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# The Edinburgh Police Fund for Children



## 129<sup>th</sup> Annual Report 2021-2022

SCIO No. SC011164

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**OFFICE BEARERS**

**Hon. President**

[REDACTED]

**Hon. Treasurer**

[REDACTED]

**Hon. Secretary**

[REDACTED]

**COMMITTEE MEMBERS**

[REDACTED]

**OBSERVER**

[REDACTED] (*Edinburgh and Lothian Trust Fund SCIO*)

**Independent Examiner of Accounts**

[REDACTED] *Statutory Reporting Lead, Police Scotland*

## ANNUAL REPORT

The Trustees of the Edinburgh Police Fund for Children are honoured to present the One Hundred and Twenty Ninth Annual Report, covering the 12 months to 31<sup>st</sup> March 2022.

The Edinburgh Police Fund for Children (EPFC) is a Scottish Charitable Incorporated Organisation (SCIO), regulated by the Scottish Charity Regulator (OSCR). Scottish Charity Number SC011164

### Charitable Activity

The object of the charity is to alleviate suffering of necessitous children or, in exceptional cases, adults' resident in the City of Edinburgh, by supplying them with footwear and clothing and making such other provision for them as may seem requisite from time to time. The object is fulfilled through a grant making programme, providing school shoes and warm jackets for children of school age from families deemed to be in need of assistance who reside in the City of Edinburgh.

The administration of these grants has been processed by Edinburgh and Lothian Trust Fund since 1 January 2016. With the EPFC Trustees, the process of referral and assessment was reviewed to maximise the reach of Edinburgh Police Fund for Children. Applications are made online by referrals from recognised agencies. Self-referrals are still possible where there is no suitable agency to refer. In those cases, a home visit will be conducted by a police officer in order to assess the families' suitability for the scheme.

When an agency makes a referral, they take responsibility for ensuring and evidencing appropriate spend of the grant provided. People who receive support following a self-referral will receive a voucher; a proof of purchase receipt must be submitted.

Over the 12 months to 31<sup>st</sup> March 2022, referrals have been received from Health, Education, Social Work and Third Sector organisations. No self-referrals were received. Over the year 412 children were helped with a grant to enable the purchase of footwear and/or a warm jacket. The number of children helped continues to increase each year - (2019/20: 337 – 2020/21: 355)

The total of grants given to individuals for the 12 months was £20,489. It is of note that grants have increased each year – (2019/20: £16,560 – 2020/21: £17,710). We continue to ensure the profile of the Edinburgh Police Fund for Children remains high with the referring agencies through our marketing activity.

### **Summary of Financial Position**

EPFC is reliant on the income from investments which are governed by our investment policy outlined below.

The market value of the fund as at 31<sup>st</sup> March 2022 was £519,795 (31<sup>st</sup> March 2021: £520,320). This is a slight decrease of £525 from the previous year.

The annual income from the portfolio (net of Investment Managers fees) was £13,121.85. (Brewin Dolphin Fees included below) During the year £35,000 capital was withdrawn from the portfolio into the bank account.

Should the high demand for grants continue in 2022/23, as seems likely, and the yearly income is not sufficient to meet this, Trustees will explore other sources of income and, if necessary, continue to draw on the reserves in the bank account

### **Summary of Financial Position 2021/22**

	£		£
Investment Income <sup>1</sup>	53,009	Grants for Clothing and Footwear	25,000
Donations and grants	15,150	Administration Fees to ELTF	8,724
Misc.	0	Investment Expenses	4,887
<b>Total Receipts</b>	<b>68,159</b>	<b>Total Payments</b>	<b>38,611</b>

<sup>1</sup> Investment income includes £35,000 capital withdrawn from the investment portfolio

\*Donation also received from the City of Edinburgh Council for £15,000\*

In overall terms this represents a net surplus for the year of £29,548, increasing the bank balance at 31<sup>st</sup> March 2022 to £44,803.82 (31<sup>st</sup> March 2021: £15,256).

Brewin Dolphin buy and sell investments on behalf of EPFC. Only the balancing figures are shown in the EPFC accounts as a receipt from or payment to the broker, because the investment transactions take place outside the EPFC bank account. The total Brewin Dolphin Management Fees and Charges were £4,887.01.

A summary of Brewin Dolphin management fees deducted from the investment portfolio account are detailed below.



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Summary of Management Fees	
Quarter 1	£1,083.95
Quarter 2	£1,392.26
Quarter 3	£1,193.62
Quarter 4	£1,217.18
<b>Total fees deducted during the year</b>	<b>£4,887.01</b>

The balance of £394.84 is made up of dealing charges.

