

**MINUTES OF THE ANNUAL GENERAL MEETING  
OF THE  
THE NORTHERN POLICE CHARITIES**

**HELD AT THE ST ANDREWS, HARROGATE  
ON THURSDAY 30 SEPTEMBER 2021**

**PRESENT**

Chairman of the Board of Trustees	Mr Liam Kelly
Treasurer	Mr Peter Henson
Chief Executive	Colonel Patrick Cairns

Members of the Board of Trustees of the two Charities, Delegates, Members of Donating Forces, Welfare Officers and Professional Advisors.

**APOLOGIES**

Apologies for non-attendance had been received from the following forces:

Civil Nuclear	(PTC & SGPCT)
Derbyshire	(PTC & SGPCT)
Greater Manchester	(PTC & SGPCT)
Lincolnshire	(PTC & SGPCT)
Ministry of Defence	(PTC & SGPCT)
North Wales	(PTC & SGPCT)
North Yorkshire	(PTC & SGPCT)
Staffordshire	(PTC & SGPCT)
West Mercia	(SGPCT only)
West Midlands	(PTC only)

Apologies for non-attendance had been received from the following Trustees

Emma Aldred	Phil Clark	Mark Davis
Raymond Dutton	Guy King	Will Kerr
Alan Lees	David Orford	John Robins
John Skelton	Lisa Winward	

Apologies for non-attendance have also been received from the following:

Baroness Angela Harris, DL	President
Peter Sweeney	Blue Lamp Foundation
Chris McNichol	The Gurney Fund
Gill Scott-Moore	Police Care UK
David Blundell	Police Charities UK

and 28 representatives from constituent forces.

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_

# NORTHERN POLICE CHARITIES

## JOINT MEETING

Mr Liam Kelly, Chair of the Board of Trustees addressed those present, explaining that he was delighted to be at the AGM and welcomed all attendees to the Annual General Meeting.

1. **ATTENDANCE:** All Forces who contributed to the Charities with the exception of those detailed in the apologies section were present.

2. **APOLOGIES:** These had been received from those people listed in the preface to the Minutes.

### 3. **THE POLICE TREATMENT CENTRES**

#### 3.1 **MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 20 JUNE 2019**

These had been circulated to all members, displayed on the Charity's website and were taken as read. The minutes were proposed by Rachel Barber, Nottinghamshire and seconded by Nigel Goodband, British Transport Police that they be accepted as a true record. All present agreed.

#### 3.2 **MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

#### 3.3 **ANNUAL REPORT 2020**

**Presented by Liam Kelly, Chair, Board of Trustees**

As the Chair of the Board of Trustees of the Police Treatment Centres, L Kelly presented the Annual Report for the year 2020.

There were no questions

#### 3.4 **AUDITORS REPORT**

**Presented by Steve Williams, Murray Harcourt**

S Williams, Murray Harcourt reported on income and expenditure which showed that income in 2020 was £6,120,895 and expenditure of £4,724,189. It was noted that income from trading activities also contributed to the result for the year £48,069.

S Williams concluded his report by confirming that the accounts showed a true and fair view of the Charity, having used the following tests to come to this conclusion:

- Asset inspections
- Testing of transactions
- Review of control environment

Overall, an unqualified audit opinion.

There were no questions.

#### 3.5 **TREASURER'S REPORT**

**Presented by Peter Henson, Treasurer**

Peter Henson, Treasurer, prior to delivering his report, asked that any questions be saved until the end of his presentation.

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_

He started his presentation by reporting that the plans and policies which had been put in place in recent years had produced strong financial results and his presentation would, therefore, focus on outcomes and future plans.

The auditors had provided a breakdown of the 2020 out turn which showed that the Charity had managed to generate a surplus of £1.4m from within the areas it controlled. This represented a fantastic result given the pandemic although COVID had contributed to the majority of the surplus.

The background to this was that on 20 March 2020, following Government advice, the Charity took the unprecedented step of closing both its Centres and this closure continued until 7 September 2020. On re-opening, it was necessary to do so with reduced numbers to allow for social distancing. During the closure the majority of employees were furloughed and, through the Government's job retention scheme, the Charity was able to reclaim £897,332. Savings were made during the closure of around £180,000 mainly in utilities, overtime, food and daily running costs. All these savings were reinvested back into patient care. The Charity also spent approx. £50,000 to make the building COVID compliant to protect employees and patients.

During the last 18 months the Charity had welcomed Northamptonshire Constabulary and West Midlands Constabulary to its constituent forces and P Henson thanked the Federations and decision makers in the forces. He looked forward to a productive relationship in the years to come.

