



# **Association of Special Constabulary Officers (ASCO)**

## **Report of the Trustees**

**for the year ended 30 September 2019**

The trustees present their annual report for the year ended 30 September 2019 and financial statements for the half-year ended 31 March 2019 and confirm they comply with the Charities Act 1983, as amended by the Charities Act 2006 and the Constitution.

### **1. Reference and Administrative Information**

Charity Name: Association of Special Constabulary Officers (ASCO)

Charity Registration Number: 1179953

Principal Office: Devon & Cornwall Police, Prevention Directorate (CiP), Middlemoor, Exeter, Devon EX2 7HQ

#### ***Board of Trustees:***

Ian Miller MBE (Chair)

David Pedrick-Friend (Deputy Chair)

Christopher Fisher-Wight (Treasurer)

James Deller (Secretary)

Steven Marc Kastner-Walmsley

#### ***Bankers:***

Lloyds Bank plc

Registered office: 25 Gresham Street, London EC2V 7HN

## **2. Structure, governance and management**

ASCO is a Charitable Incorporated Organisation (association model) with voting membership other than the charity trustees. Our Constitution is our incorporating document.

Our founding trustees were elected by the membership of our predecessor organisation which was an unincorporated membership association. Trustees are elected by the membership through the Annual General Meeting through a process laid out fully within our Constitution. Additional trustees may be appointed by the trustees as necessary to a total number of 7. In 2018-19 the trustees appointed Steven Marc Kastner-Walmsley as an additional trustee to provide additional resilience to our governance and management.

All trustees are directed to read the Charity Commission guidance on the roles and responsibilities of trustees (CC3a), and guidance 'Campaigning and political activities for small charities'.

The charity has a National Representative Committee which includes its trustees, members elected to represent each region and lead on key areas for policy or organisational development (such as communications and diversity). The National Representative Committee appoints additional members and non-members to support key areas of work as required.

The Association works with other national bodies concerned with increasing the efficiency of the police and the advancement of volunteering in the prevention of crime. These include the Home Office, College of Policing, National Police Chiefs Council, Superintendents' Association, and Police Federation. It is represented on a wide range of national policing policy boards including

The trustees have highlighted key risks to the association achieving its charitable objects which include a rapid decrease in numbers of Special Constables operating within police forces in England and Wales over the last 5 years; the provision of adequate equipment and training to Special Constables; the provision of adequate representation to Special Constables subject to complaints and disciplinary processes; and the associated wellbeing of those volunteering within the service.

## **3. Objectives and activities**

ASCO's charitable objectives are to:

- (1) the promotion of the efficiency of the police by, but not limited to, providing and facilitating the giving of information, advice, and training to Special Constables; and
- (2) the advancement of citizenship and community development through the promotion of volunteering and public participation in the prevention and solution of crime

Over the course of the last year, we have undertaken a range of activities to further these objectives and to provide public benefit.

These include:

Representing the Special Constabulary on twelve Working Groups, ranging from the SC Matters meeting chaired by the NPCC Lead through to Professional Committee, the primary policy making body in policing in England and Wales.

Developing the strategic plan for the Special Constabulary, following the issue of the strategic principles by the NPCC.

Campaigning with Ministers and senior leaders in policing for expose the fall in numbers of the Special Constabulary nationally, and proposing action including regulatory change.

Preparing a business case for the regulation of Special Constabulary ranks and standards, and submitting that to Professional Committee.

Successfully developing a solution with the College of Policing to include the Special Constabulary in the Police Education and Qualifications Framework, and agreeing a statement on the principles of SC inclusion.

Working with the Police Superintendents' Association to bring to light the discrepancy between Honours for the Military and the Police Service and getting Home Office support for change.

Participating as a full member of the Frontline Policing Review and ensuring the Special Constabulary was specifically included in the Policing Pledge.

Negotiating with the Police Federation of England & Wales to agree a working relationship on the Federation representing SC Officers in performance and discipline cases while ASCO continues to represent all other elements, including strategy, policy and terms & conditions.

