



(Left to right): Simon Fenech, Lois Dillon, and Rob Brown from Fruit2Work

In February 2023, we had an interstate visit from the team at Fruit2Work (located in Victoria); a not-for-profit social enterprise and registered charity that supports people leaving prison with meaningful employment opportunities, by delivering high quality fruit, milk, and pantry items, to customers located in and around Melbourne, Greater Geelong and Ballarat. They were looking at expanding into the waste industry in Victoria. The team at Fruit2Work gave us great inspiration to start the upcoming year by sharing their achievements and ambitions.



In March 2023, Two Good Co. introduced me to Jenny Newman from Removals for Hope. Jenny has set up this low-cost removals service helping the most vulnerable people in our society. MOTM is working collaboratively and offering mentoring and referrals to Removals for Hope.

MOTM still gets many requests for household removals but owing to our focus on waste management, we can no longer commit to residential moves. This is why it is a delight to be able to refer customers in need to Removals for Hope, an organisation which aligns with our values, and one which we are mentoring and otherwise collaborating with. Removals For Hope is a not-for-profit organisation that provides support through a humanistic lens. From listening to people's stories and tailoring their support, to also providing employment opportunities, they focus on building people's capacity to improve their wellbeing.

With their trauma-informed approach and lived experience, they think it's important to apply trust, collaboration and choice to understand each person's experience and to ease the transition from one home to the next. They assist with the tasks of maintaining a home, or moving homes. Their services include, sorting and packing, decluttering, rubbish removal, furniture removals, storage, cleaning, and home maintenance.

They offer fixed quotes and endeavour to work within the budget to help ease the costs and anxiety associated with moving house. They also assist with referrals to programs that offer brokerage for removal services.

During March 2023, we were informed that Charter Hall, which we had been servicing since 2020, was moving waste contracts to Doyle Bros. MOTM and Doyle Bros have a longstanding relationship; however, owing to the high-tech materials recovery factory that Doyle Bros had built, which MOTM uses regularly, Charter Hall and Doyle Bros could have ceased using the services of MOTM, but they chose not to do so and to retain MOTM instead. James Doyle stated,

The partnership that we share with MOTM is highly valued. Like MOTM, Doyle Bros is committed to our people and invested to ensure we provide the best opportunities for excellence in business delivery.

As external partners, we have observed Doyle Bros to have high levels of safety compliance and commitment to company culture. Established in 1989, Doyle Bros is an Australian, family-owned and operated business providing waste and recycling services to Sydney's commercial and industrial sectors. The Doyle Bros Material Recovery Facility (MRF) is licenced and operational to process waste and recyclables collected from its customers.

The MRF manufactures Processed Engineered Fuel (PEF) resulting in beneficial re-use of dry general waste, traditionally sent to landfills. Items, such as single-use plastics, plastic bags, coffee cups, coffee pods and soft plastics are diverted from tips and the environment. Doyle Bros supplies all equipment, transportation, and processing for all commercial and industrial waste customers.

In 2023, Doyle Bros was awarded the CBRE Charter Hall Sydney Commercial Portfolio contract. A multi-site, multi waste stream, holistic waste management program was required and has been in place since the start date of the service. MOTM has worked hand-in-hand with Doyle Bros, the cleaning teams, and the Charter Hall Facility Managers to ensure the best services and resource recovery are in place. The contract is performing exceptionally well, and we once again affirm that the partnership approach to waste management that we share with Doyle Bros allows our team to provide Charter Hall with higher levels of resource recovery.

Apart from donations and sponsorship, there are few opportunities for waste management businesses to positively contribute to charities and social enterprises. We are very grateful for the following acknowledgement of MOTM on the Doyle Bros’ website (<https://tinyurl.com/3ajvxnjx>)

“Doyle Bros accept and process the waste collected by MOTM to both provide the highest resource recovery outcomes and a no cost solution to allow for further investment in people rehabilitation post incarceration.”

The MOTM resource recovery through beneficial reuse is up to ninety percent by weight. This is an outstanding outcome for the customers of MOTM and Doyle Bros are proud to be able to assist.

