

METROPOLITAN POLICE STAFF WELFARE FUND

ANNUAL REPORT AND FINANCIAL STATEMENTS

FOR THE YEAR ENDED 31 MARCH 2024

METROPOLITAN POLICE STAFF WELFARE FUND

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METROPOLITAN POLICE STAFF WELFARE FUND

ANNUAL REPORT FOR THE YEAR ENDED 31 MARCH 2024

The Trustees have pleasure in presenting the Annual Report of the Metropolitan Police Staff Welfare Fund ("the Charity") for the year ended 31 March 2024.

Reference and Administrative Information

Charity Name:	Metropolitan Police Staff Welfare Fund
Charity Registration Number:	282375
Registered Office and Operational address:	MPS Charities Section 2nd Floor (South) Kilburn Police Station 38 Salusbury Road London NW6 6LT

Trustees and Officers

Trustees

Steven Bramley (replaced by Brett Welch Nov 2024)	Director of Legal Services, MPS
Clare Davies	Chief People and Resources Officer, MPS
Paul Oliffe	Chief Accountant (nominated by Director of Finance), MPS
Viv Danvers	Chair of the COMETS (MP Sports and Social Association ('MPSSA'))
Gareth Moore (appointed Nov 2024)	Head of Safety, Health and Wellbeing, MPS
Val Harris	Secretary of MET-TUS
Becky Mansfield	Secretary of MET-TUS

Treasurer

James Morgan	Senior Accountant, Corporate Finance, MPS
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Secretary

Natasha Raj	Charities Accountant, Corporate Finance, MPS
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Independent Examiners

Bright Grahame Murray, Chartered Accountants, Emperor's Gate, 114a Cromwell Road, Kensington, London SW7 4AG.

Bankers

Lloyds Bank, Pall Mall, 8/10 Waterloo Place, London SW1Y 4BE

Solicitors

Bircham Dyson Bell, 50 Broadway, London SW1H 0BL

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STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing Document

The Charity is constituted by a Declaration of Trust dated 26 March 1981 as amended by Charity Commission Schemes dated 26 September 1983 and 17 May 2007 and Resolutions of the Trustees dated 19 December 2007.

The charity has no property or employees.

Appointment of Trustees

Under the terms of the charity's governing documents as amended by Charity Commission Scheme dated 17 May 2007 and the Trustees Resolution dated 12 March 2012, the Trustees shall be the persons holding the following offices:

- The Director of Legal Services
- The Director of Human Resources
- The Director of Commercial & Finance*
- The Secretary of MET-TUS (First Division Association and Public and Commercial Services Trade Unions)
- The Secretary of MET-TUS (Amicus and Prospect Trade Unions)
- The Chair of the Comets (Metropolitan Police Sports and Social Association)
- The Head of Nursing and Counselling

*In the meeting of Trustees dated 13th January 2022 the Trustees agreed to accept a nominated representative on behalf of the Director of Finance to fulfil this Trustee post.

A quorum at a Trustee meeting is three.

Trustees Induction

Each new Trustee is a volunteer, appointed in accordance with the provisions of the charity's governing document and is:

- a) Invited to sign an "Appointment as Trustee and Declaration of Eligibility" form.

And provided with,

- b) A copy of the Charity's Governing Documents
- c) A copy of the latest annual accounts
- d) Charity Commission Booklet CC3 "The Essential Trustee. What you need to know"
- e) Charity Commission Leaflet CC3 (a) "Responsibilities of Charity Trustees. A Summary"

Members of the MPS staff represent "donated services" and assist in administering the Charity on behalf of the Trustees. Payments from the Charity are made online using a dual-authorisation process from a list of approved signatories.

OBJECTIVES AND ACTIVITIES

The Charity aims to provide financial assistance to members of staff and past members of staff of the MPS, the Mayor's Office for Policing and Crime ("MOPAC"), their families and dependants who are in need through poverty, hardship, or distress by providing grants and/or loans.

