

# The Crime Concern Trust Limited

Report and financial statements

Year ended 31st March 2007

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# The Crime Concern Trust Limited

# Annual report and financial statements for the year ended 31 March 2007

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## **Board of Trustees**

#### Chairman

Lord Hastings of Scarisbrick CBE

#### Vice Chairman

Nat Sloane

## **Honorary Treasurer**

**Bridget McIntyre** 

## Other Members

Matt Baggott
Ralph Kanter
Brian Kingham
Martina Milburn
Nick Pearce
Sir Keith Povey
Derek Sawyer
Peter Slater
Chief Inspector John Sutherland
Andrew Wallsgrove
Ben Welsh
Paul Williams

(resigned July 2006)

(resigned October 2006)

#### **Observer**

Mary Garry, Home Office

## Senior Management Team

Roger Howard, Chief Executive (resigned December 2006)
Graham Beech, Director of Offender and Justice Services
Rosie Chadwick, Director of Prevention Services
Jan Forrest, Director of Consultancy (resigned October 2006)
Tracy Madgwick, Director of Human Resources
Mike Truelove, Director of Business and Financial Services

## **President of Patrons**

HRH The Princess Royal

## Secretary and registered office

Company Secretary

Mike Truelove, Director of Business and Financial Services

Registered Office

147-150 Victoria Road, Swindon SN1 3UY

## Company registered number

2259016

## Charity registered number

800735

#### **Bankers**

Coutts & Co, 440 Strand, London WC2R 0QS

#### Solicitors

Thring Townsend, 6 Drakes Meadow, Penny Lane, Swindon SN3 3LL

#### Insurance brokers

SBJ Stephenson Limited, Stephenson House, 7-10 The Grove, Gravesend DA12 1DU Jardine Lloyd Thompson, City Plaza, Temple Row, Birmingham B2 5AB

## **Employee benefits**

KMG Financiał Limited, Reigate Place, 43 London Road, Reigate, Surrey RH2 9PW

#### **Auditors**

James Cowper (Accountants and Business Advisors) 3 Wesley Gate, Queen's Road, Reading Berkshire RG1 4AP

## **Report of the Trustees**

The Board of Trustees presents its report and financial statements for the year ended 31<sup>st</sup> March 2007, and reports on developments since that date and future plans for the Charity

#### **Mission**

Our mission is to work with individuals, community groups and crime and disorder agencies to reduce crime and improve the living and working environments of others so that they may live without fear and intimidation

We do this through

- Community-based work with a focus on supporting families and helping young people at risk
  of truanting, exclusion, offending or becoming victims of crime
- Supporting community action by young people and other residents to make communities safer
- Developing and testing new approaches to reduce crime and encouraging their adoption by national and local governments as well as the general public
- Working with convicted offenders on release from prison, on Unpaid Work requirements or other community orders to re-integrate them into their communities
- Working with the National Offender Management Service to reshape the rehabilitation of offenders drawing on examples of best practice in community safety
- Offering training and professional advice to organisations responsible for or concerned with crime prevention and reduction

## Review of the Year

Against a backdrop of tighter public spending, evolving legislation, increasing competition, and continued uncertainty about our markets, 2006/7 proved to be an extremely challenging year for Crime Concern However, due to the hard work and commitment of the Senior Management Team, operational managers and our staff, we continued to deliver high quality services and increased our impact on local communities across England and Wales

We focused on three key areas

- 1 A root and branch review of our consultancy service to Youth Offending Teams, CDRPs and Local Authorities
- 2 Growing our prevention services and maintaining the quality of delivery
- 3 Preventing crime through reducing the occurrence of re-offending

Good progress was made in all areas

## 1. Consultancy Services review

Diminishing sales over the last two years has put pressure on our consultancy business and has led us, during that period, to make internal structural changes to reduce the cost base and to explore new markets. This year we conducted an in depth review of our consultancy services and concluded that, over the years, Crime Concern's service had enabled Youth Offending teams and Crime and Disorder Reduction Partnerships to build their own capacity and expertise -and it was therefore no longer viable for us to continue with a Consultancy Division offering these services.

In September, we began informing staff of the closure of the Consultancy Division and the associated redundancy of its managers and staff 26 posts were made redundant within the Division by 31<sup>st</sup> December 2006 and all of those affected were offered advice and support, where required The redundancies were funded out of our unrestricted reserves and one of our priorities going forward will be to replace these reserves

#### 2. Growth in Prevention Services

We have continued to place a significant emphasis on delivering high quality services to maximise the positive impact our work has on young people, other service users and the communities in which they live

In addition, we have succeeded in expanding some of our existing projects in a number of locations, thus broadening the scope of their activities to other sections of the community

We have also taken on new projects in Staffordshire, Kent and Suffolk, and developed strategically significant pieces of work on issues including family support, knife crime, gang involvement and improving community safety among ethnic minority groups

## 3. Preventing crime through reducing re-offending

We remain committed to working with convicted offenders on the grounds that, in order for community safety to be truly effective, it is necessary to engage with the minority of people who commit the majority of crime

This year, we secured involvement in several groundbreaking pilots related to Unpaid Work in the East of England and the West Midlands Region In addition, our involvement in the Offender Services Partnership (a cross sector consortium) has given us access to a wide range of opportunities to work with and influence the National Offender Management Service (NOMS), Crime and Disorder Reduction Partnerships (CDRPs) and Drug and Alcohol Action Teams (DAATs)

## Looking ahead

Whilst we do not underestimate the challenges ahead, we believe the need for our work has never been greater. This is supported by strong all-party commitment to prevention, early intervention and recognition that substantial investment to address social exclusion has not yet benefited groups whose problems are multiple and overlapping.