Environmental, social, and governance (ESG) is a key value of Doyle Bros, and they appreciate the positive outcomes of partnering with MOTM. James Doyle stated,

“Our team hopes that in a way we can assist MOTM to achieve its objectives and play a small part in helping people improve their lives.”

It was during March 2023, we started negotiations on another large re-purposing furniture project, this time with **John Holland**. This was a large project that involved 10 high-rise, Sydney city CBD buildings that were being demolished as part of Sydney Metro, Australia’s biggest public transport project involving the building, operating and maintaining of a network of four metro lines, 46 stations and 113km of new metro rail.

Owing to these large projects, in April 2023, we employed a new staff member who had just completed the Rainbow Lodge Program, a transitional supported accommodation service for up to eight men involved in the criminal justice system. MOTM and Rainbow Lodge have had a long-standing successful relationship in transitioning people out of prison back into community living. Owing to extra staff, we squeezed in a smaller project re-purposing furniture from the **Song Hotel** (Wentworth Ave, Sydney) to the **Salvation Army’s Foster House**.

MOTM, THE SONG HOTEL, AND FOSTER HOUSE COLLABORATION AND IMPACT

Impact Summary – Song Hotel & Foster House

Item	Value / Quantity
Number of items delivered	360
Weight of deliveries	4.8 tonnes
Cubic metres of deliveries	80
Dollar value of donation	\$10,000
Number of hours of employment created for MOTM	58
Hours of employment created for MOTM	568
Revenue created	\$52,920

By May 2023, the John Holland project was in full swing, and MOTM was re-purposing truckloads of furniture for our charity partners:



MOTM AND JOHN HOLLAND COLLABORATION AND IMPACT

Impact Summary – John Holland

Item	Value / Quantity
Number of items delivered	38,000
Weight of deliveries	12 tonnes
Cubic metres of deliveries	136 = to 12 truckloads
Number of beneficiaries	8
Dollar value of donations	\$120,000
Hours of employment created for MOTM	290
Revenue created	\$52,920

May 2023, was also when waste company ORG. joined the MOTM family and the Metropolitan Remand and Reception Centre (MRRC) on the Silverwater Correctional Complex, engaged us to start collecting their CDS waste.



The first day at the MRRC Silverwater, when the CDS was packed into bins.

Owing to our focus on customer service, we have built a strong customer base that loves our work along with the social outcomes we are achieving. David Playle, Major Account Manager, Bingo Industries, has said,

"I highly recommend Lois and her team to any commercial building looking to improve their recycling through some unique waste and recycling services – We have been using MOTM for the past 3 years with excellent service and great attention to detail; Reliable and punctual – you can't ask for more!"

This led us to end the year strongly with an average waste diversion rate for coffee cups and paper towels of 25 tonnes per month, and an average of 1 tonne of polystyrene per month.

We also launched our new website www.matesonthemove.org and the PRF grant of \$1 million dollars over 3 years was very gratefully accepted to help position MOTM as a sustainable, ongoing entity and to provide training and employment outcomes.

BRING ON 2024!



"I love Mates on the Move (MOTM). If it wasn't for them, I'd probably have given up big time. If it wasn't for MOTM, I wouldn't have a job. No-one is going to give me a job. It's changed a lot of people. It's a shame it's not bigger."

– Daniel*

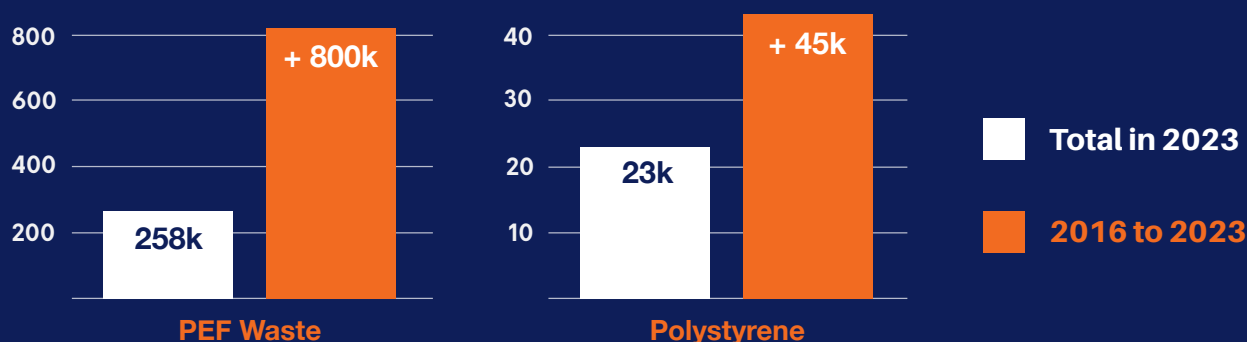
* Name changed at former inmate's request.