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Achievements and performance in 2023-24

Applications for financial assistance from current and former MPS staff, and MOPAC staff are considered by the Trustees for a grant or loan depending on the merits of each case. Figure 1 displays the amounts granted in 2023-24 compared to the previous five years. It should be noted that the number of applications may have no effect on the amounts granted through the year.

Grants ranged from £220 to £5,000 and loans from £565 to £1,200 in 2023-24. The range of all applications is detailed in Figure 2.

Figure 1 – Total value of amounts awarded per year.

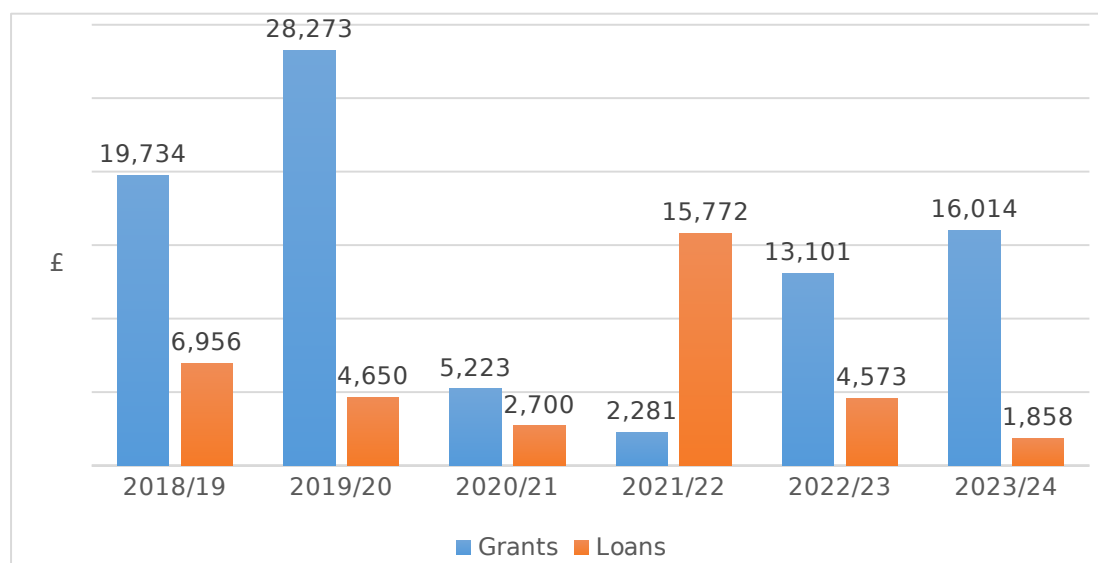
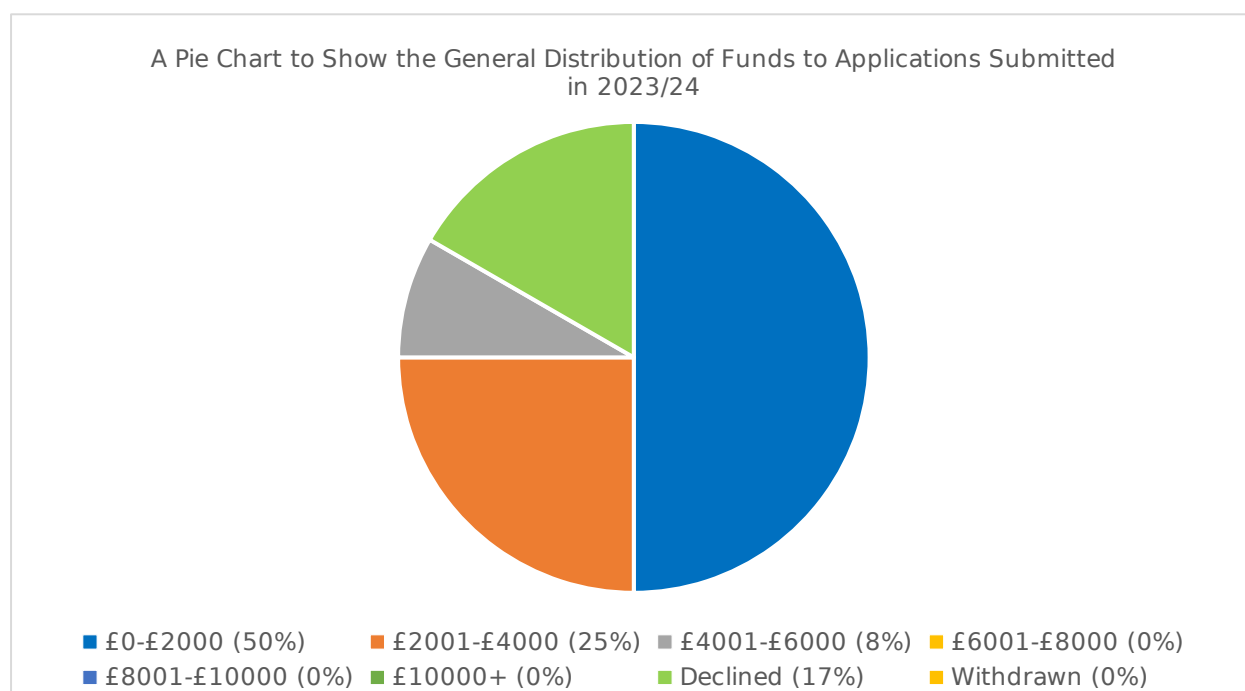


