

REGISTERED COMPANY NUMBER: 04391189 (England and Wales)  
REGISTERED CHARITY NUMBER: 1092148

**Report of the Trustees and**  
**Unaudited Financial Statements**  
**for the Year Ended 31 December 2021**  
**for the**  
**Institute of Community Safety**

## **Report of the Trustees for the year ended 31 December 2021**

The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 December 2021. The trustees have adopted the provisions of 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 2019).

### **OBJECTIVES AND ACTIVITIES**

#### **Objectives and aims**

**The objects of the Charity are as follows:**

To promote for the public benefit the protection of people and property by the promotion of community safety in the United Kingdom and elsewhere through the strategic and social crime prevention methods. The Charity promotes good practice within criminal justice systems in order to reduce crime and disorder, victimisation and the fear of crime.

#### **How our activities deliver Public Benefit:**

We promote good practice and advance the education of the public in all aspects of strategic and social crime prevention through our network, publications, website, and regional seminars. training courses and consultancy.

#### **Significant activities**

2020 saw no significant change in the remit of the ICS, which came formally into being following the Extraordinary General Meeting in June 2015.

The development aspirations of the organisation took a severe impact due to the Covid-19 pandemic, and the resultant knock-on impacts for our principle service sector (local government) of service restrictions, severely restricted our ability to deliver on our traditional face-to-face training and conferencing aims for the year.

Whilst outlets for our services were severely restricted we re-focused our efforts in response to the pandemic's impacts with these main objectives for the year:

- Consolidate the new ICS website
- Develop the training programmes offered by the ICS
- Work on developing an on-line training offer with a new virtual platform for courses
- Ensure continued academic accreditation of the existing and new training programmes on offer within the new format
- Explore a new relationship for accreditation with Skills for Justice
- Other funding sources

#### **Strategy to Achieve the Objectives:**

The remaining Board members have shared each of the priorities within the plan to oversee the development of each work area and maintain progress during the pandemic. Each objective is covered at the Board meetings alongside resource implications in terms of expenditure or potential income generation.

## **ACHIEVEMENT AND PERFORMANCE**

Having maintained the internet Domain (at the personal expense of the Chair) the remaining Board members have continued to contribute to the website, incorporating relevant news in the community safety field, and detailing the training offer provided by the organisation.

The Chair and Vice Chair completed successful discussions with EduQual during the year and through a successful center renewal the ICS was able to at maintain the offer of academically accredited training in the areas of Basic Crime Prevention & Problem Solving, Crime Prevention Through Environmental Design and Counter-Terrorism & Security. Completion of all three courses result in a Diploma in Crime Prevention & Counter Terrorism via EduQual and the Scottish Certification Authority.

We successfully won two projects which we are running/ran that provided additional income:

- LeaderSEEDS an EARS MUS project aimed at developing a digital leadership development programme addressed to chief executives and senior managers of Third Sector Organisations enhancing their capacity by developing digital learning tools. The objective of the programme is to enable the target group to access a new training model designed to provide them with the knowledge and skills to develop professional leadership and digital transformation competences.
- Training support for ASPECT International Projects for the University of Sussex. Aspect (A SHAPE Platform for Entrepreneurship, Commercialisation and Transformation) is a network for organisations looking to make the most of commercial and business opportunities from Social Sciences, Humanities and Arts (SHAPE) research.

## **FINANCIAL REVIEW**

The income from the commissioned projects ensured the ICS had working capital to continue the organisation and further 'consultancy' style projects will be sought for the future as a new funding stream

The ban on board expenses for attending board meetings was maintained throughout the 2021 year. Contributions from Trustees for services have also helped in reducing outgoings.

In 2020 the ICS sought a more beneficial business banking service provider and approached Metro Bank to open a business account in order to reduce ongoing banking charges. The ICS Board took the decision to move the remaining funds of the organisation into a holding account pending the opening

of the new business account. That holding account was that of a company held by the Chair and Vice-Chair, Blue Hero Services Ltd. The ICS funds were held for a longer period than intended due to an inordinate delay in opening the new business account, making some transactions from the holding account necessary.

At the time of writing the holding account is being closed and all the ICS funds will be held in the new ICS dedicated business bank account at Metro Bank and all transactions fully accounted for in the accounts.

## **STRUCTURE, GOVERNANCE AND MANAGEMENT**

### **Governing document**

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006

### **Recruitment and appointment of new trustees**

A maximum of eighteen persons may act as Trustees, of whom twelve may be elected at the AGM and up to six (of whom three must be members of the charity) may be co-opted. The Trustees of the charity are also directors of the company.