SOCIAL AND ENVIRONMENTAL IMPACT REPORT 2023

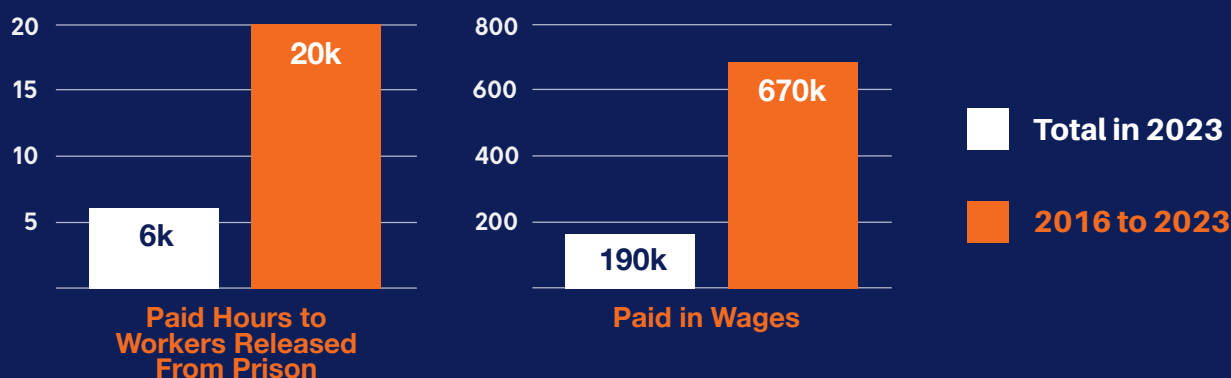
Partner Organisations



Environmental Impact: Total Waste Collected (Tonnes)



Social Impact: Total Paid Hours and Wages



CASE STUDY

Milan*, a former criminal battling mental health issues and drug misuse, faced a six-year prison sentence for drug-related offenses. Post-release, with no family support, he entered transitional housing and joined Mates on the Move (MOTM). Progressing from an offsider to a driver, Milan secured an office role, marking a pivotal step in his rehabilitation.

Now, 14 months out of jail, Milan is in stable social housing and enrolled in TAFE. Drug-free for over 4.5 years, he works with Mates Storage, describing his experience as "liberating." Milan is an integral part of the community, emphasising the role of employment in gaining independence.

Milan's journey highlights the transformative impact of programs like MOTM and Mates Storage, offering employment opportunities and fostering personal growth.

*Name changed at former inmate's request.

To find out more about what we do, please scan the QR code below or visit us at: www.matesonthemove.org





"Mates on the Move (MOTM) saved my life. They were the only ones who gave me a go without questions and judgement. I've been able to find a decent place to live (it's a minimum 10-year waiting period list on Centrelink). It's actually a home where I can relax and be myself. It is a safe and secure place to live. I have regained my self-worth and I have purpose."

- Max*

* Name changed at former inmate's request.



Supporting Second Chances



Daniel was a course participant in an earlier Mates for Life course and features in a short film documentary, where he had the following to say:

"[Mates for Life] changed my life. I was living on the street when I started [at] Mates on the Move (MOTM) ... I'd been in and out of gaol, and the last six months or so is the first time since I was a child, that I haven't been alone. Actually, [MOTM is about] someone having 'a go for you' and having someone care about you really.