Although savings had been made during the closure there had been some impact on the short term and long term income. In the current year any loss of income was offset by reduced costs, however, by not attending new recruitment and retirement seminars there will be officers who have not signed up to support the Charity. Work will also be undertaken to re-engage with grant makers and officers undertaking sponsored events.

The Charity, as a matter of prudence, sets a contingency budget to cover any unexpected repairs or renewals, in 2020 the full contingency budget was not used and £163,000 was set aside. If the contingency budget is removed the Charity operated with a surplus of £174,000, 3.6% of the expenditure budget. The majority of this being generated through increased one-off donations together with income from retired officers who make a monthly donation.

2020 was a turbulent year for investments due to both Brexit and the pandemic, however the level of dividend remained constant when compared to 2019 and was invested back into patient care.

P Henson provided a breakdown of the donations from retired officers which had also contributed to the surplus. In 2016 the Trustees had agreed to introduce a donation rate of £0.65 per week for retired officers. In 2020 the Charity generated just short of £350,000 from retired officers, an increase on the previous year and this offset the current loss in serving officers and included a generous donation of £50,000 from the PSNI Benevolent Fund. At the time of setting the rate of £0.65 per week in 2016 it was on the basis that going forward it should be a minimum of 50% of the serving officer donation rate which would equate to £0.90 per week.

Due to the strong financial performance of the Charity, Trustees have agreed to hold the current donation rate of £0.65 for 2022 and it will be reviewed as part of the 2023 budget process. There were currently 6,335 donating retired officers which continue to increase on a daily basis and 60% of these donate more than the minimum donation.

In previous years a major part of the Charity's success in generating income has come through its trading activities. During 2020 the Charity ceased all its trading activities due to Government advice. Although there were opportunities later in the year to offer Bed and Breakfast (B&B), the Charity decided to place patient care above profit and the activities of the trading arm were closed down until mid 2021. Many bookings have been taken since B&B re-opened and the available dates for 2022 will be released at the end of October.

Each year the Charity presents a Medium Term Financial Strategy (MTFS) to the Trustees as part of the budget process. Items which will have a significant impact include the cost of living through items such as fuel, utilities and catering together with the living wage which will impact the Charity in the future. The MTFS contains the estimated cost of opening the two new wings.

In 2016 when the donation rate was increased for the first time in five years it was confirmed this provided the Charity with financial security through to 2020 subject to any unforeseen events taking place. This rate has been retained during 2021 and will not be increased during 2022. Income is anticipated to drop by approximately 3% on an annual basis in the coming years probably through either cuts to police budgets or as a result of donating officers retiring or resigning mid service. The MTFS showed that from 2022 the Charity would be operating with a negative budget. The previous financial decisions had allowed reserves to be built up which equated to one year's running costs and some of this will be used in 2022 whilst ways to bridge the gap are reviewed.

An increase in the number of officers that present with psychological wellbeing issues had been seen and this demand was expected to increase especially following the pandemic. During 2020 the Charity, having obtained planning permission, commenced work on two new buildings which would allow the Charity to double its capacity for the Psychological Wellbeing Programme in Harrogate. The project was completed within budget in 2021. The new facilities will enhance the Charity's reputation as a clinical centre of excellence for the provision of both physiotherapy and wellbeing. Whilst the Charity was closed to patients, a review took place of how it provides its services. Investment was made in an app called Thrive, endorsed by the NHS, for psychological wellbeing support. It proved invaluable and the contract with Thrive has been extended. Investment was also made in another app, Attend Anywhere which allowed virtual consultations to take place and its use has been continued for patients who are unable to attend the PTC.

During 2019 the Donor Recruitment and Charity Engagement Team attended almost 300 events across the constituent forces in 2019. In 2020, due to the COVID pandemic and travel restrictions they were unable to attend so many events in person, however, they continued to work during the closure to maintain awareness and continued to support events which were held virtually, a total of 144 events. The team were supported by a team of Ambassadors and a Virtual Ambassador event was held in 2020. They also worked closely with the Clinical Teams and started a library of virtual resources including videos of classes and educational sessions. The PTC also featured in the BBC programme "Critical Incident".