The imperative political objective is to find effective alternatives to custody for both young and adult offenders and to increase awareness of the third sector's role and potential, both in the delivery of offender services and reintegration

Our priorities for the year ahead are as follows

## 1. To make best use of our Strategic Partnership Agreement with the Home Office by

- developing strong relationships with Home Office Ministers and Officials
- building relationships with other Government Ministers and officials in areas such as the Ministry of Justice, Cabinet Office, Communities, Children, Families and Youth Justice
- aligning our practice experience, cross-sector partnerships and delivery capability with Government priorities
- working closely with the Home Office to prepare for the next phase of our Strategic Partnership Agreement in recognition of the current agreement ending on 31<sup>st</sup> March 2008

## 2. Developing and building partnerships and strategic and commercial alliances by

 recognising that the way to make communities safer is to develop strong delivery partnerships that provide integrated solutions which add value to statutory partners

## 3. Strengthening our business development capability by

- creating a business development team within our Prevention Services Division
- maintaining our business development and sales drive in Offender and Justice Services
- marshalling our marketing and communications efforts to further increase income generation
- demonstrating our 'added value' to public services
- maintaining strong relationships with current and potential customers

## 4. Diversifying our funding base by

- securing financial support from businesses, trusts and foundations
- entering new public sector markets e.g. the Probation Service, NOMS, prisons, DAATs
- securing contracts in other sectors in order to offset the cyclical nature of some public sector funding e.g. Registered Social Landlords and retail companies

## **Prevention Services**

## **Programme changes**

2006/07 saw us taking on a great deal of new work via extended and renewed services and new centre openings

## Highlights include

- Barking & Dagenham
  - We opened a new Youth Inclusion Project. The programme gives young people at risk of offending somewhere safe to go where they can learn new skills, take part in activities with others and get help with their education and careers.
- Cardiff
  - We now deliver to Ely as well as Llanrumney
- Cheshire
  - We offer the additional service of parenting support
- Hackney
  - We added several new services including parenting support at our Dalston Youth Project and a mobile Youth Inclusion Programme in Haggerston
- Kent
  - We have opened a new centre which provides a Youth Inclusion Programme with integrated family support
- Kilburn
  - We won funding to develop work with local minority community groups and combine home security and fire safety. This places a new emphasis on improving community safety among minority ethnic groups and supporting refugees and others in accessing local services.
- Leicester
  - We now deliver to more areas of the city, which means that we are able to reach out to new communities by focusing initially on local residents' health and well-being
- Manchester
  - We now offer a sibling programme
- Merthyr
  - Our services have been extended into new areas
- Nottingham
  - We now offer parenting support

- Rochdale
  - Our borough-wide programme has been expanded
- Southampton
  - We now do additional work on community cohesion
- Southwark
  - We now work with a range of local partners to reduce the risk of young people's gang involvement. This is coupled with work to tackle knife crime as one of a small number of demonstration projects funded by the City Bridge Trust for the strategic 'Fear and Fashion' initiative
- Staffordshire
  - o A new centre has been opened to run a Junior Youth Inclusion Project
- Suffolk
  - We have opened a new centre offering the Positive Futures programme, a social inclusion project to address the threat of violence, drug misuse and provide the drive to keep young people safe from harm in their own neighbourhoods

In agreement with the commissioners, we handed over responsibility for our Stoke Youth Inclusion Project and refocused our work in Wandsworth, prompting the closure of our Tooting Youth Inclusion Project Also, the Lambeth community sports programme has been transferred in-house

The expansion of existing delivery is reflected in a growth in average project value from £222k in 2005/06 to £266k in 2006/07

At the end of the year, we were running the following number of projects

25
10 (including 3 clusters)
4
3
7
2
2
8
61

## **Positive Futures**

On 1 April 2006, Crime Concern formally assumed responsibility for managing the Positive Futures programme on behalf of the Home Office It is a sports and activities-based social inclusion programme with 124 projects based across England and Wales

Priorities identified in the subsequent strategy 'Be part of something' included ensuring a high quality of service delivery, supporting workforce development, embedding a new monitoring and evaluation framework, broadening access to non-sports activities, encouraging volunteering, accreditation and progression, and promoting and extending effective partnerships

Strong progress has been made in all of these areas, as described in *You're part of it*, the Positive Futures review of the year. The new monitoring framework, designed to show young people's journeys, is already producing strong evidence of young people's engagement and progression.

Following Crime Concern's first year of delivery, the Home Office Minister Rt Hon Baroness Scotland QC announced "We congratulate them [Crime Concern] on a great job well done"

By the end of its first year, the programme was on track to engage over 55,000 young people nationwide and 76% of those engaged had stayed with the programme for three months or longer

To help with the task of encouraging volunteering, Crime Concern has been pleased to welcome our 'V team'. The two strong team is funded by the charity V with the aim of enhancing the quality, quantity and range of volunteering opportunities provided by Crime Concern and Positive Futures projects across London.

#### **Prudential 4 Youth**

The Prudential 4 Youth programme continued to go from strength to strength, bringing young people, shopping centre managers and other local partners together to work up their own solutions to crime and anti-social behaviour problems

In many areas, this involved young people forming mini-social enterprises and taking part in a *Say Yes!* Challenge with support from business mentors. Evaluations of the programme consistently show the difference it is making, not just through the solutions developed, but also through young people learning citizenship through action. The programme continues to win awards, including recognition of the West Orchards shopping centre through a Sceptre award for technical innovation, and the Prudential 4 Youth project in Cwmbran winning the Association of Town Centre Managers community safety award. Work pioneered with the Prudential is now being rolled out more widely, including to shopping centres owned by The Mall and Capital Shopping Centres.