Everybody in the course is a criminal ... but ... you quickly find out that it's better not to be a criminal, and you start trying to change things and you've got the support there and everyone's trying to do it together. And, pretty much all the people I went through the program with, have either got jobs, or at least they're not back in gaol; it's pretty amazing."

MATES FOR LIFE

Preparing for life after prison can be daunting, and having a criminal record creates substantial barriers and collateral consequences. That's why we've created Mates for Life – shifting the focus from re-incarceration to successful re-entry into communities through a holistic approach.

BARRIERS TO REDUCING RECIDIVISM:

- Lack of employment opportunity;
- Limited access to financial resources;
- Lack of safe, secure and stable housing;
- Limited contact with family or connection to community; and
- Limited knowledge of social support and health services.

MATES FOR LIFE REDUCES BARRIERS:

The program is based on the hypothesis that providing former prisoners with the right life skills, resources and support with financial readiness and employment preparedness issues, in an out-of-prison and non-judicial setting, will reduce the likelihood of reoffending.

MATES FOR LIFE WILL:

- Increase confidence and promote personal growth and self-sufficiency;
- Provide the necessary skills, connections, and practical and personal knowledge to thrive on the outside;
- Focus on successful community reintegration, job readiness and work experience; and
- Provide practical and personal knowledge, skills and the connections needed to take charge of lives positively, find work and overcome barriers.

AIMS AND BENEFITS FOR PARTICIPANTS:

- Develop up-to-date life and work ready skills;
- Interaction with others, using accepted adult education principles and accounting for barriers to learning;
- Non-biased and inclusive content with a practical focus – learning, doing, practising, and demonstrating competence and trustworthiness;
- Build the tools, resources, and confidence to continue learning during and after the program; and
- Integrate work experience with strategic partners, building to secure employment.

CURRICULUM / PROGRAM DETAILS:

- Detailed lesson plans, content, activities and facilitator notes for each module have been completed this year.
- Each cohort will have no more than 10 participants who'll spend 2 days a week with us for 5 weeks, plus one week of practical work experience with MOTM or one of our other job partners.
- Topics include: goal setting, community living, job readiness, relationships, technology and health (financial, physical and mental).

We are looking forward to piloting and evaluating Mates for Life in 2024, with the first cohort starting in February in Sydney, in our new Stanmore office, facilitated by Elaine Stern, PAA's inaugural Community Reintegration Manager. Eventually we would like to see the program available across NSW.

Mates for Life will step you through the key life skills you need to create the future you want.

Prisoners' Aid Association of New South Wales Inc

ABN 25 756 574 465

Special Purpose Financial Statements

Year End 30 June 2023

Prisoners' Aid Association of New South Wales Inc
Officers' report
30 June 2023

The officers present their report, together with the financial statements, on the incorporated association for the year ended 30 June 2023.

Officers

The following persons were officers of the incorporated association during the whole of the financial year and up to the date of this report, unless otherwise stated:

Tim Laporte
Margaret Anderson
Lauren Osbich
Frank Burke

Committee members

The following persons were committee members of the incorporated association during the whole of the financial year and up to the date of this report, unless otherwise stated:

Albert Eichholzer
Tanya McCabe (appointed July 2023)
Sue Hogan

Objectives

The objective of the incorporated association is to provide quality services to both people held in NSW correctional centres and those returning to the community.
Provision of quality services will result in enhancing the opportunities for people returning to the community to not re-offend.

Strategy for achieving the objectives

The incorporated association currently provides property services (Mates Storage) under our Inmate Property Services contract with the Department of Communities and Justice, we provide work readiness training and work experience through our Mates on the Move social enterprise and provide life skills, education and training throughout Mates for Life education program.

Principal activities

During the financial year the Association conducted 2 principal activities:

Inmate Property Services (Mates Storage) – collection, storage and return of property for inmates held in New South Wales correctional centres.

Mates on the Move – A social enterprise providing people returning to the community with training, qualifications and work experience.

The fundraising activities of the incorporated association are critical to sustainability of our services.

Performance measures

The incorporated association measures its performance in terms of services provided to its client group and its ability to sustain and scale these services with the support of fundraising activities.

