



WEST YORKSHIRE POLICE
—• Community Trust •—

**ACCOUNTS FOR THE PERIOD
1 April 1997 to 31 March 1998
together with Trustees' and Auditors' Reports**

Company registered number: 3227212

Charity registered number: 1057368

Annual Report
1997 - 1998



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Objectives



WEST YORKSHIRE POLICE

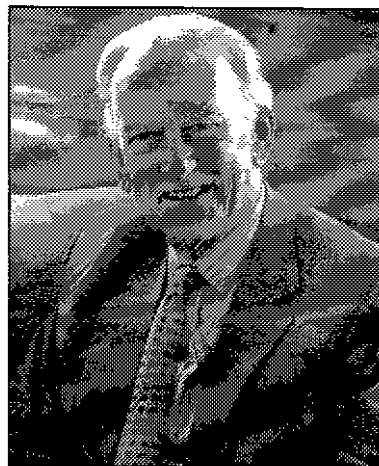
—•Community Trust—•—

To raise awareness of crime prevention and through the protection of people and property, encourage a better quality of life

To promote road safety as an integral part of life to the people of West Yorkshire through training, education, publicity and special projects

To educate the people of West Yorkshire in all matters relating to drug, alcohol and other substance abuse thereby helping to reduce drug related crime

Foreword



The last year has seen a tremendous leap forward for the Trust. We have successfully raised over £250,000 enabling the continued expansion of our support for schemes and projects operating within the communities of West Yorkshire.

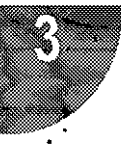
This success has been achieved through the hard work and determination of our workers, volunteers and supporters to whom we are most grateful. Our thanks must also go to the business community for its assistance, without which many of our projects could not take place.

The new financial year will see the launch of several exciting new initiatives including the start of our grant programme. The Trust will make funds available to schemes that support 'Diversion from Drugs' one of the Trust's main objectives.

We have achieved a great deal yet we know there is still much to do. As we move towards the new millennium the Trust will continue its work making a positive difference to the lives of people in West Yorkshire.

A handwritten signature in black ink that reads "John Lyles." The signature is written in a cursive, flowing style.

John Lyles CBE JP
Lord Lieutenant of West Yorkshire



Trustees & Advisors

Trustees

Mr John Lyles, CBE JP - Chairman
Mr Michael Beverley
Miss Elaine Gentles
Mr Richard Gregory
Ms Zahida P Manzoor
Bishop Nigel McCulloch
Mr Graham Moore
Cllr Neil Taggart
Mr Jeremy Walker

Mr Mark Winton

Lord Lieutenant of West Yorkshire
Managing Partner, Arthur Andersen
Elaine Gentles & Company, Solicitors
Director of Broadcasting, Yorkshire Television
Chair, Bradford Health Authority
Bishop of Wakefield
Chief Constable, West Yorkshire Police
Chair, West Yorkshire Police Authority
Regional Director, Government Office for
Yorkshire and Humberside
Regional Fund Raising Manager - North
Marie Curie Cancer Care

Auditors

Deloitte & Touche
10-12 East Parade
Leeds
LS1 2AJ

Bankers

Midland Bank plc
66 Westgate
Wakefield
WF1 1XB

Registered Office

Police Headquarters
PO Box 9
Laburnum Road
Wakefield
WF1 3QP

Tel: 01924 292165

Fax: 01924 292349

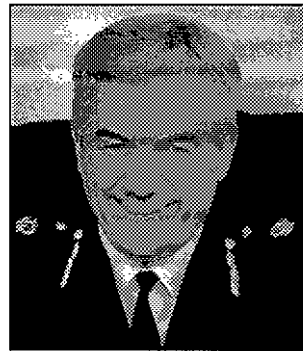
<http://www.wypolice.gov.uk/wypolice/>

New Faces

The Trust has welcomed several new faces and their enthusiasm and support for the work of the Trust will prove invaluable.