Supporting members in cases where they were alleged to have committed misconduct, gross misconduct or gross incompetence, including attending hearings and legal meetings, and negotiating outcomes.

Providing advice and support for members submitting grievances in their Forces.

Advising members on technical, personal and leadership issues within their Forces.

Advising Forces on matters affecting the Special Constabulary on request.

#### **4. Achievements and performance**

We have increased membership beyond all expectations, given the lack of funding for marketing and promotion. We now have almost 500 members up from fewer than 40 a few years ago. That was linked to the opening of membership to all ranks of the Special Constabulary and our transformation into a Registered Charity.

Our reputation with stakeholders has never been higher, and we are now influencing areas as diverse as the UK Honours System, PEQF, Less-Lethal Weapons use, the Rank Structure for the Special Constabulary and the return on investment in Citizens in Policing.

On the strategy for the Special Constabulary, the demands on policing were analysed and compared to the availability of regular officer and other resources. The recommended role for the SC was set out in the following chart.

Area	Driver	SC Role	Value-Add
Fraud & Cyber	50% of reported crime – negative public perception of police handling	Specialist skills, knowledge transfer	Improved handling of crimes, better victim support, enabling skills
Response Policing	Public dissatisfaction with response times, officer pressure	Expand resources at times of peak demand	Improved response times, better public safety and satisfaction
Public Order	Need for substantial extra resources at short notice	Level II and Level III officers trained and ready to support PSUs	More resource, increased resilience, public safety
Roads Policing	KSI increasing after decades of decline, needs resource	Patrol, enforcement, visible deterrence	Public safety, reducing KSI

Area	Driver	SC Role	Value-Add
Modern Slavery	Trends negative, public concern	Community access, IT skills, resources	Better detection and deterrence
Child Exploitation	Trends negative, internet-driven, social impact huge	IT skills, community access, resources	Use of
Organised Crime	Cross-border crime major issue, much vehicle-enabled	ANPR teams to disrupt supply chain.	Resources, focus, better utilisation of ANPR system
Counter-Terrorism	Increase in persons involved, release/return of active terrorists	IT skills, community access, languages, resources	Tracking suspects, engaging with communities, intelligence
Minor Crime Investigation	Most minor crime not investigated – public dissatisfied	Investigate low level, local crimes	Detection rates improve & public satisfaction

We negotiated an agreement with the Police Federation on how the Special Constabulary will be represented and issued the following joint statement.

The Home Secretary recently announced that the Police Federation of England and Wales will be allowed to represent Special Constables. A meeting with stakeholders including The Federation, ASCO, the Home Office and the Association of Police & Crime Commissioners agreed to pursue a plan whereby the Police Federation will deliver support to Special Constabulary officers in areas of discipline and performance, and in post-incident reviews. ASCO will continue to represent the other areas of interest for the Special Constabulary, including policy, process and terms and conditions. The Federation and ASCO will work together to determine how best to work together to provide a seamless service to the Special Constabulary.

The dilemma of how the Special Constabulary could be included in the PEQF system for police training was addressed in detailed meetings with the College of Policing to produce the following statement from the College of Policing.

1. There is and will be NO requirement for Special Constables to undertake formal academic qualifications in order to become an SC under the PEQF.
2. Police Constables, Special Constables, PCSOs or any other ranks or roles who are currently serving officers and staff, will NOT have to undertake any further or additional learning or assessment to continue their service (in that rank or role) into the future as a result of the introduction of PEQF.
3. Special Constabulary learning and assessment under the PEQF will directly relate to the role/s and operational duties (functions) of Special Constables.
4. The new PEQF entry programmes (routes into the service) are applicable to:
  - a. Those joining the service
  - b. Those moving from one role to another, within the service
5. The College will seek to develop PEQF Special Constable learning based around the following principles:
  - a. Consultation with all key stakeholders across the service
  - b. Based around the standards relating to undertaking the policing functions associated with the role eg conducting a lawful arrest, conducting a lawful search etc aligned to those of their regular Police Constable counterparts
  - c. Achievability and flexibility both from a force need and individual perspective
6. For those in the service, (including existing Special Constables), having already undertaken police learning and assessment for the role they are doing, the College will provide guidance to ensure recognition of prior learning (and experience) (RPL) can be taken into account. This will take two forms:
  - a. Credit calculation (the award of academic credits towards any new PEQF qualification they undertake eg the Degree in Professional Policing Practice)
  - b. Identification of learning and assessment undertaken (and bridging requirements) from previously undertaken College managed programmes

