



Association of Special Constabulary Officers (ASCO)

Report of the Trustees

For the year ended 31 March 2020

The trustees present their annual report for the year ended 31 March 2020 and financial statements for the year ended 31 March 2020 and confirm they comply with the Charities Act 1983, as amended by the Charities Acts of 2006 and 2011 and the Constitution.

1. Reference and Administrative Information

Charity Name: Association of Special Constabulary Officers (ASCO)

Charity Registration Number: 1179953

Principal Office:

The Enterprise Centre
University of East Anglia
Norwich Research Park
Norwich
Norfolk NR4 7TJ

Board of Trustees:

David Pedrick-Friend Chair
Marc Kastner-Walmsley (Deputy Chair)
Christopher Fisher-Wight (Treasurer)
Hitesh Mehta (Secretary)

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.

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, The Superintendents' Association, The Association of Police and Crime Commissioners (APCC), and Police Federation of England & Wales. It is represented on a wide range of national policing policy boards including

3. Objectives and activities

ASCO's charitable objectives are:

- i. 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
- ii. 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:

- Contributing nationally to the development of policy and practice in relation to the Special Constabulary, including engagement with government and with a wide range of national leads and stakeholders, and contribution to national strategic groups.
- Working with the Home Office, NPCC, Police Federation and Association of PCCs, to develop the right new model of formal support

for Special Constables enabling the Police Federation to more consistently deliver to its strengths of geographical out of hours initial support in cases of discipline, injury and complaint, and growing the ASCO model to more comprehensively cover the wider representational needs of Special Constables.

- Building our membership, seeing an 59% increase (277 April 2019 – 441 in March 2020) in numbers and driving this stronger representation through reform of the membership approach and the creation of free membership for Special Constables and strengthening and clarifying the ASCO ‘offer’.

The breakdown of membership by Gender, Sexuality, Ethnicity and Geography can be found in Appendix A.

Leading nationally on developing communication, engagement, and reward across the Special Constabulary. This has seen the development of a new action plan, which is now beginning to be implemented.

The trustees have highlighted key strategic opportunities in achieving its charitable objectives including enhancing the role, support, capability and contribution of Special Constables, developing a stronger strategic vision for the future of the Special Constabulary learning from practice in other sectors and in policing internationally, more effectively bringing together and engaging Special Constables, and supporting greater diversity and inclusion within the Special Constabulary.

The trustees have highlighted key risks to the association achieving its charitable objects which include the decline in overall numbers and hours served of Special Constables nationally, the need for greater engagement and communication across all Special Constables, gaps in ‘voice’ and representation at local and national level, limitations in wellbeing support, gaps in support for Special Constables regarding complaints, injury and discipline, and unevenness of practice in respect of initial learning and competency development, access to training, and development of opportunities to specialise for Special Constables.

4. Achievements and performance

ASCO has seen the most rapid increase in its history of membership which has grown by almost 60% in the period. This has been fueled by some key strategic change including better engagement across the regional representation network. However, it is recognised that more needs to be done to further develop from a small association representing relatively few Special Constables, to a larger association representing many Special Constables. Work is ongoing to develop and more effectively market the ASCO ‘offer’.

ASCO has been active in engagement with strategic leads and stakeholders nationally, and in contributing to national initiatives and engaging with national groups. ASCO sits as part of the Special Constabulary National Working Group and leads on the national portfolio for The Special Constabulary Communication, Engagement and Recognition.

ASCO has been influential in shaping the ongoing work to develop representation for Special Constables, and in particular how the Police Federation might most effectively be engaged to supply some consistent initial immediate local support to all Special Constables specifically in instances of discipline, complaint, injury and post-incident procedures.

ASCO has the lead nationally for Special Constabulary communications, engagement, and reward. A national workshop was convened to develop thinking on communications strategically for ASCO. A national action plan has been developed, and signed off, by the Special Constabulary National Working Group.

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.