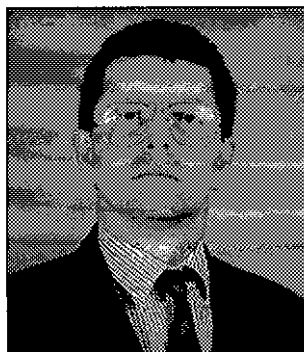
Mr Graham Moore, newly appointed Chief Constable of West Yorkshire Police joined the Board of Trustees this year.

"It was a great delight to be asked to join the Trust. I am very much looking forward to working on the team and intend to support the charity in whatever way I can."



Chief Constable
Graham Moore

Chairman Police Authority
Neil Taggart



Councillor Neil Taggart became a Trustee after his election as Chairman of the Police Authority in 1997.

"It is a great honour to be asked to take part in such a worthwhile cause"

Mr Mark Winton joined the board of trustees in November 1997. Mark is currently the Regional Fundraising Manager (North) for Marie Curie Cancer Care. His considerable experience and skills in fundraising will make him a valuable asset to the Trust.

"Fundraising is an essential part of any charity and I am hoping to help match and improve on the amounts raised over previous years."



Trustee
Mark Winton

Donor Development Manager
David Wilkinson



We are also pleased to welcome to our staff team Mr David Wilkinson as Donor Development Manager. David is seconded to the Trust from Barclays Bank where he was a manager.

"The West Yorkshire Police Community Trust is a great opportunity to make positive changes in the community and I am pleased to have been asked to contribute."

Lifestyle

Lifestyle is a project backed by West Yorkshire Police which began in the Leeds area of the county. The success of the scheme last year has led to its expansion across West Yorkshire. To enter, youngsters aged 11-18 are asked to team up with three or four friends and a responsible adult who acts as an adviser. Each team sets to work on worthwhile community-based projects during school summer holidays such as cleaning up graffiti, helping the elderly or raising money for charity.

At the end of the summer holidays in 1997, the entrants had two weeks to write up their 'Activity Log' and send it to the Lifestyle office, ready for judging. The winning team were "Pick of the Pack", a group of boys from the Woodhouse area who built a garden next to their local community centre. They were the winners of a two week holiday in Disneyland, Florida. Runners up were taken on activity holidays in the South of France and Wales.

Lifestyle is supported by generous donations from local people and businesses and in return they see the benefits the scheme brings to local young people and communities.



The Chief Constable, Mr Graham Moore with young people and supporters of the 'Lifestyle' project



Reach Out

Reach Out was devised in 1995 by Fran Smith, then Youth Services Officer at Pudsey Police Station.

