

# **Royal Ulster Constabulary GC Foundation**

**Report for the period 1<sup>st</sup> April 2006 to 31<sup>st</sup> March 2007**

**Our Patron:**

**HRH The Prince of Wales**

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## **CHAIRMAN'S REPORT**

### **Background**

The Annual Report and Statement of Account contains the financial out-turn of the George Cross Foundation for the year ended 31 March 2007.

The Annual Report and Statement of Account have been prepared in accordance with: - the Accounts Direction given by the Secretary of State for Northern Ireland in accordance with Article 11 of the Royal Ulster Constabulary G C Foundation Regulations 2002 and, where appropriate the Statement of Recommended Practice 2005 (SORP) 'Accounting and Reporting by charities'; and follows the requirements of the Government Financial Reporting Manual (FRM).

### **Statutory Basis and Objectives**

The Royal Ulster Constabulary George Cross Foundation was created by virtue of Section 70 of the Police (Northern Ireland) Act 2000 for the purpose of "marking the sacrifices and honouring the achievements of the Royal Ulster Constabulary".

The Northern Ireland Office is responsible for the recruitment of Trustees who are appointed by the Secretary of State. The Chairman, who is responsible for the induction and where necessary the training of new trustees is the sole office-bearer and is appointed by the Secretary of State.

Organizationally the Foundation is headed by the Chairman to whom the five remaining Trustees are responsible and has an office staff of two employees who report to the Chairman.

The Chairman, who is also the Accounting Officer attends on most days and chairs all meetings of the Trustees. All decisions are made at the Board of Trustees meetings with the exception of ordinary routine matters which are dealt with by the senior member of the two-strong staff.

The Foundation has management responsibility for the RUC GC Garden and a new purpose built museum to be erected beside it. It supports the professional development of serving police officers and undertakes joint initiatives with the various Groups/Associations within the RUC family. The Royal Ulster Constabulary G C Foundation's charity Number is XR80453.

## **Chairman and Trustees**

### **Jim McDonald, CBE, LVO, JP, DL (Chairman)**

Jim lives in Belfast and is a former Chief Officer of the Labour Relations Agency. He is the Independent Assessor of the Military Complaints Procedures in Northern Ireland. He has a background in working with young people having worked with The Prince's Trust for some 25 years. He has experience of consumer affairs and as a qualified Accountant was awarded an MSc in Social Policy from the University of Ulster.

### **Kate Carlisle, MBE, ex Superintendent**

Kate Carlisle served in the Royal Ulster Constabulary GC for 32 years retiring as a Superintendent, in the role of Sub Divisional Commander in June 1995. She held many posts within the RUC and for several years had responsibility for Management Training of Sergeants, Inspectors and Chief Inspectors. She attended several courses at Police Colleges in England, including CID and Command Courses.

She is married and has one daughter and her interests extend from music, gardening and foreign travel to walking. She is on the Board of Directors of the Police Fund of Northern Ireland, and was for many years the chairman of the RUC Ladies Choir.

### **Freddie Hall, OBE, QGM, BA, MA, MCIPD**

Freddie Hall served in the Royal Ulster Constabulary GC for 32 years, retiring as an Assistant Chief Constable in March 2001. He held various command posts across Northern Ireland as well as Personnel, Training and Detective appointments at Headquarters. He holds a BA degree in Public Administration and a MA degree in Legal Studies. Mr Hall was awarded the Queen's Gallantry Medal in 1977 and the OBE in 1997.

During his service Mr Hall attended Staff College courses in the UK and USA and served on the Directing staff of the National Police College at Bramshill, England. He also spent an attachment to US Police Departments and has studied policing methods in Holland, Belgium, Denmark, Sweden, Italy, France, Germany, Austria and Cyprus. He now works as a Training Consultant.

He is a married man with four children, aged 22 – 31 years. His interests include church events, foreign travel, rambling and sport. He is also a past Chairman and now a "Life-member" of the RUCGC Historical Society.