This year's financial (2019-2020) accounts show an adjustment to the 2019 financial accounts. In previous years accounts the Association had shown a projected accrual of £28,000 (£2 x £14,000 Home Office grants for the years 17/18 & 18/19) as determined by the previous Chair. In discussions with the Home Office, they informed the Association that the amount of the expected grants had always been determined by actual expenditure by the association rather than a set amount. The amount received from the Home Office for Financial Year 17/18 was £12,096 and for FY18/19 £9,559, totaling £21,655. A difference of £6,344.

The Association's policy is to 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 for Special Constables (£10), retired members (£5), and associated members (£10).
- Donations

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

development welfare wellbeing 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.

The focus will be in further building the formal representation 'offer' to Special Constables delivered by ASCO, including:

- Formal representation of Special Constables to provide support in respect of concerns regarding access to equipment, training, specialist opportunities, etc. and to address concerns of inequity with Regular officers;
- Formal representation more broadly in respect of investigations and injury, (for example, work to understand and proactively prevent incidents, work to support police forces to adapt their policies and procedures to be more cognisant of the needs of part-time volunteer Police officers, and work to ensure wellbeing and welfare support is accessible);
- Representation to 'give voice' to Special Constables, and to influence the future direction of the Special Constabulary strategically and operationally, locally and nationally;
- Formal representation to address issues of diversity and inclusion across the Special Constabulary;
- Formal representation to help improve volunteering experience, strengthen leadership, reverse reductions in Special Constable numbers, improve retention, receive continuing professional development, and where desired to support opportunities to specialise; and
- Strategic representation to champion the role and contribution of volunteer officers.

In the case of provision of support to individual Special Constables in relation to discipline, injury, complaint, post-incident and similar context, the Association will continue to engage and influence negotiations with policing partners, stakeholders and others to explore a relationship with the Police Federation of England & Wales to possibly provide those aspects of a service, in a manner which provides support to *all* Special Constables, does not incur costs for volunteers, meets the necessary transparent public procurement rules and provides value for tax payers money.

The Association plans to continue rapidly increasing 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 continue progress to better balance workloads and improve communication with members region by region and nationally.

The Association will prioritise improved communications and engagement across *all* Special Constables. This work aims to achieve improved coordination of communications and engagement nationally across the Special Constabulary, with key objectives to:

1. **Enhance understandings and recognition of the Special Constabulary** – improve mechanisms for formal recognition of the contributions of Special Constables and build the positive profile of the Special Constabulary internally with senior and strategic stakeholders and externally with the public;
2. **Develop a national communications strategy** – improve the communication of national strategy, activity, and priorities to Special Constables across all forces; and
3. **Improve engagement, giving Special Constables more of a ‘voice’** - build better models of consultation with Special Constables, better engaging all Specials and giving a greater ‘voice’ to their experiences and perspectives.

The Association will make a major contribution to leading future vision and thinking in respect of the Special Constabulary, through delivering its *‘Thinking about the Future’* review, The review will develop a longer-term (10-20-year timescale), strategic and evidence-based perspective on the future purpose, role, capability and contribution of the Special Constabulary.

It has the following six objectives:

- 1) To engage strategic perspectives across the police service and beyond on the long-term future vision and development of the Special Constabulary model;
- 2) To consider the wider drivers and patterns of police reform, and the future ‘fit’ of the Special Constabulary with these wider dimensions of police service organisational development, future changes in policing mission, role and demand, future resourcing challenges, the wider further professionalisation of policing agenda, workforce and leadership reform, community engagement, and inclusion and diversity;

- 3) To explore the prospects, benefits and viability of all options for the longer-term future (to include consideration of 'reservist', 'retained', hybrid and similar models);
- 4) To consider the Special Constabulary context, and 'fit', within the broader field of voluntarism within police organisations and more broadly across policing and public safety;
- 5) To consider the strategic 'value', and the financial benefits case, for the Special Constabulary; and
- 6) To engage with practice and learning beyond the England & Wales policing setting.