Youth participation

Across Crime Concern's youth programmes, work is ongoing to support young people who are, or who risk being marginalised to make their voices heard. This work received a boost at a national 'speed meet' event, held in July 2006 and attended by Crime Concern's President of patrons, HRH the Princess Royal Since then, the word is still being spread with local speed meet events and through joint work with the Office of the Children's Commissioner, Changemakers and other partners working in support of youth-led approaches

## **Evidence of impact**

Building the evidence to demonstrate our impact and the ever-growing need for our services remains a high priority. Independent assessments of our work include

- An independent report on our Leicester Junior Youth Inclusion Programme (JYIP) found that 87% of young people in the 'core group' identified as at high risk of offending, did not offend whilst at the JYIP No one in the core group was subject to an ASBO
- The Social Care Inspector for Prevention described the prevention work in Cheshire delivered through Crime Concern's Youth Inclusion and Support Panels and Junior Youth Inclusion Project as "some of the strongest work we [the inspectors] had ever seen."
- Evaluators found that our London basic skills programme 'performed well against the engagement
  and progression targets set' and made 'a significant impact on young people in a range of ways'
  Amongst other benefits, young people's attitudes to themselves and others improved, as did their
  learning confidence, their attitude towards education and training, and their recognition of the link
  between their behaviour and performance. They also developed accredited skills and were more able
  to make 'positive and realistic plans about their immediate and longer-term future'

## Making more of a difference in more places

In January 2007, a business development team of three (two x FTEs) was brought together to drive business development across Prevention and Offender Justice Services. This work is already bearing fruit with a sharper focus on new business opportunities, on better co-ordination and on improvements in the quality, content and presentation of our services.

Looking ahead, we see this sharper focus as critical for us to increase the breadth and depth of our contribution of creating strong communities where people can live and work in safety

## Offender and Justice Services

This was a challenging year for the division because some probation contracts we thought would be forthcoming did not materialise or those services which were outsourced were of relatively small monetary value

#### Work delivered

- Active Communities Change Up Programme this capacity building programme for small voluntary and community sector organisations in the West Midlands was completed in December 2006 The final evaluation of this project, undertaken by Aston University, will be published in the autumn of 2007
- Unpaid Work in Bedfordshire Work started on this programme in the latter stages of the financial year. We have been commissioned to source new Unpaid Work placements on behalf of the Probation Service as part of a six month pilot project.
- Drug Awareness Training for Positive Futures We were commissioned to deliver national
  training to Positive Futures project staff as part of the professional development programme. This
  involved training them in dealing with young people whose lives were affected by substance misuse.
- Mentoring in Dyfed Powys We concluded a long-standing assignment attaching trained mentors to offenders on accredited probation programmes in west Wales

## **Business development**

Our prediction that Unpaid Work would be one of the first offender interventions to be outsourced by the Probation Service has been proven correct in all ten Regional Commissioning Plans. The development is likely to result in an active pipeline in 2007/08 leading to longer term, more substantial contracts in 2008/09. All 42 Probation Boards have been set a target to outsource 10% of their overall delivery to the private and third sector by March 2008.

Our involvement in the Offender Services Partnership (our consortium with Reliance, Tomorrow's People and Strode College), has given us access to a wide range of opportunities with NOMS, CDRPs and DAATs. It has also enhanced our capacity and knowledge of bid writing, pricing contracts, building customer relations and recording account plans. Our partnership with Encams, the national environmental campaigning organisation, helped us develop our knowledge and understanding of the potential for Unpaid Work to improve the local environment.

## Looking ahead

Our priorities for 2007/08 are to

- 1. Continue working with the Association of Chief Executives of Voluntary Organisations (ACEVO) in support of the Offender Management Bill
- 2. Monitor the Bill's passage through Parliament so that our business plans are aligned with any amendments
- 3. Continue working as part of the Offender Services Partnership, building relationships with Chief Probation Officers and other commissioners
- 4. Work with colleagues in Prevention Services to optimise potential for joint development and delivery in areas such as Restorative Justice, family support, reparation, mentoring, female offender interventions, accredited offending behaviour programmes, Intensive Supervision and Surveillance Programmes (ISSP), substance misuse and parenting programmes for prisoners

## Communications

Our work, as ever, is geared towards sharing our messages and best practice, showcasing our work and supporting our colleagues in their delivery of the organisation's objectives. This year, the delivery of the communications element of the Positive Futures contract has been an exciting addition to our work.

As part of the Positive Futures delivery, we have produced a strategy document, a guide to Positive Futures and Every Child Matters, a review of the year and worked with the programme's evaluators to produce their final case study evaluation report. We have also held a number of national and regional events to highlight the success of the programme

Media coverage of the programme has continued with substantial pieces in the Guardian, the Daily Telegraph and the specialist press Supporting the Positive Futures team's development, we have produced an internal newsletter, Touchline, which helps keep everyone up to speed

As mentioned earlier in this report, we ran an innovative Speed Meet event in the presence of HRH The Princess Royal as part of our support for Prevention Services colleagues. Young people from our programmes around the country were invited to meet a range of key national and local policy makers in a one-to-one setting, each having four minutes to share ideas and concerns. The format of this event was repeated around the country on Universal Children's day as part of our Youth Participation campaign to ensure young people's views are heard and taken on board by those delivering services to them

Public affairs and associated media stories have been a key part of our approach to reduce re-offending rates, support offenders and enhance the vital role the voluntary sector can play. We have been able to brief a range of policymakers and influencers on our stance and have featured regularly in the Guardian which closely followed the progress of the National Offender Management Bill. Other work in support of our Offender and Justice services includes a number of events bringing the key regional agencies together.

More broadly, we have been able to showcase the success of Crime Concern's work with a range of visits, briefings and meetings with Ministers, MPs, Shadow Ministers and special advisors. These included Hilary Armstrong MP, Graham Allen MP, Dawn Butler MP, Vernon Coaker MP, David Cameron MP, Nick Clegg MP, David Davis MP, Beverly Hughes MP, Ed Miliband MP, Pat McFadden, Baroness Scotland and the Home Affairs Select Committee. We also held fringe meetings at the party conferences with partners and responded to a range of consultations including anti-social behaviour and integration and cohesion.

We continue to work in partnership with the Respect Task Force to deliver the Respect Awards for Taking a Stand which recognise and reward people who are working in their communities to reduce anti-social behaviour

Our Volunteer awards, which allow us to highlight the enormous contribution volunteers make to our work, saw an increase in nominations this year. WicksAid supports this work and enabled us to hold a presentation ceremony at the Tate Modern, making it a memorable day for many volunteers.

