REPORT OF THE TRUSTEES AND FINANCIAL STATEMENT
FOR THE YEAR ENDED 31 MARCH 2017

For

STAFFORDSHIRE COMMISSIONER’S CORPORATE SOCIAL RESPONSIBILITY FUND
CONTENTS

1. LEGAL AND ADMINISTRATIVE INFORMATION 2

2. TRUSTEES’ REPORT 3 - 10

3. INDEPENDENT EXAMINER’S REPORT 11

APPENDICES

I. ACCOUNTS

II. NOTES TO ACCOUNTS
1. LEGAL AND ADMINISTRATIVE INFORMATION

Trustees as at 3 October 2017

Mr Matthew Ellis, Police and Crime Commissioner (PCC)
Mrs Sue Arnold, Deputy Police and Crime Commissioner (DPCC) (Chair)
Mr Glynn Dixon, Chief Executive, Office of the Police and Crime Commissioner (OPCC)
Mr John Henderson, Chief Executive, Staffordshire Country Council
Mr David Sidaway, Director, Stoke on Trent City Council
Mr John Giffard, Independent Member
Mr Grant Kearns, Independent Member

Registered Office

P O Box 3167
Stafford
Staffordshire
ST16 9LZ

Bankers

Co-op Bank
P O Box 250
Dell House
Southway
Skelmersdale
WN8 6WT
2. TRUSTEES’ REPORT

The Trustees serving during the year were:

- Mr Matthew, Ellis, Police and Crime Commissioner (PCC)
- Mrs Sue Arnold, Deputy Police and Crime Commissioner (DPCC) (Chair)
- Mr Glynn Dixon, Chief Executive, Office of the Police and Crime Commissioner (OPCC)
- Mr John Henderson, Chief Executive Staffordshire County Council
- Mr David Sidaway, Director Stoke-on-Trent Council
- Mr John Giffard, Independent Member

Objectives and activities for the public benefit

The Staffordshire Police and Crime Commissioner’s (PCC) Corporate Social Responsibility Fund (‘the charity’) exists to fund the activities of the Staffordshire Cadet programme, delivered through a commissioning approach by Staffordshire Police.

Focussing on strengthening links between Staffordshire Police and young people and promoting good citizenship, the programme exists to:

- Provide young people with a voice, by growing two-way engagement and consultation with the younger generation, resulting in feedback and positive action for the youngsters, their families and communities;
- Give youngsters an opportunity, by creating an environment where they can learn, develop and feel valued, resulting in a well-rounded generation, focussed on social action rather than state dependency;
- Equip Cadets with an ability to succeed, through the introduction of a formal programme to enable them to enhance their skills and employability and resulting in better citizens for the future.

The charity’s objects are:

"To promote good citizenship and civic responsibility; to prevent crime; to act as a resource for, help and advance in life children and young people; to advance education and training in particular of children and young people; to promote community capacity building; and to promote volunteering where to do so furthers a charitable purpose or purposes in particular but not limited to helping children, young people and adults develop new skills and self-confidence in the service of their communities by working alongside the police and partners and by supporting and promoting initiatives, Services and projects which further these charitable objects all with the aim of making "Staffordshire safer"."
Achievements
Since 1 April 2016, the charity has provided funds to:
- Enable the growth of 7 Police Cadet Units:
  - Stafford 27 Cadets
  - Cannock 19 Cadets
  - Burslem 30 Cadets
  - Tamworth 24 Cadets
  - Longton 28 Cadets
  - Codsall 15 Cadets
  - Burton 30 Cadets
- Continue to grow the existing Cadet units
- Launch the latest unit in Burton in March 2017
- Support the graduation of over 2,716 Junior Cadets

Impact
Since being established in 2013/2014 the Staffordshire Police Cadets have grown significantly and awareness of the Cadet programme has increased. The numbers of 13-17 year-olds has grown along with interest in volunteering with the Cadet Units.