Prisoners' Aid Association of New South Wales Inc
Officers' report
30 June 2023

On behalf of the officers



Tim Laporte
President

February 2024
Sydney

Prisoners' Aid Association of New South Wales Inc
Contents
30 June 2023

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General information

The financial statements cover the Prisoners Aid Association of New South Wales (Inc) as an individual entity. The financial statements are presented in Australian dollars, which is the Prisoners Aid Association of New South Wales (Inc) functional and presentation currency.

The Prisoners Aid Association of New South Wales (Inc) is a not-for-profit incorporated association, incorporated and domiciled in Australia. Its registered office and principal place of business are:

Registered office

Silverwater Correctional Complex
Holker St
Silverwater 2118

Principal place of business

Silverwater Correctional Complex
Holker St
Silverwater 2118

A description of the nature of the incorporated association's operations and its principal activities are included in the officers' report, which is not part of the financial statements.

The financial statements were authorised for issue on February 2024.

Prisoners' Aid Association of New South Wales Inc Statement of profit or loss and other comprehensive income For the year ended 30 June 2023

	Note	2023 \$	2022 \$
Revenue			
Service revenue	3	749,177	419,672
Government assistance (Job keeper and Cashflow boost)		-	64,505
Other income	3	134,956	71,515
Expenses			
Cost of goods sold	4	(899,259)	(603,286)
Other expenses	4	(902)	(4,239)
Surplus / (Deficit) before income tax expense		(16,028)	(51,833)
Income tax expense		-	-
Surplus / (Deficit) after income tax expense for the year		(16,028)	(51,833)
Other comprehensive income for the year, net of tax		-	-
Total comprehensive income for the year		<u>(16,028)</u>	<u>(51,833)</u>

The above statement of profit or loss and other comprehensive income should be read in conjunction with the accompanying notes

Prisoners' Aid Association of New South Wales Inc
Statement of financial position
As at 30 June 2023

	Note	2023 \$	2022 \$
Assets			
Current assets			
Cash and cash equivalents	5	120,652	310,843
Trade and other receivables	6	533,977	70,065
Other Assets		-	3,036
Total current assets		<u>654,629</u>	<u>383,944</u>
Non-current assets			
Investments IAG		3,893	3,893
Property, plant and equipment		<u>2,625</u>	<u>4,494</u>
Total non-current assets		<u>6,518</u>	<u>8,387</u>
Total assets		<u>661,147</u>	<u>392,331</u>
Liabilities			
Current liabilities			
Trade and other payables	7	76,793	56,937
Employee benefits		35,912	129,532
Deferred revenue		<u>450,000</u>	<u>91,392</u>
Total current liabilities		<u>562,705</u>	<u>277,861</u>
Non-current liabilities			
Employee benefits		-	-
Total non-current liabilities		<u>-</u>	<u>-</u>
Total liabilities		<u>562,705</u>	<u>277,861</u>
Net assets		<u>98,442</u>	<u>114,470</u>
Equity			
Retained Earnings		<u>98,442</u>	<u>114,470</u>
Total equity		<u>98,442</u>	<u>114,470</u>

The above statement of financial position should be read in conjunction with the accompanying notes

Prisoners' Aid Association of New South Wales Inc
Statement of changes in equity
For the year ended 30 June 2023

	Retained Earnings	Total equity
	\$	\$
Balance at 1 July 2021	166,303	166,303
Deficit after income tax expense for the year	(51,833)	(51,833)
Other comprehensive income for the year, net of tax	-	-
Total comprehensive income for the year	<u>(51,833)</u>	<u>(51,833)</u>
Balance at 30 June 2022	<u>114,470</u>	<u>114,470</u>

	Retained Earnings	Total equity
	\$	\$
Balance at 1 July 2022	114,470	114,470
Deficit after income tax expense for the year	(16,028)	(16,028)
Other comprehensive income for the year, net of tax	<u>(16,028)</u>	<u>(16,028)</u>
Total comprehensive income for the year	<u>98,442</u>	<u>98,442</u>
Balance at 30 June 2023	<u>98,442</u>	<u>98,442</u>

The above statement of changes in equity should be read in conjunction with the accompanying notes

**Prisoners' Aid Association of New South Wales Inc Notes
to the financial statements
30 June 2023**

Note 1. Significant accounting policies

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

New or amended Accounting Standards and Interpretations adopted

The incorporated association has adopted all of the new or amended Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') that are mandatory for the current reporting period.