Figure 2–The range and distribution of amounts awarded in 2023/24.



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In 2023/24 a total of 12 (14 in 2022/23) cases were reviewed by the Trustees. Of these 8 were awarded a grant, 2 were awarded a loan, 2 were declined, and 0 were withdrawn by the applicant. The reasons for beneficiaries submitting applications are wide ranging and a sample of these are detailed in Figure 3.

Figure 3 – Examples of awards made by the Charity.

Grant / Loan / Declined / Withdrawn	Member of Staff / Former Member of Staff / Dependant	Reason for Application	Amount Awarded
Grant	Former Member of Staff	An application was made from a former member of staff to purchase a reliable second-hand vehicle to assist with disabled son.	£1,150.00
Grant	Member of Staff	An application was made by a member of staff for assistance towards two month's rent, Council Tax, water and electricity bills.	£1,615.66
Grant	Member of Staff	An application was made by a member of staff for assistance with funeral expenses.	£2,500.00
Grant	Member of Staff	An application was made by a member of staff for assistance with short term accommodation costs.	£1,985.80
Grant	Member of Staff	A member of staff required assistance towards a deposit on long term accommodation.	£2,000.00
Loan	Member of Staff	A member of staff made an application for assistance towards essential furniture and removals costs.	£1,200.00
Declined	Member of Staff	A retired member of staff applied for support to buy reliable second hand car. Trustees declined to assist as there was no evidence of financial hardship.	-
Declined	Former Member of Staff	Application from a former member of staff for assistance towards a family holiday on medical grounds. The Trustees declined to assist as there was no evidence of financial hardship.	-

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Public Benefit

The Trustees confirm that they have complied with their duty and paid due regard to the guidance on public benefit published by the charity commission in exercising their powers and duties.

The charitable purpose of the MPBF was for “the promotion of the efficiency of the armed forces of the Crown, or the efficiency of the police, fire and rescue services or ambulance services” as described by the Charity Commission.

Under the principles of public benefit the aims of the charity were for a section of the public, the relief of members of staff and past members of staff of the MPS, the Mayor's Office for Policing and Crime (“MOPAC”), their families and dependants who are in need through poverty, hardship, or distress by providing grants and/or loans, via grants and/or loans; thereby promoting the efficiency of the police service was to the benefit of the general public as a whole. The MPS operates an equal opportunities policy.

Trustees do not envision any of their awards being to the detriment of other members of the public but will bear this in mind when making awards.

