

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

**HELD AT THE ST ANDREWS, HARROGATE  
ON THURSDAY 23 JUNE 2016**

**PRESENT**

Chairman of the Board of Trustees	Mr Ian Hanson
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)
Derbyshire	(SGPCT)
Humberside	(PTC & SGPCT)
Isle of Man	(PTC)
MoD	(PTC & SGPCT)
North Wales	(PTC & SGPCT)
Staffordshire	(SGPCT)

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

Mark Botham	George Clarke
Drew Harris	Mark Lindsey
John Robins	Iain Spittal
Lisa Winward	

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

Duke of York	Patron
Hon Simon Howard	President
Brian Hunt	Chaplain
Barry Dodd, CBE	Lord Lieutenant of North Yorkshire
Andrew Jones	MP
The Mayor of Harrogate	
Julia Mulligan	North Yorkshire Police and Crime Commissioner
Gavin Thomas	President, Police Superintendents' Association of England and Wales
Steve White	Chair of the Police Federation of England and Wales
Chis McNichol	The Gurney Fund
Gill Scott-Moore	Police Dependants' Trust
David Ball	Police Rehabilitation Centre

and 29 representatives from constituent forces.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

# NORTHERN POLICE CHARITIES

## JOINT MEETING

The Chair, Mr Ian Hanson, addressed those present, explaining that he was delighted to be at the AGCM and having visited St Andrews and Castlebrae several times this year he was pleased to see the progress and improvement at both Centres. He then welcomed all attendees to the Annual General Council 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 COUNCIL MEETING HELD ON 11 June 2015**

These had been circulated to all members and also displayed on the Charity's website and were taken as read. It was proposed by C Grandison, West Yorkshire and seconded by N Bowles, South Yorkshire 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 2015**

**Presented by Ian Hanson, Chair, Board of Trustees**

As the Chair of the Board of Trustees of the Police Treatment Centres, I Hanson presented the Annual Report for the year 2015.

He reported that, as in previous years the PTC had continued to perform superbly with both centres providing an amazing service to police officers at both centres.

This year 3,888 police officers had been welcomed and treated and this had played an integral part in fulfilling one of the PTC's primary objectives of supporting them in returning them to policing.

He was particularly pleased that the extension at Castlebrae had been completed and handed over in April 2016 and the PTC now has a world class facility at Castlebrae in terms of the swimming pool and support facilities. I Hanson paid tribute to everybody who had worked in the background to make this happen. The £2.5 million that was needed was generated as a result of hard work from some fantastic people who often don't get the recognition that they deserve. He thanked them on behalf of everyone who has and will benefit from their efforts.

He reported that during 2015 the trustees made some big and indeed brave decisions that will safeguard the future of the charity for many years to come. The charity was created at the start of the last century with the objective of supporting police officers at their time of need and this has been delivered year upon year. However, he commented that the police service has changed beyond all recognition and it's make up is very different from a hundred years ago. He was immensely proud that the charity had now taken the monumental move to open its doors to non-police officer colleagues who provide just as

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

important a service to the public and who stand shoulder to shoulder with their warranted colleagues on our streets.

I Hanson explained that both this and the decision to invite retired officers to contribute were difficult deliberations for trustees but were taken for two reasons - to ensure the future of the charity, but perhaps more importantly because it was the right thing to do, and he was incredibly proud to be associated with an organisation that is not afraid to show leadership within the police family and support those who do one of the most difficult jobs in our communities.

He closed his report by thanking everyone for their support including the the PTC employees and indeed those men and women who put themselves in the way of danger and who allow us the very great privilege of helping them at their time of need.

There were no questions

### **3.4 INVESTMENT MANAGER REPORT** **Presented by Nick Bence-Trower, Cazenove**

N Bence-Trower, Cazenove reported that at 31 December 2015 the PTC portfolio was valued at £1,723,158 which compares with £1,772,606 at 31 December 2014. In percentage terms 2015 performance was up 1.3%. Taking cash flows and income into account, since inception the portfolio is up 42.6%.

The Police Treatment Centres funds are currently invested in Charity Multi Asset Fund. The fund is well established and approved by the Charity Commission, it also provides an additional layer of governance as the fund is obliged to have an independent supervisory board which, on top of the controls in place with Cazenoves, means that the Fund Manager reports to that supervisory board on a quarterly basis.

Nick Bence-Trower made reference to the EU Referendum and the uncertainty the result would have on the markets.

There were no questions.

### **3.5 AUDITORS REPORT** **Presented by Neil Sevitt, RSM UK**

N Sevitt, RSM UK started his report by explaining how the accounts had been prepared to include depreciation of the buildings in line with current financial legislation and the accounts for 2015 had been re-stated in line with this requirement. He then presented a brief overview of the accounts starting with the statement of financial activities as shown in the Annual Report. This showed that officer donations in 2015 were £3,215,000 which was a fall compared with 2014 of £3,280,000 due to the falling numbers of police officers. Capital donations amounting to £208,000 had been received together with other income of £1,028,000 from an array of sources.

Expenditure included staff costs of £2,555,000 and non-staff costs of £1,638,000, including depreciation, which resulted in a net surplus of £258,000 for the year. Income was £4.4 million in 2013 compared to £4.7 million in 2014 and expenditure had increased.