## Looking ahead

We will be undertaking a review of the communications and marketing strategy for the organisation While not pre-empting the results of this review, we plan to

- transform our website to make it easier to use, and to include more up-to-date information for programme participants, the media and other related parties
- redevelop our staff intranet site
- provide media training to particular specialists
- develop supporting materials for the operational divisions to keep them aware of developments and protocols and to ensure consistency of key messages

## **Human Resources**

Over the summer of 2006, the Human Resources (HR) team conducted a staff satisfaction survey across all groups of staff. Overall, staff gave a satisfaction score for working with Crime Concern of 6.9 out of 10 against a target of 6 out of 10.

During the second half of 2006/7, the HR team were heavily involved in supporting the organisation during the closure of our consultancy division

The team also undertook a recruitment advertising review, and as a result engaged a new agency and developed a new range of advert templates

## Looking ahead

Our plans for 2007/8 include

- · a review of the current staff appraisal process
- · continued development of the recruitment function
- continued roll-out of the professional development programme for staff

## **Financial Report**

Unrestricted funds are the funds freely available for use in the furtherance of the objectives of the Charity Crime Concern's reserves policy, in recent years, called upon the charity to build up levels of unrestricted reserves targeting a level of £1 6m. The policy specifically recognised that our consultancy operations had, in recent years, become an increasingly high risk business area for us. It also recognised that any closure of these operations would generate high levels of costs (primarily redundancy and other staff costs) and that our reserves needed to be high enough to cover those costs while still leaving the organisation in a stable financial position.

Over the last couple of years, Crime Concern has taken a variety of measures to improve sales and reduce costs in its consultancy operations. However, as has been reported elsewhere, Crime Concern took the decision in September 2006 to close its consultancy operations and to use a significant proportion of its unrestricted reserves to cover the associated costs.

The net movement on unrestricted funds for the year was a deficit of £810,892 after transfers. On a cumulative basis, Unrestricted Reserves amounted to £287,717 at 31st March 2007.

Restricted funds are those the use of which is subject to specific conditions imposed by the donor. The net movement on restricted funds for the year is a net incoming resource of £46,372 after transfers. Under the current SORP, the majority of income has to be included in the Statement of Financial. Activities in the year it is received rather than being matched with expenditure. The surplus has arisen, therefore, because income has been received this year which covers future year's expenditure. On a cumulative basis, restricted reserves amounted to £1,920,601 at the year end, representing an excess of income over expenditure recorded to date. Any project in a deficit position at the end of the financial year, where there is no known source of additional funding, has had the deficit covered by a transfer from unrestricted reserves. Details of movements on the Statement of Financial Activities are set out on pages 16 and 17 of the financial statements.

#### Governance

Crime Concern has a Board of Trustees which meets approximately five times a year. The Board sets the organisation's strategy (primarily by approval of the corporate plan) and ensures that the strategy complies with the Charity's objectives.

The Board employs a Chief Executive and other experienced and qualified senior managers. They are held accountable for the day to day management and control of the organisation and also delivery

against the corporate plan. The Board makes specific decisions on any important matters which do not already form part of the approved plan.

Prospective new trustees are identified by any of our existing trustees and are, initially, invited to attend one or two board meetings as observers

Following this, if the prospective trustee is willing, they are invited to join the Board provided they have demonstrated that they are committed to our goals and they can provide experience and expertise in areas which are important to us. A proposal to appoint a new trustee is formally made and approved at any Board of Trustees meeting.

The Board comprises people who have been successful in crime prevention, the police service, finance, business, the public sector and voluntary organisations. Crime Concern seeks to keep a skills and experience balance at all times.

Following their appointment, a new trustee is briefed by the Chairman, the Chief Executive and other members of the Management Team by way of induction. They also receive a comprehensive induction pack and are given access to Crime Concern's intranet site which contains a great deal of useful information about Crime Concern operations.

The Board elects three of its members, annually, to the offices of Chairman, Deputy Chairman and Honorary Treasurer The Honorary Treasurer chairs the Finance and Human Resources Committee which is the only sub-committee of the Board. This Committee considers in detail all matters pertaining to finance or human resources and acts as an advisory body to the Board.

There have been some changes to the Board during the year with Peter Slater and Andrew Wallsgrove both resigning Roger Howard, Chief Executive resigned to take up a new post and at the end of the year the Board was well advanced in progressing recruitment of a new Chief Executive

At the Annual General Meeting, the following were re-elected Lord Hastings of Scarisbrick CBE as Chairman Nathaniel Sloane as Vice Chairman Bridget McIntyre as Honorary Treasurer

## **Risk Management**

Crime Concern has adopted a Risk Management Strategy, which calls for significant risks to be identified, prioritised and the responsibility for taking action relating to eliminating or reducing those risks to be clearly allocated to specific staff members

Progress made in addressing these risks is reported regularly to the Senior Management Team and to the Board of Trustees. This process is gradually being cascaded throughout the organisation so that all staff develop a risk management mindset and a risk management culture becomes embedded in the organisation.

