

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

**HELD AT THE ST ANDREWS, HARROGATE
ON THURSDAY 22 JUNE 2017**

PRESENT

President	Hon Simon Howard
Chairman of the Board of Trustees	Mr Ian Hanson, QPM
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:

British Transport	(PTC & SGPCT)
Cheshire	(PTC & SGPCT)
Civil Nuclear	(PTC)
North Wales	(PTC & SGPCT)
Staffordshire	(SGPCT)
West Mercia	(SGPCT)

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

Paula Booth	Mark Davis
Raymond Dutton	Martin Fotheringham
Ian Hopkins	Guy King
Andrea MacDonald	Dave Orford
John Robins	

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

Duke of York	Patron
Andrew Jones	MP
Steve Edwards	Chair of the Police Federation of England and Wales
Gavin Thomas	PSAEW
Paul Griffiths	PSAEW
Tim Jackson	Police Dependants' Trust
Gill Scott-Moore	Police Dependants' Trust
Peter Oram	EPRUFC

and 39 representatives from constituent forces.

Approved by: _____ Chairman BoT Mr Ian Hanson, QPM Date _____

NORTHERN POLICE CHARITIES

JOINT MEETING

The President, Hon Simon Howard, addressed those present, explaining that he was delighted to be at the AGCM and 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 23 June 2016**

These had been circulated to all members and also displayed on the Charity's website and were taken as read. It was proposed by M Lindsay, PFNI and seconded by M Richardson, Cleveland 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 2016**

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 2016 which was contained within the Impact Report which all attendees had received. He commented on the patient feedback which was 99% positive and said there was a fantastic team and the Police Treatment Centres and he was thrilled to be part of that team.

There were no questions

3.4 **INVESTMENT MANAGER REPORT**

Presented by Nick Bence-Trower, Cazenove

N Bence-Trower opened his report by making reference to an exciting year with Brexit, Trump and issues in the Middle East. He also personally thanked those police officers who were involved in the terrorist attacks in Manchester and Westminster.

He continued by reporting that at 31 December 2016 the PTC portfolio was valued at £1,955, 306 which compares with £1,723,158 at 31 December 2015. In percentage terms 2016 performance was up 13.7%. Taking cash flows and income into account, since inception the portfolio is up 67.2%.

There were no questions.

3.5 **AUDITORS REPORT**

Presented by Steve Williams, Murray Harcourt

S Williams, Murray Harcourt started his report by explaining that Murray Harcourt had been appointed as auditors late in 2016 following which they had spent time examining the Charity's accounting records and auditing the financial statements. He drew attention to

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the Statement of Financial Activities which showed that income in 2016 was £5,518,000 which was an increase when compared 2015 which was £4,451,000. This figure included the increase in donation rates, income from the hire of facilities, lottery and other fundraising initiatives. It was noted that investment income was also a significant contributor to the result for the year (£166,000).

Expenditure had increased a little, staff costs being the largest component of the expenditure, however the increase was less than the increase in income giving a surplus in the year of £987,000.

The Balance Sheet showed the majority of the total net assets of £22.7 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 £1.95 million, an increase on 2015. The improvements of a hydrotherapy pool and the extension at Castlebrae had contributed to the increase in assets. Debtors and cash were £3.5m and donation liabilities were £271,000. The balance sheet total was £22.8 million which included restricted funds in the form of buildings of £19 million. There were £3.2 million of unrestricted funds against a target of £5.5 million which equated to one year's running costs.

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.

3.6 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 2016 out turn which showed that the Charity had managed to generate a surplus of £987,000 from within the areas that it controlled.

The background to this was that in November 2015 the Government was preparing to release the results of its spending review, it was generally accepted that all public finance, including the police, would see a reduction in their budgets of approximately 20%. The Charity had prepared financial plans to ensure its financial viability over the next few years in the event of a loss of police officer numbers. Following the terrorist attacks in Paris the Home Office subsequently did not make the 20% cuts to the police budget. This has assisted the Charity to make a healthy surplus in 2016 where some funding has been invested back into patient care ensuring the Charity has a strong platform to move forward.