During 2020 the DRCE Team were unable to engage with Police Forces as widely as normal, resulting in a reduction in donor numbers, particularly Serving Officers. Therefore, a Recruitment Campaign will take place in September and October 2021. The campaign will encourage all Servicing Officers, Retired Officers, PCSOs, Detention and Custody Officers and Special Constables who do not currently donate to the PTC to sign up and become eligible for treatment. An amnesty will be included so that those signing up during the period of the campaign with an existing injury or condition will be eligible to apply for treatment straight away, without the usual 12 month qualifying period, subject to clinical approval and current waiting times. Throughout the campaign members of DRCE will be out and about visiting stations to promote the Charity's facilities and services. Virtual

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_

information sessions will also be held offering virtual tours of each Centre, sessions on the Physiotherapy and Psychological Wellbeing Programmes and Question and Answer sessions.

Fundraising during 2020 and the early part of 2021 was hit especially hard by the COVID-19 pandemic. It was not possible to hold the annual Back on the Beat Sportive in May 2020 and many other fundraising events which supporters were due to take part in were cancelled or postponed until 2021. This resulted in a significant 85% reduction in fundraising income in 2020. However, some fundraisers did achieve their goals taking part in half marathons, a Yorkshire Three Peaks Challenge and the virtual London Marathon. The first virtual Back on the Beat was held during 2021 and raised an amazing £2,264.65. The PTC lottery continues to go from strength to strength, two super draws are held throughout the year and there is still time to participate in the final super draw of 2021 in December, the top prize being £2,000, double the usual monthly prize with cash prizes also to be won.

The Trustees have made a number of decisions to protect the long-term financial stability of the Charity. In October 2020, they agreed to set a deficit budget of £31,610 for 2021. The 2021 budget delivers an enhanced level of service to the beneficiaries of the Charity within an acceptable level of deficit.

The majority of expenditure is spent on employee costs. The costs of premises generally relate to the repairs, maintenance, rates and utilities of the two centres, with supplies and servicing mostly relating to the cost of catering. The uncontrollable expenditure is depreciation. 83% of employee costs relate to the front line services. Only 17% relate to management finance and Charity engagement functions.

The Treasurer reported that the last 18 months had been unprecedented, however the decisions taken previously have allowed the Charity to ride the storm relatively unscathed. The policies which had been introduced had enabled the Charity to achieve efficiencies which had been invested back into front line services while at the same time had maintained the level of expenditure in the Charity.

The increase in the donation rate in 2016, the first one since 2011, had provided a strong financial platform and MTFs which had enabled investment to be made in the health and wellbeing of our patients, your members and colleagues which are at the forefront of the Charity's work. The Charity's facilities have been developed and the opening of the two new wings elevates the Charity's position as a centre of clinical excellence.

An asset management plan is in place for the next ten years which had been costed together with a means of financing it. An Estates Strategy is also in place which includes the depreciation of the buildings to ensure funds are in place for the future.

The Fundraising Strategy is continually being developed looking at all potential opportunities to support the Charity and this is now supported by the addition of a trading arm which provides greater opportunities to generate additional income which will be invested back into the Charity. The hard work over the last five years by the staff and Trustees together with continued support of officers, gives the Charity cautious optimism for the future.

There are lots of positives but the current pandemic is likely to have some long-term impact on income streams over the next five years.

The Treasurer concluded his report by commenting that it was a challenging but exciting time for the Charity and he hoped that as the Charity's Treasurer together with Trustees

and all the staff, their commitment to ensuring the Charity's future success had been demonstrated.

There were no questions.

### **3.6 Wellbeing – The Way Ahead at the Police Treatment Centres Presented by Mark Oxley, Head of Clinical Services**

M Oxley opened his report by explaining that it would mainly be looking forward, although much of the forward plan stems directly from experiences over the last year or so and changes adopted due to the Covid pandemic. He reported on the fantastic new Clinical Services Wing which will enable the clinical programmes to be further developed and enhanced. The construction of two workshop rooms, a relaxation lounge, two nursing surgeries, four counselling rooms and six complementary therapy suites ensured that the Psychological Wellbeing Programme now had its own dedicated home and these new facilities will enable an expansion in capacity of the PWP, when needed, with two full intakes of patients each week to meet the ever rising demand.

During the Covid lockdown when the Centres were closed investment had taken place in the Attend Anywhere platform to allow the PTC to offer remote treatment for physiotherapy and, although everyone was now delighted to return to treating patients face to face, the user experience and feedback exceeded expectations and remote treatment is now firmly embedded in the range of options available to PTC patients. The security and safety of the platform is key to providing the best possible virtual treatment for police patients and the platform has now become a key part of the clinical services allowing us to interact with physiotherapy patients prior to attending the PTC. Effective treatment can be provided in advance allowing greater benefit when a patient attends the PTC.