Some of our achievements from the first 4 years are listed below

In 2015 the Head Cadet from Cannock highly recommended in the National Ferrer's Awards.
In 2015 cadets from Cannock and Stafford have met HRH Princess Alexandria.
In 2015 a cadet from Stafford was High Sheriffs Cadet.
In 2016 the Head Cadet from Stafford was the Lord Lieutenants Cadet for Staffordshire.
In 2016 a cadet from Tamworth was High Sheriffs Cadet.
In 2016 the Deputy Head Cadet from Burslem went to South Africa as the Regional Winner of CVQO Duke of Westminster's Awards.
In 2016 cadets from Burslem and Stafford have met HRH the Prince of Wales.
In 2017 a cadet from Burslem got down to the final 50 in the Duke of Westminster Awards.
In March 2017 the Lord Lieutenants Cadet attended the Countess of Wessex on a recent Royal Visit.
Since March 2016 the Staffordshire Police Cadets have taken part in a number of activities. Key activities can be seen below:

**July 2016**

Cadets carried out official duties including car park attendance as well as giving a demonstration of police drills during the Kings Bromley Show in July 2016.

Cadets also took part in the UK COPS Annual Survivors Weekend. Cadets' duties included greeting guests, assisting with booking in guests and taking them to the service of remembrance as well as arranging the wreaths that were delivered.

At the National Memorial Arboretum Cadets formed a Guard of Honour along the thoroughfare for the Blue Knights motorcycle procession.

Cadet Megan Montford was put forward for the National Educational charity CVQO's Duke of Westminster award by Staffordshire Police Cadets. Eventually selected as West Midlands Regional Winner and went to South Africa for 2 weeks in July to help under privileged children.

**August 2016**

Cadets carried out official duties including car park attendance as well as giving a demonstration of police drills during a fund raiser held by Deputy Police and Crime Commissioner, Sue Arnold in conjunction with the High Sheriff David Leigh. All Cadet Units from the County were represented at this event.
October 2016
Burslem Police Head Cadet, Megan Montford is appointed as the Lord Lieutenants Cadet, supporting the Lord Lieutenant at events throughout the County.

December 2016
Over 2,016 primary school children aged between 8 and 10 years-old have graduated the Junior Cadet Scheme. The Junior Cadet scheme, run by local Police Community Support Officers during school time, covers areas including good behaviour, road safety, school security, police investigations and anti-social behaviour.

December 2016
Cadets attended the British Police Symphony Orchestra for the fourth year. Throughout the day the cadets looked after the VIP guests, escorted people to their seats and staffed the doors during performances. Cadets sold raffle tickets and programmes throughout the event. Cadets also worked with the British Transport Police cadets during this event.
January 2017
Cadets attended the Burton Albion vs Wigan Athletic match at Burton Albion's Pirelli Stadium. Cadets took the opportunity to promote the upcoming launch of the East Staffordshire cadet Unit and talk to people about joining as cadets or volunteers.

Ex-Chief Constable of Staffordshire Police, John Giffard, is welcomed as a new Trustee of the Cadets.

February 2017
Codsall Cadet Unit marked their one year anniversary with a celebration evening attended by PCC Matthew Ellis and ACC Nick Adderley.
Ex-Stafford Cadet Sophie Wallace is appointed as a Special Constable in Derbyshire

March 2017
In March 2017 the East Staffordshire Cadet Unit was launched at Burton Albion Community Hub with 30 cadets. Recruitment is ongoing.

Tamworth Cadets carried out official duties including supervising car parking, crowd supervision and patrolling the station platforms during the Statfold Barn Railway open day in March 2017.

Deputy Chief Officer of the Specials, Graham Smout is appointed as Full Time Cadet Co-ordinator.