- 7. All PEQF learning undertaken by newly recruited Special Constables will have RPL value for those wanting to join the service as regular PCs in the future or go on to undertake formal qualifications.**

One area where we need to improve are in communications with members about the work of ASCO and its achievements. We are doing a great deal and we are making a real difference. We don't always communicate this well enough and that is a priority going forward. The other is in better balancing workloads across the officers of ASCO and the wider membership group. While a small number of members have stepped up to commit time to participating in stakeholder meetings, writing and submitting position papers, and managing the administration of the Association, too few people are doing too much of the work. With an expanded membership and a new Regional Representative structure, we intend to engage more members and spread the workload more evenly. That will free up time to communicate and consult far more widely than we've been able to so far.

## **5. Financial Review**

The accounts of the Association are presented below. As a small charity, the Association does not meet the threshold to require an Independent Examination or full audit of our accounts. However, we intend to continue the good practice of our predecessor organisation and for our Accounts to be verified by an independent firm of Chartered Accountants, audited and distributed to the membership.

The Association's policy is to roughly balance income and expenditure in any year. Any reserves are carried forward and utilised in the following year.

The principal sources of funds are:

An annual grant from the Home Office

Membership fees at the rate of £10 per full member and £5 per retired member.

Occasional sponsorship for specific events or initiatives.

All expenditure is on meeting the objectives of the Association, and include travel expenses to required meetings, legal and audit fees, and sundry operating expenses.

## **6. Future plans**

The Association intends to continue to represent the Special Constabulary across all its areas of interest and concern. In the case of discipline and performance support, the Association intends to negotiate an arrangement with the Police Federation of England & Wales to provide that as a service.

The Association plans to increase membership to a far higher percentage of Special Constables across the Country by developing membership benefits and better communicating the work of the Association.

The new and refreshed National Council, consisting of elected officers, elected regional representatives and co-opted specialists, will better balance workloads and improve communication with members region by region and nationally.

The Association will seek to increase the funding available so as to recruit paid support, probably on a part-time basis, to enhance member services.

We will continue to manage the finances of the Association responsibly and to have the Accounts audited annually, and meet the requirements of the Charities Commissioner.

## **7. Declaration**

The trustees declare that they have approved the trustees' report above.

Signed on behalf of the charity trustees

Signature:

Full name:

Position:

Date:

Association Of Special Constabulary Officers

Report of the Trustees and Unaudited Financial Statements

For the period 18 September 2018 to 31 March 2019



Association Of Special Constabulary Officers  
Report of the Trustees  
For the period 18 September 2018 to 31 March 2019

I report to the trustees on my examination of the accounts of the charity for the period ended 31 March 2019.

**Responsibilities and basis of report**

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the requirements of the Charities Act 2011 ('the 2011 Act').

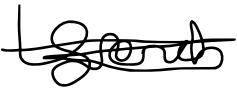
I report in respect of my examination of the charity's accounts carried out under section 145 of the 2011 Act and in carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

**Independent examiners statement**

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the Charity as required by section 130 of the 2011 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



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Triple Bottom Line Accounting Limited  
The Enterprise Centre  
University of East Anglia  
Norwich  
Norfolk  
NR4 7TJ

14 February 2020

Association Of Special Constabulary Officers  
Statement of Financial Activities  
For the period 18 September 2018 to 31 March 2019

	Notes	Unrestricted funds £
<b>Income and endowments from:</b>		
Donations and legacies	2	41,391
Charitable activities	3	
Membership Activities		1,570
<b>Total</b>		<b>42,961</b>
<b>Expenditure on:</b>		
Charitable activities	4/5	
Membership Activities		(9,391)
<b>Total</b>		<b>(9,391)</b>
<b>Net income</b>		<b>33,570</b>
<b>Total funds carried forward</b>		<b>33,570</b>