Another innovation during lockdown was the use of the Wellbeing App, Thrive. Thrive is the only mental health app approved by the NHS and having been conceived and rolled out during the initial lockdown period, the PTC version is being widely used by all patients who are attending or who have attended the Psychological Wellbeing Programme. Aggregated feedback from the App developers is received each month and, whilst fully protecting anonymity, it does allow identification of the most common stressors and situations that users are experiencing, the top three negative stressors consistently being work and, in particular, unclear expectations and personality clashes, health concerns and relationships. The app allows users to access further assistance from trained counsellors either through text messaging or, if needed, a personal telephone call. 70% of users have used this facility which demonstrates the power of the app and the feedback received is really positive. Thrive is also available free of charge to PTC employees and has received a high level of usage. There are plans for exciting additions to the app content including new modules on sleep and chronic pain, an expanded CBT section, video presentations from renowned clinical psychologists and a Welsh language version are due to launch in the very near future. M Oxley offered access to Thrive to all attendees at the AGM and directed them to some flyers explaining how to install and use the app.

In addition, as a registered user of the app, it is possible to access an extensive programme of webinars free of charge, again details were available. These are usually facilitated by world class presenters covering topics such as how to be more optimistic, nutrition for a healthy mind and body, how to recognise and combat burnout and many others.

We continue to add to our own You Tube hub which contains a large amount of content including educational and fitness classes and bite sized animations on sleep, nutrition, pain and resilience.

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The Psychological Wellbeing Programme has been successful due to the lifestyle classes which offer patients strategies for addressing various areas of their life where they may wish to make adjustments. For a long time we have wanted to extend these classes to all patients who attend the PTC and we are now in a position to do this at St Andrews with the additional facilities which are now in place. We can now offer classes in sleep, nutrition, stress awareness and relaxation to all our physiotherapy patients as well as those who attend for PWP which will provide a truly holistic approach to their treatment.

A new craft room had recently been opened for patients to help them relax at St Andrews. Activities include glass painting, crochet, sewing, origami, colouring books, jigsaws and knitting are available and will be a valuable addition to the facilities.

A brand new contemplation room has been created, being a quiet safe space available 24 hours a day where patients and employees can retreat to take time to de-stress, reflect, meditate, or simply enjoy moments of peace and quiet.

Finally, the construction of the new clinical services wing could not have been achieved without the generous support of Police Care UK and our partnership with them will continue to grow in future months. There are joint plans in place for new services which will further support officers, particularly those who have experienced psychological issues.

M Oxley concluded his report by saying that it had been an odd period for the PTC but we are back and are stronger than ever with some fantastic things planned for the clinical services which will allow us to continue to provide the best possible care for all our Police patients.

There were no questions.

### **3.7 CHIEF EXECUTIVE'S REPORT** **Presented by Patrick Cairns, Chief Executive**

P Cairns opened his report by saying he would provide a photographic review of the year with some highlights, notwithstanding COVID. COVID had dominated almost every aspect of personal and professional lives. Following his report in 2019, he confirmed that the new Clinical Services Wing had been built and, despite many challenges, had been completed just three months late. This had been a fantastic achievement and one which everyone was tremendously proud of. The original idea had been conceived in August 2017 and, having secured £1.5 million from LIBOR, the bulk of the remaining money came from Police Care UK. Building work started in March 2020, then stopped due to COVID, but resumed shortly afterwards. We did not agree with HACS, our build partners, on everything but on balance they served us well.

In 2019, the last full year, the PTC treated 3,777 patients including 359 retirees and that was an increase of over 200 in total from 2018. To date this year we have treated 1,239 patients of which 122 were retired officers and by the equivalent period in 2019 we had treated 2,839 patients and 271 retired officers. The big difference is due to the closure up to 26 April and running at 45-50% occupancy until more recently when it increased to 65%. We will remain at this level for the moment to ensure we can remain open safely.

There was a growth in virtual appointments and triaging during lockdown and this provided excellent preparation for some patients prior to coming to the PTC for residential treatment. The Physio programme has developed in recent years using the latest techniques from evolving medical science and trying to meet the growing and changing demand from the police service ensuring the PTC programme is amongst the very best and complemented by an expansion of the classes and treatments on offer in conjunction with our fitness trainers.

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The Wellbeing programme is also being developed alongside the Physio programme and the new Clinical Services Wing will allow us to increase the number of wellbeing patients and improve service provision working in conjunction with Police Care UK and as a standalone plan.