Plans for the future periods

The key objectives for the next financial year are to:
- Continue to roll-out the cadet programme across Staffordshire aiming for a Cadet Unit in each of the 11 Local Policing Teams.
- Plans are in place to launch cadet units in Newcastle and Lichfield at the end of 2017.
- Continue to promote the Cadet Patron Scheme to raise funds for the charity.
- Continue to promote the Junior Cadet Scheme and sign more schools up to take part.
- Continue to promote the Cadets with the aim of having 3000 cadets by the end of 2017.
During the year income of £46,150 was received, mainly through donations of which the most significant were £20,000 from POCA, £15,000 from the Patrons Scheme which included Boeing Defence and Police Mutual. Cadet Subscription income was £5,898 and combined fund raising and donations amounted to £4,522 for the year.

Looking forward the Trustees are aware that as the Cadet Schemes grow in both number of schemes in operation and number of young people becoming cadets, then there will be a need for higher income in order to support the charity’s objectives.

Expenditure in the year was to support the operation of 7 Police Cadet units run by Staffordshire Police, in line with the agreed Commissioning plan. As the number of cadet units operating across the county increases, then additional income and expenditure will be required.

Reserves Policy

The policy is to hold restricted reserves of 3 months expenditure to support the running costs of the cadet schemes. As at 31/3/17 there were 7 cadet units in operation and the 3 month running cost of these is £10,394. Overall Reserves, including restricted reserves as 31/3/17 were £105,605.

This policy will be reviewed annually.

Investment Policy

The current policy is to hold cash in the Co-op account where it is easily accessible, recognising it only attracts a low rate of return. In the current investment environment of low interest rates it is unlikely that a much better rate can be found from other savings accounts. However, as the charity accumulates cash reserves it will investigate the opportunities to invest in other, more long term investment vehicles, to get better returns so long as this leaves sufficient usable cash for charitable grant purposes.

This policy will be reviewed annually.

Grant Making Policy

The Grant Making Policy restricts awards to those organisations supporting delivery of the Cadet Service only. At a later date, when the charity is well established, it can consider awarding grants for other activities supporting its wider charitable objectives.

This policy will be reviewed annually.

Related parties

With responsibility for the totality of policing in Staffordshire the PCC recognises the value in utilising Police Proceeds of Crime Act funds to support positive community activities and increases of public reassurance.
The OPCC is focussing attention on the early intervention agenda with specific interest in providing positive activities and opportunities to develop young people, enabling them to make a valued contribution to their local communities.

Risk Review

The Board of Trustee recognises the importance of conducting a risk review to ensure mitigation against a number of key risk including, funding provision and reputation.

Working with Trustees and Staffordshire Police as the commissioned service provider a corporate risk register is under development and will be subject to annual monitoring.

Statement of Trustees’ responsibilities

Through the Governing document, Trustees recognise their responsibilities in support of the Charity.

Trustee interest

No serving Trustee has any interest in the Charity’s contracts.

It is proposed that the Trustees approve these accounts on the 3rd October 2017

Signed by the Chair of the Trustees

Mrs Sue Arnold

Dated: 3 October 2017
3. INDEPENDENT EXAMINER’S REPORT

I report on the accounts for the year ended 31 March 2017 which are set out in Appendices 1 & 2.

Respective responsibilities of trustees and examiner

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

It is my responsibility to:

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

Basis of the independent examiner’s report

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

Independent examiner’s statement

In connection with my examination, no matter has come to my attention:

(1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records and to comply with the accounting requirements of the 2011 Act

have not been met; or

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

Name:  Robert Smith
Address:  14 Pearl Brook AIC
Date:  20/3/2017
Staffordshire Commissioner's Corporate Social Responsibility Fund