The Association will:

- continue to strengthen the support it provides directly to individual members;
- seek to increase the funding available to recruit paid support, initially on a part-time basis, to enhance member services; and
- 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

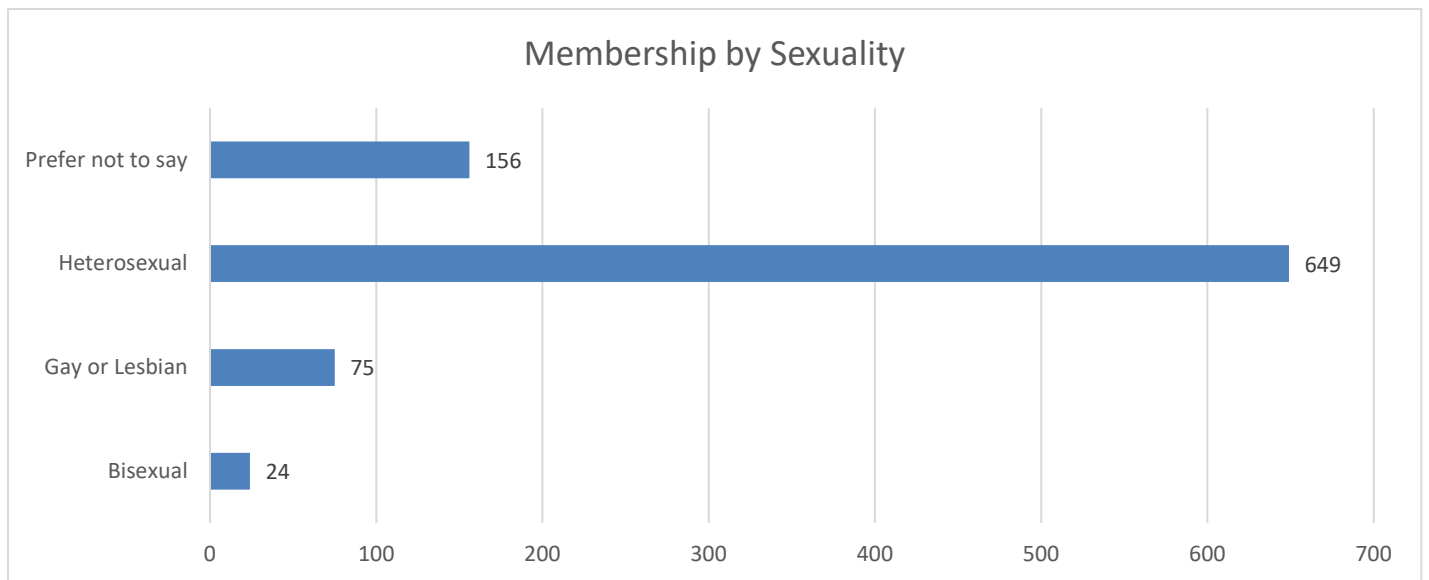
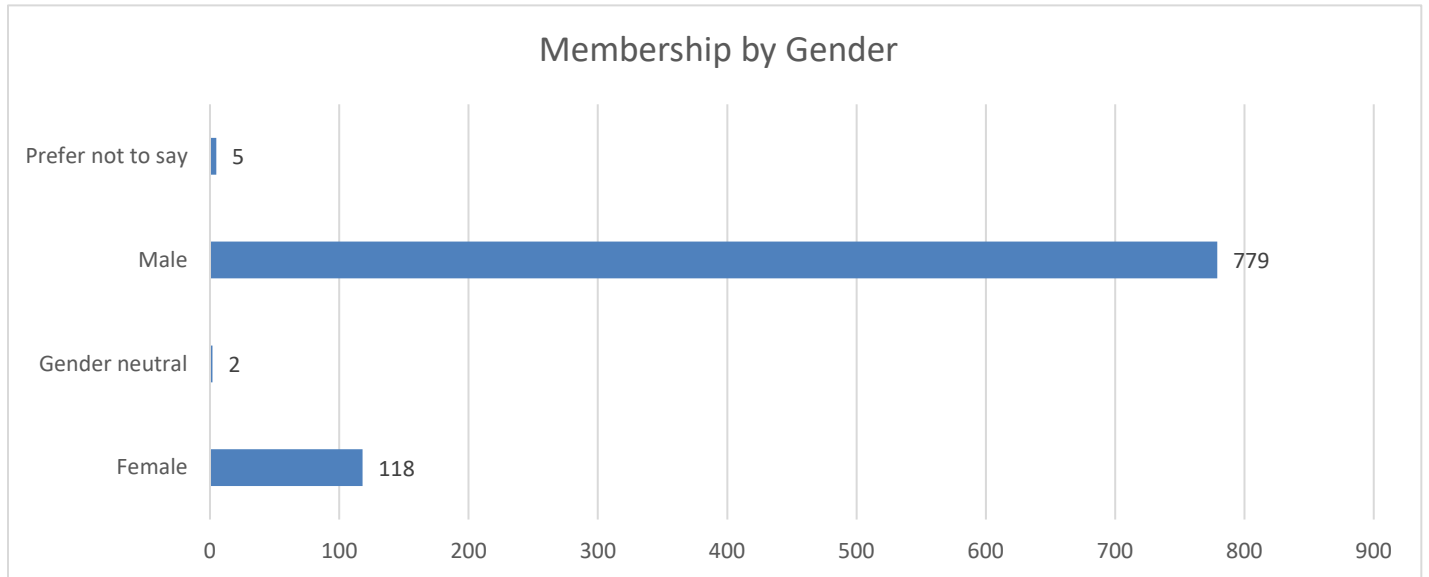
Signature: *Chris Fisher-Wight*