During lockdown the new building project was managed and, where possible, we continued to deliver treatment. There were a couple of good news stories during lockdown and P Cairns showed slides of Alan celebrating a 20 year service award, Sandy who retired and Maggie Abram, Harrogate Dining Room Supervisor celebrating 40 years' service.

During lockdown the PTC continued to offer support to potential police patients by offering a Physio hotline, the creation and later development of virtual physio appointments and the roll out and publicity of the Thrive Mental Health and Wellbeing app. Employees were kept informed through regular bulletins and updates and keeping in touch days.

The PTC managed to re-open in September at a reduced occupancy having created a COVID secure treatment environment and then had to close again between January to April 2021. The virtual treatment plan has continued and programmes have been developed to allow us to deliver services in a way that is safe for staff and patients. Patient numbers are gradually increasing. One of the early re-introductions following lockdown was the therapy dog and we are very grateful to Ann Burrell for this service which is very much appreciated by patients. We were also delighted to welcome the Oscar Kilo therapy dog, Sol, for a visit to St Andrews.

The PC Edith Smith Wing was opened last year by our President, Baroness Angela Harris, and one of our Trustees Chief Constable Lisa Winward to commemorate Edith Smith the first warranted female police officer.

Andy George, President of the National Black Police Officers' Association opened the PC John Kent Wing at the beginning of this month commemorating John Kent, the first Black Police Officer.

On 11 August Paul and June Bone opened the Fiona Bone room at St Andrews to commemorate the sacrifice of their daughter Fiona who was murdered on duty alongside her colleague Nicola Hughes in 2012. Paul Bone was in attendance at the meeting.

A substantial upgrade and improvement had taken place to the St Andrews pool reducing the depth to ensure it was health and safety compliant.

During lockdown wildlife increased in urban areas, including an otter at St Andrews and deer at Castlebrae.

One of the major risks for the PTC has always been donor numbers. There are now 7,300 fewer donors than in 2011 and this represents a loss of income of almost £700,000 per year. There was concern that these numbers would continue to fall during lockdown, however, although there was a slight drop, numbers did generally hold up well, assisted by being able to welcome West Midlands Police and Northants Police to the Charity's constituent forces during the lockdown period.

The PTC's partnership with Immigration Enforcement was renewed again this year which we believe delivers real value for the PTC and Immigration Enforcement. Maxine Webb from Immigration Enforcement was in attendance at the meeting.



Retired officers remain integral to the PTC and to the donor and financing model and P Cairns thanked the leadership team at NARPO and RPOAS for their support and engagement in encouraging their members to sign up to the PTC and in particular, thanks to Brian Burdus, the outgoing President of NARPO and Richard Critchley, the incoming President of NARPO.

A critical activity within the PTC is the work of the Donor Engagement Team to replace the dropping donor numbers. In 2019 they attended 293 events, none of which were virtual. During the lockdown they attended many events, a significant number of which were virtual. However, face to face engagement is slowly returning which gives the added benefit of business getting done in the side-lines and margins of meetings and the follow on meetings, but we do still acknowledge that virtual meetings have their place. Resumption of in person engagements has started with a growing number of inputs to Forces and attendance at other events, activities and conferences.

A number of visitors have been received at both Centres in recent months as we have tried to catch up on all new Chief Constables, new Association and Federation Chairs and Secretaries, OH Departments and HR Departments who have arrived in post in the last eighteen months and anyone from within the police family who want a better insight to who we are and what we do. Many of these visitors then do make various grants and donations to the PTC and some we are still chasing. We also welcomed a number of other visitors from outside the police family some of which led to donations.

We have received a number of large donations this year and the key one was the Police Care UK donation without which we could not have started work on the Wellbeing Wing. So thanks are due to the Police Care UK executive team led by Gill Scott-Moore and the Police Care UK Board led by Mark Lindsay. The Blue Lamp Foundation has been very supportive of the PTC in recent years and we were keen to publicly recognise this support by Peter Sweeney unveiling a plaque in the Centre with the Chair, Liam Kelly.

Other donations have been received both large and small including large donations from PSNI, the Morrisons Foundation and the Masons Lodges in our constituency area. A £1,000 donation was also received from a patient following a recent stay at Castlebrae.

We have been very grateful to our Fundraisers including Graeme, Marathon Man, Rachel, Counsellor at St Andrews and Andy, staff member from Castlebrae and if you or anyone you know would like to do something for either Charity please let us know so we can support you. The financial briefs had already outlined the drop in income raised from the lottery Bed and Breakfast income and Patient Social Committees, however, it was hoped these income streams would start again and could be built up over the rest of this year and next including the possibility of conferencing. A successful West Yorkshire Police Chaplains conference had been held in the new Conferencing facility and it was hoped this could be built on over the next twelve months.