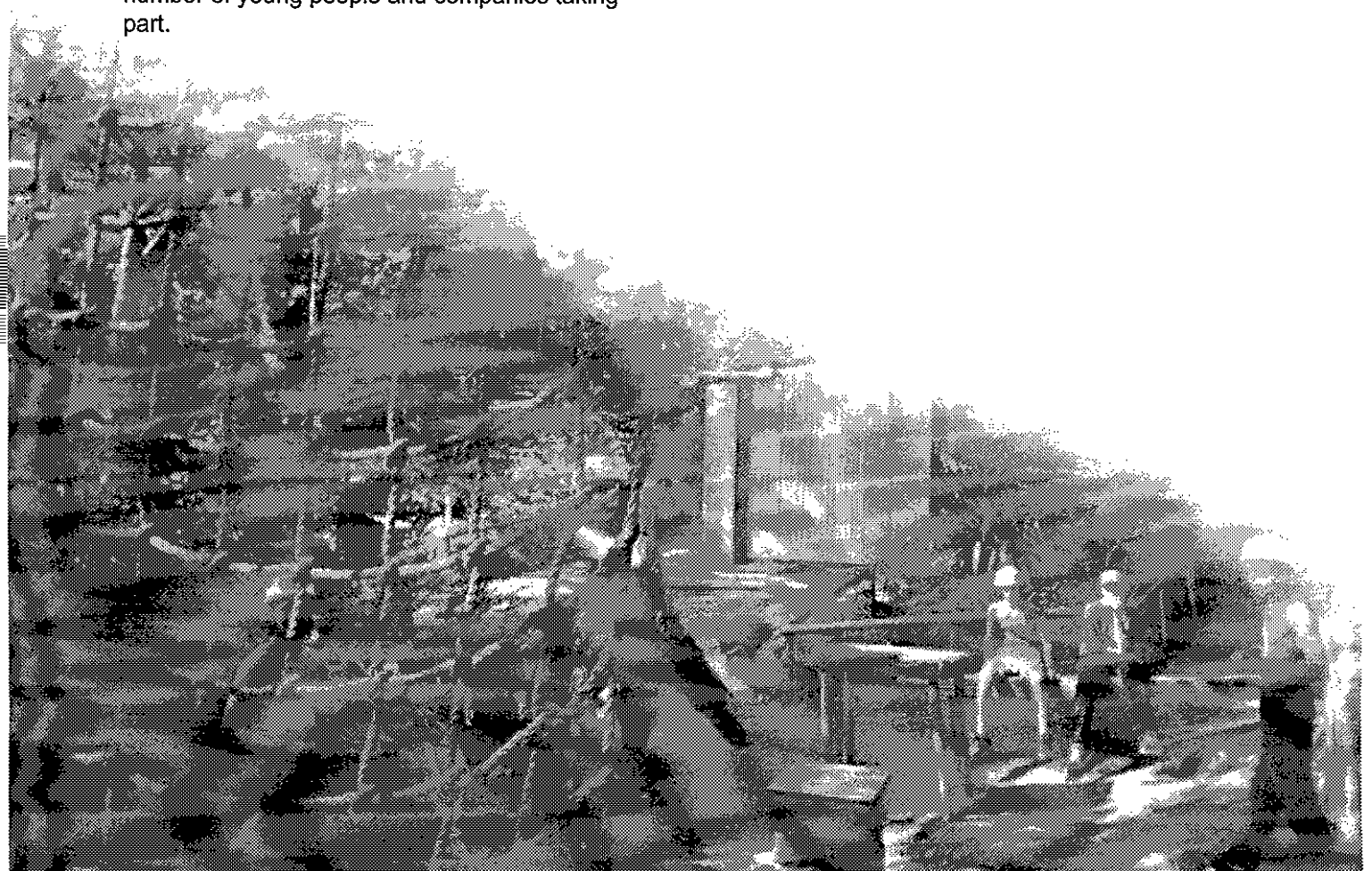
The project's main aim is to involve the local community in re-motivating specific young people for whom full time mainstream education is, or potentially will be, inappropriate to their development needs.

The fifteen to sixteen-year-olds taking part are nominated by their schools as being ideal candidates for the scheme which aims to help them achieve their full potential. They then spend the next twelve months on regular placement with a chosen company whilst still in full-time education. At the same time participants raise funds to achieve their ultimate goal, a three week course with the Outward Bound Trust.

Some of the youngsters initially involved in the project have since left school and are now working full time for their employers. Of this year's group, ten have been described as "ideal candidates for employment" by their placements. The success of the programme has led to an increase in the number of young people and companies taking part.



'Reach Out' offers 'real life' work experience



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Repeat Victimisation

Research shows that once a property has been burgled the chances of it happening again are very high. As a result, Repeat Victimisation Schemes were jointly launched by West Yorkshire Police, West Yorkshire Probation Service and Local Authority Housing Departments.

When a house burglary has occurred in Wakefield or Pontefract, crime scene investigators advise on improved security. Where the victim is vulnerable and unable to pay for improved basic security, work is carried out by either their Local Authority Housing Department or offenders serving Community Service Orders.

Offenders participating in the scheme are carefully selected and supervised by the Probation Service and vetted by the police. The agreement of the householder is paramount. No one will be accepted on the scheme who could be a danger to the public or has been convicted for dishonesty. So far their work has been greatly appreciated by the burglary victims they have helped.