Exposure to risk

The Trustees are confident that there are no major risks to which the charity is exposed that have not already been mitigated against. All new Trustees have signed the “Appointment as Trustee and Declaration of Eligibility” form to declare not only their acceptance in becoming a Trustee, but also to declare that he/she knows of no legal reason why he/she should be disbarred from acting as a trustee.

FINANCIAL REVIEW

Reserves Policy

The income of the Charity mainly derives from the capitation grant from MOPAC, contributions from MPS staff and interest receivable on the Charity's deposit fund and bank balances. The Trustees policy is to maintain a deposit fund of sufficient size to ensure that the fund can meet its expenditure on grants and loans to serving and former staff members and allowable expenses in connection with the running of the Charity for several years going forward should there be any risk to its sources of income. All the reserves of the Charity are held as unrestricted funds.

Investment Policy

The Trustees' investment policy is to adopt a strategy with minimal risk of capital loss. Funds should be available for drawing down either without notice or with short notice and placed with secure financial institutions. The Trustees do not seek to accumulate capital, but apply the capital for use of the beneficiaries as and when required. Having regard to the intention that funds should be placed on deposit with secure financial institutions, and to the circumstances of the Charity, there is no need for diversification of investments.

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The value of the fund from 1 April 2020 to 31 March 2024 (3 year period) is shown in figure 4 below to allow comparisons of income and expenditure over that period.

Figure 4 – Value of the Charity over the last 3 financial years.

	2023-24 £	2022-23 £	2021-22 £
Incoming Resources	29,988	23,550	20,477
Resources Expended	<u>27,314</u>	<u>24,154</u>	<u>26,504</u>
Net surplus/(deficit)	2,674	(604)	(6,027)
Balance brought forward	<u>224,196</u>	<u>224,800</u>	<u>230,827</u>
Fund Balance	<u>226,870</u>	<u>224,196</u>	<u>224,800</u>
Fixed assets and investments	0	0	0
Net Current Assets	<u>226,870</u>	<u>224,196</u>	<u>224,800</u>
Net Assets	<u>226,870</u>	<u>224,196</u>	<u>224,800</u>

Future Aims and Objectives

The Trustees are committed to continuing to provide financial assistance to members of staff and past members of staff of the MPS, the Mayor's Office for Policing and Crime ("MOPAC"), their families and dependants who are in need through poverty, hardship, or distress by providing grants and/or loans where possible under the guidance of the governing document to the best of their abilities for future years.

Trustee: Brett Welch

Trustee: Paul Oliffe

Approved on: 15th Jan 2025

METROPOLITAN POLICE STAFF WELFARE FUND

STATEMENT OF TRUSTEES' RESPONSIBILITIES FOR THE YEAR ENDED 31 MARCH 2024

The Trustees are responsible for preparing the Trustees' Report and financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

The law applicable to charities in England and Wales requires the trustees 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 incoming resources and application of resources of the charity for that period. In preparing these financial statements, the trustees are required to:-

- select suitable accounting policies and apply them consistently;
- observe the methods and principles in the Charities SORP;
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in operation.

The Trustees are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011 and the provisions of the trust deed. They 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, and having due regard to the guidance on public benefit published by the Commission in exercising their powers or duties.

The trustees confirm that so far as they are aware, there is no relevant information of which the charity's independent examiner is unaware. They have taken all the steps that they ought to have taken as trustees in order to make themselves aware of any relevant information and to establish that the independent examiner is aware of that information.

METROPOLITAN POLICE STAFF WELFARE FUND

INDEPENDENT EXAMINER'S REPORT TO THE RESPONSIBILITIES OF THE TRUSTEES OF METROPOLITAN POLICE STAFF WELFARE FUND FOR THE YEAR ENDED 31 MARCH 2024

I report to the Responsibilities of the Trustees on my examination of the financial statements of Metropolitan Police Staff Welfare Fund (the charity) for the year ended 31 March 2024.

Responsibilities and basis of report

As the Responsibilities of the Trustees of the charity you are responsible for the preparation of the financial statements in accordance with the requirements of the Charities Act 2011 (the 2011 Act).

