

REGISTERED COMPANY NUMBER: 04298676 (England and Wales)
REGISTERED CHARITY NUMBER: 1092237

**REPORT OF THE TRUSTEES AND
UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED 28 FEBRUARY 2023
FOR
DOVER RETAIL CRIME OPERATION**

DOVER RETAIL CRIME OPERATION

CONTENTS OF THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28 FEBRUARY 2023

	Page
Reference and Administrative Details	1
Report of the Trustees	2 to 4
Independent Examiner's Report	5
Statement of Financial Activities	6
Balance Sheet	7
Notes to the Financial Statements	8 to 12
Detailed Statement of Financial Activities	13

DOVER RETAIL CRIME OPERATION

**REFERENCE AND ADMINISTRATIVE DETAILS
FOR THE YEAR ENDED 28 FEBRUARY 2023**

TRUSTEES	A M Elcocks P E Smye-Rumsby J P Ciantar R Yates D Maslak N M Sutton D A Russell T Hubbard (appointed 21.7.22) K Dry (appointed 21.7.22)
COMPANY SECRETARY	A M Elcocks
REGISTERED OFFICE	Charlton House Dour Street DOVER Kent CT16 1BL
REGISTERED COMPANY NUMBER	04298676 (England and Wales)
REGISTERED CHARITY NUMBER	1092237
INDEPENDENT EXAMINER	McCabe Ford Williams Chartered Accountants Charlton House Dour Street DOVER Kent CT16 1BL

DOVER RETAIL CRIME OPERATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 28 FEBRUARY 2023

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 28 February 2023. 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 charitable company are the promotion of crime prevention and education measures within the designated area of Dover, Deal and Sandwich in conjunction with the police, other statutory authorities, community and voluntary organisations; the protection of people and property; the prevention of criminal acts by the encouragement of greater public participation in the prevention of crime and the provision of educational information and practical assistance to the community.

The trustees confirm that they have complied with the duties in Section 4 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit. We have referred to the guidance in the Charity Commission general guidance on public benefit when reviewing our aims and objectives and in planning our future activities. In particular, the trustees consider how planned activities will contribute to the aims and objectives that they have set.

The charitable company operates under the names:

Dover Partnership Against Crime
Deal Partnership Against Crime
Sandwich Partnership Against Crime

ACHIEVEMENT AND PERFORMANCE

Achievements during the period

The Board of Dover Retail Crime Operation (known as "DPAC") is currently made up of 9 directors (or trustees) who give their time voluntarily. This year we welcomed two new members to the Board of Directors. We employ a part-time co-ordinator.

During the reporting period, in addition to the Annual General Meeting, we have held four Board Meetings. As it is important that we continually look at how we are doing financially, one of the first items discussed at each of these meetings are the partnership's level of income, expenditure and bank balance figures, which are clearly detailed in our minutes. The main source of DPAC's funding remains through the hire of radios and membership payments.

In addition to this income, our co-ordinator is always on the lookout for any additional funding that may become available to us. This year we secured a grant from Dover District Council's Community Grant Scheme.

At the end of the year, we took the decision to write off some long outstanding debts (of around £750) which were deemed uneconomic to pursue, either because the debtors had long left the area or fallen upon hard times.

We recognise that trading remains difficult this year for all our members. This is because of the cost-of-living crisis and the high level of inflation. Generally speaking, wage increases are not in line with the very high inflation figures. Interest rates are also rising. It is around 14 months since Russia invaded Ukraine and whereas the conflict was supposed to last 3 months, according to President Putin, no end is yet in sight!

It is because of these factors that we have maintained membership fees at the same level as in previous years. At the start of the year we moved financial records to a cloud-based accountancy software system.

However, under these difficult conditions, I am pleased to report that our membership numbers remain consistent and in line with those of last year. We lost one member and gained one.

We currently have in total 65 day-time and 25 night-time members.

We have 110 radios out on hire and 20 of these are in the hands of our partners.

DOVER RETAIL CRIME OPERATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 28 FEBRUARY 2023

This year we changed our website to the new DISC software system which keeps DPAC in line with all other Business Crime Partnerships in Kent. The platform which we had used for many years, provided by Whyte Studio and which was at the heart of DPAC, finally had to change. All but three Partnerships kept the old system. This created some different challenges for us.

Firstly, there was the matter of training. The old 'Whyte Studio' platform that we all knew and understood was changed for a system that, at the start, we knew very little about. Our co-ordinator had the lion's share of this work, but the Treasurer also helped significantly.