The surplus had been achieved from the following two key areas:

- Firstly, an increase in donation rate which in 2016 was raised for the first time in five years and £650,000 had been placed in the Charity's reserves. The Board of Trustees have agreed to set aside one year's running costs in reserves within the next two years as a prudent measure to protect the long term future of the Charity.

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- Secondly the Charity, as a matter of prudence, sets a contingency budget. This has proved vital in the past for unforeseen repairs and renewals. During 2016 the contingency budget was not fully utilised and the Charity managed to set aside £204,000.

P Henson continued by saying that If these two items are removed the Charity operated with a surplus of £133,000, equating to 2.9% of its expenditure budget. The majority of this was generated through increased income from retired officers making a monthly donation and the Charity's trading activities e.g. bed and breakfast.

P Henson continued his report by providing a breakdown of the donations from retired officers which had contributed to the surplus. In 2016 the Trustees had agreed to introduce a donation rate of £0.65 per week for retired officers which would allow them to remain entitled to receive treatment. A target of generating £30,000 from retired officers was set, however the actual amount generated was almost £150,000, including a generous donation of £50,000 from the PSNI Benevolent Fund. The rate of £0.65 was reviewed in 2016 with an agreement that going forward it should be a minimum of 50% of the serving donation rate i.e. £0.90 per week. As a result of the strong financial performance the Charity Trustees have agreed to hold the current donation rate at £0.65 for 2017 and it will be reviewed as part of the 2018 budget setting process. The number of donating retired officers has increased by 700 since the same time in 2016 and continues to increase. Almost two thirds make a greater donation than the minimum donation rate requested.

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 include the cost of living through items such as fuel, utilities and catering together with the living wage which will impact the Charity through to 2020.

Last year 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. 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 Medium Term Financial Strategy showed a strong financial position through to 2020 but would continue to be monitored in view of the current Brexit negotiations.

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 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 which would turn the surplus in 2020 into a loss. Positively it highlights the groups we need to target through our donor recruitment initiatives. The Charity is keen to talk to new recruits with the intention of signing them up at the beginning of their career. Hopefully, this is something you can assist us with in terms of inviting us to present to new recruits.

While the changes in 2016 were predominantly to ensure the long-term viability of the Charity, the opportunity was also taken to invest some of the money back into the business to increase and extend the treatment provided, in particular recognising the changing needs of officers. The number of officers presenting with stress related illnesses has increased over the last few years, an increase of 8% in 2016. Sadly this increase is

expected to continue and the Trustees and management of the Charity are working closely to see how the Charity can meet the anticipated increase in demand. A specific programme was introduced to partly meet the demand aimed at psychological illnesses. To support the programme the Charity has invested money in increasing the hours of both Nursing and Counselling.

The increase in donation rate has allowed the Charity to depreciate the buildings for the first time and set aside money to undertake future capital works. £300,000 was set aside in 2016 to support the estate strategy. Fundraising strategies will, however, continue. The donation rate increase was designed to protect against future increases and it is not intended to increase the donation rate in the short term. The increase was the first in five years.

The Charity has worked hard to ensure financial viability. In support of this the Charity has increased its fundraising initiatives with a view to increasing alternative potential income streams with the aim of maintaining the donation rate at its current level for a longer period of time. The main areas of focus for the team in 2017 are:

- Recruitment of New Officers
- Signing up Retired Officers
- Increasing the number of PCSO's Specials and Custody/Detention Officers
- Lottery and B&B

The Trustees made a number of decisions to protect the long term financial stability of the Charity and as a result of these the Treasurer was able to present a balanced budget which delivers an enhanced level of service to the beneficiaries of the Charity.

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 Charity engagement functions. This is a decrease on previous years as money has now been invested in front line services such as nursing and physio.