## **Reserves Policy**

It is the policy of Crime Concern to maintain unrestricted funds, which are the free reserves of the Charity, to ensure there are sufficient funds to provide

- a reasonable level of financial stability and adequate working capital
- for temporary operational down turns and problems
- for emergency applications for grants
- for investment in Crime Concern's infrastructure

Following the closure of our consultancy operations this year Crime Concern has reviewed and updated its reserves policy. Our previous target was £1.6m. The new policy reflects the currently reduced size and cost base of our operations, as well as the fact that consultancy was our riskiest business area. Accordingly, it is felt that a much lower level of reserves is required compared to that previously identified

Our revised policy calls for a targeted level of Unrestricted Reserves of £625,000 – to be achieved by 31<sup>st</sup> March 2010

## **Powers of Investment**

Under its Memorandum of Association, the Charity has power to invest the monies of the Charity not immediately required for the furtherance of its objects in or upon such investments, securities or property as may be thought fit, subject nevertheless to such conditions and consents as may, for the time being, be imposed or required by law

## Availability of the Charity's Assets

The trustees confirm that 62% (2006 - 45%) of the Charity's total current assets are held in cash or on short term call and that these are adequate to meet the anticipated immediate expenditure of the Charity

## **Indemnity Insurance**

In accordance with the powers contained in the Articles of Association, the trustees have taken out Trustees', Directors' and Officers' indemnity insurance at a cost of £1,672 (2006 - £1,671)

## **Post Balance Sheet Date Events**

No significant post balance sheet date events have occurred

The reader is also referred to Crime Concern's internet site for up to date information on Crime Concern's activities and achievements since the Balance Sheet date

# Statement of Trustees' Responsibilities

The Trustees are responsible for preparing the Annual Report and financial statements in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice

Company law requires the Trustees (as directors of Crime Concern) to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Charity and of the surplus or deficit of the Charity for that year In preparing those financial statements, the Trustees are required to

- select suitable accounting policies and then apply them consistently
- make judgements and estimates that are reasonable and prudent
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Charity will continue in business

The trustees are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the company and the group and to enable them to ensure that the financial statements comply with the Companies Act 1985. They are also responsible for safeguarding the assets of the company and the group and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

## Disclosure of information to auditors

- So far as the Trustees are aware, there is no relevant audit information of which the charity's auditors are unaware, and
- Each Trustee has taken all the steps that s/he ought to have taken as a director in order to make themselves aware of any relevant audit information and to establish that the Charity's auditors are aware of that information

By order of the Board

Lord Hastings of Scarisbrick CBE

Chairman

Date 16 October 2007

## Independent Auditor's Report to the Members of The Crime Concern Trust Limited

We have audited the financial statements of The Crime Concern Trust Limited for the year ended 31 March 2007 which comprise the Statement of Financial Activities, the Balance Sheet, the Cash Flow Statement and the related notes. These financial statements have been prepared under the accounting policies set out therein.

This report is made solely to the charity's members, as a body, in accordance with Section 235 of the Companies Act 1985. Our audit work has been undertaken so that we might state to the charity's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charity and the charity's members as a body, for our audit work, for this report, or for the opinions we have formed

## Respective responsibilities of trustees and auditors

As described in the Statement of Trustees' Responsibilities the trustees (who are also the directors of The Crime Concern Trust Limited for the purposes of company law) are responsible for the preparation of the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice) Our responsibility is to audit the financial statements in accordance with relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland)

We report to you our opinion as to whether the financial statements give a true and fair view and have been properly prepared in accordance with the Companies Act 1985 and whether the information given in the Trustees' Report is consistent with those financial statements. We also report to you if, in our opinion, the charity has not kept proper accounting records, if we have not received all the information and explanations we require for our audit, or if information specified by law regarding trustees' remuneration and other transactions is not disclosed

We read the Trustees' Report and consider the implications for our report if we become aware of any apparent misstatements within it

#### **Basis of audit opinion**

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgments made by the trustees in the preparation of the financial statements, and of whether the accounting policies are appropriate to the charity's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

## Opinion

In our opinion

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, of the state of the charity's affairs as at 31 March 2007, and of its incoming resources and application of resources, including its income and expenditure, in the year then ended.
- the financial statements have been properly prepared in accordance with the Companies Act 1985, and
- the Trustees' Report is consistent with the financial statements

James Cowper, Registered Auditor and Chartered Accountants, Reading

Tous Cop 22/10/2007

# STATEMENT OF FINANCIAL ACTIVITIES

No	te L	Inrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Restated Total Funds 2006 £
Incoming resources					
Incoming resources from generated funds - Voluntary income		825,390	43,720	869,110	854,006
- Activities for generating funds		-	70,000	70,000	52,486
Investment income		93,686	3,293	96,979	107,698
Incoming resources from charitable activit	ıes	2,228,805	16,472,847	18,701,652	16,272,647
Other incoming resources		75,832	40,622	116,454	235,138
		3,223,713	16,630,482	19,854,195	17,521,975
Less Internal consultancy and management fees	6	(1,552,447)	(205,089)	(1,757,536)	(1,805,802)
Net incoming resources available					
for charitable application		1,671,266	16,425,393	18,096,659	15,716,173
Resources expended Charitable activities					
Prevention Services		1,749,576	16,625,485	18,375,061	12,675,458
Consultancy		1,335,808 217,274	-	1,335,808 217,274	3,893,297 198,758
Offender justice services Communications		129,467	-	129,467	237,974
Governance costs		175,853	_	175,853	226,362
Exceptional items		385,252	-	385,252	161,202
	3	3,993,230	16,625,485	20,618,715	17,393,051
Less Internal consultancy and management fees	6	(1,552,447)	(205,089)	(1,757,536)	(1,805,802)
Net resources expended		2,440,783	16,420,396	18,861,179	15,587,249
		— · · — — —	**		

Statement of financial activities for	or the year ended 31 Ma	rch 2007 <i>(Cont</i>	inued)	Dantatad
	Note Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Restated Total Funds 2006 £
Net resources expended before transfers	(769,517)	4,997	(764,520)	128,924
Transfers between funds	(41,375)	41,375	-	-
Net resources expended after transfers	(810,892)	46,372	(764,520)	128,924
Total funds at 1 April 2006 As previously stated Prior year adjustment	1,098,609	1,498,229 376,000	2,596,838 376,000	2,843,914
Total funds at 31 March 2007	14 287,717	1,920,601	2,208,318	2,972,838

## **Exceptional items:**

The exceptional items included on the face of the SOFA are as a result of the restructuring within the consultancy division. They can be broken down as follows

	2007 £	2006 £
Redundancy and ex-gratia costs	86,587	125,660
Salary costs during notice and consultation period Dilapidation costs from office closures	257,065 41,600	35,542
	385,252	161,202

## Transfers between funds:

At the year-end £41,375 (2006 - £13,874) has been transferred from unrestricted reserves to cover overspends on projects that will not be recoverable from within the individual project resources. The transfer is made in respect of both projects that have closed during the year in deficit and projects which are still ongoing but where prudence dictates that recognition should be made of possible cost overruns.