P Cairns thanked his colleagues in the Northern Police Health Care Scheme for their work in pushing up sign ups to the PTC as part of their work in encouraging more members to join NPBS, particular thanks to Jim Gray and David Orr from Northumbria.

Recharge days for Lancashire had now recommenced on a reduced scale and consideration was being given to how this might be expanded in future.

A Trustees Strategic Workshop had been held the previous afternoon and ideas and plans were discussed for the future. However, at the moment, the Charity is still working on getting back to normal. It was not the time for massive change but the Charity needed to ensure it was ahead of the change curve to ensure it remained a leader in police rehabilitation and healthcare as the police service is constantly changing.

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P Cairns felt confident that the PTC would rise to the challenge as it did when Castlebrae was updated and modernised in 2016 and when the current incarnation of the Wellbeing programme was rolled out the same year and as we have done over the last 18 months with the build of the new clinical wings here at Harrogate and embraced digital technology within our treatment programmes. However, the Charity must ensure it is the architect of change and the agent of inclusivity rather than just following the crowd or being satisfied simply doing what it has always done. He stressed the importance of casting the PTC's eligibility net further to ensure the donor model continues to remain robustly successful and ensure we set the pace for treatment and rehabilitation for the police service not just now but for many years in the future.

P Cairns concluded his report by saying it had been a very challenging time for the PTC. but COVID, despite the frustrations and complications, had not stopped the PTC.

The PTC remains in a very strong place, we are thinking about the future and what next and are confident that we will rise to the challenge whatever that might be.

In answer to a question from David Baines, South Yorkshire P Cairns confirmed that eligibility for other groups had been under review for a number of years and it had been agreed yesterday, that the time was right to bring in new donor groups which would be CSIs and Civilian Investigators. A note will be circulated to all Forces in November 2021.

### **3.8 ANY OTHER BUSINESS**

There being no further issues, the Chair declared this section of the meeting closed.

## **4. THE ST. GEORGE'S POLICE CHILDREN TRUST**

### **4.1 MINUTES OF THE ANNUAL GENERAL MEETING HELD ON 20 JUNE 2019**

These had been circulated to all members and also displayed on the Charity's website and were taken as read. The minutes were proposed by Trevor Purcell, PSNI and seconded by Rachel Barber, Nottinghamshire that they be accepted as a true record. All present agreed.

### **4.2 MATTERS ARISING FROM THE MINUTES**

There were no matters arising.

### **4.3 ANNUAL REPORT**

#### **Presented by Liam Kelly, Chair, Board of Trustees**

As the Chair of the Board of Trustees of the Police Treatment Centres, L Kelly presented the Annual Report for the year 2020.

There were no questions

### **4.4 AUDITORS REPORT**

#### **Presented by Steve Williams, Murray Harcourt**

S Williams, Murray Harcourt reported on income and expenditure which showed that income in 2020 was £1,222,091 and expenditure of £1,319,727 which related to beneficiaries grants.

The balance sheet of the Charity is £14.3 million in total showing the reliance on the investment portfolio.

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_

The audit approach taken is similar to that taken for the PTC and resulted in an overall unqualified audit opinion.

There were no further questions.

#### **4.5 TREASURER'S REPORT**

##### **Presented by Peter Henson, Treasurer**

P Henson began his report by saying that his presentation would provide details of the financial position of St George's Police Children Trust and the work that the Trustees and Staff have undertaken to ensure the long-term future of the Trust.

He reported that the out turn for 2020 suggests that the Trust made a surplus of £97,636. The 2020 accounts have been prepared using FRS102, the Financial Reporting Standard which came into effect in January 2015 and the surplus is mainly due to two items.

The trust is obliged to make a year-end provision to cover all the beneficiaries contained within the Charity's records at the end of the year. The provision is based on providing support throughout full time education for each child up to the age of 25. The current provision is approximately £3.5 million. Between years the provision can fluctuate for a number of reasons. For example:

- New beneficiaries being added to the list, this together with their age and the financial circumstances of the family.
- The number of children that leave education in the year.
- Variances and changes in household income

In 2020 the provision required increased by £324,788 as a result of the Charity supporting younger children together with making a provision for new beneficiaries and the benefits provided. This provision will change on an annual basis depending on the number of beneficiaries claiming and the age of those beneficiaries. He stressed this is an accounting provision and not cash held within the Trust and finally in 2020, the Trust did not need to draw down on its contingency making a saving of £239,000. A contingency is required as the Trust does not know how many new beneficiaries it will take on in the year and the amount it will have to pay out. Therefore, if the accounts are adjusted for these items the Trust made a deficit in the region of £12,000 which was in line with predictions and ensures money is spent supporting beneficiaries. 2020 was one of the most turbulent years in living memory with both Brexit and the pandemic. The Trusts investments went up and down during the year but overall increased together with the level of dividend which could be invested back to the beneficiaries.