The Balance Sheet showed that the majority of the total net assets of £24.5 million were held in tangible assets i.e. the two Treatment Centres at Castlebrae in Auchterader and St Andrews in Harrogate. The investment portfolio was £1.72 million, a slight reduction on 2014 due to stock market performance.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

N Sevitt explained that the objective of an auditor is to provide a true and fair opinion on the financial statements of an organisation and he confirmed that they had provided an unqualified audit opinion for the Charity for the year to 31 December 2015. This had been done by carrying out a significant amount of work with the team at the Police Treatment Centres. The audit is prepared using international standards of accounting based on a sample based testing process including levels of income and expenditure, liabilities, checking the assets, checking the valuation, checking the title to the investments and assets and work with the Charity's investment advisors to ensure it is properly managed. The auditors ensure that the disclosure is correct and in line with statutory requirements under the Companies Act and the Charities Accounting Rules.

There were no questions.

### **3.6 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.

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 2015 out turn which showed that the Charity had managed to generate a surplus of £253,000 from within the areas that it controlled. The surplus had been achieved from the following two key areas:

- During 2015 the Charity received a one off legacy payment of £228,900 from the sale of land it had a part share in.
- Secondly the Charity was successful in applying through the Scottish Police Authority for funding from the LIBOR and received £100,000.

He continued by saying that If these two items are removed the underlying deficit against budget is £75,583 and a deficit budget of £45,000 was set for 2015. This is working within 0.75% of the annual budget which doesn't give much room for error and demonstrates the need for the tight financial controls which are in place.

Although the financial results are good, the Charity continues to remain cautious. In November 2015 the Government pledged to reduce spending on public services including the Home Office by approximately 20%. As a result of incidents in France the Home Office budget was not reduced by 20% but the Charity is braced for a possible further reduction in officer numbers over the next few years.

Each year the Charity presents a medium term financial forecast to the Trustees as part of the budget process. Items which will have a significant impact during 2016 include the cost of living through items such as fuel and utilities and the living wage.

If the Charity now did nothing, the budget deficit would be in excess of £1 million by 2020 together with an accumulated deficit of £2.5 million from the previous four years, a position which is unsustainable.

Towards the end of 2015 the Charity's Trustees undertook a strategic review of the Charity to review finances, facilities and clinical provision.

As part of the strategic review the Charity asked forces if they could break down the number of officers together with those that donate grouped into their years of service. Not all forces could break this information down but from the ones that could it was clear that an officer in the later stages of their career is statistically more likely to donate than one at

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

the beginning. Therefore, if force numbers remained static and the percentage take up remained the same, over the next five years we would have a net loss of 500 donating officers based on this group. If this was extrapolated across all of our constituent forces then the net reduction in the next five years would be in excess of 2,000 officers which in financial terms is an additional loss of £187,000. If this was added to the MTFs predicted deficit of £1 million in 2020 our deficit would be moving towards £1.5 million- this would not be sustainable. Positively it highlights the groups that we need to target through our PR and fundraising, which, with your support, can be achieved.

Due to the financial predictions, the Charity had to make some tough decisions to ensure its long term viability. A number of options were discussed by Trustees with the following decisions made:

Donation Rate – agreed the donation rate should increase from £1.30 per week to £1.80 per week. This was the first increase since 2011 and remains excellent value. The treatment can, in some cases, save a Police Officer's career and for others return to work sooner, all for less than the price of a cup of coffee on the high street.

Widen Eligibility – agreed to widen eligibility to the following groups, PCSOs, Specials, Custody and Detention Officers providing they are employed by the Police and Crime Commissioner or Chief Constable.

Retired Officers – agreed to make a nominal donation rate of £0.65 per week for retired officers. Already over 2,000 retired officers have signed up. The monthly income generated is £7,640 and the annual income £91,000. Of the retired officers donating 778 paid £2.81 per week, 779 paid between £2.82 and £4.99 per week, 401 paid between £5.00 and £9.99 per week and 75 paid in excess of £10.00 per week.

The changes above were predominantly to ensure the long term viability of the charity but some of the money was invested back into the business to increase and extend the treatment the Charity provides. The Charity has seen an increase in the number of officers presenting with stress related illnesses. To meet this demand the Charity has employed a Head of Clinical Services, devised a more structured programme providing additional counselling, classes and complementary therapy. The Charity has also increased the hours provided by physiotherapy to meet increasing demand.

The assets of the Charity have always been depreciated, however, the buildings will now also be depreciated and the increased donation rate will allow the Charity to undertake future capital works. Therefore, if urgent work is required it would not be necessary to specifically fundraise for the project, although the Charity still intends to continue with its fundraising strategies.

The changes outlined will also protect the Charity and its beneficiaries on a further two fronts:

- The size of the donation rate increase will protect against future increases. There is no intention to increase this rate in the short term.
- Some of the money will also be used to build up the reserves of the Charity to approximately one year's running costs which will provide beneficiaries with reassurance that the Charity will be there in the future to support them. This also falls in line with Charity Commission guidelines.

Fundraising – if the Charity does nothing it will continue to lose officers that donate. The following demonstrate the Charity's commitment to raising additional funds during 2015 and plans for 2016:

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

Castlebrae Funding – By 2015 the Charity had raised sufficient money to go ahead with the Castlebrae project following eight years of planning and fundraising and the project was opened in April 2016.