The Accounts are included at the end of this report.

### Reserves Policy

It is the Trustees' policy to retain 150% of the quarterly administration and clothing grant costs in order to meet commitments and to cover any unexpected expenditure. The quarterly payments for 2021-22 were just over £7,000, therefore the minimum reserves to be held by the Fund are £10,500. Cash reserves held in the bank at the financial year end were £44,804. Trustees will continue to monitor the position.

### Investment Policy

The Trustees retain Brewin Dolphin to manage their portfolio on a discretionary basis. The investment objective is for capital growth in excess of inflation and a stable, growing income stream. The Edinburgh Police Fund for Children relies on the investment income to fund current charitable activities. The stability of income is therefore an important factor.

The Fund's ethical investment policy precludes direct or indirect investment in any companies known to generate income from child labour, as this would be in direct conflict of the aims of the Fund. The policy also precludes direct or indirect investment in companies that generate more than 5% of revenues from alcohol, tobacco or pornography. The low tolerance is set so as not to limit the choice of stocks available for investment by precluding companies such as supermarkets where the sale of alcohol / tobacco is undertaken but is not a major part of their income, therefore ensuring the investment income is not restricted and the Fund can continue to support the children of Edinburgh.

The Investment Policy is reviewed annually

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### Donations

The Committee are extremely grateful for the following donation received during the year:

████████████████████	£150.00
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Total Donations Received	<u>£150.00</u>
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Anyone who wishes to donate to the Fund, no matter how large or small the contribution, can be assured that all income is used solely for the provision of assistance to those who need it.

### Bequests

The Trustees of the Edinburgh Police Fund for Children welcome bequests to the Fund. It is the policy of the Fund to invest money received by bequest and not to treat it as income.

### Acknowledgements

The Trustees would like to express their gratitude to ELTF (SCIO) for their continued assistance over the past year to ensure the smooth running of the Fund. ██████████ who is based in the Divisional Co-ordination Unit, St Leonard's Police Station, Edinburgh continues to oversee the Fund.

The Trustees also thank our Investment Managers, Brewin Dolphin, for their management of the Scheme's investments.

### Future Sustainability of the Charity

At the Charity Committee Meeting on Wednesday 31<sup>st</sup> August 2022, the trustees discussed the future sustainability of the charity. Trustees are aware that the income generated through investments no longer meets the grant requirements and fees paid to Edinburgh Lothian Trust Fund and Brewin Dolphin.

The trustees unanimously decided that in order to safeguard the long-term future of the Edinburgh Police Fund for Children (EPFC) it should be transferred to become a separate funding stream within the Edinburgh Lothian Trust Fund.

Accordingly, the trustees sought consent from OSCR to the winding up of the charity and the transfer of its assets. This was granted on 25 October 2022 and administrative work will be undertaken to effect the transfer during the coming months.


### **How to Contact Us**

Should you be interested in making a donation or a bequest to the Edinburgh Police Fund for Children you can receive further information by contacting:

Divisional Co-ordination Unit  
Police Scotland  
St Leonard's Police Station  
14 St Leonard's Street  
Edinburgh, EH8 9QW  
0131 662 5033

Email: [edinburghdcu@scotland.pnn.police.uk](mailto:edinburghdcu@scotland.pnn.police.uk)

If you wish to recommend a family for assistance, please contact:

  
Edinburgh and Lothian Trust Fund SCIO  
0131 555 9100

Email: [police.fund@elf.org.uk](mailto:police.fund@elf.org.uk)

### **Charity Principal Address**

Edinburgh Police Fund for Children  
St Leonard's Police Station  
14 St Leonard's Street  
Edinburgh  
EH8 9QW

Prepared by: [REDACTED] Department of Finance, Police Scotland

APPENDIX 2

Enter charity name below

Enter SC No. at end

Edinburgh Police Fund for Children

SC011164



Receipts and payments accounts						
For the period from	Period start date			to	Period end date	
	Day	Month	Year		Day	Month
	1	April	2021		31	March