Charity Number 1153414

Appendix 1

RECEIPTS AND PAYMENTS ACCOUNT

For the period 1st April 2016 to 31st March 2017

<table>
<thead>
<tr>
<th>Unrestricted Funds</th>
<th>Designated Funds</th>
<th>Restricted Funds</th>
<th>Endowment Funds</th>
<th>Total 2016/17 £</th>
</tr>
</thead>
<tbody>
<tr>
<td>Charity Aid Foundation - Give as you earn donations via the payroll</td>
<td>Note 1</td>
<td>0</td>
<td>0</td>
<td>124.80</td>
</tr>
<tr>
<td>Just giving</td>
<td>Note 2</td>
<td>0</td>
<td>0</td>
<td>2.25</td>
</tr>
<tr>
<td>Donations</td>
<td>Note 3</td>
<td>0</td>
<td>0</td>
<td>3,545.00</td>
</tr>
<tr>
<td>Subs from Cadet units</td>
<td>Note 4</td>
<td>0</td>
<td>0</td>
<td>5,897.95</td>
</tr>
<tr>
<td>Fund raising event Haselour House</td>
<td>Note 5</td>
<td>0</td>
<td>0</td>
<td>850.00</td>
</tr>
<tr>
<td>Staffordshire Council Voluntary Youth Service</td>
<td>Note 6</td>
<td>0</td>
<td>0</td>
<td>690.00</td>
</tr>
<tr>
<td>Patrons Scheme</td>
<td>Note 7</td>
<td>0</td>
<td>0</td>
<td>15,000.00</td>
</tr>
<tr>
<td>Proceeds from Crime Act (POCA)</td>
<td>Note 8</td>
<td>0</td>
<td>0</td>
<td>20,000.00</td>
</tr>
<tr>
<td>Bank Interest</td>
<td>Note 9</td>
<td>39.54</td>
<td>0</td>
<td>0</td>
</tr>
<tr>
<td>Total receipts</td>
<td></td>
<td>39.54</td>
<td>46,110.00</td>
<td></td>
</tr>
</tbody>
</table>

| Payments |
|-------------------|------------------|------------------|-----------------|-----------------|
| Payments | Note 10 | 0 | 0 | -41,574.81 | 0 | -41,574.81 |
| | | 0 | 0 | 0.00 | 0 | 0.00 |
| | | 0 | 0 | 0.00 | 0 | 0.00 |
| Total expenditure | | 0 | -41,574.81 | - | 41,574.81 |
| Excess of receipts over payments | | 39.54 | -4,535.19 | - | 4,574.73 |

STATEMENT OF ASSETS AND LIABILITIES

| Cash Funds |
|-------------------|------------------|------------------|-----------------|-----------------|
| Bank account (Co-Op) 31/3/17 | Note 11 | 0 | 0 | 105,604.83 | 0 | 105,604.83 |

| Current Assets |
|-------------------|------------------|------------------|-----------------|-----------------|
| Current Debtors | | 0 | 0 | 0 | 0 | 0 |
| Equipment | | 0 | 0 | 0 | 0 | 0 |
| Total | | 105,604.83 | 105,604.83 |

| Liabilities |
|-------------------|------------------|------------------|-----------------|-----------------|
| Final Payment due to Staffordshire Police | | - | - | - | - |
| Total | | - | - | - | - |
| Net assets | | 105,604.83 | 105,604.83 |

| Represented by |
|-------------------|------------------|-----------------|-----------------|-----------------|
| Reserves | Note 12 | | | 10,393.70 |
| General Fund | | | | 95,211.13 |
| | | | | 105,604.83 |

Approved by the Trustees at their meeting on 3 October 2017
NOTES TO THE ACCOUNTS

Note 1  Donations made by various people to support the Staffs Police Cadets scheme.
Note 2  Just giving - income from texts
Note 3  Donations made by various people to support the Staffs Police Cadets scheme.
Note 4  Total subs collected from Cadets in 2016-17.
Note 5  Fund raising event held at Haselour House
Note 6  Payment received as part of membership to SCCVYS
Note 7  Patrons scheme provides benefits for larger donors for Staffs Police Cadets scheme.
Note 8  Proceeds of Crime Act (POCA) contribution to Cadets
Note 9  Bank interest
Note 10 All payments made in year, accrued value for units operating costs for the period is £41,574.81
Note 11 Charity bank account balance at year end.
Note 12 Reserves Policy - 7 cadet units in operation- 3 month costs (£41574.81/12 x 3 months) = £ 10,393.70