Lottery and B&B – two key areas which were developed in 2015 and which will continue in 2016 to bridge part of the funding shortfall. Net profit from the lottery in 2015 was just less than £65,000 and a similar return is expected in 2016. This return represents 700 officers' donations. B&B was also successful in 2015 and rooms are sold out until August 2016.

Recruitment Campaign – a recruitment campaign in liaison with Federations ran between April and June 2015 offering an amnesty for treatment and generated approximately 100 additional donors. The Charity also actively engages in attracting new recruits to sign up.

As a result of the tough decisions made by Trustees to ensure the long term financial stability of the Charity the Treasurer was able to present a balanced budget that delivers an enhanced level of service to its beneficiaries.

The majority of expenditure is on employee costs. The costs for premises generally relate to the repairs, maintenance, rates and utilities for the two centres with supplies and service mostly relating to the cost of catering. The uncontrollable expenditure is depreciation.

85% of employee costs relate to the front line services. Only 15% relate to management finance and fundraising functions. This is a decrease on previous years as money has now been invested in front line services

The Treasurer concluded by saying that while the Charity finds itself in tough times, the Trustees believe that the hard work over the last five years by the staff and trustees, together with the continued support of officers, gives the Charity cautious optimism for the future. This is a challenging, but exciting time for the Charity and I hope that today I as your Treasurer, together with the trustees and all the staff, have demonstrated our commitment to ensuring its future success.

There were no questions.

### **3.7 ACCEPTANCE OF ANNUAL REPORT AND ACCOUNTS Presented by Ian Hanson, Chair of the Board of Trustees**

The Chair asked for a proposer and seconder for the 2015 PTC Annual Report. Jackie Muller, Police Scotland, proposed acceptance of the 2015 Annual Report for The Police Treatment Centres and this was seconded by Liam Kelly, Police Service of Northern Ireland. This was unanimously carried.

The Chair asked for a proposer and seconder for the 2015 PTC Annual Accounts. Craig Grandison, West Yorkshire, proposed acceptance of the 2015 Annual Accounts for the Police Treatment Centres and this was seconded by Conor Moore, Police Service of Northern Ireland. This was unanimously carried.

### **3.8 UPDATE OF PSYCHOLOGICAL SERVICES AT THE POLICE TREATMENT CENTRES Presented by Mark Oxley, Head of Clinical Services**

M Oxley started his report by looking back 12 months when Dr Clare Lennie presented a report to last year's AGCM on the future of psychological services at the PTCs. She had made four main recommendations in her report, namely;

- To create a Head of Clinical Services Post.
- To consider investing in developing a holistic psychological service.
- To review our policies and procedures for admission for psychological support
- To consider further staff training so that the support we provide is carried out in a safe environment

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

Firstly, he reported that the Charity did indeed introduce a Head of Clinical Services post and he was now the Head of Clinical Services.

Secondly, the Charity had invested in providing a greater level of psychological support for our serving officers and he would now provide an update regarding the progress made over the last 12 months in terms of developing and introducing that service.

It was strongly felt that we wanted to provide a more structured holistic approach to psychological support and we began with a thorough staff consultation to ensure we could build upon the work we were already doing which was valued by patients and then enhance it to provide a much more complete service.

It was vital that patient and staff safety were central to any new initiatives and we reviewed and updated our clinical admission criteria and application process accordingly in order to reflect this and designed a new separate admission form for psychological support.

We made a substantial investment in staff training, including training a number of clinical staff to be able to deliver Mindfulness sessions for instance and also offering MHFA training to all employees and which the majority of staff at the PTCs have now attended.

Finally we needed to recruit some new key staff, including two new counsellors, in order to deliver the programme and we extended the existing nursing and complementary therapy hours to provide the level of service we wanted and also increase the amount of Yoga and Tai chi provided so it has been a real financial investment and commitment from the Charity

A key part of what we wanted to deliver was the group sessions and the nursing staff created a number of workshops. Time was spent researching current evidence and writing workshops concerning a variety of different areas to assist in the treatment of stress and depression.

The particular form of counselling we wanted to utilise is known as solution-focused brief therapy which is an approach that looks at solution building based on current resources and future hopes, rather than exploring past causes, crucially this typically involves 3-5 sessions which makes it ideal for a two week intervention period. The counsellors we recruited were well versed in this method and had the necessary experience to be able to utilise it in this setting.

Complementary therapy has always been a popular part of the PTC experience but we wanted to increase the number of sessions we offer to patients to aid relaxation and stress reduction and we aimed to more or less double the amount of sessions offered to those patients seeking admission for psychological issues.

So after all the preparations were complete we were ready to go and at the beginning of April we launched the psychological wellbeing programme in full, initially at Harrogate.

The most obvious change you may have seen was that we now require applicants for the programme to complete two short psychometric questionnaires as part of their application so that we can better assess their level of need prior to admission. The form still requires a clinical signature from a doctor, occupational health nurse or counsellor in order to ensure referrals are both appropriate and safe for patient and staff alike.