Detective Chief Inspector Jim Bancroft said, "These schemes are just part of the measures we have employed to successfully reverse the rising numbers of burglaries in Wakefield and Pontefract. The schemes have been very successful and will continue to run as long as we can obtain funding to buy equipment."



'Repeat Victimisation Schemes' give offenders the opportunity to make a positive contribution to the community



What Next ?

West Yorkshire Police Community Trust is now beginning to see the benefits of the schemes and activities that have been supported during its early years. The Lifestyle and Reach Out projects will be expanding from their early beginnings in Leeds to cover the whole of West Yorkshire throughout 1998/99.

The Trust is committed to helping educate the people of West Yorkshire about the dangers of drugs. The Trustees have formed a sub-committee, working with the Health Service, Probation Service and the Drug Action Teams to co-ordinate a grant round under the theme 'Diversion from Drugs'. Approximately £80,000 will be made available and we anticipate a great deal of interest in response.

The Donor Development Manager, Mr David Wilkinson, will be working to progress our fund-raising strategy. He will be undertaking and encouraging new ideas alongside the Trust's main fund raising activities.

We have a busy calendar of events which will take place throughout the year beginning in April when we will see the launch of a much needed campaign about 'Bogus Callers' with the help of British Gas Home Energy. The aim of this project is to raise the awareness of the elderly and their carers to the dangers of bogus callers.

The ever popular West Yorkshire Police Band will be helping the Trust raise funds. In June the Chief Constable, Mr Graham Moore, will be hosting an evening of Summer Music, with all proceeds to the Trust.

The September Grant Award ceremony will be an important milestone for the Trust. It will see the successful 'Diversion from Drugs' schemes presented with their awards for their work in the drugs field.

Moving towards Christmas, the Trust will be joining in with the festive activities. The focus will be on the West Yorkshire Police Christmas Carol Concert which will be held in Wakefield Cathedral.

In the new year our team will be busy planning a schedule to take us into the millennium. Our plan is to continue helping, promoting and raising the awareness of the good work which is happening around our county.



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Thanks to Donors

Airedale International Air Conditioning Ltd
Scott Bader Ltd
Barclays Bank plc
Barr and Wallace Arnold Trust plc
British Gas Trading Ltd
British Telecommunications plc
Church of St Barnabas
Dibb Lupton Alsop Charitable Trust
Food for Thought
Green Flag Group Ltd
A W Hainsworth & Son Ltd
Halifax plc
Hickson International plc
Joseph and Mary Hiley Trust
Home Office
West Yorkshire Drugs Prevention Team
Leeds & Holbeck Building Society
Leeds City Council
The Leeds TEC Ltd
Lloyds TSB Foundation for England and Wales
Locke (Leeds) Ltd
McDonalds, Bramley
McDonalds, Thornbury
Midland Bank plc
Pudsey Police Charity Fund
Randerson of Horsforth Ltd
Rotary International
Bernard Sunley Charitable Foundation
Town Centre Securities plc
Wakefield Amateur Dramatic Society
Wakefield MDC
Thomas Wall Trust
West Yorkshire Police
W&J Whitehead (Laisterdyke) Ltd
Yorkshire Electricity

Trustees' Report

The Trustees present their annual report and the audited financial statements for the year ended 31 March 1998. The accounts comply with current statutory requirements and with the requirements of the charity's governing document.

Constitution

The Trust is a registered charity and was formed as a company limited by guarantee on 19 July 1996. The Trust is governed by its memorandum and articles of association. The Trustees are also directors of the company. All the Trustees are members of the company and the liability of each member is limited to £1 (see note 1). The charity operates from its offices at Police Headquarters in Wakefield.

Results for the Year

The statement of financial activities is set out on page 13. The charity recorded a surplus of £129,217 (1997 : surplus £101,918). Of this amount £48,011 relates to restricted funds which can only be used for the specific purposes detailed in note 6 to the accounts.

Restricted Funds

The charity has a number of restricted funds which are represented by assets as detailed in note 6 to the accounts. The purpose of these funds are detailed on pages 6 to 8 of this annual report.