The Treasurer concluded by demonstrating that the initiatives, strategies and policies which have been developed and incorporated over the past five years in the Charity's business plan ensured the most effective and efficient running of both treatment centres in the current financial environment. Policies have been introduced to enable the Charity to achieve efficiencies which have then been invested back into front line services while at the same time maintaining the level of expenditure in the Charity. The increase in donation rate, the first since 2011, has provided a strong financial platform and a Medium Term Financial Strategy has enabled the Charity to invest more in the health and wellbeing of our patients and your members and colleagues which is at the forefront of the work of the Charity. Plans have been introduced to enable the development of the Charity's facilities in order to best support out patients' treatment. The Charity now has an asset management plan for the next ten years which has been costed together with a means of financing it. An Estates Strategy is also in place which includes 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.

The Treasurer concluded his report by saying that the Trustees believed that the hard work over the five years by the staff and trustees together with the continued support of officers, gives the Charity cautious optimism for the future. He believed it was a challenging but exciting time for the Charity and hoped that he, together with the Trustees and all the staff, had demonstrated their commitment to ensuring the Charity's future success.

In answer to two questions from the floor, P Henson confirmed that the Patient Committee at each Centre raised approximately £70,000 per annum in total and Bed and Breakfast bookings raised between £60,000 to £70,000 per year.

S Edwards, NARPO asked if consideration had been given to extending the eligibility to include officers who had served in Southern forces but who now live within the PTC's catchment area. It was agreed this was an issue which would be considered at the Trustees' Strategic Workshop in August and S Edwards undertook to provide the numbers of officers this would involve.

There were no further questions.

3.7 ACCEPTANCE OF ANNUAL REPORT AND ACCOUNTS **Presented by Simon Howard, President**

The President asked for a proposer and seconder for the 2016 PTC Annual Report. Liam Kelly, Police Service of Northern Ireland, proposed acceptance of the 2016 Annual Report for The Police Treatment Centres and this was seconded by Steve Wouldhave, Northumbria. This was unanimously carried.

The President asked for a proposer and seconder for the 2016 PTC Annual Accounts. Craig Grandison, West Yorkshire, proposed acceptance of the 2016 Annual Accounts for the Police Treatment Centres and this was seconded by Karl Thurogood, Greater Manchester. This was unanimously carried.

3.8 UPDATE OF ROBERT GORDON UNIVERSITY REPORT **Presented by Mark Oxley, Head of Clinical Services**

M Oxley opened his report by explaining that in 2016 the Trustees of the Charity commissioned the largest ever external evaluation of the Physiotherapy service and he provided an update on the results of that investigation.

The last time the Charity had subjected itself to external scrutiny was in 2009 when Glasgow Caledonian University conducted an evaluation of the services. The study was positive demonstrating that over 70% of patients returned to full activity within six weeks of attending for treatment and it also showed a cost benefit ratio of 3:1 for those patients who attended with chronic conditions.

Things move on quickly in healthcare and it was time to re-examine the service and also undertake a more in depth and robust exploration.

A large number of universities were contacted across the country before commissioning a team from the School of Health at Robert Gordon University, Aberdeen who had previous experience of conducting similar studies and were a physiotherapy led research team who it was felt clearly understood the work of the PTC. Research questions were then constructed focussing on three specific areas which it was hoped would provide the right information to structure and adapt the services for the future:

- What is the evidence that vocational rehab and physiotherapy (i.e. rehab specifically aimed at returning patients to employment) aid reduction in time taken to return to work?
- What is the evidence that vocational rehab and physiotherapy are cost effective forms of treatment?
- The main focus of the study was an investigation into the effectiveness of the PTC's physiotherapy service.

For the first two elements of the study RGU examined all the published evidence of suitable quality which have looked into the effectiveness of vocational rehab for people with musculoskeletal dysfunction and then this was narrowed down to focus on the provision of rehab for police and other emergency personnel from around the world.

RGU pulled together around 1,300 studies involving over 33,000 patients and concluded that there was strong evidence that exercise and early intervention does both reduce sick leave and improve the speed of return to work after injury which provided reassurance to support the work of the PTC.