So this is what the programme looks like. Each day there is a group workshop and also a group exercise class, there is lots of evidence supporting the value of physical exercise in promoting good mental health but the classes are designed to be accessible to all levels of

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

fitness and consist of things such as group walks or aqua circuits. As well as the group activities there are individual sessions of complementary therapy and counselling so you can see that those on the programme are pretty busy but there is time for reflection built in too.

Week 2 continues in a similar vein but with different group workshops and on the Friday crucially we finish with a "Focus on the Future" group and the intention is that officers leave with a clear vision as to what path they are going to take after they depart in order to keep progressing.

In addition to the structured programme there is still the opportunity to benefit from the 1:1 input from the nursing staff that is available to all who attend the PTCs, for example cholesterol monitoring and advice, smoking cessation or alcohol awareness and not infrequently people will use the two week period as an opportunity to take stock of their all round health and maybe kick start a more healthy lifestyle approach.

Much as it would be nice on behalf of the clinicians to take all the credit for the results achieved by the PTCs, there is no doubt in my mind that the excellent clinical input is only part of the story. The beautiful and spotless building and grounds, the fact that people are extremely well fed and watered and facilities such as the sensory garden all add an enormous amount to the experience and allow officers to truly concentrate solely on getting themselves well and back to duty.

So, the crucial question, after three months or so of the psychological wellbeing programme running, is it working?

Well if we start by looking at our qualitative measures, you may recall that we ask patients to complete a couple of psychometric questionnaires as part of their applications, these are the Patient Health Questionnaire (PHQ) which is concerned with indicators of depression, and the generalised anxiety disorder measure (GAD) which is concerned with symptoms of anxiety. They are measures that are extremely widely used throughout the NHS and healthcare in general and they allow us to assess levels of anxiety and depression prior to patients arriving at the centres.

M Oxley then showed a slide of the average scores average scores of the first 65 patients to complete the programme. On application their scores, on average, represented moderately high levels of both depression and anxiety and that is exactly the target group we were looking to address when we constructed the programme. He stressed that all applicants also have a one to one personal telephone conversation with one of the nursing team before their application form is approved so we can look at specific reasons for high scores.

We then ask patients to again complete the measures on the first day of admission to the centres, and sometimes there is a slight fall in the average score here which reflects the time between submitting a form and actually attending which can be quite a few weeks depending on individual circumstances – the waiting list for admission to the centres is two weeks or less at present but sometimes an officer can't attend that quickly due to their existing commitments so potentially things can change in the intervening period but overall you can see on average they remain fairly constant.

Finally the measures are completed again on the last day at the Centres following the two week programme and it was seen that in the example of the first 65 patients there was a really substantial reduction for a two week intervention. We will continue to measure these scores but the early indications are certainly good that we are meeting the needs of our target group.



We also collect individual feedback from everyone who attends the programme and there are some interesting common themes emerging that may well help us shape the development of the programme in the future

We did have some apprehension as to whether officers would be comfortable in the group setting of the workshops but the feedback is invariably positive about the experience and the socialisation and normalisation of issues that occurs in that setting is proving to be a hugely beneficial part of the overall programme.

The opportunity to try and put some of the coping strategies discussed into practice in what is perceived to be a safe environment here is also seen as a big positive as is the opportunity to reflect and take time out to step back from things and potentially reassess their lifestyle and commitments and priorities.

Lastly, one or two officers were concerned that by coming in to a programme they may feel labelled whilst at the Centres but actually by having that programme being very visible they found the exact opposite and they have felt a definite positive de-stigmatisation effect regarding their issues.

One workshop that seems to have gone down well judging by the feedback is Mindfulness which really works at the Centres as we can allow officers the time and have an ideal facility for them to practice the technique whilst here and it certainly appears to be having a very beneficial effect.

So whilst it certainly appears that the programme has been well received we are also aware that it presents some potential challenges. Some officers feel uncomfortable about the return to their routine once they complete the programme and certainly if they are returning to the exact same circumstances that caused their difficulties in the first place we don't yet know if the coping strategies we have tried to offer them will be successful or not.

We are trying to ensure signposting to other support is given to all and wherever possible we are linking up with all our forces, but it is very clear that whilst there is some tremendous work taking place regarding welfare within different areas, there appears to be a lack of consistency in approach amongst forces which makes that task quite difficult.

We don't yet know if and when people will reapply for further admissions if they have a need in the future, and if so can we offer them the same programme again or will we need to be more flexible in approach?

Lastly, as awareness increases and it doesn't seem likely that demand is going to decrease any time soon, we may have to look at expanding the programme accordingly, and in some ways that is a nice challenge to have and one I think we could certainly meet. So in summary, without wanting to get too carried away just yet, it appears that the psychological wellbeing programme has been extremely well received by patients and the feedback so far has exceeded all our expectations. A flavour of the comments that we have received are;

"Thank you, the whole programme was excellent, early days but I feel so much better and optimistic."

"Helped give me the kick start I needed, a very well structured programme."

"I didn't realise how much I needed to come until I got here."

"The care, respect and dignity shown by all the staff at the PTC has been exemplary".

We also ask on the feedback form if you would recommend the programme to a colleague and the answer has been unanimously **yes**, with it seems at least one person each week who, totally unprompted, adds to the form that they have thought of a colleague who they feel would benefit from attending and have encouraged them to apply.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

If the programme is indeed a success then it is due to the efforts of all the staff at the PTCs and I feel the Charity's commitment to the MIND Blue Light Pledge has been central to this.