Full name: Christopher Fisher-Wight

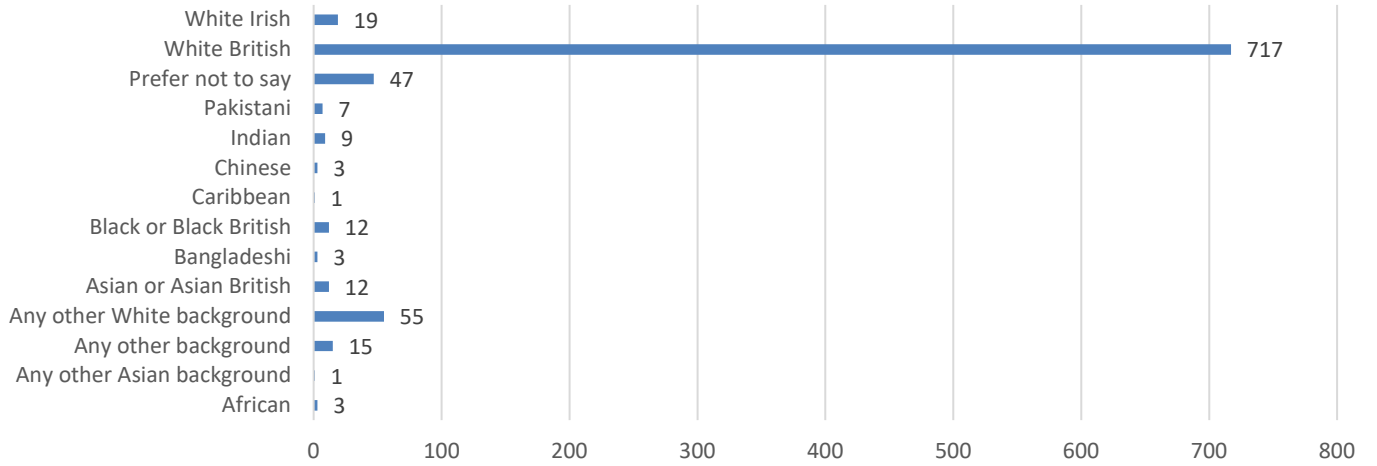
Position: Treasurer

Date: 15 August 2020

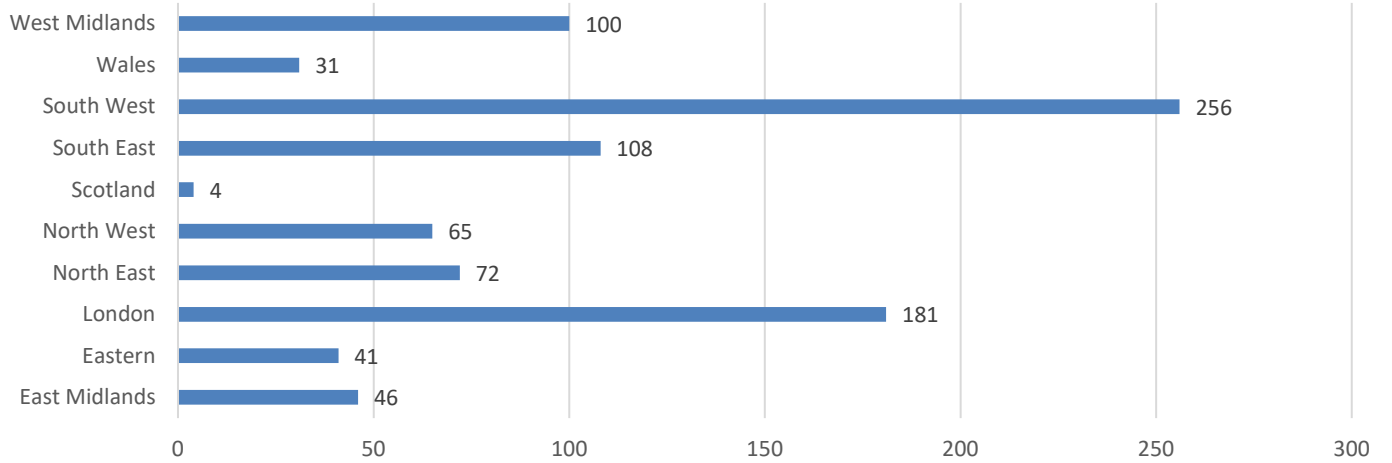
Appendix 1 – Breakdown of Membership



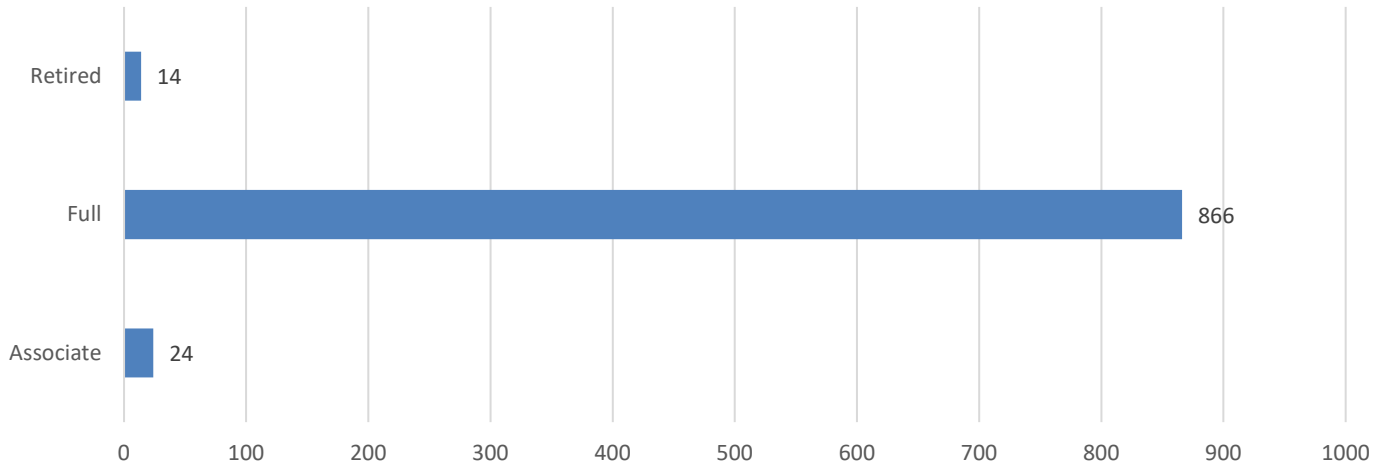
Membership by Ethnicity



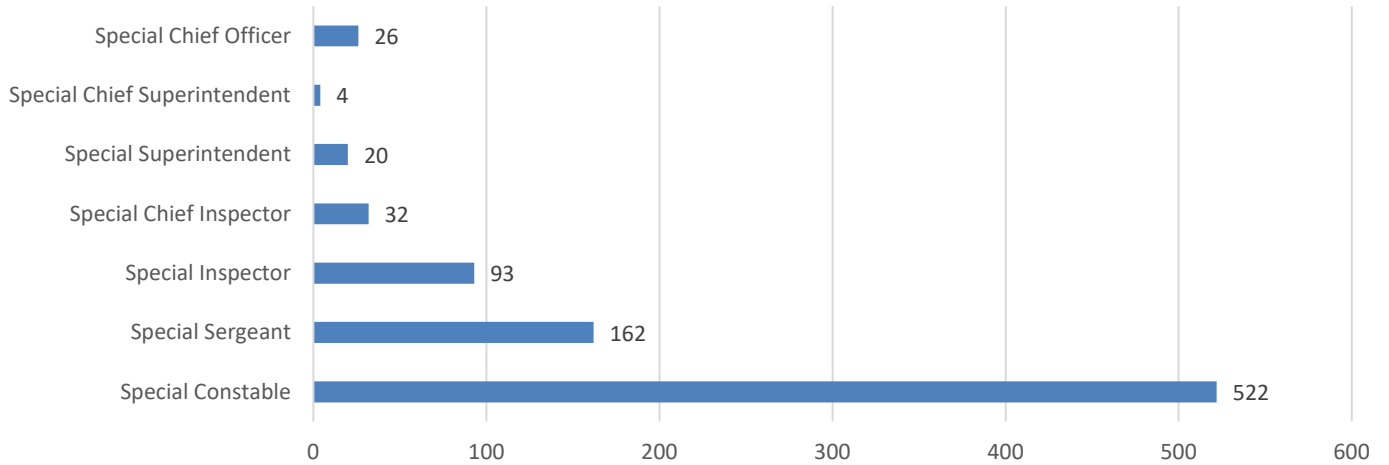
Membership by Geography



Membership by type



Membership by Rank



Charity number: 1179953

Association Of Special Constabulary Officers

Report of the Trustees and Unaudited Financial Statements

For the year ended 31 March 2020

Association Of Special Constabulary Officers
Report of the Trustees
For the year ended 31 March 2020

I report to the trustees on my examination of the accounts of the charity for the year ended 31 March 2020.

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

28 August 2020

Association Of Special Constabulary Officers
Statement of Financial Activities
For the year ended 31 March 2020

	Notes	Unrestricted funds £	2019 £
Income and endowments from:			
Donations and legacies	2	1,000	35,047
Charitable activities	3		
Membership Activities		4,949	1,570
Total		5,949	36,617
Expenditure on:			
Charitable activities	4/5		
Membership Activities		(5,839)	(9,391)
Total		(5,839)	(9,391)
Net income		110	27,226
Reconciliation of funds			
Total funds brought forward		27,226	-
Total funds carried forward		27,336	27,226

Association Of Special Constabulary Officers
Statement of Financial Position
As at 31 March 2020

	Notes	2020 £	2019 £
Current assets			
Debtors	9	-	21,656
Cash at bank and in hand		27,912	8,948
		27,912	30,604
Creditors: amounts falling due within one year	10	(576)	(3,378)
Net current assets		27,336	27,226
Total assets less current liabilities		27,336	27,226
Net assets		27,336	27,226
The funds of the charity			
Unrestricted income funds	11	27,336	27,226
Total funds		27,336	27,226