Looking at the provision of treatment aimed specifically at Police Officers they found very little activity throughout the world and in fact found that the UK leads the way in this field showing the remarkable foresight of Catherine Gurney in the late 19th Century in establishing the treatment centres as there is nothing like them anywhere else in the World.

The largest part of the study was carried out at the PTCs during a six month period from June to November 2016 when every serving officer who attended physiotherapy for two weeks was asked to complete a number of questionnaires to measure their work status, work ability, overall quality of life, pain disability and intensity, fatigue and then one of 11 different physiotherapy outcome measures dependent on which part of the body was being treated. These measures were completed at the beginning and end of their treatment and participants were also contacted via e-mail six weeks after leaving the centres and asked to repeat the questionnaires again. This was optional but a large number of officers completed the questionnaires for which we are extremely grateful. A further smaller number of participants were then selected at random to take part in telephone interviews six weeks after leaving the centres to look in more depth at their experiences of receiving physiotherapy at the PTCs. The demographics of those officers who took part in the study were; of a total 644 officers, 68% male, 32% female with a mean age of 44 and an even split between Auchterarder and Harrogate. 40% presented with a soft tissue injury and the main affected areas of the body were the lumbar spine, knee and shoulder.

The results of the survey: The four main indicators of treatment success were work status, work ability, quality of life and pain disability and all of these significantly improved over the two week treatment period and even more significantly each of these levels of improvement were also found to be maintained six weeks after treatment. This is the first time this has been looked into and allows us to demonstrate conclusively that the physiotherapy treatment here has a lasting positive effect beyond the two week stay. The other indicators of pain intensity and fatigue also improved over the two week treatment period and the physiotherapy outcome measures relating to affected body parts all also improved and in 10 out of 11 cases this was statistically significant i.e. the improvement was attributed solely to the physiotherapy input and not just the time away from work, the good food, the environment etc. which do play a part in the overall effect of attending the centres. The one area that did not show a statistically significant improvement was for the elbow due to the very low number of patients in that group. The one patient who did fall into this group did in fact get a lot better!

41 people took part in the qualitative assessment involving telephone interviews six weeks after leaving the centres. A semi structured approach was used i.e. people were asked to give their views around four key themes; the physiotherapy treatment, their work status, costs and value of treatment and their overall PTC experience. The interviews on average took 18 minutes with the longest taking 42 minutes providing a large volume of data which was analysed by the researchers.

M Oxley summarised by reporting that the analysis of the interviews were overwhelmingly positive, the main themes of the responses were praise for the quality of the service

provided, the individualised treatment approach, the great facilities and environment as a whole, the value of time out of work and the benefit of being with your own professional group.

In terms of the economic analysis of both the quantitative and qualitative elements of the study the researchers calculated a cost/benefit ratio of 1 to 3.2 for the PTC physiotherapy service which extrapolates to an annual saving to the public purse of over £10 million.

The qualitative comments showed that officers felt the PTCs absolutely provided value for money and also delivered what was judged to be a five star service.

The PTC decided to carry out a follow up study themselves to examine how patients had progressed six months after treatment. 491 officers were contacted via e-mail asking them to complete the outcome measure questionnaires. A huge response of 246 replies was received and the clinicians are very grateful to the officers who took the trouble to take part. A full statistical analysis of this data is about to begin but early indications are that the current work status of officers was 70% now on full duties compared with 46% immediately after completing treatment. The EQ VAS measure which is an indicator of all round health and wellbeing was an average of 79 out of 100 compared to 70.5 before receiving treatment at the PTC and 83 out of a 100 six weeks after leaving the PTC so potential signs of a small drop off in terms of health benefits over time. Interestingly 95% of respondents said they continued to follow advice and exercises six months after having physiotherapy at the PTC, a little different to what might be expected.

The full study is available and RGU University have submitted their research for publication in Physiotherapy which is the recognised professional journal for physio research in the UK and they have also applied to present the findings at the Chartered Society of Physiotherapy Annual Conference in November 2017 as an example of excellence in clinical effectiveness which will be a real coup for the Charity.

