

**Report of the Directors and
Financial Statements for the Year Ended 31 March 2016
for
The Association Of Police And Crime
Commissioners**

**The Association Of Police And Crime
Commissioners**

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for the year ended 31 March 2016**

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**The Association Of Police And Crime
Commissioners**

**Company Information
for the year ended 31 March 2016**

DIRECTORS:

Ms V Baird
S D Duckworth
Mrs J R Mulligan
M Burns-Williamson
D E Lloyd
W G Roddick
M J Surl

SECRETARY:

O Shaw

REGISTERED OFFICE:

5-8 The Sanctuary
The Sanctuary
London
SW1P 3JS

REGISTERED NUMBER:

05214716 (England and Wales)

AUDITORS:

Barnes Roffe LLP
Chartered Accountants & Statutory Auditors
Charles Lake House
Claire Causeway
Crossways Business Park
Dartford
Kent
DA2 6QA

**The Association Of Police And Crime
Commissioners**

**Report of the Directors
for the year ended 31 March 2016**

The directors present their report with the financial statements of the company for the year ended 31 March 2016.

PRINCIPAL ACTIVITY

The Association of Police and Crime Commissioners (APCC) is the national body that supports Police and Crime Commissioners (PCCs) and other local policing bodies to come together to influence change in the policing and criminal justice landscape.

Membership of the Association is by subscription. All Police and Crime Commissioners in England and Wales are full members. The Mayor's Office for Policing and Crime (MOPAC), British Transport Police and the City of London Police Committee are also a full members. The associate (non-voting) members are Jersey Police Authority and Defence Police Committee.

Police and Crime Commissioners have an important contribution to make in ensuring an efficient and effective police service for the people in their local policing areas. The Association of Police and Crime Commissioners supports its members to achieve this by enabling Commissioners to come together to provide leadership at the national level, to affect change locally. This is achieved by:

- o Assisting with developing policy positions and to influence change across the entire policing and criminal justice landscape.
- o Supporting its members to engage and forge new relationships with national stakeholders and delivery partners.
- o Supporting Commissioners to share good practice, procure services, and identify ways to achieve efficiencies through working together.

The Association is supported by a small, focused team of policing policy and communication professionals with a wide range of experience of representing the interests of local police governance bodies at a national level.

Fundamental to this added value is bringing PCCs together to share best practice and ideas and to engage directly with relevant national figures. General meetings are held four - five times per annum and have developed into a form that is valued by both members and national stakeholders. The Association, in partnership with the National Police Chief's Council, runs an annual two-day Summit in November to give Commissioners and Chief Constables the opportunity to come together and discuss issues of national and local concern with wider policing and partner organisations. Eight Standing Groups have been formed allowing Commissioners to develop detailed policy positions on a range of areas to inform best-practice and shape national policy. The Association has continued to invest in internal communication by creating a member's website as means to share information and ensure that members are kept informed about national proposals and developments.

The Association has maintained constructive relationships with other key players in the policing and criminal justice fields, such as the Home Office, Ministry of Justice, College of Policing, National Crime Agency, NPCC, Staff Associations and Unions and HMIC.

DIRECTORS

The directors shown below have held office during the whole of the period from 1 April 2015 to the date of this report.

Ms V Baird
S D Duckworth
Mrs J R Mulligan

**The Association Of Police And Crime
Commissioners**

**Report of the Directors
for the year ended 31 March 2016**

DIRECTORS - continued

Other changes in directors holding office are as follows:

N K Alston - resigned 13 October 2015
R W Ball - resigned 21 July 2015
I B Johnston - resigned 24 July 2015
A J Lloyd - resigned 15 July 2015
M Burns-Williamson - appointed 15 July 2015
D E Lloyd - appointed 13 October 2015
W G Roddick - appointed 13 October 2015
M J Surl - appointed 13 October 2015

The Board of Directors is elected annually and provides strategic direction to the work of the Association; represents the Association in negotiations with government, NPCC and other bodies; and has power to take executive decisions on urgent matters.