Association Of Special Constabulary Officers  
Statement of Financial Position  
As at 31 March 2019

	Notes	2019 £
<b>Current assets</b>		
Debtors	8	28,000
Cash at bank and in hand		8,948
		<b>36,948</b>
<b>Creditors: amounts falling due within one year</b>	9	(3,378)
<b>Net current assets</b>		<b>33,570</b>
<b>Total assets less current liabilities</b>		<b>33,570</b>
<b>Net assets</b>		<b>33,570</b>
<b>The funds of the charity</b>		
Unrestricted income funds	10	33,570
<b>Total funds</b>		<b>33,570</b>

The financial statement were approved and authorised for issue by the Board and signed on its behalf by:

*Chris Fisher-Wight*  
.....  
Mr Christopher Fisher-Wight  
Trustee

14 February 2020

Association Of Special Constabulary Officers  
Notes to the Financial Statements  
For the period 18 September 2018 to 31 March 2019

## 1. Accounting Policies

### Basis of accounting

The financial statements have been prepared under the historical cost convention, except for investments which are included at market value and the revaluation of certain fixed assets and in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2015)', Financial Reporting Standard 102 the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102), and the Charities Act 2011.

Association Of Special Constabulary Officers meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy note(s).

### Incoming resources

All incoming resources are included in the statement of financial activities when the Charity is entitled to the income and the amount can be quantified with reasonable accuracy. The following specific policies are applied to particular categories of income:

### Resources expended

Liabilities are recognised as resources expended when there is a legal or constructive obligation committing the Charity to the expenditure:

### Irrecoverable VAT

Irrecoverable VAT is included in the Statement of Financial Activities, and is reported as part of the expenditure to which it relates.

## 2. Income from donations and legacies

	<b>2019</b>
	<b>£</b>
<b>Unrestricted funds</b>	
Donations received	29,279
Grants received	12,112
	<b>41,391</b>

## 3. Income from charitable activities

	<b>2019</b>
	<b>£</b>
<b>Unrestricted funds</b>	
<i>Membership Activities</i>	
Membership Fees	1,570

Association Of Special Constabulary Officers  
Notes to the Financial Statements Continued  
For the period 18 September 2018 to 31 March 2019

**4. Costs of charitable activities by fund type**

	<b>2019</b>
	<b>£</b>
<b>Unrestricted funds</b>	
Membership Activities	8,791
Support costs	600
	<u><b>9,391</b></u>

**5. Costs of charitable activities by activity type**

	<b>2019</b>
	<b>£</b>
<b>Activities undertaken directly</b>	
Membership Activities	9,391

**6. Analysis of support costs**

	<b>2019</b>
	<b>£</b>
Governance costs	600

**7. Net income/(expenditure) for the period**

This is stated after charging/(crediting):

	<b>2019</b>
	<b>£</b>
Auditor's fees	600

**8. Debtors**

	<b>2019</b>
	<b>£</b>
<b>Amounts due after more than one year:</b>	
Trade debtors	28,000
	<u><b>28,000</b></u>

Association Of Special Constabulary Officers  
Notes to the Financial Statements Continued  
For the period 18 September 2018 to 31 March 2019

**9. Creditors: amounts falling due within one year**

	<b>2019</b>
	<b>£</b>
Trade creditors	3,378
	<u><b>3,378</b></u>

**10. Movement in funds**

**Unrestricted Funds**

	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Balance at 31/03/2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<i>General</i>			
General	42,961	(9,391)	33,570
	<u><b>42,961</b></u>	<u><b>(9,391)</b></u>	<u><b>33,570</b></u>

**11. Analysis of net assets between funds**

	<b>Net current assets / (liabilities)</b>	<b>Net Assets</b>
	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>		
<i>General</i>		
General	33,570	33,570
	<u><b>33,570</b></u>	<u><b>33,570</b></u>