Professor Dame Geraldine Keegan, an educationalist

Dame Geraldine recently retired from the Headship of St Mary's College, Derry. During her career, she worked as a senior lecturer in Teacher Training and as Deputy Director of the Northern Ireland Centre for Education Management.

As well as working in the field of education, she holds membership of a number of public and professional bodies, including Northern Ireland representative on the UK Board of Investors in People. She has recently completed a four-year term as Pro-chancellor of the University of Ulster and was appointed a Visiting Professor in Education at the University of Ulster in June 2001.

Because of the success of the school, she is a frequent speaker at conferences worldwide.

In 1995, she was awarded an OBE for "services to education" and was made a Dame in 2000.

Bertha McDougall, OBE

Bertha is the widow of part-time Reservist Lindsay McDougall, was educated at Methodist College, Belfast and returned to higher education to train as a teacher having taken a break to raise her three sons.

She was a primary school teacher for fifteen years before being seconded to the Northern Ireland Council for Educational Development where she was co-ordinator for EMU (Education for Mutual Understanding) in cross community projects. Her last position was as Principal Officer with the Council for Curriculum Examinations and Assessment (CCEA).

In October 2005 Bertha was appointed as the interim commissioner for victims and survivors for a period of one year.

Her interests are church, singing and travelling.

Trevor Ringland, a Belfast solicitor

Trevor Ringland was educated at Larne Grammar School and Queen's University, Belfast. Both his father and grandfather served in the RUC.

He played rugby for Ulster, Ireland and British Lions and is a current member of the Sports Council for Northern Ireland. He is a founding member of SPARKS (Sporting Partners of Action Research).

Trevor is a Non Executive Director of the Independent News & Media (N.I.) Ltd, a Director of Ireland Funds, a member of the Ulster Unionist Party and the IRFU Charitable Trust.

He is a married man with three children.

### **Staff Roles**

Our staff consists of two secondees from the PSNI, one contract worker employed through an agency and 42 volunteer workers including six Trustees. The Foundation does not discriminate against staff on any grounds including disability.

### **Training and Development**

The Northern Ireland Civil Service provides a range of training and development courses for the full time staff and the Foundation in conjunction with PRRT (Police Retraining and Rehabilitation Trust) provides training opportunities focused on the needs of our Volunteer guides. At least once a year an 'Away Day' is held for Trustees, Staff and Volunteers to allow the organisation to exchange views and ideas and thereby consolidate. Development of serving officers in the PSNI is enhanced through the Foundation's Bursary Scheme where grants are made by a sub-committee of Trustees chaired by the Foundation Chairman. The Board of Trustees confirms recommendations regarding grants. The Board of Trustees following consultation with the Chief constable's management team and other interested parties selects the subject of the awards each year. Short-listing is carried out by the sub-committee and those candidates short-listed are then interviewed. A current serving police officer is assigned to act as an independent member of the interview panel.

### **Consultation**

Consultation with the police family and other interested parties is carried out through formal meetings with the various groups and by the Trustees who attend a wide range of church services and other functions throughout the Province. The Foundation is committed to developing each member of staff so that all reach their potential. It promotes and maintains effective communication and consultation with its staff in order to create and sustain good morale within the office. Team building is achieved by holding joint training sessions involving staff wherever possible, having regular staff meetings and by the issuing of written guidance.

### **Report and Accounts**

In accordance with Article 11 of the Royal Ulster Constabulary GC Foundation Regulations 2002 together with the accounts direction given by the Secretary of State, the Foundation is charged with preparing its annual accounts to give a true and fair view of the income, expenditure and cash flow for the financial year, and the state of affairs at the year-end. The accounts are required to be prepared in accordance with the Financial Reporting Manual, and the Accounting and Disclosure requirements of the Statement of Recommended Practice (SORP), "Accounting and Reporting by Charities" to the extent that such requirements

are deemed appropriate and other guidance which the Treasury may issue from time to time in respect of accounts which are necessary to give a true and fair view.