Year 2000 Computerisation

The charity considers that it is dedicating adequate resources to mitigating any known risks associated with the 'Millennium Bug'. Financial and other in-house computerised systems have been reviewed and where necessary have been, or will be modified or replaced with a view to obviating any risks to the charity. This matter is reviewed regularly by the Trustees to ensure decisions in these areas can be made expeditiously as and when required. Any costs associated with this issue are not expected to have a material impact upon results.

Objectives

The principal objectives of the charity are:

1. To promote for public benefit in and around the area of West Yorkshire a safer enhanced quality of life through the prevention of crime and the protection of people and property from criminal acts;
2. For the benefit of the public in and around the area of West Yorkshire to advance education on road safety matters through publicity and training or the implementation of specific projects which have a bearing on road safety or associated matters;
3. To secure the advancement of education for public benefit in all matters relating to alcohol, drugs and other substance abuse.

Investment Powers

The memorandum and articles of association permit wide powers of investment.

Trustees

The Trustees during the year are shown on page 3.

Councillor Tom Brennan and Mr Keith Hellawell retired as Trustees on 30 September 1997 and 5 January 1998 respectively. Councillor Neil Taggart, Mr Graham Moore and Mr Mark Winton were appointed as Trustees on 30 September 1997, 10 March 1998 and 11 November 1997 respectively.

One third of the Trustees retire at the forthcoming Annual General Meeting and being eligible offer themselves for election.

Auditors

Arthur Andersen resigned as auditors and Deloitte & Touche were appointed in their place. A resolution for the reappointment of Deloitte & Touche as auditors of the charity will be proposed at the forthcoming Annual General Meeting.

Signed on behalf of the Trustees

J Walker
Trustee

30 September 1998

Trustees' Responsibilities

Company law requires the directors of a charity (namely the Trustees) to prepare financial statements for each financial year which give a true and fair view of the incoming resources and application of resources of the Charity during the year and of its state of affairs at the end of the 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 the financial position of the Charity and which enables them to ensure that the financial statements comply with the Companies Act 1985. The Trustees are also responsible for safeguarding the assets of the Charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Auditors Report to Members

We have audited the financial statements on pages 13 to 18 which have been prepared under the accounting policies set out on page 15.

Respective Responsibilities of Trustees and Auditors

As described on page 11, the Trustees, who are also directors of the Charity for the purposes of company law, are responsible for the preparation of financial statements. It is our responsibility to form an independent opinion, based on our audit, on those statements and to report our opinion to you.

Basis of Opinion

We conducted our audit in accordance with Auditing Standards 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 judgements made 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 of the state of the Charity's affairs as at 31 March 1998 and of its incoming resources and application of resources including the income and expenditure of the Charity for the year then ended and have been properly prepared in accordance with the Companies Act 1985.



Deloitte & Touche
Chartered Accountants and
Registered Auditors
10-12 East Parade
Leeds
LS1 2AJ

30 September 1998

Financial Activities

Statement of Financial Activities and Income and Expenditure Account
year ended 31 March 1998

	Note	Unrestricted fund 1998 £	Restricted fund 1998 £	Total 1998 £	19 July 1996 to 31 March 1997 Total £
Income and Expenditure					
<i>Incoming resources</i>					
Donations		100,311	92,425	192,736	104,641
Bank interest		8,737	-	8,737	2,975
Total incoming resources		109,048	92,425	201,473	107,616
<i>Resources expended</i>					
Direct charitable expenditure:		-			
Projects		-	(54,414)	(54,414)	(2,100)
<i>Other expenditure</i>					
Fund-raising and publicity		(8,000)	-	(8,000)	(1,443)
Management and administration		(9,842)	-	(9,842)	(2,155)
Total resources expended		(17,842)	(54,414)	(72,256)	(5,698)
Net incoming resources for the year before transfers	2	91,206	38,011	129,217	101,918
Transfer between funds		(10,000)	10,000	-	-
Net incoming resources for the year		81,206	48,011	129,217	101,918
Fund balance brought forward at 1 April		84,223	17,695	101,918	-
Fund balance carried forward at 31 March	6	165,429	65,706	231,135	101,918

All activities derive from continuing operations.