Any new or amended Accounting Standards or Interpretations that are not yet mandatory have not been early adopted.

Basis of preparation

In the officers' opinion, the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements.

These are special purpose financial statements that have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and New South Wales legislation the Associations Incorporation Act 2009, the Charitable Fundraising Act 1991 and associated regulations. The officers have determined that the accounting policies adopted are appropriate to meet the needs of the members of Prisoners' Aid Association of New South Wales Inc.

These financial statements have been prepared in accordance with the recognition and measurement requirements specified by the Australian Accounting Standards and Interpretations issued by the Australian Accounting Standards Board ('AASB') and the disclosure requirements of AASB 101 'Presentation of Financial Statements', AASB 108 'Accounting Policies, Changes in Accounting Estimates and Errors', AASB 1048 'Interpretation of Standards' and AASB 1054 'Australian Additional Disclosures', as appropriate for not-for-profit oriented entities.

Historical cost convention

The financial statements have been prepared under the historical cost convention.

Critical accounting estimates

The preparation of the financial statements requires the use of certain critical accounting estimates. It also requires management to exercise its judgement in the process of applying the incorporated association's accounting policies. The areas involving a higher degree of judgement or complexity, or areas where assumptions and estimates are significant to the financial statements, are disclosed in note 2.

Revenue recognition

The incorporated association recognises revenue as follows:

Revenue from contracts with customers

Revenue is recognised at an amount that reflects the consideration to which the incorporated association is expected to be entitled in exchange for transferring goods or services to a customer. For each contract with a customer, the incorporated association: identifies the contract with a customer; identifies the performance obligations in the contract; determines the transaction price which takes into account estimates of variable consideration and the time value of money; allocates the transaction price to the separate performance obligations on the basis of the relative stand-alone selling price of each distinct good or service to be delivered; and recognises revenue when or as each performance obligation is satisfied in a manner that depicts the transfer to the customer of the goods or services promised.

Variable consideration within the transaction price, if any, reflects concessions provided to the customer such as discounts, rebates and refunds, any potential bonuses receivable from the customer and any other contingent events. Such estimates are determined using either the 'expected value' or 'most likely amount' method. The measurement of variable consideration is subject to a constraining principle whereby revenue will only be recognised to the extent that it is highly probable that a significant reversal in the amount of cumulative revenue recognised will not occur. The measurement constraint continues until the uncertainty associated with the variable consideration is subsequently resolved. Amounts received that are subject to the constraining principle are recognised as a refund liability.

Services

Revenue from rendering services is recognised upon performance of the service at which point the invoices are raised to customers. Any service revenue which relates to future services is taken up as a liability in the Statement of Financial Position and recognised as revenue at a future date.

**Prisoners' Aid Association of New South Wales Inc Notes
to the financial statements
30 June 2023**

Note 1. Significant accounting policies (continued)

Donations

Donations are recognised at the time the pledge is made.

Grants

Grants are recognised at their fair value where there is a reasonable assurance that the grant will be received, and all attached conditions will be complied with.

Interest

Interest revenue is recognised as interest accrues using the effective interest method. This is a method of calculating the amortised cost of a financial asset and allocating the interest income over the relevant period using the effective interest rate, which is the rate that exactly discounts estimated future cash receipts through the expected life of the financial asset to the net carrying amount of the financial asset.

Other revenue

Other revenue is recognised when it is received or when the right to receive payment is established.

Income tax

As the incorporated association is a charitable institution in terms of subsection 50-5 of the Income Tax Assessment Act 1997, as amended, it is exempt from paying income tax.

Current and non-current classification

Assets and liabilities are presented in the statement of financial position based on current and non-current classification.