The accounts are audited by the National Audit Office. Audit fees for 2006-07 are set at £3,000.

### **Disclosure to Auditors**

As accounting officer, I am not aware of any relevant audit information of which the Foundation's auditors are unaware. I have taken all reasonable steps to make myself aware of any relevant audit information and to establish that the Foundation's auditors are made aware of that information.

### **Principal Risks**

The Foundation has conducted a risk analysis which examined the risks to the range of activities of the organisation and the delivery of its objectives. The main risks are seen as :-

- **Personnel:** The danger of losing key staff, with the associated loss of expertise and experience.
- **Reputation:** The danger that the Foundation might be seen as partisan in its approach.
- **External Relations:** The danger that outside agencies may fail to co-operate with the Foundation and that the Foundation may become involved in protracted negotiations which may delay the publication of reports.
- **Community Relations:** The danger that voluntary and community-based groups may be unwilling to engage with the Foundation.

In each of the above, together with other less likely but potentially damaging risks, the Foundation has put in place contingency plans to reduce or negate any impact on its activities.

### **Register of Interests**

Trustees are required to provide information of personal or business interests that might be perceived by a reasonable member of the public to influence their judgement in the exercise of their public duties.

This Register is maintained by the Chairman and is available for public inspection.

### **Health and Safety**

The areas for which the Foundation has responsibility are all contained within the confines of the Police Service for Northern Ireland's Headquarters and as such all matters concerning Health and Safety are covered by the policies of the PSNI in this regard.



### **Future Developments**

The Foundation has had completed a feasibility study to examine the case for our new museum. The police family and other stakeholders have been consulted about the results of this study.

In conjunction with this proposal an oral history project has been piloted. A funding bid has been made both to Central Government and the Heritage Lottery Fund.

Both these projects are essential in the view of the Trustees and our advisors in achieving our primary objective of “marking the sacrifices and honouring the achievements of the Royal Ulster Constabulary”.

## **MANAGEMENT COMMENTARY**

### **Financial Review**

The Royal Ulster Constabulary George Cross foundation is partially funded by the Northern Ireland Office. The total income for the 12 month period was £178,302.

The Foundation prepares estimates and receives a budget to cover Capital, Administrative and Payroll costs.

The Foundation's accounts for the year ended 31 March 2007 have been prepared on an accruals basis. The net incoming resources for the period is £27,190 (2005/06 - £15,805). Details of the reconciliation of unrestricted funds is given in Note 9 to the accounts.

The Foundation supports the prompt payment initiative in accordance with the Confederation of British Industry (CBI) "Better Payment Practice Code". The target is for payment to be made within agreed payment terms or 30 days of receipt of invoices not in dispute for goods and services. The most recent prompt payment survey for 2006-2007 showed that 100% of invoices were paid in accordance with the terms of this code.

The Foundation's Fixed Assets consist principally of its I.T. (Computer) equipment and software.

## **ACTIVITIES**

During the year to 31 March 2007 the Trustees have held twelve meetings representing a contribution of some 120 hours in total and as individuals, representing the Foundation, have also attended a large number of ceremonial, welfare and social events.

In line with the Foundation's Business Plan for the year a Stakeholder's Group representing the many facets of the RUC Family was set up under the Chairmanship of Leslie Busby, MBE. This group provides a useful source for consultation and ideas.

### **Royal Ulster Constabulary GC Garden**

During this year 3,702 visitors have been to the Garden, bringing the total since the official opening on 2<sup>nd</sup> September 2003 to 14,228.

The Foundation continues to be indebted to the twenty-one volunteer Guides who contributed 500 hours escorting visitors around the Garden, explaining the events on the History Trail and the symbolism of the design of the sculptures. The Guides readily assisted with other events at the Garden and also with stewarding at the annual 'RUC GC Day' Service. During the year some of the Guides attended regularly as members of the group of volunteers who assisted with gardening duties during the summer. The foundation is indebted to this group for their work which included the re-planting of flower borders, trimming of shrubs, bulb planting, maintenance of the stream and general weeding and tidying tasks throughout the Garden.