M Oxley concluded his report by saying he was absolutely delighted with the results of this study, it was a rigorous investigation and the outcome was unequivocal in its conclusion that the physiotherapy service at the Police Treatment Centres is effective, highly regarded and cost-effective and it is an absolute credit to the fantastic physiotherapy teams we have.

There were no questions.

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

P Cairns, CEO opened his report by explaining that he hoped his report would be both informative and interesting and he would also provide a photographic review of some of the highlights of the year.

In 2016 the PTC treated 3,353 patients of whom 340 were retired officers, all of whom had come for treatment and left in a better position and better health afterwards as a result of their stay. These figures are slightly down from the previous year.

He highlighted the importance of the classes offered and the therapy dogs and the determination of the vast majority of officers to get themselves sorted out when they came for treatment and the huge difference a residential stay makes to these individuals' health and wellbeing. Patients are always pleased and grateful to be at the PTC and appreciate the quality of the PTC employees, who are the Charity's greatest asset. He publicly wished to thank all employees for their outstanding work throughout the year.

P Cairns continued his report by saying that everyone should have the opportunity to come and visit and give their views on what we do and how we do it, whether it is at an AGCM, or a routine visit. Holly Lynch MP and Sue Hayman MP both visited during the year and both have now been re-elected. The Holly Lynch visited led to her nominating the PTC as one of the beneficiaries at a service at Halifax Minster which raised some money for the PTC.

All new Chief Constables and Federation Chairs and key Federation appointments are invited to the PTC, for example Andy Cooke, Merseyside, Alex Marshal from the CoP and Zuleika Payne and Dean Hague, South Yorkshire. Also PCC Paddy Tipping, Notts who later facilitated a £10,000 donation to the PTC along with his new Chief Craig Guildford. Visits never disrupt the PTC treatment programme. Many Force OH and HR Departments have also visited to see how we do business, gather background information and this helps smooth the way for the application process which we try to keep as simple as possible which also helps us reduce waiting times.

During 2016 the Fundraising Department was restructured to Donor Recruitment and Charity Engagement and they are now refocussing their energy and efforts on officer sign ups and deeper engagement and support. The vast majority of income comes from officer donations and this ensures the PTC income stream so a lot of effort is put into sending briefers to sign up events to explain to new officers how the PTC can help and support them with their health and fitness. We are grateful to Federations allowing us access to these events. PTC Ambassadors have also supported the PTC at these events e.g. Andy Hooks, Northumbria. Some new officers then go on to nominate the PTC as their beneficiary charity for their course e.g. CNC who raised £700.

The PTC has also attended the various Police Federation Conferences e.g. PFEAW, SPF and PFNI and as many pre-retirement seminars as possible to catch officers as they move to retirement encouraging them to continue to pay the PTC donation albeit at a reduced rate and access to the PTC. We have also been invited to attend, run stands and to speak to delegates at both the NARPO and RPOAS Conferences, he welcomed Ian Potter, President of NARPO, Steve Edwards, NARPO CEO and Alan Lees, NARPO Deputy CEO and Neil Massey, President of RPOAS thanking them for their support. The PTC has also been invited to speak and brief at a variety of external OH/HR Health and Wellbeing stands and roadshows run by Forces e.g. Merseyside and Police Scotland. A range of other visits and meetings have taken place including the Police Chaplains' Conference, Combat Stress, we believe a presence on the ground with our partners is vital.