When recruiting new members to the board, existing trustees must be clear in their own minds about ICS's purpose and aims. They also need to understand their broader duties and responsibilities as trustees, to ensure both that they are acting in the best interests of the ICS, and that they are able to explain to new trustees what is required of them.

Trustees need to ensure that they, rather than staff, retain overall responsibility and control of the trustee recruitment, selection, and induction process. Existing trustees have a clear role to play in overseeing the effective management of an open and efficient process. This applies whether trustees themselves select new colleagues, or whether other arrangements apply (for example, election or nomination by a membership).

An assessment of the skills present, or "skills audit", of the existing trustees is a best practice way to identify gaps. This assessment should include consideration of what skills are required by the board to perform effectively, and whether there are any gaps and knowledge that is not currently available in the existing board to ensure that the ICS can perform at its highest level.

ICS realise that recruitment difficulties could be reduced by a combination of better assessment and audit of skills needs, coupled with more open and inclusive methods of search, including advertising and networking. However, the hiatus in operations created by the pandemic and consequent impact recovering from the pandemic has made attracting new Trustees extremely difficult.

Trustees must ensure that they are aware of the legal rules on eligibility to serve as a trustee, bearing in mind that it is a criminal offence to serve as a trustee if disqualified from doing so.

The Charity Commission believe that diversity is an important factor for accountability and public confidence and they urge charities to seek greater diversity across their trustee boards.

The Charity Commission welcomes the growing emphasis of some charities on diversity in recruitment of trustees, and urges this as a further reason for charities to seek to rely less on traditional methods of recruitment and more on methods which are inclusive and transparent.

ICS have in place arrangements for identifying and managing conflicts of interest and ensure that their trustees are aware of these arrangements.

It is good practice to ensure that potential new trustees consider the question of possible conflicts of interest before there is commitment on either side. This is particularly important where personal interests may be significant enough to make it difficult for the individual concerned to make a full and rounded contribution to the board's discussions and decisions.

Documents to be sent to prospective trustees:

- Roles and responsibilities of a trustee
- Memorandum and Articles of Association
- Person specification
- Declaration of service

### **Organisational structure**

The Board of Directors are those members who are responsible for the general control and management of the administration of the Company. The day to day running of the Charity is now also the responsibility of the Board as the organisation's financial situation makes the employment of staff impossible.

### **REFERENCE AND ADMINISTRATIVE DETAILS**

#### **Registered Company number**

04391189 (England and Wales)

#### **Registered Charity number**

1092148

#### **Registered office**

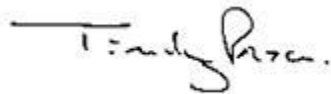
ICS House  
70 Long  
Gages  
Ghyllgrove  
Basildon  
Essex  
SS14 2DS

#### **Trustees**

A T Pascoe

J W Strutton

Approved by order of the board of trustees on 22 September 2022 and signed on its behalf by:

A handwritten signature in black ink, appearing to read "A T Pascoe". The signature is written in a cursive style with a horizontal line above the first few letters.

.....

.....

A T Pascoe - Trustee

Companies House registered number  
04391189

Charities registered number  
1092148

Institute of Community Safety

Report and Accounts

31 December 2021

**Institute of Community Safety**  
**Registered number: 04391189**  
**Trustees' Report**

The trustees present their report and accounts for the year ended 31 December 2021.

**Principal activities**

The company's principal activity during the year continued to be the promotion of community safety' in the United Kingdom and elsewhere through the strategic and social crime prevention methods. The Charity promotes good practice within criminal justice systems in order to reduce crime and disorder, victimisation and the fear of crime.

**Trustees**

The following persons served as trustees during the year:

Dr Alexander Pascoe  
Mr John W Strutton

**Small company provisions**

This report has been prepared in accordance with the provisions in Part 15 of the Companies Act 2006 applicable to companies subject to the small companies regime.

This report was approved by the board on 21 September 2022 and signed on its behalf.

Dr Alexander Pascoe  
Trustee



**Institute of Community Safety  
Accountants' Report**

**Accountants' report to the trustees of  
Institute of Community Safety**

You consider that the company is exempt from an audit for the year ended 31 December 2021. You have acknowledged, on the balance sheet, your responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts. These responsibilities include preparing accounts that give a true and fair view of the state of affairs of the company at the end of the financial year and of its profit or loss for the financial year.

In accordance with your instructions, we have prepared the accounts which comprise the Profit and Loss Account, the Balance Sheet, the Statement of Changes in Equity and the related notes from the accounting records of the company and on the basis of information and explanations you have given to us.

We have not carried out an audit or any other review, and consequently we do not express any opinion on these accounts.