The Chair rotates on an annual basis. From July 15th 2014, the Chair was Nick Alston (Police and Crime Commissioner for Essex). At our AGM on October 14th 2015, the Chair transferred to Winston Roddick (Police and Crime Commissioner for North Wales). As Winston Roddick did not contest the 2016 PCC election, the Board elected Martin Surl (Police and Crime Commissioner for Gloucestershire) as Chair until the next AGM on July 21st 2016.

Constitution

The company is limited by guarantee and as such has no issued share capital. The liability of each member in the event of winding up is limited to £1.

APCC General Meetings

The main business of the Association is conducted General Meetings, which takes place at least four times a year.

STATEMENT AS TO DISCLOSURE OF INFORMATION TO AUDITORS


So far as the directors are aware, there is no relevant audit information (as defined by Section 418 of the Companies Act 2006) of which the company's auditors are unaware, and each director has taken all the steps that he or she ought to have taken as a director in order to make himself or herself aware of any relevant audit information and to establish that the company's auditors are aware of that information.

AUDITORS

The auditors, Barnes Roffe LLP, will be proposed for re-appointment at the forthcoming Annual General Meeting.

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

ON BEHALF OF THE BOARD:


.....
M J Surl - Director

Date: 21/7/2016

**The Association Of Police And Crime
Commissioners**

**Statement of Directors' Responsibilities
for the year ended 31 March 2016**

The directors are responsible for preparing the Directors' Report and the financial statements in accordance with applicable law and regulation.

Company law requires the directors to prepare financial statements for each financial year. Under that law the directors have elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law).

Under company law the directors must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the company and surplus or deficit of the company for that period. In preparing those financial statements, the directors 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 company will continue in business.

The directors are responsible for keeping proper accounting records that are sufficient to show and explain the company's transactions with reasonable accuracy at any time the financial position of the company and to enable them to ensure that the financial statements comply with the Companies Act 2006.

They are also responsible for safeguarding the assets of the company and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

So far as each of the directors is aware, there is no relevant information that has not been disclosed to the company's auditors and each of the directors believes that all steps have been taken that ought to have been taken to make them aware of any relevant audit information and to establish that the company's auditors have been made aware of that information.

**Report of the Independent Auditors to the Members of
The Association Of Police And Crime
Commissioners**

We have audited the financial statements of The Association Of Police And Crime Commissioners for the year ended 31 March 2016 on pages seven to twelve. The financial reporting framework that has been applied in their preparation is applicable law and the Financial Reporting Standard for Smaller Entities (effective January 2015) (United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities).

This report is made solely to the company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the company's members those matters we are required to state to them in a Report of the Auditors and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the company and the company's members as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of directors and auditors

As explained more fully in the Statement of Directors' Responsibilities set out on page four, the directors are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view. Our responsibility is to audit and express an opinion on the financial statements in accordance with applicable law and International Standards on Auditing (UK and Ireland). Those standards require us to comply with the Auditing Practices Board's Ethical Standards for Auditors.

Scope of the audit of the financial statements

An audit involves obtaining evidence about the amounts and disclosures in the financial statements sufficient to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or error. This includes an assessment of: whether the accounting policies are appropriate to the company's circumstances and have been consistently applied and adequately disclosed; the reasonableness of significant accounting estimates made by the directors; and the overall presentation of the financial statements. In addition, we read all the financial and non-financial information in the Report of the Directors to identify material inconsistencies with the audited financial statements and to identify any information that is apparently materially incorrect based on, or materially inconsistent with, the knowledge acquired by us in the course of performing the audit. If we become aware of any apparent material misstatements or inconsistencies we consider the implications for our report.