A number of significant grants and donations have been received in the year e.g. HH Sheikh Hamdan, UAE £20,000 and £15,000 from the Drapers Livery Company. We are also grateful for continued support from PMAS, the Blue Lamp Foundation, PDT, PSNI Benevolent Fund who have given large donations to upgrade the gym equipment at Castlebrae and the Scottish Police Benevolent Fund. Thanks also to North Yorkshire, Lincolnshire and Durham who have fundraised on our behalf. Other organisations who have fundraised on our behalf included South Yorkshire Police and Social Club who organised a Rugby Club Dinner and, of course, the Patients Social Committees who raise a significant sum of money at both centres. There are also many other patients and Trustees who fundraise for the PTC through a number of challenging and sporting events e.g. Darren Townsend, Trustee who ran the Sheffield Jane Tomlinson 10k race and raised £1,200. In terms of legacies, P Cairns particularly mentioned the legacy of £5,000 received from the estate of Anne Lee, a former patient. He also mentioned friends of the Charity, in particular, Paul Bone, father of Fiona Bone who was murdered on duty in 2012, who has become a friend of the Charity helping with the cycle sportive and attending the AGCM. He encouraged everyone to fundraise for the PTC and to support police charities as it is unlikely police charities will get very much external support.

Other events which had taken place during the year included the opening of the Castlebrae Health and Fitness complex by Michael Matheson, The Scottish Justice Secretary. The Cycle Sportive had taken place in May which Sir Gary Verity had supported along with Liam Kelly, PSNI and Vice Chair of Trustees who raised £3,500.

Other income has been received from the lottery and B&B bookings at both centres both of which are growing. The feedback from B&B weekends has been excellent.

From 1 January 2016 the PTC has opened up to PCSOs, Specials and CDOs to better reflect the composition of the modern police service. Some patients have been admitted but it has been slow. Currently there is a three month amnesty sign up (from 1 May 2017) for these groups. A couple of opportunities to promote this had taken place recently at the ASCCO Conference and a briefing to Merseyside Specials. The work to push this will continue over the next 12 months.

Derbyshire Police was welcomed as the newest Force to the PTC Constituency on 1 April 2017 who transferred their allegiance from Flint House and in the first week the PTC welcomed three new patients.

The PTC Psychological Wellbeing Programme was rolled out in April 2016 in its new format and it is now firmly embedded in the PTC programme. 746 patients have now been treated on the programme. The programme is designed to treat and support stress, anxiety and depression and its usefulness is spreading by word of mouth and applications are increasing, approximately 25% of applications are now for the PWP. Feedback has been excellent. In order to expand the programme further will require a major strategic adjustment for how business is done at the PTC, the challenge being to ensure that it can be done alongside a fully resourced physical programme which is still the bulk of activity in terms of patient numbers. This matter will be on the Agenda for discussion at the Trustees Strategic Workshop being held in August.

A look ahead – The Charity is in a strong financial position, delivering a first class service to patients but the policing landscape continues to evolve and as part of that it is anticipated donor numbers for the PTC will continue to drop. The Charity will fight this but has to be realistic as to future numbers and continue to look for ways to evolve to ensure the PTC has longevity, remains modern, relevant and fit for purpose and is able to treat those patients when they come in a timely, effective manner without compromising standards or core principles.

The Charity will continue to search for money from Government and other sources and P Cairns commented on the millions given to military charities by the Government and virtually nothing to Police Charities. He shared a response from the Home Office to a request for funding lines which could be explored to access some money from Government sources:

“The College of Policing put in a Police Transformation Fund bid looking at developing and testing a more comprehensive national medical welfare service for all those working in policing. From what I understand this will involve better signposting to existing services and charities as well as looking to fill any gaps.”

P Cairns commented that he had no problem with signposting but he felt it was somewhat ironic that money is being spent to signpost to charities that are actually doing something but not the actual charities themselves, and that we have yet to see any money for what they call “Gap Filing”. Of course, it is good to talk but it is also important to do something and that is where I think we have got the balance wrong at the moment in that the Home Office is digging out funds from somewhere but not using them effectively at the coalface for Charities like the PTC to support our work. He continued that the Charity would

continue to battle against this, hammering away at Government Departments and asked for collective help in passing on this message. Slightly more positively, the Charity has had visits from Home Office personnel in the last month and the Policing Minister was due to visit but the upheaval of the General Election caused this visit to be cancelled.