An asset is classified as current when: it is either expected to be realised or intended to be sold or consumed in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is expected to be realised within 12 months after the reporting period; or the asset is cash or cash equivalent unless restricted from being exchanged or used to settle a liability for at least 12 months after the reporting period. All other assets are classified as non-current.

A liability is classified as current when: it is either expected to be settled in the incorporated association's normal operating cycle; it is held primarily for the purpose of trading; it is due to be settled within 12 months after the reporting period; or there is no unconditional right to defer the settlement of the liability for at least 12 months after the reporting period. All other liabilities are classified as non-current.

Cash and cash equivalents

Cash and cash equivalents includes cash on hand, deposits held at call with financial institutions, other short-term, highly liquid investments with original maturities of three months or less that are readily convertible to known amounts of cash and which are subject to an insignificant risk of changes in value.

Trade and other receivables

Other receivables are recognised at amortised cost, less any provision for impairment.

Property, plant and equipment

Plant and equipment is stated at historical cost less accumulated depreciation and impairment. Historical cost includes expenditure that is directly attributable to the acquisition of the items.

Depreciation is calculated on a straight-line basis to write off the net cost of each item of property, plant and equipment (excluding land) over their expected useful lives as follows:

Motor vehicles	5-7 years
Office equipment	3-5 years

The residual values, useful lives and depreciation methods are reviewed, and adjusted if appropriate, at each reporting date.

An item of property, plant and equipment is derecognised upon disposal or when there is no future economic benefit to the incorporated association. Gains and losses between the carrying amount and the disposal proceeds are taken to profit or loss.

**Prisoners' Aid Association of New South Wales Inc Notes
to the financial statements
30 June 2023**

Note 1. Significant accounting policies (continued)

Trade and other payables

These amounts represent liabilities for goods and services provided to the incorporated association prior to the end of the financial year and which are unpaid. Due to their short-term nature they are measured at amortised cost and are not discounted. The amounts are unsecured and are usually paid within 30 days of recognition.

Employee benefits

Short-term employee benefits

Liabilities for wages and salaries, including non-monetary benefits, annual leave and long service leave expected to be settled wholly within 12 months of the reporting date are measured at the amounts expected to be paid when the liabilities are settled.

Other long-term employee benefits

The liability for annual leave and long service leave not expected to be settled within 12 months of the reporting date are measured at the present value of expected future payments to be made in respect of services provided by employees up to the reporting date using the projected unit credit method. Consideration is given to expected future wage and salary levels, experience of employee departures and periods of service. Expected future payments are discounted using market yields at the reporting date on national government bonds with terms to maturity and currency that match, as closely as possible, the estimated future cash outflows.

Goods and Services Tax ('GST') and other similar taxes

Revenues, expenses and assets are recognised net of the amount of associated GST, unless the GST incurred is not recoverable from the tax authority. In this case it is recognised as part of the cost of the acquisition of the asset or as part of the expense.

Receivables and payables are stated inclusive of the amount of GST receivable or payable. The net amount of GST recoverable from, or payable to, the tax authority is included in other receivables or other payables in the statement of financial position.

Commitments and contingencies are disclosed net of the amount of GST recoverable from, or payable to, the tax authority.

New Accounting Standards and Interpretations not yet mandatory or early adopted

Australian Accounting Standards and Interpretations that have recently been issued or amended but are not yet mandatory, have not been early adopted by the incorporated association for the annual reporting period ended 30 June 2023. The incorporated association have assessed that this will not have a significant impact to the association.

Economic Dependence

The Funding Agreement with the Department of Justice Corrective Services (NSW) will expire on 30 June 2025.

Note 2. Critical accounting judgements, estimates and assumptions

The preparation of the financial statements requires management to make judgements, estimates and assumptions that affect the reported amounts in the financial statements. Management continually evaluates its judgements and estimates in relation to assets, liabilities, contingent liabilities, revenue and expenses. Management bases its judgements, estimates and assumptions on historical experience and on other various factors, including expectations of future events, management believes to be reasonable under the circumstances. The resulting accounting judgements and estimates will seldom equal the related actual results.