Opinion on financial statements

In our opinion the financial statements:

- give a true and fair view of the state of the company's affairs as at 31 March 2016 and of its surplus for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice applicable to Smaller Entities; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Opinion on other matter prescribed by the Companies Act 2006

In our opinion the information given in the Report of the Directors for the financial year for which the financial statements are prepared is consistent with the financial statements.

**Report of the Independent Auditors to the Members of
The Association Of Police And Crime
Commissioners**

Matters on which we are required to report by exception

We have nothing to report in respect of the following matters where the Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of directors' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the directors were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemption from the requirement to prepare a Strategic Report or in preparing the Report of the Directors.



Ben Bradley (Senior Statutory Auditor)
for and on behalf of Barnes Roffe LLP
Chartered Accountants & Statutory Auditors
Charles Lake House
Claire Causeway
Crossways Business Park
Dartford
Kent
DA2 6QA

Date: 10/08/2016

**The Association Of Police And Crime
Commissioners (Registered number: 05214716)**

**Balance Sheet
31 March 2016**

	Notes	2016 £	2015 £
FIXED ASSETS			
Tangible assets	5	51,699	51,217
CURRENT ASSETS			
Debtors	6	311,174	493,540
Cash at bank		819,649	664,933
		<u>1,130,823</u>	<u>1,158,473</u>
CREDITORS			
Amounts falling due within one year	7	(168,840)	(362,090)
NET CURRENT ASSETS		<u>961,983</u>	<u>796,383</u>
TOTAL ASSETS LESS CURRENT LIABILITIES		1,013,682	847,600
PENSION LIABILITY	10	(453,000)	(526,000)
NET ASSETS		<u><u>560,682</u></u>	<u><u>321,600</u></u>
RESERVES			
Other reserves	9	(453,000)	(526,000)
Income and expenditure account	9	1,013,682	847,600
		<u>560,682</u>	<u>321,600</u>

The financial statements have been prepared in accordance with the provisions of Part 15 of the Companies Act 2006 relating to small companies and with the Financial Reporting Standard for Smaller Entities (effective January 2015).

The financial statements were approved by the Board of Directors on 21/7/2016 and were signed on its behalf by:


.....
M J Surl - Director

Notes to the Financial Statements
for the year ended 31 March 2016

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention and in accordance with the Financial Reporting Standard for Smaller Entities (effective January 2015).

Turnover

Income represents subscriptions, grants, sponsorship and other contributions and are accounted for when the company is entitled to receipt.

Tangible fixed assets

Tangible fixed assets are stated at cost less depreciation.

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

Leasehold improvements	- over the period of the lease
Computer equipment	- over a period of 3 years
Fixtures, fittings and equipment	- over a period of 5 years

Pension costs and other post-retirement benefits

The pension costs charged in the financial statements represent the contributions payable by the company during the year in accordance with FRS 17.

Operating leases

Rentals under operating leases are charged to the profit and loss account on a straight line basis over the lease term

2. OPERATING SURPLUS

The operating surplus is stated after charging:

	2016	2015
	£	£
Depreciation - owned assets	19,255	14,094
Auditors' remuneration	4,650	4,500
Pension costs	77,386	55,687
	<u> </u>	<u> </u>
Directors' remuneration and other benefits etc	8,000	8,000
	<u> </u>	<u> </u>

3. INTEREST RECEIVABLE AND SIMILAR INCOME

	2016	2015
	£	£
Deposit account interest	3,042	5,872
	<u> </u>	<u> </u>

4. TAXATION

The company is limited by guarantee, without a share capital, and, as a local authority association has been treated as exempt from taxation under section 519 ICTA 1988.