The Treasurer continued by explaining that the vast majority of income received by the Trust is derived from dividends, 54% in 2020 and 46% from officer donations which equates to £665,000 from dividends and £557,000 from officer donations. This demonstrates one of the reasons for maintaining investments at the current levels as without them, it would be necessary to reduce the level of support the Charity can provide or increase the donation rate.

During 2020 the Trustees reviewed the benefits provided and, where possible, increased them. The most significant change was two additional benefits which have now been made available to all donating officers and not solely beneficiaries. In addition a review and potential annual increase to the Christmas bonus was agreed. The key benefits which were added were:

- Providing child counselling for children of donating police officers up to £1,000 per child.

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- An ex gratia wellbeing grant available to all donating officers. Each application will be reviewed and allocated on its merits by the Trustees.
- A review of any potential surpluses to take place in October each year and consideration given to redistributing some of the surplus to the beneficiaries. In December 2020 every child received an additional £500.

Feedback received indicated that the new grants had made a big difference and the Treasurer asked that colleagues be encouraged to sign up and support the Trust.

The Trustees remain cautious as there is the potential for further cuts in public spending which will put additional pressures on the budget of the St George's Police Children Trust and the wider police family. As a method of financial prudence the Trust presents the Trustees with a medium term financial forecast as part of the budget process. Matters which are likely to have a significant impact on the Trust are if the Government decides to reduce public spending together with the cost of living for beneficiaries. During 2018 the Trustees decided to increase the donation rate to 35p per week and extended the benefits at that time. This increase together with information the Charity now has gives it some confidence that it will be financially secure until at least 2025. One of the key reasons for having a medium term financial strategy is to review how the Trust can increase income or reduce expenditure in order to allocate more funds to the beneficiaries.

The Charity is conscious that there may be children who it should be supporting, but of whom it is not aware especially now support has been extended to partners of police officers who have died together with the new grants mentioned earlier. Increasing awareness is important as some people may believe you have to be killed or injured on duty in order for an application to be made and this is certainly not the case. We would ask for everyone's assistance in raising awareness to ensure the Charity does not miss people it could otherwise support. During 2020 the Donor Engagement team and Administrative Teams worked hard to update the Charity's promotional materials and videos and distribute them more widely within Forces and Federations, this has continued in 2021.

The Trust has put in place a strategy to increase its income over the next few years. Feedback indicated that beneficiaries wished to be more engaged with the work of the Trust and therefore the Donor Engagement Team will continue to issue newsletters in 2021; personal stories are very effective to encourage individuals to support the Trust and the Charity has been fortunate to receive new testimonials from families who have received support.

St George's House - The trust acquired this property in Harrogate in 2013, to support the beneficiaries of the Trust, as a holiday let, but where spare capacity allows, other members of the police family. During 2020 it was necessary to suspend the service but once Government advice allowed us to re-open, the house was full most weeks and this has continued in 2021.

The Trustees have approved a zero balanced budget for 2021.

The Treasurer reported that, over the last few years the Trust has reacted to changes in society and has adapted the way benefits are allocated to its beneficiaries. The Trust ensures that all benefits are discharged with probity. This has allowed the Trust to target those most in need with additional money, while not losing sight or support for others. The timeliness of grant making has been increased so that beneficiaries receive a registration grant upon receipt of their application and will then receive a minimum of £10 per week per child. The Trustees approved additional new benefits which were implemented in 2020 which will support beneficiaries, make the Trust more modern and make the Trust fit for purpose going forward.

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_

The Treasurer concluded by hoping that he, together with the Trustees and the administrative staff, had demonstrated, how the Trust is supporting the children of deceased or incapacitated officers, to the very best effect.

Richard Murray, Cleveland asked if it would be possible to merge the donations of both Charities together. P Henson replied explaining that merging two Charities would be very complex, although not unachievable.