Visitors to the Garden have included:-

21 April – Board Members of the Museums and Galleries of Northern Ireland.

24 April – Councillors from Castlereagh Borough Council.

25 April – 7 Officials of the Government of the Island of Malta.

27 April – DCU Commanders and PSNI Heads of Departments.

24 May – Members of the Management of the Police Dependents' Trust.

20 June – Secretary of State for Northern Ireland, Rt. Hon. Peter Hain.

6 September – Parliamentary Permanent Secretaries.

13 September – Minister of State for Security – Mr Paul Goggins.

26 September – DCU Commanders and PSNI Heads of Departments.

5 December – Members of the Northern Ireland Affairs Committee, Westminster with their Chairman, Sir Patrick Cormack.

In addition, throughout the year many Police Officers from Forces representing all parts of the world have taken the opportunity to visit the Garden while attending Conferences or Courses with PSNI.

### **Bramshill – National Police Training College**

A lunch was held in the RUC GC Room at Bramshill on 1<sup>st</sup> June to coincide with RUC GC Day. This was attended by the Chairman of the Trustees, Jim McDonald and Freddie Hall, together with four other guests from the RUC GC family in Northern Ireland.

### **RUC GC Day**

The fourth Annual “RUC GC Day” inter-denominational Service, organised by the RUC GC Foundation, was held on Sunday 4 June 2006 in St. Anne’s Parish Church, Dungannon, led by representatives of the four main church denominations.

Rev. Dr. Ken Newell, OBE gave the address, and this was warmly received by a congregation of approximately 800, which included the Lord Lieutenant for Co. Tyrone and other distinguished guests. It was again a privilege to have members of the Victoria Cross and George Cross Association worldwide in attendance.

The Offering, in aid of the RUC Benevolent Fund, amounted to £3,175.00

The Foundation is indebted to the Minister of St. Anne’s Church, Canon Swann, the Select Vestry and the ladies of the congregation for all their assistance in the planning of the event and the provision of refreshments after the service.

### **VC & GC Association**

This Association celebrated the 150<sup>th</sup> Anniversary of the inception of the Victoria Cross with a number of events in London in late June. A large group representing the RUC GC Foundation and various branches of the RUC GC family attended the Anniversary Service at Westminster Abbey in the presence of H.M. The Queen and other distinguished guests. Representatives also attended other events in London, which were held to mark this special Anniversary.

### **National Police Memorial Day**

One of the highlights of the year took place on Sunday 1 October when the Annual Service remembering all U.K. Police Officers killed in the line of duty took place in Belfast. This was the third annual service and thousands of police officers and family members of officers who gave their lives in service filled the Waterfront Hall. The service included musical items by the choirs of Methodist

College, St. Malachy's College, PSNI Ladies Choir and the Police Male Voice Choir. As part of the Act of Remembrance the children of four officers representing each of the four home countries lit candles. The Northern Ireland candle was lit by John Martin, whose father, Inspector John Martin was killed in a bomb explosion at Jordanstown Polytechnic College in 1983.

In connection with the service the Foundation arranged for the Garden to be open over the weekend for those visiting from the U.K. mainland and approximately 250 people availed of this facility. The Trustees, Staff and Guides and their partners, represented the Foundation at this service.

### **Foundation Standard**

During the National Police Memorial Day service the Queen's Colour and the RUC GC Standard were carried to the platform. The RUC GC Standard was carried by Barry Brewster, a member of Newtownards Branch of the RUC GC Association.