Notes to the Financial Statements - continued
for the year ended 31 March 2016

5. TANGIBLE FIXED ASSETS

	Land and buildings £	Plant and machinery etc £	Totals £
COST			
At 1 April 2015	20,988	46,358	67,346
Additions	-	19,737	19,737
At 31 March 2016	<u>20,988</u>	<u>66,095</u>	<u>87,083</u>
DEPRECIATION			
At 1 April 2015	4,197	11,932	16,129
Charge for year	4,198	15,057	19,255
At 31 March 2016	<u>8,395</u>	<u>26,989</u>	<u>35,384</u>
NET BOOK VALUE			
At 31 March 2016	<u>12,593</u>	<u>39,106</u>	<u>51,699</u>
At 31 March 2015	<u>16,791</u>	<u>34,426</u>	<u>51,217</u>

6. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade debtors	7,762	81,355
Other debtors	303,412	412,185
	<u>311,174</u>	<u>493,540</u>

7. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2016 £	2015 £
Trade creditors	85,044	36,124
Taxation and social security	17,869	13,907
Other creditors	65,927	312,059
	<u>168,840</u>	<u>362,090</u>

8. OPERATING LEASE COMMITMENTS

At 31 March 2016 the company was committed to making the following payments under non-cancellable operating leases in the year to 31 March 2017:

	2016 £	2015 £
Expiring: Between one and five years	<u>60,093</u>	<u>60,093</u>

**The Association Of Police And Crime
Commissioners**

**Detailed Income and Expenditure Account
for the year ended 31 March 2016**

	2016		2015	
	£	£	£	£
Turnover				
Membership Fees	884,000		888,375	
Other Income	148,611		397,152	
Recharges	145,176		89,550	
Office Space Rental	15,000		-	
Donations	80,551		-	
		1,273,338		1,375,077
Cost of sales				
Other direct costs	42,499		-	
Conference Costs Rechargeable	394		-	
		42,893		-
GROSS SURPLUS		1,230,445		1,375,077
Other income				
Deposit account interest		3,042		5,872
		1,233,487		1,380,949
Expenditure				
Rent	85,962		68,707	
Rates and water	12,000		5,825	
Insurance	9,839		4,741	
Depreciation of tangible fixed assets	19,255		14,095	
Directors' (members) salaries	8,000		8,000	
Wages	545,690		441,270	
Social security	56,676		43,114	
Pensions	77,386		55,687	
Staff training	5,093		6,607	
Telephone	18,082		11,459	
Post and stationery	(1,081)		3,504	
Advertising	2,847		13,821	
Travelling (staff and members)	5,357		20,767	
Recruitment expenses	16,403		18,362	
IT software & consumables	14,621		11,781	
Repairs and renewals	45		3,722	
HR services	5,201		7,302	
Household and cleaning	8,396		6,006	
Research & consultancy	15,045		51,212	
Tribunal costs	-		(24,735)	
Meeting costs	21,512		21,525	
Sundry expenses	1,601		3,814	
Temporary & agency staff	70,328		86,564	
ACPO rent contribution	-		314,444	
Storage and removal	-		(251)	
Accountancy	21,168		15,750	
Attendance at Conferences	2,327		-	
Conference Costs	5,217		-	
Legal fees	60,740		10,671	
Auditors' remuneration	4,650		4,500	
Entertainment	7		-	
Carried forward	1,092,367	1,233,487	1,228,264	1,380,949

This page does not form part of the statutory financial statements

**The Association Of Police And Crime
Commissioners**

**Detailed Income and Expenditure Account
for the year ended 31 March 2016**

	2016		2015	
	£	£	£	£
Brought forward	1,092,367	1,233,487	1,228,264	1,380,949
Bad debts	-		7,323	
	<u>1,092,367</u>	<u>1,092,367</u>	<u>1,235,587</u>	<u>1,235,587</u>
		141,120		145,362
Finance costs				
Bank charges		4,038		3,458
		<u>137,082</u>		<u>141,904</u>
Other finance income/costs				
Interest on pension scheme liabilities		17,000		8,000
		<u>120,082</u>		<u>133,904</u>
NET SURPLUS		<u><u>120,082</u></u>		<u><u>133,904</u></u>