To meet the Pledge criteria we now;

Communicate the anti-stigma message in promoting the programme and have held several Mental Health promotion events for both patients and staff at the Centres.

We have hugely increased the amount of staff hours devoted to psychological support to meet the needs of the programme.

We have recorded some new patient stories and case studies from those who have attended the programme and they will be on our web-site shortly so their stories can be shared.

And we have joined the two pilot MIND Blue Light regional forums in Merseyside and Northumbria and look to fully contribute to their work in the coming months, and we will support the development of the MIND champions scheme in all our forces.

So overall we've come a long, long way in the last year.

Finally, he looked forward twelve months in which time;

- We will continue to embed the psychological wellbeing programme and whilst the results so far have been fantastically encouraging we are under no illusions that we still need to consolidate and ensure that we audit and adjust the programme as we proceed in order to keep meeting the needs of our patients.
- We will introduce some new initiatives to the programme, we are hosting a course here next month regarding the use of acupuncture in stress and depression and there is some emerging evidence to suggest this could be a really powerful treatment for us to introduce and a very useful addition to the programme.
- We have more Mental Health First Aid courses planned for staff and in addition we are holding courses in effective communication and listening skills in relation to mental health shortly, primarily for security and reception staff at both centres.

M Oxley concluded his report by praising the response, commitment and buy-in from all the staff at the PTCs, clinical and non-clinical to everything that we've done thus far because their commitment means that we are well on our way to our ultimate goal of establishing parity of esteem for Physical and Mental health and he sincerely believed he would be able, in 12 months' time, to report that we are being recognised equally for the quality of our approach to psychological welfare as we already are for physiotherapy.

There were no questions.

### **3.10 CHIEF EXECUTIVE REPORT** **Presented by Patrick Cairns, Chief Executive**

P Cairns, CEO opened his report by explaining that the past year had been such a momentous year of significant and strategic change at the PTC, which will hopefully put the Charity in a strong position in the years ahead and ensure that it is able to keep fulfilling its responsibilities and duties to its police patients.

Some of the changes had not been without a degree of controversy for some, but Trustees wished to ensure the Charity was well placed and correctly structured to deal with future challenges for the long term.

All charities need to consider from time to time their relevance and the role they play in an ever changing world, and the police landscape has changed significantly in the last six

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

years and it was therefore appropriate that the PTC embarked on a period of review and consideration of who and what it was and the services that it provided in 2015.

The Castlebrae project went out for tender in Spring 2015, and was launched in April 2018 with work starting in June 2015 with the Charity's President, Simon Howard, doing the spade in the ground ceremony. The project was delivered on time and on budget and was opened for patients' use on 18 April 2016. Treatment and facilities at both centres are now as closely aligned as possible, including a new hydrotherapy pool at Castlebrae. Thanks must go to all the Castlebrae staff who notwithstanding the sound of drills, concrete mixers and cranes over 40 weeks wafting through windows continued to deliver a very professional service and treatment throughout the whole project in the best interests of our patients.

The next major decision was widening the eligibility of groups with effect from 1 January 2016 that could join the PTC as donors to PCSOs, Specials and Custody and Detention Officers. This decision was taken on both moral and economic grounds.

For the moment there has been a trickle rather than a flood of applications from these new groups, but this is starting to grow, and we are currently exploring various options as to how we might fund treatment for some of these new groups such as Specials, and it will be interesting to see how this develops over the next 12 months.

The next significant decision by the Board of Trustees was to direct that if retired officers wished to apply for treatment at the PTC from 1 January 2016 they would have to be current donors to the charity. In 2015 the Charity treated 550 retired officers which cost the charity almost £300,000 and it did not receive any regular income to pay for this. More than 2000 retired officers have already signed up as PTC donors, many of them for much more than the minimum donation required, and this number grows by the week which will help contribute to the Police Treatment Centre's development in the future.

The Charity benefitted from a very generous decision by the PSNI Benevolent Fund of an annual grant of £50K each year for the next three years, which will pay for all of their retired officers to attend for treatment, and I would like to publicly acknowledge and thank the PSNI Benevolent fund.

In summary this policy decision has seen the Charity benefit to the tune of £150,000 each year we are still treating Retired Officers in about the same numbers as before, validating both the financial reasoning behind this decision, and of course our work as a charity to provide a service and treatment for serving and retired officers.

I would like to publicly thank the Police Dependents' Trust and the Blue Lamp Foundation for their financial support and generous grants to support the new psychological programme (and I know that Peter Sweeney and Sharon Ashurst from BLF are in the room), although the programme is still in its infancy it is already clear that it has made an impact on improving people's lives. The Psychological Well Being Programme is now firmly embedded within the PTC range of treatments, demand is likely to rise in the future, and the programme is very much a living programme that will undoubtedly evolve and develop as we better understand this complex and challenging condition.