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

Mr Christopher Fisher-Wight
Trustee

15 August 2020

Association Of Special Constabulary Officers
Notes to the Financial Statements
For the year ended 31 March 2020

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

	2020	2019
	£	£
Unrestricted funds		
Donations received	1,000	22,935
Grants received	-	12,112
	<u>1,000</u>	<u>35,047</u>

3. Income from charitable activities

	2020	2019
	£	£
Unrestricted funds		
<i>Membership Activities</i>		
Membership Fees	4,949	1,570

Association Of Special Constabulary Officers
Notes to the Financial Statements Continued
For the year ended 31 March 2020

4. Costs of charitable activities by fund type

	2020	2019
	£	£
Unrestricted funds		
Membership Activities	5,263	8,791
Support costs	576	600
	5,839	9,391

5. Costs of charitable activities by activity type

	2020	2019
	£	£
Activities undertaken directly		
Membership Activities	5,839	9,391

6. Analysis of support costs

	2020	2019
	£	£
Governance costs	576	600

7. Net income/(expenditure) for the year

This is stated after charging/(crediting):

	2020	2019
	£	£
Auditor's fees	576	600

8. Comparative for the Statement of Financial Activities

The comparative year values on the Statement of Financial Activities are for unrestricted funds.

Association Of Special Constabulary Officers
Notes to the Financial Statements Continued
For the year ended 31 March 2020

9. Debtors

	2020	2019
	£	£
Amounts due after more than one year:		
Trade debtors	-	21,656
	<u>-</u>	<u>21,656</u>

10. Creditors: amounts falling due within one year

	2020	2019
	£	£
Trade creditors	576	3,378
	<u>576</u>	<u>3,378</u>

11. Movement in funds

Unrestricted Funds

	Balance at 01/04/2019	Incoming resources	Outgoing resources	Balance at 31/03/2020
	£	£	£	£
<i>General</i>				
General	27,226	5,949	(5,839)	27,336
	<u>27,226</u>	<u>5,949</u>	<u>(5,839)</u>	<u>27,336</u>

Unrestricted Funds - Previous year

	Balance at 18/09/2018	Incoming resources	Outgoing resources	Balance at 31/03/2019
	£	£	£	£
<i>General</i>				
General	-	36,617	(9,391)	27,226
	<u>-</u>	<u>36,617</u>	<u>(9,391)</u>	<u>27,226</u>

Association Of Special Constabulary Officers
Notes to the Financial Statements Continued
For the year ended 31 March 2020

12. Analysis of net assets between funds

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	27,336	27,336
	27,336	27,336

Previous year

	Net current assets / (liabilities) £	Net Assets £
Unrestricted funds		
<i>General</i>		
General	27,226	27,226
	27,226	27,226

Association Of Special Constabulary Officers
Detailed Statement of Financial Activities
For the year ended 31 March 2020

	2020	2019
	£	£
INCOME AND ENDOWMENT		
Donations and legacies		
Donations	1,000	22,935
Grants receivable	-	12,112
	<hr/> 1,000	<hr/> 35,047
Charitable activities		
Membership Fees	4,949	1,570
	<hr/> 4,949	<hr/> 1,570
Total incoming resources	<hr/> 5,949	<hr/> 36,617
EXPENDITURE		
Charitable activities		
Hotel, travel and meeting costs	(3,623)	(5,399)
Consultancy fees	(1,550)	(3,250)
Admin	(90)	(142)
	<hr/> (5,263)	<hr/> (8,791)
SUPPORT COSTS		
Governance costs		
Independent examination fees	(576)	(600)
	<hr/> (576)	<hr/> (600)
Total resources expended	<hr/> (5,839)	<hr/> (9,391)
Net Income	<hr/> 110	<hr/> 27,226