Permission was granted by The Royal British Legion for the Standard to be included in the muster during the Festival of Remembrance in the Royal Albert Hall, London on Saturday 11<sup>th</sup> November 2006. Ex-RUC GC Inspector Desmond McCormac, who had been the Foundation's Standard-bearer in 2005 at the Northern Ireland Branch, British Legion Festival in the Waterfront Hall once again performed his duties with assurance. Trustees, members of staff, many ex-members and friends of the Foundation were in attendance to witness this event.

### **Remembrance**

The Northern Ireland Branch, British Legion's Festival of Remembrance took place at the Waterfront Hall on Saturday 4 November. This was attended by a large group of Trustees, staff and guides and was greatly enjoyed by all those present. The Foundation standard was again paraded at this event.

Approximately 100 people, made up of serving officers and civilian staff from Police HQ at Brooklyn, attended a short informal service of Remembrance held in the RUC GC Garden on Friday 10 November. Canon Desmond McCreery led the service, which included prayers and the two-minute silence at 11 am. Mrs Cathleen Carlisle, a Trustee of the RUCGC Foundation, laid a wreath on behalf of the Trustees. The Chief Constable of PSNI, Sir Hugh Orde laid a wreath on behalf of the PSNI, while Joe Rawson laid a wreath on behalf of the volunteer Guides.

Arrangements were also made for the RUC GC Garden to be open on Remembrance Sunday 12 November, allowing access for anyone wishing to visit. Around 50 people, mostly relatives and families of those remembered in the Garden, availed of this facility.

A 40 strong group drawn from the RUC GC Association Branches again took part in the Remembrance Day Parade at Whitehall on Sunday 12 November

2006. A group of RUC GC Widows also attended the opening of the Field of Remembrance by H.M The Queen at Westminster Abbey on Thursday 9 November.

### **Bursary Scheme 2005**

The awards for the 2005 Bursaries were presented at a ceremony held in the Ulster University, Jordanstown Campus on 22nd September 2006. Certificates were presented to each of the participants: Con. Andrew Barrett, D/Insp. John McVea and Con. Martin Reid, by Professor Bill Clarke, Provost of the University. The recipients of the bursaries then made short presentations to an audience, which included Senior Officers from the PSNI, representatives of local ethnic community groups and leading academics.

### **Bursary Scheme 2006**

The theme for 2006 - the fourth year of the RUC GC Foundation Bursary Awards - was 'Police and Community initiatives to reduce the fear of crime.' The competition attracted 20 applications from which a short list for interview was formed and Awards were made to the following officers:-

**Constable Colin Downey, IIB Intelligence Cell**, who researched 'Operation Breakthrough' in Hong Kong. 'Operation Breakthrough' aims to help teenagers from disadvantaged backgrounds, without parental support or from dysfunctional families, who have either been arrested by the police for minor offences or have been identified by schools or social workers as being at-risk. Many are recent immigrants from China and have difficulty in becoming assimilated within a new culture. The project operates in partnership with the Hong Kong Police and Hong Kong Rugby Football Union using rugby and boxing as the focus of interest for the young people.

**Sergeant Julie Ferguson, PSNI Ardmore**, who travelled to, and actively observed two police forces; Surrey and Boston, to research their citizen focused Police Service. Surrey Police have adopted the mission of 'Customer Service Excellence'. An initiative was introduced to improve the levels of customer satisfaction which involved training their staff on customer service, City of Boston Police have adopted the mission 'Police and Community sharing responsibility to ensure safe, secure and liveable neighbourhood'.

**D/Inspector Gary Mullan, CJ2 Community Safety Branch, Knocknagoney**, who undertook a research study tour in San Diego, California, U.S.A. to explore the mechanisms adopted not only by the City of San Diego Police Department but also a variety of community based support agencies that work in the field of adult protection.

**Constable Michael Tinkler, BRC, Castlereagh**, who worked with the International Organisation for Migration in its field office in the Balkans, known as the hub of human trafficking for eastern Europeans and established the present scale of the problem of trafficking. There has been in the past few years a marked increase in the number of foreign nationals, particularly from Eastern Europe, working within Northern Ireland. At times these people can be elusive, secretive and in fear of the police. This may be due to the fact that they are illegal immigrants or the victims of trafficking.