I report in respect of my examination of the charity's financial statements carried out under section 145 of the 2011 Act. In carrying out my examination I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act

Independent examiner's statement

Your attention is drawn to the fact that the charity has prepared financial statements in accordance with Accounting and Reporting by Charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) in preference to the Accounting and Reporting by Charities: Statement of Recommended Practice issued on 1 April 2005 which is referred to in the extant regulations but has now been withdrawn.

I understand that this has been done in order for financial statements to provide a true and fair view in accordance with Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2015.

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

1. accounting records were not kept in respect of the charity as required by section 130 of the 2011 Act; or
2. the financial statements do not accord with those records; or
3. the financial statements do not comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008 other than any requirement that the accounts give a true and fair view which is not a matter considered as part of an independent examination.

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the financial statements to be reached.

Paul Davis FCA
Independent Examiner
Bright Grahame Murray
Emperor's Gate
114a Cromwell Road
Kensington
London
SW7 4AG

Date:

METROPOLITAN POLICE STAFF WELFARE FUND

STATEMENT OF FINANCIAL ACTIVITIES FOR THE YEAR ENDED 31 MARCH 2024

	2024 £	2023 £
INCOME AND EXPENDITURE		
<i>Incoming resources:-</i>		
Contributions from staff	1,786	2,128
Interest receivable	8,578	3,002
Sundry donations	-	119
MOPAC capitation	11,520	10,960
Donated services	<u>8,104</u>	<u>7,341</u>
TOTAL INCOMING RESOURCES	29,988	23,550
RESOURCES EXPENDED		
<i>Cost of charitable activities:</i>		
Grants to staff	16,014	13,101
<i>Cost of generating funds:</i>		
Charity Aid Foundation administration costs	26	21
<i>Governance costs:-</i>		
Independent Examiner's fee	1,200	1,200
Bank charges	60	76
Indemnity insurance	1,910	1,731
Bad debt expense	-	684
Cost of donated services	<u>8,104</u>	<u>7,341</u>
	11,274	11,032
TOTAL RESOURCES EXPENDED	27,314	24,154
NET SURPLUS/(DEFICIT) FOR THE YEAR	2,674	(604)
Unrestricted fund brought forward	<u>224,196</u>	<u>224,800</u>
UNRESTRICTED FUND CARRIED FORWARD	<u>226,870</u>	<u>224,196</u>

The Statement of Financial Activities includes all gains and losses in the year and therefore a statement of total recognised gains and losses has not been prepared.

All of the above amounts relate to continuing activities.

The attached notes 1 to 9 form part of these accounts.

METROPOLITAN POLICE STAFF WELFARE FUND**BALANCE SHEET AT 31 MARCH 2024**

	Notes	2024 £	2023 £
CURRENT ASSETS			
Welfare loans	2	4,075	5,193
Debtors	3	1,178	12,207
Charities Deposit Fund		175,251	167,127
Bank and cash balances	4	<u>47,568</u>	<u>40,873</u>
		228,072	225,400
 CURRENT LIABILITIES			
Creditors: amounts falling due within one year	5	<u>1,202</u>	<u>1,204</u>
 NET ASSETS		226,870	224,196
		<u><u> </u></u>	<u><u> </u></u>
 <i>Represented by:</i>			
 UNRESTRICTED FUND		226,870	224,196
		<u><u> </u></u>	<u><u> </u></u>

The financial statements were approved by the Trustees on 15th Jan 2025.....

Trustee: Brett Welch

Trustee: Paul Oliffe

Approved on: 15th Jan 2025

The attached notes 1 to 9 form part of these accounts.

NOTES TO THE ACCOUNTS
FOR THE YEAR ENDED 31 MARCH 2024

1. PRINCIPAL ACCOUNTING POLICIES

(a) Basis of preparation of accounts

These accounts have been prepared in accordance with FRS 102 "The Financial Reporting Standard applicable in the UK and Republic of Ireland" ("FRS 102"), "Accounting and Reporting by Charities" the Statement of Recommended Practice for charities applying FRS 102, the Charities Act 2011 and UK Generally Accepted Accounting Practice as it applies from 1 May 2015. The Charity is a Public Benefit Entity as defined by FRS 102.