Association Of Special Constabulary Officers  
Detailed Statement of Financial Activities  
For the period 18 September 2018 to 31 March 2019

	<b>2019</b>
	<b>£</b>
<b>INCOME AND ENDOWMENT</b>	
<b>Donations and legacies</b>	
Donations	29,279
Grants receivable	12,112
	<hr/> <b>41,391</b>
<b>Charitable activities</b>	
Membership Fees	1,570
	<hr/> <b>1,570</b>
<b>Total incoming resources</b>	<hr/> <b>42,961</b>
<b>EXPENDITURE</b>	
<b>Charitable activities</b>	
Hotel, travel and meeting costs	(5,399)
Consultancy fees	(3,250)
Redundant	(142)
	<hr/> <b>(8,791)</b>
<b>SUPPORT COSTS</b>	
<b>Governance costs</b>	
Independent examination fees	(600)
	<hr/> <b>(600)</b>
<b>Total resources expended</b>	<hr/> <b>(9,391)</b>
<b>Net Income</b>	<hr/> <b>33,570</b> <hr/>

Association Of Special Constabulary Officers

Report of the Trustees and Unaudited Financial Statements

For the period 18 September 2018 to 31 March 2019



Association Of Special Constabulary Officers  
Report of the Trustees  
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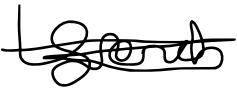
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Association Of Special Constabulary Officers  
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Association Of Special Constabulary Officers  
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As at 31 March 2019

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<b>Total funds</b>		<b>33,570</b>

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Association Of Special Constabulary Officers  
Notes to the Financial Statements  
For the period 18 September 2018 to 31 March 2019

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## 2. Income from donations and legacies

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	<b>£</b>
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Donations received	29,279
Grants received	12,112
	<b>41,391</b>

## 3. Income from charitable activities

	<b>2019</b>
	<b>£</b>
<b>Unrestricted funds</b>	
<i>Membership Activities</i>	
Membership Fees	1,570

Association Of Special Constabulary Officers  
Notes to the Financial Statements Continued  
For the period 18 September 2018 to 31 March 2019

**4. Costs of charitable activities by fund type**

	<b>2019</b>
	<b>£</b>
<b>Unrestricted funds</b>	
Membership Activities	8,791
Support costs	600
	<u><b>9,391</b></u>

**5. Costs of charitable activities by activity type**

	<b>2019</b>
	<b>£</b>
<b>Activities undertaken directly</b>	
Membership Activities	9,391

**6. Analysis of support costs**

	<b>2019</b>
	<b>£</b>
Governance costs	600

**7. Net income/(expenditure) for the period**

This is stated after charging/(crediting):

	<b>2019</b>
	<b>£</b>
Auditor's fees	600

**8. Debtors**

	<b>2019</b>
	<b>£</b>
<b>Amounts due after more than one year:</b>	
Trade debtors	28,000
	<u><b>28,000</b></u>

Association Of Special Constabulary Officers  
Notes to the Financial Statements Continued  
For the period 18 September 2018 to 31 March 2019

**9. Creditors: amounts falling due within one year**

	<b>2019</b>
	<b>£</b>
Trade creditors	3,378
	<u><b>3,378</b></u>

**10. Movement in funds**

**Unrestricted Funds**

	<b>Incoming resources</b>	<b>Outgoing resources</b>	<b>Balance at 31/03/2019</b>
	<b>£</b>	<b>£</b>	<b>£</b>
<i>General</i>			
General	42,961	(9,391)	33,570
	<u><b>42,961</b></u>	<u><b>(9,391)</b></u>	<u><b>33,570</b></u>

**11. Analysis of net assets between funds**

	<b>Net current assets / (liabilities)</b>	<b>Net Assets</b>
	<b>£</b>	<b>£</b>
<b>Unrestricted funds</b>		
<i>General</i>		
General	33,570	33,570
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Association Of Special Constabulary Officers  
Detailed Statement of Financial Activities  
For the period 18 September 2018 to 31 March 2019

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	<b>£</b>
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