Secondly, came the task of populating and commuting our existing records, away from the old system and publishing to the new. Everyone was issued with new Log On's. The way we display our offender's galleries and update incident records is different from the way we have done this historically. This was quite a big project and sat at the heart of DPAC's challenges this year. The transition has gone quite well.

There is now a wealth of information that is updated daily and which is easy for everyone to access via a desktop or mobile app. A weekly newsletter summarises gallery changes made during the previous week and highlights alerts, news and future events. There is also a Key Performance Indicator section that monitors the changes, so data on performance and information to our members is far more readily available.

In January 2023 we introduced a new 'Extraordinary Exclusion', in line with our member's wishes, and we have one currently in force. Our normal exclusions are for a period of 12 months, but for the most prolific and serious offenders our members felt that after a 12-month period these people would offend again, often straightaway. In such instances we are now able to exclude for a maximum period of 36 months (3 years). Any person excluded can still 'Appeal' an exclusion. In these cases DPAC are obliged to review and re-examine the offender's records, statements and other possible evidence (e.g. CCTV) to come to a final decision.

There are clear guidelines for all exclusions and warnings that can be issued to individuals.

Currently we have a total of 34 exclusions in place with 28 being night-time economy and 6 being day-time economy. This is a moving beast as these figures are only a snap shot in time as current exclusions expire and new ones come into force.

Last year we reported a total of 41 exclusions (9 day-time, 32 night-time) at roughly the same time of the year.

FINANCIAL REVIEW

Reserves policy

The trustees understand the need to retain sufficient reserves to be able to continue with the charitable company's objectives and meet liabilities as they occur. Income reserves at 28 February 2023 amounted to £34,290 (2022 - £23,579) of which £1,025 (2022 - £1,202) was restricted.

FUTURE PLANS

We plan to continue to develop and promote the website to further improve participation and communication.

We plan to grow the partnership locally and explore ways in which we can expand into more rural areas which are seeing an increasing level of crime.

We plan to investigate the use of new technology which is able to link mobile phone technology with traditional radio to increase our area of cover.

With the increasing level of knife crime attacks, we plan to encourage our members to hold and train to use 'bleed control kits' to support their staff and customers who may become victims of such incidents. We will also investigate any opportunity to make available 'public access bleed control kits' through grant funding.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charitable company is controlled by its governing document, the memorandum and articles of association, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

DOVER RETAIL CRIME OPERATION
REPORT OF THE TRUSTEES
FOR THE YEAR ENDED 28 FEBRUARY 2023

STRUCTURE, GOVERNANCE AND MANAGEMENT

Recruitment and appointment of new trustees

The trustees are appointed by a majority vote of the existing trustees.

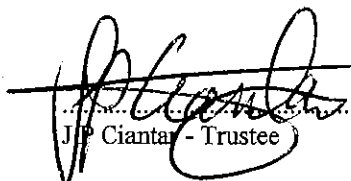
Risk management

The trustees have a duty to identify and review the risks to which the charitable company is exposed and to ensure appropriate controls are in place to provide reasonable assurance against fraud and error.

The major risks to which the charitable company is exposed have been reviewed and systems established to mitigate those risks.

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

Approved by order of the board of trustees on 28/06/23 and signed on its behalf by:


.....
J.P. Ciantar - Trustee

**INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF
DOVER RETAIL CRIME OPERATION**

Independent examiner's report to the trustees of Dover Retail Crime Operation ('the Company')

I report to the charity trustees on my examination of the accounts of the Company for the year ended 28 February 2023.

Responsibilities and basis of report

As the charity's trustees of the Company (and also its directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').

Having satisfied myself that the accounts of the Company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under Section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under Section 145(5) (b) of the 2011 Act.

Independent examiner's statement

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

1. accounting records were not kept in respect of the Company as required by Section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of Section 396 of the 2006 Act 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; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities (applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102)).

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.

Mr I D Pascall FCA



McCabe Ford Williams
Chartered Accountants
Charlton House
Dour Street
DOVER
Kent
CT16 1BL

Date: 29 June 2023

DOVER RETAIL CRIME OPERATION

STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING AN INCOME AND EXPENDITURE ACCOUNT) FOR THE YEAR ENDED 28 FEBRUARY 2023

	Notes	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
INCOME AND ENDOWMENTS FROM					
Donations and legacies		20	720	740	3,295
Charitable activities					
Provision and co-ordination of intelligence		31,507	-	31,507	23,477
Investment income	3	113	-	113	1
Total		<u>31,640</u>	<u>720</u>	<u>32,360</u>	<u>26,773</u>
EXPENDITURE ON					
Charitable activities					
Provision and co-ordination of intelligence		<u>20,699</u>	<u>897</u>	<u>21,596</u>	<u>21,675</u>
NET INCOME/(EXPENDITURE)		10,941	(177)	10,764	5,098
RECONCILIATION OF FUNDS					
Total funds brought forward		22,659	1,202	23,861	18,763
TOTAL FUNDS CARRIED FORWARD		<u><u>33,600</u></u>	<u><u>1,025</u></u>	<u><u>34,625</u></u>	<u><u>23,861</u></u>