Statement of Total Recognised Gains and Losses

There are no recognised gains and losses for the current year and preceding period other than as stated in the statement of financial activities.

Reconciliation of Movements in Charity's Funds

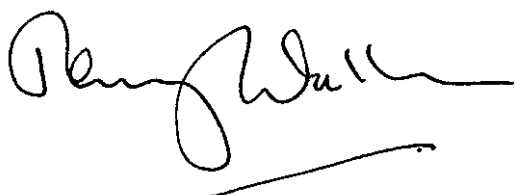
There are no movements in the Charity's funds other than the recognised gains and losses for the year for both the current and prior year.

Balance Sheet

	Note	1998 £	1997 £
Balance Sheet 31 March 1998			
<i>Fixed assets</i>			
Tangible assets	4	3,110	5,165
<i>Current Assets</i>			
Debtors	5	25,579	3,392
Cash at Bank and in Hand		<u>211,696</u>	<u>94,361</u>
		237,275	97,753
<i>Creditors: Amounts falling due within one year</i>			
Accruals		(9,250)	(1,000)
Net Current Assets		<u>228,025</u>	<u>96,753</u>
Net Assets		<u>231,135</u>	<u>101,918</u>
<i>Funds</i>			
Unrestricted	6	165,429	84,223
Restricted	6	<u>65,706</u>	<u>17,695</u>
Total Charity Funds		<u>231,135</u>	<u>101,918</u>

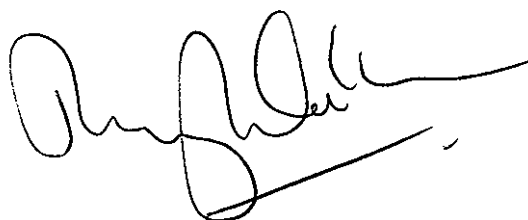
These financial statements were approved by the Trustees on 29 September 1998.

Signed on behalf of the Trustees



J Walker
Trustee

30 September 1998



Notes to the Accounts

Year ended 31 March 1998

1. Accounting Policies

The financial statements are prepared in accordance with the Statement of Recommended Practice 'Accounting by Charities'. The particular accounting policies adopted by the Trustees are described below.

Company Status

The Trust is a company limited by guarantee. The guarantors are the Trustees named on page 3. The liability in respect of the guarantee, as set out in the memorandum, is limited to £1 per member of the company. The Trust has availed itself of Paragraph 3(3) of Schedule 4 of the Companies Act 1985 and adapted the Companies Act format to reflect the special nature of the company's activities.

Resources arising - income

All income is recognised in the statement of financial activities when the conditions for receipt have been met and there is reasonable assurance of receipt. Where a claim for repayment of income tax has or will be made, such income is grossed up for the tax recoverable. The following accounting policies are applied to income:

Donations

Donations and all other receipts from fundraising are reported gross and the related fundraising costs are reported in other expenditure.

Fund accounting

General funds are available for use at the discretion of the Trustees in furtherance of the general objectives of the Trust.

Designated funds comprise general funds which have been set aside at the discretion of the Trustees for specific purposes. The purpose and use of the designated funds is set out in the notes to the financial statements.

Restricted funds are funds subject to restriction conditions imposed by founders or by the purpose of the appeal. The purpose and use of the restricted funds is set out in the notes to the financial statements.

All income and expenditure is shown in the Statement of Financial Activities.

Resources expended

Direct charitable expenditure includes all expenditure directly related to the objects of the charity. All other direct expenses are shown as either fund raising and publicity or management and administration. Where costs cannot be directly attributed they have been allocated to activities on a basis consistent with use of the resources. Central overheads are allocated on the basis of their use with the aim of ensuring that those costs remaining within administration relate to the management of the Trust's assets, organisation, administration and compliance with constitutional and statutory requirements.