It is difficult it is to get individual police officers to fundraise for the Charity, but we have been more successful this year with a number of individuals doing sponsored events which as well as raising money for the PTC, also raises awareness of the charity. Unusually we have also had some small success in getting others to FR for us as well such as Gleneagles hotel who routinely donate gifts to the patients social committee in Castlebrae, a local Waitrose in Harrogate who nominated us as one of their green plastic coin charities, and a small group of young people from the Community School of Auchterarder

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

who gave a presentation on the work of the Police Treatment Centres to a packed hall and a table of judges as part of the Youth & Philanthropy Initiative. It was the culmination of months of hard work by the young people and on the day their presentation was judged to be the best. As a result they won £3,000 for the Police Treatment Centres. We are very proud of Rachel, Ewan, Harris, Ross, Ethan and Charlie, and are grateful for the support of the local community.

The final major strategic muscle move of the year was the decision by the BOT in November to increase the donation rate for serving officers from its former rate of £1.30 pw. This donation rate had been held at that level since 2011 and the board were again presented with a range of options underpinned by extended financial projections combined with falling officer donor numbers, and were asked to consider what if any increase we needed to implement. The Trustees approved an increase of the donation rate to £1.80 pw which was the lowest of the options, and the minimum sum of money that was felt to be needed to make the numbers add up, and this was introduced from 1 January 2016. The figures at this stage seem to show that most of our donors have stayed with us, we still believe that this represents excellent value for money, and this decision has put us in a strong position in the future to move ahead with our work, and to ensure that we really are providing the best treatment possible in the future.

One of the things that I am clear about, is that when officers come to us for treatment, they have a right to expect a certain standard (a high standard), in everything that they see about them when they come to one of the Centres, but that does clearly cost money to keep it looking this good which is why we always keep one eye on the finances. We hope and plan subject to what else is happening in the wider economy to keep the donation rate at this level for at least the next three years, and I can assure you that we continue to closely scrutinise our income and expenditure on an almost daily basis to ensure that we deliver real value for money for our patients and donors, are always on the lookout for savings that we can make, and that as much money as possible is dedicated to patients and their treatment.

From the above you will see that it has been a period of significant strategic change at the PTC over the last 12 months, but whilst wrestling with all these issues we continued to prioritise and focus on our patients,

In 2015, the Charity treated 3,888 police patients returning many of them back to duty much earlier than they would otherwise have done.

We have tried to be innovative as well and look at other ways of doing things better and delivering improvements with some little things that we hope have made a big impact;

- we successfully partnered with MIND the Mental Health charity and signed the Blue Light Pledge.
- Last August Baroness Angela Harris who is in the audience today, was kind enough to open our new Sensory Garden
- We now have therapy dogs at both Centres

There are also a range of other little niceties such as our art trail here in St Andrews which is part of the well-being programme,

There are innovations in the dining hall such as expanded menus and highlighting of calories for each meal, all of which contribute to the overall package on offer at the PTC.

Patient satisfaction feedback continues to be higher than ever with about 95% of patients being delighted with the service, treatment and all round packages that we provide, and that is testament to the input and engagement of all members of the Charity's team.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

One of our ongoing challenges has been that it is never a problem convincing the thousands of officers who come to us for treatment each year what a marvellous place the PTC is, it is in convincing the 90% who donate but never come, why it remains in their interests to do so. We have firmly pushed ourselves forwards this year with a strong PTC presence at Conferences, Meetings and seminars and taken up where offered briefing slots on both new Student Officer briefs and retirement seminars. These are important forums and we are always grateful to Federations in particular to allow us a few minutes within their allocated slot to brief the PTC message, or to brief on our behalf if time is short. Experience shows that if we capture a new officer in this forum at this stage of his/her career or a serving officer as he/she moves into retirement they are likely to stay with us as donors for the long term.

We have also tried to have a more structured social media campaign through our website, Facebook page and Twitter accounts, to provide a source of information and updates on what is going on, and have contributed to a variety of magazines with articles and reports.

I think it fair to say that our best Ambassadors for the PTC are the patients themselves who then go back to their Forces and tell everyone that it really is as good as they have heard and encourage them to sign up, and it is always really good when we see each week's intake off on the Friday, and listen to the chat, the farewells and enthusiasm, not just about their time they have spent with us, but how they are looking forward to getting back to work.

It is also worthy of a mention that the Patients Social Committees from both Centres which have been riding high of late, as well as making their stays more enjoyable for the patients in residence, also raise significant funds for the PTC, and we are very grateful for all of those who contribute, and we find when we have an active committee, there is an extra buzz of activity in the Centres and laughter fairly common place.

In conclusion Patrick Cairns reported that it had been a hugely significant year for the PTC of both the big and the small things, and returning to his opening remarks where he stated that all charities need to consider from time to time their relevance and role they play in an ever changing world, he did think that the PTC had done so in 2015. The Charity's Strategy and objectives had been reviewed, but in doing so he believed that necessary adjustments had been made to ensure the Charity is now in a stronger position than before, able to react swiftly to changing circumstances, and of course whilst doing all of that, maintaining that high level of care that we proudly provide to all of our patients, so there has been much to be proud of over the last 12 months. The next 12 months will probably mark a period of consolidation and bedding in, but this year had been one that we could be proud of.

There were no questions.

### **3.11 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 COUNCIL MEETING HELD ON 23 June 2015**

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

These had been circulated to all members and displayed on the website and were taken as read. C Grandison, West Yorkshire proposed that these be accepted as a true record, seconded by H MacDonald, Police Scotland. All present agreed.

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

There were no matters arising.