Lighthouse Accountancy Limited  
Accountants

44a North Road  
Great Abington  
Cambridge  
Cambridgeshire  
CB21 6AS

21 September 2022

**Institute of Community Safety  
Profit and Loss Account  
for the year ended 31 December 2021**

	<b>2021 £</b>	<b>2020 £</b>
<b>Grants received</b>	66,501	-
Cost of sales	(46,326)	(600)
<b>Gross profit/(loss)</b>	<u>20,175</u>	<u>(600)</u>
Administrative expenses	(2,474)	(376)
<b>Operating profit/(loss)</b>	<u>17,701</u>	<u>(976)</u>
<b>Profit/(loss) before taxation</b>	<u>17,701</u>	<u>(976)</u>
Tax on profit/(loss)	-	-
<b>Profit/(loss) for the financial year</b>	<u>17,701</u>	<u>(976)</u>

**Institute of Community Safety****Registered number:** 04391189**Balance Sheet****as at 31 December 2021**

	Notes	2021 £	2020 £
<b>Fixed assets</b>			
Tangible assets	3	-	2
<b>Current assets</b>			
Debtors	4	629	629
Cash at bank and in hand		23,619	5,916
		<u>24,248</u>	<u>6,545</u>
<b>Creditors: amounts falling due within one year</b>	5	(1,353)	(1,353)
<b>Net current assets</b>		<u>22,895</u>	<u>5,192</u>
<b>Net assets</b>		<u>22,895</u>	<u>5,194</u>
<b>Capital and reserves</b>			
Profit and loss account		22,895	5,194
<b>Shareholders' funds</b>		<u>22,895</u>	<u>5,194</u>

The trustees are satisfied that the company is entitled to exemption from the requirement to obtain an audit under section 477 of the Companies Act 2006.

The members have not required the company to obtain an audit in accordance with section 476 of the Act.

The trustees acknowledge their responsibilities for complying with the requirements of the Companies Act 2006 with respect to accounting records and the preparation of accounts.

The accounts have been prepared and delivered in accordance with the special provisions applicable to companies subject to the small companies regime. The profit and loss account has not been delivered to the Registrar of Companies.

Dr Alexander Pascoe

Trustee

Approved by the board on 21 September 2022

**Institute of Community Safety  
Statement of Changes in Equity  
for the year ended 31 December 2021**

	Share capital £	Share premium £	Re- valuation reserve £	Profit and loss account £	Total £
<b>At 1 January 2020</b>	-	-	-	6,170	6,170
Loss for the financial year				(976)	(976)
<b>At 31 December 2020</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>5,194</u>	<u>5,194</u>
<b>At 1 January 2021</b>	-	-	-	5,194	5,194
Profit for the financial year				17,701	17,701
<b>At 31 December 2021</b>	<u>-</u>	<u>-</u>	<u>-</u>	<u>22,895</u>	<u>22,895</u>

**Institute of Community Safety**  
**Notes to the Accounts**  
**for the year ended 31 December 2021**

**1 Accounting policies**

***Basis of preparation***

The accounts have been prepared under the historical cost convention and in accordance with FRS 102, The Financial Reporting Standard applicable in the UK and Republic of Ireland (as applied to small entities by section 1A of the standard).

***Turnover***

Turnover is measured at the fair value of the consideration received or receivable, net of discounts and value added taxes. Turnover includes revenue earned from the sale of goods and from the rendering of services. Turnover from the sale of goods is recognised when the significant risks and rewards of ownership of the goods have transferred to the buyer. Turnover from the rendering of services is recognised by reference to the stage of completion of the contract. The stage of completion of a contract is measured by comparing the costs incurred for work performed to date to the total estimated contract costs.

***Intangible fixed assets***

Intangible fixed assets are measured at cost less accumulative amortisation and any accumulative impairment losses.

***Tangible fixed assets***

Tangible fixed assets are measured at cost less accumulative depreciation and any accumulative impairment losses. Depreciation is provided on all tangible fixed assets, other than freehold land, at rates calculated to write off the cost, less estimated residual value, of each asset evenly over its expected useful life, as follows:

Plant and machinery	over 4 years
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***Debtors***

Short term debtors are measured at transaction price (which is usually the invoice price), less any impairment losses for bad and doubtful debts. Loans and other financial assets are initially recognised at transaction price including any transaction costs and subsequently measured at amortised cost determined using the effective interest method, less any impairment losses for bad and doubtful debts.

***Creditors***

Short term creditors are measured at transaction price (which is usually the invoice price). Loans and other financial liabilities are initially recognised at transaction price net of any transaction costs and subsequently measured at amortised cost determined using the effective interest method.