Tangible fixed assets

Tangible fixed assets are stated at cost including any incidental expense of acquisition. Depreciation is provided on all tangible fixed assets at rates calculated to write-off the cost on a straight line basis over the expected useful lives as follows:

Computer software	Over three years
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Notes to the Accounts

Year ended 31 March 1998

Year ended 31 March 1998 £	37 weeks ended 31 March 1997 £
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2. Net Incoming Resources

*Net Incoming Resources is
stated after charging*

Depreciation	2,055	1,000
Auditors' remuneration	<u>1,250</u>	<u>1,000</u>

3. Analysis of Total Resources Expended

	Staff Costs	Other	Depreciation	1998 Total	1997 Total
<i>Direct Charitable Expenditure</i>					
Scheme Costs	<u>-</u>	<u>54,414</u>	<u>-</u>	<u>54,414</u>	<u>2,100</u>
<i>Other Expenditure</i>					
Fundraising & Publicity	-	8,000	-	8,000	1,443
Management & Administration	<u>2,800</u>	<u>4,987</u>	<u>2,055</u>	<u>9,842</u>	<u>2,155</u>
	<u>2,800</u>	<u>12,987</u>	<u>2,055</u>	<u>17,842</u>	<u>3,588</u>

4. Tangible Fixed Assets

	Computer Software £
<i>Cost</i>	
As at 31 March 1997	6,165
Additions	-
As at 31 March 1998	<u>6,165</u>
<i>Depreciation</i>	
As at 31 March 1997	1,000
Charge for the year	<u>2,055</u>
As at 31 March 1998	<u>3,055</u>
<i>Net Book Value</i>	
As at 31 March 1997	<u>5,165</u>
As at 31 March 1998	<u>3,110</u>

Notes to the Accounts

Year ended 31 March 1998

5. Debtors

	1998	1997
Prepayments	3,792	3,392
Other Debtors	21,787	-
	<u>25,579</u>	<u>3,392</u>

6. Statement of Funds

	Balance 31 March 1997 £	Income £	Expenditure £	Transfer £	Balance 31 March 1998 £
<i>Unrestricted Funds</i>					
General Fund	<u>84,223</u>	<u>109,048</u>	<u>17,842</u>	<u>(10,000)</u>	<u>165,429</u>
<i>Restricted Funds</i>					
Reach Out	3,960	28,196	14,662	-	17,494
Repeat Victimisation (Wakefield)	3,000	2,500	3,000	-	2,500
Lifestyle Project	10,735	53,296	34,252	10,000	39,779
Repeat Victimisation (Pontefract)	-	2,500	2,500	-	-
White Rose Scheme	-	3,500	-	-	3,500
Pontefract Division Youth Projects	-	1,533	-	-	1,533
Leeds Schemes	-	350	-	-	350
Drugs Schemes	-	550	-	-	550
<i>Total Restricted Funds</i>	<u>17,695</u>	<u>92,425</u>	<u>54,414</u>	<u>10,000</u>	<u>65,706</u>
<i>Total Funds</i>	<u>101,918</u>	<u>201,473</u>	<u>72,256</u>	<u>-</u>	<u>231,135</u>

7. Analysis of Assets and Liabilities between Funds

	Unrestricted Funds £	Restricted Funds £	Total Funds £
Fund Balances at 31 March 1998 are represented by:			
Tangible Fixed Assets	3,110	-	3,110
Current Assets	171,569	65,706	237,275
Current Liabilities	(9,250)	-	(9,250)
Total Net Assets	<u>165,429</u>	<u>65,706</u>	<u>231,135</u>

Notes to the Accounts

8. Information Regarding Trustees

The Trustees neither received nor waived any emoluments during the year (1997: £Nil). No out of pocket expenses were reimbursed to Trustees (1997: £Nil).

As Regional Director of the Government Office for Yorkshire & Humberside, Mr Jeremy Walker is accountable for a range of government and european funds made available to local authorities, Training Enterprise Councils and local partnerships which may in turn provide support for some of the Trust's beneficiaries.

9. Taxation

The Charity's activities are exempt from taxation under Section 505 of the Income and Corporation Taxes Act 1988