#### **4.3 ANNUAL REPORT**

##### **Presented by Ian Hanson, Chair, Board of Trustees**

Ian Hanson opened his report by commenting on how difficult it is to report on the activities of St George's Police Children Trust. However, he confirmed that the Charity maintained its very clear commitment to supporting the children of police officers who are no longer with us and that this should make everyone who is part of the charity and everyone who donates incredibly proud.

He explained that the quarterly trustee meetings of St George's Police Children Trust follow the Police Treatment Centre meetings and that he, as someone who sits in many, many meetings finds this experience completely different from anything else he is involved in. He commented that nowhere else will you see a group of people as united in a desire to help another group of people and that duty is discharged with a professionalism and compassion which has been the hallmark of St George's Police Children Trust since its inception.

I Hanson reported that the contribution rate is less than a pound a month and every single one of us hopes that we will never have to turn to it, yet sadly that does happen - sometimes quietly unseen in the background and sometimes in high profile matters - at a recent meeting the trustees allocated resources to provide future educational support to the children of PC Dave Phillips - they don't really know anything about that now but one day they will do, and he is humbled to be part of a charity that can be there for those incredibly brave children as they make their way through life.

He assured all attendees that the St George's Police Children Trust is in good hands.

There were no questions.

#### **4.4 INVESTMENT MANAGER REPORT**

##### **Presented by Nick Bence-Trower, Cazenove**

N Bence-Trower explained that the presentation and slides that he had delivered to The Police Treatment Centres section of the AGCM in respect of the nature of Charity Multi-Asset Fund were equally relevant to St George's Police Children Trust.

He reported that the investment portfolio ended 2015 with a value of £13.25 million which compares to £13.16 million twelve months earlier. The initial inception value was £10.36 million and this has risen to £13.45 million by 21 May 2016 which is very encouraging. Since inception the portfolio is up 41.8% and payments have been made from the fund since inception of £800,000.

There were no questions.

#### **4.5 AUDITORS REPORT**

##### **Presented by Neil Sevitt, RSM UK**

N Sevitt, RSM UK started his presentation by saying that incoming resources were £443,000 of officer donations and £544,000 of investment income. Expenditure for the year was £980,000, resulting in a surplus of £10,000 before any investment gains.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

The balance sheet of the Charity is £11.6 million in total which is made up of fixed assets, St George's House, the investment portfolio (£13.26 million) and other assets, debtors, cash and investments. The largest liability of this Charity is the provision for future payments. This represents a fair value calculation for future payments to existing grant recipients of the Charity (£3.2 million).

The funds are split between unrestricted fixed assets and permanent endowment funds. The total funds are £11.64 million at 31 December 2015 compared to £12.05 million at 31 December 2014.

N Sevitt again explained as in his report for the Police Treatment Centres that the objective of an auditor is to provide a true and fair opinion on the financial statements of an organisation and he confirmed that they had provided an unqualified audit opinion for the Charity for the year to 31 December 2015.

There were no questions.

#### **4.6 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 2015 suggests that the Trust made a deficit of £10,315, The 2015 accounts have been prepared using FRS102, the Financial Reporting Standard which came into effect in January 2015 and the small deficit 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 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 in the household income, some people in the current climate may lose their jobs meaning their allowance will increase requiring a greater provision.

In 2015 the provision required increased by £236,621 generally as a result of the Charity taking on more children and the beneficiaries being of a young age. This provision will change on an annual basis dependent 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 2015, the Trust did not need to draw down on its contingency making a saving of £112,000. 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, the true underspend to the Trust was in the region of £114,000 in 2015. This was largely as a result of a strong performance of investments in generating additional dividends. In previous years the majority of income has been generated through officer donations but this year the majority was generated from dividends.

The Trustees remain cautious as there are likely to be further cuts in public spending which will put additional pressures on the budget of the St Georges Police Children Trust and the wider police family. As a method of financial prudence the Trust presents the

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

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 the governments predicted officer number reduction and the cost of living for beneficiaries. If the Trust does nothing by 2020 the budget deficit would be around £68,000. While this may be manageable it is important to inform you that the Trustees will not become complacent and will continue working on fundraising initiatives to ensure that there is not a financial problem in a few years' time.

The donation rate has only increased by 1p in the last ten years as a result of good financial management and strong investment performance. The Charity will continue to try to bridge the gap through fundraising but it is unlikely the donation rate of 20p will be sustainable over the longer term.

The Charity is conscious that there may be children who it should be supporting, but of whom it is not aware. The Charity's aim is to increase awareness as it is possible some people believe an Officer has to be killed or injured on duty in order for an application to be made and this is not the case. During 2016 the Charity has also committed to a recruitment campaign to target officers who are not signed up. The number of donating officers has reduced year on year and only 60% of officers in the Charity's constituent forces now sign up. The Charity is hugely reliant on its investments to support its beneficiaries with only 42% of the income required coming from officers. The Fundraising team will be getting in touch with Federations to discuss the best method to get this message across and we would appreciate your full support in promoting this initiative.

The Trust has put in place a strategy to increase its income over the next few years and one of the key pieces of work is the creation of a legacy strategy to target previous beneficiaries, who have achieved careers, which they might not have been able to attain without the financial support of the Trust. The Trust will seek the support of the older group of previous beneficiaries, supported by the Trust, who call themselves "St George's Old Boys and Girls".