All amounts relate to continuing activities

All recognised gains and losses are included in the statement of financial activities

The notes on pages 20 to 30 form part of these financial statements

## **Balance sheet**

				Re	estated
	Note	2007 £	2007 £	2006 £	2006 £
Fixed assets Tangible assets	8		34,117		25,553
Current assets Debtors Cash at bank	9 10	1,285,941 2,109,368		2,641,113 2,137,154	
Total current assets		3,395,309		4,778,267	
Creditors: amounts falling due within one year	11	1,221,108		1,830,982	
Net current assets			2,174,201		2,947,285
Total assets less current liabilities			2,208,318		2,972,838
Funds					
Unrestricted funds - general fund Restricted funds	13		287,717 1,920,601		1,098,609 1,874,229
	14		2,208,318		2,972,838

The financial statements were approved by the Board of Trustees on 16 October 2007

Lord Hastings of Scarisbrick CBE

Chairman

B F McIntyre

Honorary Treasurer

Bridget Mc luty &

The notes on pages 20 to 30 form part of these financial statements

Cash flow statement			
		2007 £	Restated 2006 £
Net cash outflow from operating activities		(100,153)	(552,291)
Returns on investments and servicing of finance Interest received		96,979	107,698
Capital expenditure and financial investment Payments to acquire tangible fixed assets		(24,612)	(35,159)
Decrease in cash		(27,786)	(479,752)
Reconciliation of net outgoing resources to net cash outflow from operating activities  Net (outgoing)/incoming resources Depreciation (Increase)/decrease in debtors Increase/(decrease) in creditors Interest receivable		(764,520) 16,048 1,355,172 (609,874) (96,979)	
Net cash outflow from operating activities		(100,153)	(552,291)
Reconciliation of net cash outflow to movement in net Decrease in cash in the year Net funds at 1 April 2006  Net funds at 31 March 2007	et funds	(27,786) 2,137,154 ————————————————————————————————————	
Analysis of changes in net funds		<del></del>	
-	At 1 April 2006 £	Cash flow £	At 31 March 2007
Cash at bank	2,137,154	(27,786)	2,109,368

## Notes forming part of the financial statements

## 1. Accounting policies

The financial statements have been prepared under the historical cost convention and are in accordance with applicable accounting standards and the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' published in 2005. The following principal accounting policies have been applied.

## **Basis of preparation**

The financial statements for the year to 31 March 2007 represent the results of The Crime Concern Trust Limited Branches are regarded as non-autonomous, and are included in full in the financial statements

Consultancy Division – as noted in the Trustees' Report, a decision was taken during the year to close the consultancy division. As Crime Concern continues to offer some consultancy services, albeit at a very much smaller level, the closure has not been accounted for as a discontinued operation in the financial statements.

#### **Funds**

- Unrestricted funds are funds available for charitable purposes within the objectives of the Charity that have no conditions imposed by the donor or by the terms of an appeal
- Restricted funds are funds subject to specific conditions imposed by the donor or by the terms
  of an appeal, these conditions being binding upon the Trustees

#### **Incoming Resources:**

#### **Donations and grants**

Income from donations, and grants, is included in incoming resources when these are receivable, except as follows

- When donors specify that donations and grants given to the Charity are to be treated as funding for future accounting periods, the income is deferred until those periods
- When donors impose conditions which have to be fulfilled before the Charity becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions for use have been met
- When donors specify that donations and grants are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable

#### Lottery income

Lottery income is recognised as income when the conditions for its receipt are met

## Consultancy, training and seminar fees

Fee income for consultancy, training and seminars is included in incoming resources when the work is carried out, or, if invoiced before completion, then in proportion to work carried out, with the balance being deferred

## 1. Accounting policies (continued)

#### Other income

Other income is recognised in the period in which the Charity is entitled to the receipt and the amount can be measured with reasonable certainty. Income is deferred only when the Charity has to fulfil conditions before becoming entitled to it, or where the donor has specified that the income is to be treated as the funding of a future period.

## Resources expended and basis of allocation of costs

Expenditure is recognised when a liability is incurred. Contractual arrangements and performance related grants are recognised as goods or services are supplied. Other grant payments are recognised when a constructive obligation arises that result in the payment being unavoidable.

- Charitable activities include expenditure associated with the delivery of the objects of the Charity and include both the direct costs and support costs relating to these activities
- Governance costs include those incurred in the governance of the Charity and its assets and any associated constitutional and statutory costs

#### Irrecoverable VAT

All resources expended are classified under activity headings that aggregate all costs related to the category. Irrecoverable VAT is charged against the category of resources expended for which it was incurred.

In kind funding/support

The Charity benefits from the services of secondees, many thousands of voluntary hours and unclaimed out-of-pocket expenses by a very large number of supporters. In addition, companies, organisations and individuals have, in many cases, provided the use of facilities, equipment and premises for various activities and meetings without charge. In previous years we have tried to estimate a value for such gifts in kind where there is a cost to the third party in donating the gift/service. This year we have concluded that any value is misleading as it cannot be measured with any accuracy and therefore a decision has been made to remove any value from the financial statements. In 2006 the figure was valued at £420,506. This figure did not include a value for the volunteer work which is indispensable to the work that Crime Concern undertakes.