#### **4.6 CHIEF EXECUTIVE'S REPORT Presented by P Cairns, Chief Executive**

P Cairns opened the St George's report commenting that it would be significantly shorter than the PTC one, but following the same pattern, so started with the numbers again and as a reminder these cover the 12 months from the last AGM in 2019:

St George's currently has 231 child beneficiaries and 49 students in receipt of the Higher Education Grant and these numbers are broadly the same as in previous years.

He showed a list of benefits and reported that this year the Trustees has strengthened the package and added some new benefits.

We have been long aware that many officers are spoken to about SGPCT at the start of their career when they probably do not have children or dependants and were not encouraged to sign up to SPGCT because the benefits would not take effect until their death or early medical retirement. The Trustees were keen to change this perception and did so by adding two additional benefits for serving officers, a child counselling grant of up to £1,000 and a wellbeing grant for physical or mental issues. A number of awards, within the new categories, had already been made this year ranging from a counselling grant to support a 12 year old boy who was struggling after his police father tragically took his own life recently and a large grant to support one of our colleagues in Police Scotland whose daughter is a quadriplegic and suffering from multiple health issues to help with building a safe play area in the back garden. These new grants are now available for serving officers who are donors to the Charity and these new grants emphasise that SGPCT benefits are available to children of serving officers.

Donor numbers continue to fall and although the investments have bounced back since their fall in April 2020 we are keen to push the numbers back up if we can. The drop in donor numbers is almost 15,000 since 2011 which equates to a loss of income of £270,000 each year which vindicates the decision to increase the donation rate a few years ago. The Charity is increasingly reliant on the investments of SGPCT to generate enough income to support the current and future beneficiaries. A donation to SGPCT of 35p per week or £18 per year over the course of a 35 year career would cost £637. However, as a SGPCT donor at the beginning of their career, technically before they had even paid a penny, if needed and approved by the Board, they could immediately access up to £1,000 as a child counselling grant giving them an immediate net benefit of £370 more than they would pay over 35 years before they had accessed any other benefits. It truly is a no brainer!

Life for SGPCT continued largely as normal during the pandemic because, as a grant giving charity, contact with beneficiaries is, even during normal times, remote and virtual so a lockdown period was simply an extension of this which we dealt with by delegating authority for immediate cases to myself and the CFO which were then scrutinised by the Board later. It was sad to see some police officer deaths due to COVID who were not donors and not eligible for support and even more so for one officer who was tracked as a donor but then for some reason decided to terminate his donation to SGPCT and then 12 months later died unexpectedly from a COVID related illness.

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_

The positive news is that multiple applications were swiftly processed through the devolved authority paying out benefits within days of them being approved. The applications received included deaths, deaths of partners, ill health retirements for physical ailments, ill health retirements for mental health issues, pay outs to families of officers who tragically took their own lives, ex gratia payments for computers and many other items.

In normal times the Charity supports children on Duke of Edinburgh expeditions, jamborees and overseas travel and clearly as no-one could travel this saved SGPCT quite a bit of money but a number of new beneficiaries have been taken on for child counselling and wellbeing grants.

Another benefit of the Charity is the holiday home adjacent to St Andrews, Harrogate. The use of this was restricted during lockdown but it is now getting some bookings again.

There is an element of flexibility for the Trustees in deciding who might be a beneficiary of SGPCT and there have been some long discussions in the board room over the last 12 months discussing eligibility for those who are not donors to the Charity. P Cairns implored all attendees of the AGM to communicate to their colleagues the benefits of SGPCT. Eligibility is not overly complex but a key requirement is that the individual is or was a donor to the Charity. He also asked that they get the news out that partners are now covered in the eligibility policy and more recently the charity has added child counselling and wellbeing grants for the children of serving officers donors.

He concluded, notwithstanding some of the challenges for SGPCT in the last twelve months through the pandemic, it has continued to operate largely as normal bringing in some new beneficiaries this year, changing and expanding the benefits and also really done some good.

There were no questions.

#### **4.7 ANY OTHER BUSINESS**

No items being raised, the Chair declared this section of the meeting closed.

#### **4.8 CLOSE**

N Goodband wished to thank P Cairns and all the PTC team for the last two years and for providing a good news story which could be shared with his and other attendees' colleagues. L Kelly commented that he looked forward to ensuring the future proofing of both Charities to ensure they continued to provide benefit to police officers and their families.

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***There being no further business, The Chair declared the meeting closed at 12.30 p.m. and invited those present to attend a buffet lunch and tour of the facilities, at St Andrews.***

**ENDS**

Approved by: \_\_\_\_\_ Chairman BoT Mr Liam Kelly Date \_\_\_\_\_