**2 Employees**

	<b>2021</b>	<b>2020</b>
	<b>Number</b>	<b>Number</b>
Average number of persons employed by the company	<u>0</u>	<u>0</u>

**3 Tangible fixed assets**

**Institute of Community Safety  
Notes to the Accounts  
for the year ended 31 December 2021**

	<b>Plant and machinery etc £</b>	
<b>Cost</b>		
At 1 January 2021		9,055
At 31 December 2021		<u>9,055</u>
<b>Depreciation</b>		
At 1 January 2021		9,053
Charge for the year		<u>2</u>
At 31 December 2021		<u>9,055</u>
<b>Net book value</b>		
At 31 December 2021		<u>-</u>
At 31 December 2020		<u>2</u>
 <b>4 Debtors</b>	 <b>2021 £</b>	 <b>2020 £</b>
Trade debtors	<u>629</u>	<u>629</u>
 <b>5 Creditors: amounts falling due within one year</b>	 <b>2021 £</b>	 <b>2020 £</b>
Trade creditors	<u>1,353</u>	<u>1,353</u>

**6 Other information**

Institute of Community Safety is a charitable company limited by guarantee and incorporated in England. Its registered office is:

ICS House  
70 Long Gages, Ghyllgrove  
Basildon  
Essex  
SS14 2DS

**Institute of Community Safety**  
**Detailed profit and loss account**  
**for the year ended 31 December 2021**  
*This schedule does not form part of the statutory accounts*

	<b>2021</b> <b>£</b>	<b>2020</b> <b>£</b>
<b>Sales</b>	66,501	-
Cost of sales	(46,326)	(600)
<b>Gross profit/(loss)</b>	20,175	(600)
Administrative expenses	(2,474)	(376)
<b>Operating profit/(loss)</b>	17,701	(976)
<b>Profit/(loss) before tax</b>	17,701	(976)

**Institute of Community Safety**  
**Detailed profit and loss account**  
**for the year ended 31 December 2021**

*This schedule does not form part of the statutory accounts*

	<b>2021</b>	<b>2020</b>
	<b>£</b>	<b>£</b>
<b>Income</b>		
Grants Received	66,501	-
	<hr/>	<hr/>
<b>Cost of sales</b>		
Subcontractor costs	45,826	600
Other direct costs	500	-
	<hr/>	<hr/>
	46,326	600
	<hr/>	<hr/>
<b>Administrative expenses</b>		
Premises costs:		
Service charges	600	-
	<hr/>	<hr/>
	600	-
	<hr/>	<hr/>
General administrative expenses:		
Bank charges	12	-
Software	1,500	-
Depreciation	2	-
	<hr/>	<hr/>
	1,514	-
	<hr/>	<hr/>
Legal and professional costs:		
Accountancy fees	360	376
	<hr/>	<hr/>
	360	376
	<hr/>	<hr/>
	2,474	376
	<hr/>	<hr/>





CHARITY COMMISSION  
FOR ENGLAND AND WALES

## Independent examiner's report on the accounts

Report to the trustees/  
members of

Charity Name  
INSTITUTE OF COMMUNITY SAFETY

On accounts for the year  
ended

31/12/2021

Charity no  
(if any)

1092148

Set out on pages

ONE TO NINE

remember to include the page numbers of additional sheets

I report to the trustees on my examination of the accounts of the above  
charity ("the Trust") for the year ended 31/12/2021.

Responsibilities and basis  
of report

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

I report in respect of my examination of the Trust'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 examiner's  
statement

~~[The charity's gross income exceeded £250,000 and I am qualified to  
undertake the examination by being a qualified member of [insert name of  
applicable listed body]]. Delete [ ] if not applicable.~~

I have completed my examination. I confirm that no material matters have  
come to my attention in connection with the examination (other than that  
~~disclosed below~~\*) which gives me cause to believe that in, any material  
respect:

- the accounting records were not kept in accordance with section 130  
of the Charities Act; or
- the accounts did not accord with the accounting records; or
- the accounts did 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.

\* Please delete the words in the brackets if they do not apply.

Signed:

Date:

26 SEPTEMBER 2022

Name:

NEIL JOHN GRIFFITHS

Relevant professional  
qualification(s) or body (if  
any):

FMAAT

Address:	Lighthouse Accountancy	
	The Old Pump House	
	44A North Road	
	Great Abington	
	Cambridge	
	CB21 6AS	
	TEL: 01462 454578	

Only complete if the examiner needs to highlight material matters of concern (see CC32, Independent examination of charity accounts: directions and guidance for examiners).

Give here brief details of any items that the examiner wishes to disclose.