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. There are still some spare weeks available in 2015 and you can find more information on the website.

The Trustees have approved a zero balanced budget for 2016. The income generated from the Trust's investments now exceeds the amount received from officer donations. Over the last few years the Trust has worked to improve the benefits provided, for the children of police officers, while retaining the same level of service. This achievement together with the support from police officers has resulted in the Trustees being able to make a decision not to increase the weekly donation rate this year.

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 allowing 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 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.

There were no questions.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_



#### **4.7 ACCEPTANCE OF ANNUAL REPORT AND ACCOUNTS** **Presented by Ian Hanson, Chair of the Board of Trustees**

The Chair asked for a proposer and seconder for the 2015 Annual Report. Jackie Muller, Police Scotland proposed acceptance of the 2015 Annual Report for St George's Police Children Trust, seconded by Steve Wouldhave, Northumbria. This was unanimously carried.

The Chair asked for a proposer and seconder for the 2015 Annual Accounts. Craig Grandison, West Yorkshire proposed acceptance of the 2015 Annual Accounts for St George's Police Children Trust, seconded by Neil Bowles, South Yorkshire. This was unanimously carried.

#### **4.8 SECRETARY'S REPORT** **Presented by P Cairns, Secretary**

P Cairns opened his report with information on beneficiaries. In 2015 the Charity supported 280 children and young people and 76 young people in receipt of the higher education grant of £1,500 per year and four special needs cases, and of course as is always the case, a number of these children had lost their parent and SGPCT have been able to step in through the provision a variety of grants and other support mechanisms to make their passage through life easier than it might be otherwise. As well as the weekly grants, there are also Christmas and summer grants, and of course free use of St George's house which adjoins the grounds in St Andrews which is now routinely booked out during the school holidays.

Noteworthy amongst the recent applications, was that of PC Dave Phillips from Merseyside who was killed on duty on 5 October 2015. Both centres were pleased to pay respect to Dave at formal flag ceremonies at the beginning of the following week after his death and the flags remained at half-mast for the whole of the week. Most of you will be aware that Dave left behind two very young daughters, and as of last month at the Board of Trustees grants approval meeting, they have now come onto the books of St George's Police Children Trust for support as Dave thank goodness was a donor, and we estimate that over their educational lifetime, we could potentially provide financial support up to £150,000 for both of his daughters combined, and I think that is one of the compelling statistics that makes SGPCT probably one of the very best police charities out there in terms of the benefits it offers, from a very low donation.

This is but one example of the outstanding level of financial support that SGPCT provides when tragedy strikes, and of course there are many others, and at every quarterly board room meeting, we have a number of new beneficiaries who die or who are medically incapacitated far too early and then come on to the Charity's books. It is worthwhile emphasising that death or medical incapacitation can occur both on and off duty, and unlike most life assurance policies, there are very few exemptions for St George's for when a new beneficiary is brought on board, and the Board of Trustees approve the vast majority of applications the first time that they come before them.

I won't tire of saying it and I would ask all of you in the audience to pass the message, that this charity, where donor numbers slip further each year, has got to be worth 20p per week of everyone's money, and it is also worth noting that this donation rate has been held at this level since 2011, it was held again at this level last year, but at some stage it will have to increase.

Approved by: \_\_\_\_\_ Chairman BoT Mr Ian Hanson Date \_\_\_\_\_

Conscious of these sliding donor numbers we have launched an awareness campaign this year where we have tried to pass the message about all the excellent work we do and asking for people to sign up. Rather worryingly there are still some officers out there who have never heard of the charity; and some of those are actually paying a donation and still do not know what it is, but reassuringly every time we do brief a new intake of student officers all of them do get it, so our awareness campaign is critical in getting the message out there.

As part of that and mainly to heighten the awareness of the patients in residence here in St Andrews, we have now created a St George's Corner situated at the far end of the corridor, which has a cabinet with a number of display items and admission ledgers from the old orphanage which was situated opposite this building, and then some pictures on the walls of the various orphans. It has already sparked a good degree of interest of the patients in residence, we are swapping the pictures and display items over regularly, and it was also nice to see that when the old boys and girls were back on the weekend of 23/24 April for their annual reunion, that they were really engaged in gathering around, with many of them pointing out pictures of their younger selves in the group photos, if you have time afterwards, please do go and take a look.

The Old Boys and Girls are now starting to talk about when they are going to call the last reunion, I did wonder whether it might be this year but we made such a success of it that they are really enthused already about next year but they are a diminishing band with less every year and increasingly frail, so at some stage they will have to make a judgement decision and call it, whilst they are still well enough to still be enjoying it and leave in good order on a high, and they are currently now consulting on whether that year should be 2018.

Patrick Cairns concluded his report by asking everyone to help to pass our message on about this small but marvellous police charity, that does so much good. If you are a serving police officer in the audience please help us get the message out, do go and have a look at St George's corner to inspire you about our work today, and help us help those who need help when the unthinkable happens.

There were no questions.

#### **4.9 ANY OTHER BUSINESS**

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

---

***There being no further business, The Chair declared the meeting closed at 12.25 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 Ian Hanson Date \_\_\_\_\_