The notes form part of these financial statements

DOVER RETAIL CRIME OPERATION

BALANCE SHEET 28 FEBRUARY 2023

	Notes	2023 £	2022 £
FIXED ASSETS			
Tangible assets	7	335	282
CURRENT ASSETS			
Debtors	8	3,730	5,893
Cash at bank and in hand		41,986	30,012
		<u>45,716</u>	<u>35,905</u>
CREDITORS			
Amounts falling due within one year	9	(11,426)	(12,326)
NET CURRENT ASSETS		<u>34,290</u>	<u>23,579</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		34,625	23,861
NET ASSETS		<u>34,625</u>	<u>23,861</u>
FUNDS	11		
Unrestricted funds		33,600	22,659
Restricted funds		1,025	1,202
TOTAL FUNDS		<u>34,625</u>	<u>23,861</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 28 February 2023.

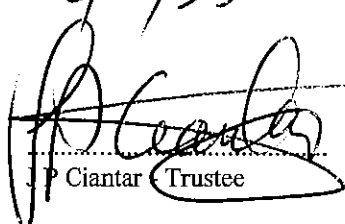
The members have not required the company to obtain an audit of its financial statements for the year ended 28 February 2023 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the provisions applicable to charitable companies subject to the small companies regime.

The financial statements were approved by the Board of Trustees and authorised for issue on 28/02/23 and were signed on its behalf by:


J P Ciantar Trustee

The notes form part of these financial statements

DOVER RETAIL CRIME OPERATION

NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 28 FEBRUARY 2023

1. STATUTORY INFORMATION

Dover Retail Crime Operation is an incorporated private charitable company, limited by guarantee, registered in England & Wales. In the event of the charitable company being wound up any property remaining would be given to another charity with similar objects and if no property remained, the liability of the members would be limited to £1.

The charitable company's registered number and registered office address can be found on the Reference and Administrative Details page and its nature of operations can be found in the Report of the Trustees. The charitable company operates from Dover Police Station, Ladywell, Dover, Kent, CT16 1 DJ.

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charitable company, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Companies Act 2006. The financial statements have been prepared under the historical cost convention.

There are no material uncertainties that may cast doubt upon the charitable company's ability to continue as a going concern.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Income invoiced in advance is deferred to the period to which it relates.

Government grants for the purpose of giving immediate financial support with no related future costs are recognised as income when receivable.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

Depreciation is provided at the following annual rates in order to write off each asset over its estimated useful life.

Radios and base	- 25% on cost
Office equipment	- 25% on cost

Taxation

The company is a registered charity and its income is exempt from taxation.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

DOVER RETAIL CRIME OPERATION

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 28 FEBRUARY 2023

2. ACCOUNTING POLICIES - continued

Fund accounting

Income which has been set aside by the trustees for specific purposes, and its related expenditure, is treated as designated funds.

3. INVESTMENT INCOME

	2023	2022
	£	£
Deposit account interest	113	1
	<u>113</u>	<u>1</u>

4. NET INCOME/(EXPENDITURE)

Net income/(expenditure) is stated after charging/(crediting):

	2023	2022
	£	£
Depreciation - owned assets	394	615
Independent examiners fees	1,410	1,390
	<u>1,410</u>	<u>1,390</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 28 February 2023 nor for the year ended 28 February 2022.

Trustees' expenses

During the year expenses amounting to £NIL (2022 - £45) were reimbursed to one trustee.

6. STAFF COSTS

	2023	2022
	£	£
Wages and salaries	14,359	13,655
	<u>14,359</u>	<u>13,655</u>

The average monthly number of employees during the year was as follows:

	2023	2022
	1	1
Intelligence co-ordinator	<u>1</u>	<u>1</u>

No employees received emoluments in excess of £60,000.