## Section A Statement of receipts and payments

	Unrestricted funds	Restricted funds	Expendable endowment funds	Permanent endowment funds	Total funds current period	Total funds last period
	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £	to nearest £
<b>A1 Receipts</b>						
Donations	15,150				15,150	250
Legacies					-	
Grants					-	
Receipts from fundraising activities					-	
Gross trading receipts					-	
Income from investments other than land and buildings	13,122				13,122	12,616
Rents from land & buildings					-	
Gross receipts from other charitable activities					-	
<b>A1 Sub total</b>	<b>28,272</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>28,272</b>	<b>13,066</b>
<b>A2 Receipts from asset &amp; investment sales</b>						
Proceeds from sale of fixed assets					-	
Proceeds from sale of investments	35,000				35,000	5,000
<b>A2 Sub total</b>	<b>35,000</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>35,000</b>	<b>5,000</b>
<b>Total receipts</b>	<b>63,272</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>63,272</b>	<b>18,066</b>
<b>A3 Payments</b>						
Expenses for fundraising activities					-	
Gross trading payments					-	
Investment management costs					-	
Payments relating directly to charitable activities					-	
Grants and donations	25,000				25,000	21,331
Governance costs:					-	
Audit / independent examination					-	
Preparation of annual accounts					-	
Legal costs					-	
Other	8,724				8,724	8,571
<b>A3 Sub total</b>	<b>33,724</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,724</b>	<b>29,902</b>
<b>A4 Payments relating to asset and investment movements</b>						
Purchases of fixed assets					-	
Purchase of investments					-	
<b>A4 Sub total</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>-</b>
<b>Total payments</b>	<b>33,724</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>33,724</b>	<b>29,902</b>
<b>Net receipts / (payments)</b>	<b>29,548</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,548</b>	<b>(11,836)</b>
<b>A5 Transfers to / (from) funds</b>						
<b>Surplus / (deficit) for year</b>	<b>29,548</b>	<b>-</b>	<b>-</b>	<b>-</b>	<b>29,548</b>	<b>(11,836)</b>



Section B Statement of balances

Categories	Details	Unrestricted funds to nearest £	Restricted funds to nearest £	Expendable endowment funds to nearest £	Permanent endowment funds to nearest £	Total current period to nearest £	Total last period to nearest £
<b>B1 Cash funds</b>	Cash and bank balances at start of year	15,256				15,256	27,092
	Surplus / (deficit) shown on receipts and payments account	29,548				29,548	(11,836)
						-	
						-	
	Cash and bank balances at end of year (Agree balances with receipts and payments account(s))	44,804	-	-	-	44,804	15,256
<b>B2 Investments</b>	Brewin Dolphin Portfolio			Unrestricted funds		519,795	520,320
			Total		519,795	520,320	
<b>B3 Other assets</b>				Fund to which asset belongs	Cost (if available) to nearest £	Current value (if available) to nearest £	Last year to nearest £
			Total				
<b>B4 Liabilities</b>				Fund to which liability relates	Amount due to nearest £	Last year to nearest £	
			Total				
<b>B5 Contingent liabilities</b>				Fund to which liability relates	Amount due (estimate) to nearest £	Last year to nearest £	
			Total				
Signed by one or two trustees on behalf of all the trustees		Signature	Print Name		Date of approval		

Insert signature

Insert date

8/11/2022



## APPENDIX 3



		Independent examiner's report on the accounts						v2
<b>Report to the trustees/members of</b>		Charity name Edinburgh Police Fund For Children						
<b>Registered charity number</b>		SC011164						
<b>On the accounts of the charity for the period</b>		Period start date				Period end date		
		Day	Month	Year		Day	Month	Year
		1	April	2021	to	31	March	2022
<b>Set out on pages</b>		As submitted at Appendix 2						(remember to include the page numbers of additional sheets)
<b>Respective responsibilities of trustees and examiner</b>		The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) 2005 Act and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity trustees consider that the audit requirement of Regulation 10(1) (d) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under section 44(1) (c) of the Act and to state whether particular matters have come to my attention.						
<b>Basis of independent examiner's statement</b>		My examination is carried out in accordance with Regulation 11 of the 2006 Accounts Regulations. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts and seeks explanations from the trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and, consequently, I do not express an audit opinion on the view given by the accounts.						
<b>Independent examiner's statement</b>		<p>In the course of my examination, no matter has come to my attention</p> <ol style="list-style-type: none"> <li>which gives me reasonable cause to believe that in any material respect the requirements: <ul style="list-style-type: none"> <li>to keep accounting records in accordance with section 44(1) (a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations, and</li> <li>to prepare accounts which accord with the accounting records and comply with Regulation 9 of the 2006 Accounts Regulations</li> </ul> </li> </ol> <p>have not been met, or</p> <ol style="list-style-type: none"> <li>to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.</li> </ol>						
<b>Signed:</b>							<b>Date:</b>	22 September 2022
<b>Name:</b>								
<b>Relevant professional qualification(s) or body (if any):</b>		ACCA Membership no.1521248						
<b>Address:</b>		9 Strathallan Wynd East Kilbride South Lanarkshire G75 8GU						

\*Please delete the words in the brackets if they do not apply. If the words do apply, set out those matters which have come to your attention on the following page.