He also commented that he felt the landscape has moved perhaps in the last 100 days with four terrorist bombings and the unknown effect this will have on officers' health and wellbeing in the future. In addition to the high profile cases police officers are still being shot in ambushes in Northern Ireland and policing remains an inherently dangerous profession which the PTC has to ensure it is well placed to deliver the care and treatment for all those men and women who put their lives on the line on a daily basis.

On a lighter note P Cairns reported on the PTC featuring in a work of detective fiction in the new novel by Alex Gray about a detective hero. Alex Gray had spent some time at Castlebrae as part of her research and had a number of meetings with Helen Orr, Patient Support Advisor.

To conclude P Cairns thanked everyone for their support during the year, the Charity is in a strong position and just needs to maintain it and when planning for the future to do it from a position of strength rather than waiting for the cracks to appear. Personally he said it was a pleasure to work here, he knows that the Charity is making a real difference to the lives of the patients and there is much to look forward to as the Charity continues to evolve.

There were no questions.

3.11 ANY OTHER BUSINESS

There being no further issues, the President 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 2016

These had been circulated to all members and displayed on the website and were taken as read. D Harris, PSNI proposed that these be accepted as a true record, seconded by C Moore, PFNI. 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 thanking Patrick Cairns, CEO for all his energy and enthusiasm in driving both Charities forward.

With regard to St George's Police Children Trust his report was contained within the Impact Report of which all attendees had received a copy. At last year's AGCM it had been agreed to push St George's Police Children Trust. This had been done and had resulted in an additional 1,000 donors, although overall numbers were still decreasing. He continued by saying that 75% of officers donate to St George's Police Children Trust and if you talk to officers and explain the work of the Charity they are then happy to join whether they have children or not and we should aim to sign up the remaining 25% of officers.

Approved by: _____ Chairman BoT Mr Ian Hanson, QPM Date _____

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 were equally relevant to St George's Police Children Trust as the funds were invested in the same way.

He reported that the investment portfolio ended 2016 with a value of £15.00 million which compares to £13.25 million twelve months earlier an increase of 13.7% compared to the target of RPI +4% of 6.6%.

There were no questions.

4.5 AUDITORS REPORT **Presented by Steve Williams, Murray Harcourt**

S Williams, Murray Harcourt started his presentation by highlighting the statement of financial activities which showed that the Charity was now more reliant on its investment portfolio which was valued at £1 million. The expenditure of £1.06 million relates to beneficiaries grants.

The balance sheet of the Charity is £12.8 million in total showing the reliance on the investment portfolio. Net assets amount to £12.8 million, fixed assets at £7.4 million and unrestricted funds are £5.3 million which is above the target of £3.5 million.

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

In answer to a question around the Charity's Commission view of the Charity holding large unrestricted funds, S Williams reported that there were sufficient funds for the Charity to continue and the large changes to the investment returns from year to year which make the Charity vulnerable would be recognised by the Charity Commission.

There were no further 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 2016 suggests that the Trust made a deficit of £97,088. The 2016 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 £3.5 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 in the household income, some people in the current climate may lose their jobs meaning their allowance will increase requiring a greater provision.

In 2016 the provision required increased by £297,786 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 2016, 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 £88,000 in 2016. This was largely as a result of a strong performance of investments in generating additional dividends. The Trust has become more and more reliant on dividends to meet the financial needs of its beneficiaries.

The Treasurer continued by explaining that the vast majority of income received by the Trust is derived from dividends, 59% in 2016 and 41% from officer donations which equates to £566,000 from dividend and £389,000 from officer donations. The investments can fluctuate on a daily basis and with the uncertainty surrounding Brexit the Trust is anticipating an element of volatility going forward.

The Trust is critical to the children and families of police officers who have tragically lost their lives and it cannot be allowed to fail. The current donation is £0.20 per week and this has increased by £0.01 in the last 15 years. For example there are families which the Trust has supported the children throughout their education with grants in excess of £100,000 providing financial support to those children. To ensure the long-term viability of the Charity the Trustees and management will be reviewing all options as part of its strategic review but it is doubtful that the donation rate of £0.20 will be sustainable in the medium to long term.