**Prisoners' Aid Association of New South Wales Inc Notes
to the financial statements
30 June 2023**

Note 3. Revenue

	2023 \$	2022 \$
<i>Revenue - Services</i>		
Inmate Property Service (Corrective Services N.S.W)	289,887	237,165
Mates on the Move	459,290	182,507
	<u>749,177</u>	<u>419,672</u>
<i>Other Income</i>		
Donations	15,198	15,300
Grants	116,392	55,608
Interest / Dividends / Other	3,366	607
	<u>134,956</u>	<u>71,515</u>
Revenue	<u>884,133</u>	<u>491,187</u>

Note 4. Expenses

	2023 \$	2022 \$
<i>Cost of Goods Sold – Services</i>		
Inmate Property Service (Corrective Services N.S.W)	289,047	264,731
Mates on the Move	610,212	338,555
	<u>899,259</u>	<u>603,286</u>
<i>Other Expenses</i>		
Capacity Building and Fundraising Expenses	902	3,060
Reduction in value of Investments	-	1,179
	<u>902</u>	<u>4,239</u>
<i>Deficit includes the following specific expenses:</i>		
<i>Depreciation</i>		
Motor vehicles	526	752
Office equipment	839	1,252
Total depreciation	<u>1,365</u>	<u>2,004</u>
<i>Superannuation expense</i>		
Superannuation expense	<u>47,061</u>	<u>35,533</u>

**Prisoners' Aid Association of New South Wales Inc Notes
to the financial statements
30 June 2023**

Note 5. Current assets - cash and cash equivalents

Cash on hand	-	-
Cash at bank	<u>120,652</u>	<u>310,843</u>
	<u><u>120,652</u></u>	<u><u>310,843</u></u>

Note 6. Current assets - trade and other receivables

	2023	2022
	\$	\$
Trade receivables	506,455	70,065
Accrued income	28,220	-
Other receivables	<u>(698)</u>	<u>-</u>
	<u><u>533,977</u></u>	<u><u>70,065</u></u>

Note 7. Current liabilities - trade and other payables

	2023	2022
	\$	\$
Trade payables	25,927	22,763
Accrued liabilities	<u>50,866</u>	<u>34,174</u>
	<u><u>76,793</u></u>	<u><u>56,937</u></u>

Note 8. Contingent liabilities

The incorporated association had no contingent liabilities as at 30 June 2023 and 30 June 2022.

Note 9. Commitments

The incorporated association had no commitments for expenditure as at 30 June 2023 and 30 June 2022.

Note 10. Events after the reporting period

No matter or circumstance has arisen since 30 June 2023 that has significantly affected, or may significantly affect the incorporated association's operations, the results of those operations, or the incorporated association's state of affairs in future financial years.

In the officers' opinion:

- the incorporated association is not a reporting entity because there are no users dependent on general purpose financial statements. Accordingly, as described in note 1 to the financial statements, the attached special purpose financial statements have been prepared for the purposes of complying with the Australian Charities and Not-for-profits Commission Act 2012 and New South Wales legislation the Associations Incorporation Act 2009, the Charitable Fundraising Act 1991 and associated regulations;

**Prisoners' Aid Association of New South Wales Inc Notes
to the financial statements
30 June 2023**

Note 5. Current assets - cash and cash equivalents

- the attached financial statements and notes comply with the Accounting Standards as described in note 1 to the financial statements;
- the attached financial statements and notes give a true and fair view of the incorporated association's financial position as at 30 June 2023 and of its performance for the financial year ended on that date; and
- there are reasonable grounds to believe that the incorporated association will be able to pay its debts as and when they become due and payable.

On behalf of the officers



Tim Laporte
President

February 2024
Sydney

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Please donate directly via EFT transfer into our bank account. Please send us an email (info@prisonersaidnsw.org) and we will reply to you with our banking details.

Otherwise, you may use PayPal (accessible on our homepage: www.prisonersaidnsw.org/take-action), but they deduct processing fees from your donation.

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*Thank you very much for your donation
– we are most grateful as are the many
people we assist.*



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