## Tangible fixed assets and depreciation

Depreciation is provided to write off the cost, less estimated residual values, of all fixed assets over their expected useful lives - It is calculated at the following rates on a straight line basis

Office equipment, fixtures and fittings

- 25% - 33% per annum

Motor vehicles

- 25% per annum

Items of equipment are capitalised at cost and where the purchase price exceeds £5,000

#### **Operating leases**

All leases are treated as operating leases Their annual rentals are charged to the Statement of Financial Activities on a straight-line basis over the term of the lease

#### **Pension costs**

Contributions to the Charity's defined contribution pension scheme are charged to the Statement of Financial Activities in the year in which they become payable

#### Creditors payment period

The policy of the Trustees is to pay creditors to the terms agreed between the parties when entering into the contract. In the absence of any agreement to the contrary, payment of suppliers' invoices will be 30 days following the end of the month in which the invoice is received.

THE CRIME CONCERN TRUST LIMITED

Notes forming part of the financial statements for the year ended 31 March 2007 (Continued)

Restated Total 2006	822,000 32,006	854,006	52,486 107,698	10,099,629 341,399 420,056	5,411,563	16,272,647	58 58 79,427	235,138	17,521,975
Totaí 2007 £	821,752 47,358	869,110	70,000 96,979	15,592,082 75,000	3,034,570	18,701,652	45,900	116,454	19,854,195
Restricted Projects £	43,720	43,720	70,000	15,592,082	880,765	16,472,847	19,953	40,622	16,630,482
Unrestricted total	821,752 3,638	825,390	93,686	75,000	2,153,805	2,228,805	25,947	75,832	3,223,713
Communications	3,638	3,638		15,000	110,798	125,798		33	129,469
Offender Justice Services	28,712	28,712		55,000	17,985	72,985		'     '	101,697
Consultancy	223,754	223,754		1 1 1	568,785	568,785	2,831	52,716	845,255
ources Prevention Services	569,286	569,286	93,686	5,000	1,456,237	1,461,237	23,083	23,083	2,147,292
2. Analysis of incoming resources Preve	generated funds Core grant Donations	Activities for generating funds	Sponsorship Investment income	Incoming resources from charitable activities Grants for project delivery Other grants In kind funding	Fees from consultancy, training and seminars	Other incoming resources	Publications Miscellaneous		Total 2007

THE CRIME CONCERN TRUST LIMITED

Notes forming part of the financial statements for the year ended 31 March 2007 (Continued)

3. Analysis of resources expended

	Prevention Services £	Consultancy £	Offender Justice Services	Communications £	Unrestricted total	Restricted Projects £	TOTAL £	Basis of allocation
ý	637,834	1,090,400	190,162	129,467	2,047,863	16,625,485	18,673,348	
7	200	78 016	0 865	•	394.582	,	394,582	time spent
ゔ ·	74 202	10,90	2399	•	95,989	1	95,989	time spent
•	134 121	14.903	) 		149,024	•	149,024	time spent
<del>'</del> ~	180 453	65 328	6 533	1	261,314	•	261,314	time spent
-	4,700		, '	1	1,159	•	1,159	Use
7	203,502	52 517	6.564	1	262,583	•	262,583	time spent
íΧ	203,314	14,546	1,751	1	219,611	1	219,611	pro rata to total income
1,74	1,749,576	1,335,808	217,274	129,467	3,432,125	16,625,485	20,057,610	
16	162,804	11,648 385,252	1,401	1 1	175,853 385,252	1 1	175,853 385,252	
1,9,	1,912,380	1,732,708	218,675	129,467	3,993,230	16,625,485	20,618,715	
1,9,	1,971,845	4,130,143	198,758	237,974	6,538,720	10,854,331	17,393,051	ı

## 3. Analysis of net resources expended (continued)

Staff costs can be analysed as £	2006 £
Wages and salaries 7,343,023	8,890,401
Social security costs 700,073	864,019
Pension costs 284,022	387,434
Life assurance and healthcare 95,328	106,830
8,422,446	10,248,684
Exceptional redundancy and ex-gratia costs 86,587	125,660
Total 8,509,033	10,374,344
2007 The average number of employees is set out below Number	2006 Number
Projects 349	346
Prevention Services 11	11
Consultants 20	60
Offender Justice Services 1	1
Fundraising and publicity 5	7
Management and administration of the charity  18	20
404	445

The number of employees whose remuneration (including benefits and pensions) exceeded £60,000, was as follows

2007 Number	2006 Number
•	1
2	2
1	-
1	-
•	1

Contributions were made into the defined contribution pension scheme for 4 employees amounting to £40,455 (2006 – 3 employees, £27,836)

## 4. Net resources expended

	2007	2006
This is arrived at after charging	£	£
Depreciation - owned assets	16,048	13,275
Auditors' remuneration - audit services	18,000	27,197
- other services	_	1,500
Rentals under operating leases - land and buildings	366,654	342,046
- other	97,600	135,440

## 5 Trustees' remuneration and expenses

No remuneration was paid to any Trustee during the year Expenses totalling £1,284 (2006 - £2,383) were reimbursed to two Trustees (2006 - 1) in respect of travelling and out-of-pocket expenditure incurred while acting as Trustees of the Charity

## 6 Internal consultancy and management fees

The Statement of Financial Activities includes a figure of £1,757,536 (2006 - £1,805,802) for internal consultancy and management fees. This represents the value of work done on central administration and accounting functions for each project, along with the work done for line management of project staff by the project division. It also includes any specific work carried out by the consultancy and projects divisions on behalf of projects such as audits, recruitment etc. These fees are therefore income for the unrestricted funds and costs for the restricted branches and projects.

## 7 Taxation

No taxation has been provided in the financial statements because, as a registered charity, The Crime Concern Trust Limited is exempt in accordance with Section 505 of the Income and Corporation Taxes Act 1988

8	Tangible	assets
---	----------	--------

	equipment, fixtures and fittings	allylble assets
		Cost
80,938 29,946 110,884	80,938	At 1 April 2006
- 24,612 24,612		Additions
80,938 54,558 135,496	80,938	At 31 March 2007
		Depreciation
74,107 11,224 85,331		At 1 April 2006
3,654 12,394 16,048	3,654	Charge for the year
77,761 23,618 101,379	77,761	At 31 March 2007
		Net book value
3,177 30,940 34,117	3,177	At 31 March 2007
6,831 18,722 25,553	6,831	At 31 March 2006

All tangible assets are used wholly for direct charitable purposes

#### 9 Debtors

	2007 £	£
Other debtors Prepayments and accrued income	1,012,304 273,637	2,389,302 251,811
	1,285,941	2,641,113

All amounts shown under debtors fall due for payment within one year

## 10 Cash at bank

Crime Concern's cash reserves are typically higher at the year end than they are at any other point in the year. Many of our operational activities follow a cyclical pattern and normally the last few months of the year are far and away our busiest time. This means that at the year end there are significant balances of cash at bank which are utilised in the first few months of the following year.