The financial statements have departed from the Charities (Accounts and Reports) Regulations 2008 only to the extent required to provide a true and fair view. This departure has involved following the Statement of Recommended Practice for charities applying FRS 102 rather than the version of the Statement of Recommended Practice which is referred to in the Regulations but which has since been withdrawn.

The financial statements are prepared in sterling, which is the functional currency of the charity. Monetary amounts in these financial statements are rounded to the nearest £.

The financial statements have been prepared under the historical cost convention. The principal accounting policies adopted are set out below.

The trustees consider that there are no material uncertainties about the Charity's ability to continue as a going concern. With respect to the next reporting period, the most significant areas of uncertainty that affect the carrying value of assets held by the Charity are the level of investment return and the performance of investment markets.

(b) Incoming resources

(i) Donations

These represent voluntary donations received from members of the Metropolitan Police Staff. With effect from November 2003, donations have been received gross under the Give As You Earn Scheme. Donations are included in the Statement of Financial Activities when received.

(ii) MOPAC Capitation

This represents an amount of £1 for each serving member of police staff received from the Mayor's Office for Policing and Crime ("MOPAC").

(c) Resources expended

Liabilities are recognised as resources expended as soon as there is a legal or constructive obligation committing the Charity to the expenditure. All expenditure is accounted for on a paid basis and has been classified under headings that aggregate all costs related to the category.

METROPOLITAN POLICE STAFF WELFARE FUND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

1. PRINCIPAL ACCOUNTING POLICIES (*continued*)

(d) *Cost of charitable activities*

(i) *Grants*

Grants are made to provide financial assistance to members and past members of the MPS and MOPAC and their families and dependents. Grants are included in the Statement of Financial Activities on a paid basis.

(e) *Governance costs*

Governance costs include the costs of governance arrangements that relate to the general running of the charity. These activities provide the governance infrastructure that allows the charity to operate and to generate the information required for public accountability.

(i) *Donated services*

The administration and operation of the fund is carried out by members of the MPS Finance Services' Charities and Special Payments Section. An appropriate element of the salary cost of those individuals, together with their accommodation and overhead costs, is reflected within the Statement of Financial Activities.

	2024 £	2023 £
2. WELFARE LOANS		
Balance at start of year	5,193	4,486
Loans made during the year	1,858	4,573
Repayments (including loans converted to grants)	(2,976)	(3,866)
Balance at end of year	4,075	5,193

The balance at 31 March 2024 includes £1,876, which is recoverable in more than one year (2023: £2,463).

	2024 £	2023 £
3. DEBTORS		
Amounts due from Charities Aid Foundation	157	359
MOPAC capitation	-	10,960
Prepayments	1,021	888
	1,178	12,207

METROPOLITAN POLICE STAFF WELFARE FUND

NOTES TO THE ACCOUNTS FOR THE YEAR ENDED 31 MARCH 2024

4. BANK AND CASH BALANCES	2024 £	2023 £
Lloyds Bank Plc treasurers account	<u>47,568</u>	<u>40,873</u>
	47,568	40,873

5. CREDITORS	2024 £	2023 £
Accruals	<u>1,202</u>	<u>1,204</u>

6. TAXATION

No taxation is payable in respect of the Charity's activities as a result of its charitable status.

7. MANAGEMENT AND ADMINISTRATION

The Charity has no full time employees and no remuneration was paid, directly or indirectly, and no expenses reimbursed to Trustees.

8. ANALYSIS OF NET ASSETS BETWEEN FUNDS	Unrestricted Funds 2024 £	Unrestricted Funds 2023 £
Current assets	228,072	225,400
Current liabilities	<u>(1,202)</u>	<u>(1,204)</u>
	226,870	224,196

9. ULTIMATE CONTROLLING PARTY

There is no ultimate controlling party either this year or last year.