DOVER RETAIL CRIME OPERATION

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 28 FEBRUARY 2023

7. TANGIBLE FIXED ASSETS

	Radios and base £	Office equipment £	Totals £
COST			
At 1 March 2022	53,725	15,200	68,925
Additions	-	447	447
	<hr/>	<hr/>	<hr/>
At 28 February 2023	53,725	15,647	69,372
	<hr/>	<hr/>	<hr/>
DEPRECIATION			
At 1 March 2022	53,725	14,918	68,643
Charge for year	-	394	394
	<hr/>	<hr/>	<hr/>
At 28 February 2023	53,725	15,312	69,037
	<hr/>	<hr/>	<hr/>
NET BOOK VALUE			
At 28 February 2023	-	335	335
	<hr/>	<hr/>	<hr/>
At 28 February 2022	-	282	282
	<hr/>	<hr/>	<hr/>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Trade debtors	2,806	5,239
Prepayments	924	654
	<hr/>	<hr/>
	3,730	5,893
	<hr/>	<hr/>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2023 £	2022 £
Social security and other taxes	1,992	1,525
Accruals and deferred income	9,434	10,801
	<hr/>	<hr/>
	11,426	12,326
	<hr/>	<hr/>

10. ANALYSIS OF NET ASSETS BETWEEN FUNDS

	Unrestricted fund £	Restricted funds £	2023 Total funds £	2022 Total funds £
Fixed assets	335	-	335	282
Current assets	44,691	1,025	45,716	35,905
Current liabilities	(11,426)	-	(11,426)	(12,326)
	<hr/>	<hr/>	<hr/>	<hr/>
	33,600	1,025	34,625	23,861
	<hr/>	<hr/>	<hr/>	<hr/>

DOVER RETAIL CRIME OPERATION

**NOTES TO THE FINANCIAL STATEMENTS - continued
FOR THE YEAR ENDED 28 FEBRUARY 2023**

11. MOVEMENT IN FUNDS

	At 1.3.22 £	Net movement in funds £	At 28.2.23 £
Unrestricted funds			
General fund	22,659	10,941	33,600
Restricted funds			
Radio fund	1,202	(177)	1,025
TOTAL FUNDS	<u>23,861</u>	<u>10,764</u>	<u>34,625</u>

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	31,640	(20,699)	10,941
Restricted funds			
Radio fund	-	(177)	(177)
Website fund	720	(720)	-
	<u>720</u>	<u>(897)</u>	<u>(177)</u>
TOTAL FUNDS	<u>32,360</u>	<u>(21,596)</u>	<u>10,764</u>

Comparatives for movement in funds

	At 1.3.21 £	Net movement in funds £	At 28.2.22 £
Unrestricted funds			
General fund	18,763	3,896	22,659
Restricted funds			
Radio fund	-	1,202	1,202
TOTAL FUNDS	<u>18,763</u>	<u>5,098</u>	<u>23,861</u>

DOVER RETAIL CRIME OPERATION

NOTES TO THE FINANCIAL STATEMENTS - continued FOR THE YEAR ENDED 28 FEBRUARY 2023

11. MOVEMENT IN FUNDS - continued

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds £
Unrestricted funds			
General fund	24,328	(20,432)	3,896
Restricted funds			
Radio fund	2,445	(1,243)	1,202
TOTAL FUNDS	<u>26,773</u>	<u>(21,675)</u>	<u>5,098</u>

The radio fund represents two grants received during the prior year for the purchase of batteries and radio equipment.

The website fund represents a grant received to support the cost of switching to a new website.

12. RELATED PARTY DISCLOSURES

During the year equipment and sundry services amounting to £48 (2022 - £1,920) were purchased from Smye-Rumsby Limited, a company of which Mr P E Smye-Rumsby (director and trustee) is a director. At the year end £NIL (2022 - £NIL) was outstanding.

DOVER RETAIL CRIME OPERATION

DETAILED STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 28 FEBRUARY 2023

	2023 £	2022 £
INCOME AND ENDOWMENTS		
Donations and legacies		
Donations	20	-
Grants	720	3,295
	<u>740</u>	<u>3,295</u>
Investment income		
Deposit account interest	113	1
Charitable activities		
Provision and co-ordination of intelligence including the hire and repair of radios, etc	31,507	23,477
	<u>32,360</u>	<u>26,773</u>
Total incoming resources		
EXPENDITURE		
Charitable activities		
Wages	14,359	13,655
Repairs and cost of ancillary equipment	225	2,203
Office and telephone costs	1,716	1,410
Post, stationery and advertising	112	154
Insurance, subscriptions and licences	2,402	2,185
Bad debts	743	-
Radios and base depreciation	-	333
Office equipment depreciation	394	282
	<u>19,951</u>	<u>20,222</u>
Support costs		
Governance costs		
Sundry expenses	235	63
Independent examiners fees	1,410	1,390
	<u>1,645</u>	<u>1,453</u>
Total resources expended	<u>21,596</u>	<u>21,675</u>
Net income	<u>10,764</u>	<u>5,098</u>

This page does not form part of the statutory financial statements