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 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 the government's predicted officer number reduction and the cost of living for beneficiaries. If the Trust does nothing by 2021 the budget deficit would be around £59,000 and in the four years preceding 2021 the Charity would have a combined debt of £90,000. While this may be manageable it is important to inform you that the Trustees will not become complacent and will be reviewing a wide range of measures from fundraising to a review of the donation rate.

The Charity is conscious that there may be children who it should be supporting, but of whom it is not aware. The awareness campaign is important as it is possible some people believe the donor needs to be killed or injured on duty in order to apply and this is not the case so your support is requested to seek out other beneficiaries. During 2016 the Charity committed to a recruitment campaign to target officers who were not signed up. This was successful and an example is that the Charity is now supporting children of whom it was unaware including three families from Staffordshire. In 2017 the Trust will continue to promote awareness and your assistance will be gratefully received. During 2016 the Charity also held a recruitment campaign in all the constituent forces. The campaign was a success with the Charity attending events and encouraging officers to sign up. The intention is to continue to promote St George's to non-donors with a particular emphasis

on new recruits alongside the PTC. Again your assistance with this campaign would be gratefully received.

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.

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 2017 and you can find more information on the website.

The Trustees have approved a zero balanced budget for 2017. The Charity is acutely aware of the pressures on police officers' pay including the increases in pension contributions and the continued review of their terms and conditions.

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. However this will be reviewed in the near future.

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.

4.7 ACCEPTANCE OF ANNUAL REPORT AND ACCOUNTS

Presented by Simon Howard, President

The President asked for a proposer and seconder for the 2016 Annual Report. Iain Spittal, Cleveland proposed acceptance of the 2016 Annual Report for St George's Police Children Trust, seconded by John Skelton, Nottinghamshire. This was unanimously carried.

The President asked for a proposer and seconder for the 2016 Annual Accounts. Craig Grandison, West Yorkshire proposed acceptance of the 2016 Annual Accounts for St George's Police Children Trust, seconded by Karl Thurogood, Greater Manchester. This was unanimously carried.

4.8 CHIEF EXECUTIVE'S REPORT

Presented by P Cairns, Chief Executive

P Cairns opened his report with information on beneficiaries. In 2016 the Charity supported 183 children and 41 students who receive £500 per term whilst in Higher Education and 32 applications had been approved since the last AGCM together with 2 ex

Approved by: _____ Chairman BoT Mr Ian Hanson, QPM Date _____

gratia grants. He then read a thank you letter received from Mrs Wendy Bridges in respect of her son Matthew who had received a one off grant from the Charity.

The Charity is concerned there may be beneficiaries that have been missed and it was gratifying through some work the Charity did with Staffordshire that the number of beneficiaries was raised from 0 to 6 in the year from three different families. Follow up visits have taken place for all forces and a series of meetings have taken place e.g. with DPCC Sue Arnold, Staffordshire and CC Any Bangham, West Mercia. A slightly different form of support had been provided during the year when Michael Bramham, a SGPCT beneficiary, came to the PTC for a Physio work experience placement.

The penultimate St George's Old Boys and Girls Reunion had been held in April this year for the last survivors of the 664 children who passed through the doors of the old orphanage that used to be based on the site of St Andrews in Harrogate.

Charity sponsorship had been received during the year e.g. the Cleveland Carol Service which raised almost £800, A group of GMP officers running a half marathon and the PTC Treasurer, Pete Henson who had recently run the Great Manchester Run raising £1,500.

P Cairns concluded his report by reporting that the Charity is in good financial order. Investment income is greater than the income received from donors and this will be reviewed whilst the Charity is in a position of strength at the Trustees Strategic Workshop in August along with the benefits, donation rate and a range of other issues to ensure the Charity's survival.

There were no questions.

4.9 ANY OTHER BUSINESS

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

There being no further business, The President declared the meeting closed at 12.40 p.m. and invited those present to attend a buffet lunch, and tour of the facilities, at St Andrews.

ENDS