2006

11	Creditors: amounts falling due within one year		Restated
••	•••••••••••••••••••••••••••••••••••••••	2007 £	2006 £
	Other creditors Taxation and social security Accruals and deferred income	356,381 269,164 595,563	270,821 490,839 1,069,322
		1,221,108	1,830,982
12	Deferred Income	2007 £	2006 £
	Balance at 1 April 2006 Released to the SOFA New sources of deferred income	623,208 (623,208) 198,951	705,738 (705,738) 623,208
	Balance at 31 March 2007	198,951	623,208

Income is deferred only when the charity has to fulfil conditions before becoming entitled to it, or where the donor has specified that the income is to be treated as the funding of a future period

## 13 Restricted Funds

Project type:	Number 6 2007	of projects 2006
Project type:  Branches Youth Inclusion Projects Youth Action Groups Neighbourhood Safety Projects Mentoring Plus Projects Basic skills projects Breaking Barriers Neighbourhood Apprenticeship Scheme Kickstart Positive Futures national project Other Projects	2007 3 28 1 1 2 - - 1 1 1	2006 3 30 1 1 3 1 1 1 -
Other Projects	48	55

## 13 Restricted funds cont'd

The incoming resources of the Charity include restricted funds, comprising the following unexpended balances of donations and grants held on trust to be applied for specific purposes as analysed between projects

E	Restated Balance at 31 March 2006 £	Incoming resources £	Expenditure, gains and losses £	I Transfers £	Balance at 31 March 2007 £
Apprenticeship scheme Branches Youth Inclusion Projects Youth Action Groups Neighbourhood Safety Projects Mentoring Plus Projects Basic skills project Breaking Barriers Kickstart Safe and Sound R J Services	67,543 109,965 531,617 152,839 66,353 34,344 75,666 108,134 127,352 9,950 74,398	1,404,588 6,322,759 140,420 144,262 100,119 25,617 - 808,214 255,229 216,198 6,228,637	(48,645) (1,414,892) (6,152,490) (149,473) (150,622) (99,273) (23,018) (27,989) (890,249) (254,109) (168,080) (6,178,856)	34 18,108 21,817 - 12 (854) - 602 -	18,932 117,769 723,703 143,786 60,005 34,336 78,265 80,145 45,919 11,070 122,516 49,781
Positive Futures V Project Respect Awards Other Projects	376,000 140,068 <b>1,874,229</b>	62,679 318,000 603,760 16,630,482	(6,429) (493,000) (568,360)	1,656 <b>41,375</b>	56,250 201,000 177,124 1,920,601
Included in the income are the following				2007	2006
Lottery income Luton project Big Lottery development grant Big Lottery Sefton Roehampton YIP Heritage Lottery Wolverhampton Awards for All				10,000 6,752 27,930 11,600 5,582	5,000 6,930
Total Lottery income				61,864	11,930
London Councils Grants Committee: Barnet Dalston Total				30,000 50,000 <b>80,000</b>	30,000 50,000 <b>80,000</b>

These amounts have been spent in accordance with the approved purposes

The Positive Futures incoming resources includes £5,171,121 received by the National Positive Futures team which is then paid out to over 90 projects nationwide running Positive Futures activities, some of which are Crime Concern projects (2006 - nil)

## 14 Analysis of charity net assets between funds

Unrestricted funds £	Restricted funds £	Total 2007 £
3,177	30,940	34,117
255,725	1,030,216	1,285,941
329,333	1,780,035	2,109,368
(300,518)	(920,590)	(1,221,108)
287,717	1,920,601	2,208,318
	3,177 255,725 329,333 (300,518)	funds £ £  3,177 30,940 255,725 1,030,216 329,333 1,780,035 (300,518) (920,590)

#### 15 Share capital

As the Charity is limited by guarantee, there is no share capital. At 31 March 2007 each member has undertaken to contribute to the Charity's assets, in the event of the Charity being wound up, such amount as may be required, not exceeding £1

#### 16 Pensions

The Charity operates defined contribution pension schemes. The assets of the schemes are held separately from those of the Charity in independently administered funds. Amounts of £0 (2006 - £6,121) and £284,022 (2006 - £381,313) have been charged to the Statement of Financial Activities in respect of contributions made to group purchase plans and group personal pension plans respectively

## 17 Commitments under operating leases

At 31 March 2007, the Charity had annual commitments under non-cancellable leases as set out below

	2007 Land & buildings £	2007 Other £	2006 Land & buildings £	2006 Other £
Within one year Between two and five years Over five years	75,595 70,864 -	13,291 27,600 -	72,918 183,395 49,000	13,271 88,498 -
	146,459	40,891	305,313	101,769

Subsequent to the year end, The Crime Concern Trust Limited entered into the following transactions

Annual commitments under non-cancellable leases were entered into as follows

Land & Buildings

Within one year Between two and five years 5,577 4,000

## 18 Related party transactions

A number of the Trustees are directors of companies which during the year made donations or provided resources to The Crime Concern Trust Limited. One of the Trustees has a significant interest in a company which provides Crime Concern with fully serviced offices. The value of transactions with this company during the year was £19,164.

## 19 Prior year adjustment

The prior year adjustment reflects a revision of the accounting treatment of £376,000 of restricted income which was treated as deferred at 31 March 2006. The treatment has now been amended to reflect this as incoming resources in the year to 31 March 2006.