### **Bursary Scheme 2007**

The theme chosen for 2007, after consultation with Senior Management of PSNI and members of the Policing Board, is 'Police and Community initiatives to protect the elderly in society'.

### **Christmas Reception**

This was held at Newforge Country Club on Thursday 30 November 2006 and was attended by approximately 80 members of the wider police family. These included the Volunteer Guides as well as representatives of the DPOA, NIRPOA, Widows' Association, Parents' Association and branches of the RUC GC Association. The Deputy Chief Constable of the PSNI, Mr Paul Leighton and other senior officers also attended the event.

### **Honours and Awards**

The Foundation was pleased to note the following awards.

New Year's Honours List: -

- OBE - Mrs Bertha McDougall, Trustee, RUC GC Foundation and Interim Victims' Commissioner.
- MBE - Mrs Wilma Carson, Chairperson, RUC GC Widows' Association.  
Mr Robert Fyffe, Fermanagh Voluntary Welfare Group

### **Diaries**

The Foundation once again produced Diaries for 2007. The Northern Ireland Diary again formed the basis with an additional page of information regarding the Foundation. The cover again illustrated the crest of the Foundation picked out in gold on a dark green cover.

### **Annual Police Male Voice Choir Concert**

The venue for this event in 2007 was the Assembly Hall at the Spires Centre as the usual venue of the Ulster Hall was unavailable due to renovation work. The Foundation again hosted a reception on Friday 23 March which was attended by representatives of various organisations with links to the Foundation.

### **Proposed New Police Museum**

Funding has been obtained from the Heritage Lottery Fund for audience development research to be carried out in relation to the siting of the proposed museum. Early approval in principle by the NIO for use of the Knock Road site is awaited with consequent financial approval to follow.

### **Oral History Project**

A pilot scheme was completed during which 30 former police officers were interviewed. This proved to be a valuable educational tool in relation to the project. The Foundation is currently seeking funding from the Heritage Lottery Fund to enable full and wide-ranging interviews to be conducted which it is hoped will provide a comprehensive oral history of policing in Northern Ireland.

### **Certificates of Appreciation**

During the year Certificates were presented to the following who have given outstanding service or support to the RUC GC :-

Winnie Hobson, Armagh Voluntary Welfare Group

Ken Lindsay, NIO

Ronnie Lurring, Lisburn Voluntary Welfare Group

Rev. Jack Richardson, Hillhall Presbyterian Church

Lord Eames, Archbishop of Armagh, Primate of All Ireland.

### **Media and Publicity**

Representatives of the Foundation joined with the Police Rehabilitation and Re-training Trust in staffing publicity stands at three "Open Days" held at Maryfield, Enniskillen and Coleraine. These provided an opportunity to inform members of the wider police family of the work of the Foundation and proved to be extremely useful.

A booklet entitled "This Brave and Resolute Stand" was launched by the Foundation in November. This publication records facts and figures relating to the work of the Royal Ulster Constabulary through the years of "The Troubles". The content of the booklet was researched by Raymond Orr and the booklet was designed by a small group under the leadership of Freddie Hall and Trevor Ringland, Trustees of the Foundation.



## **Other Events**

Trustees and staff of the Foundation were privileged to attend and support a wide range of ceremonial, social, welfare and religious events organised throughout the year both in different parts of the Province and further afield. These included:

- 1) Royal Ulster Constabulary Athletic Association:- 6 April 2006 - Annual Dinner at which the Foundation "Hall of Fame" Trophy was presented.
- 2) Hillsborough Castle:- 22 April 2006 – A reception hosted by Shaun Woodward, N.I. Security Minister. Members of the RUC GC Widows' Association and representatives of other groups within the RUC family were in attendance.
- 3) Newcastle & Kilkeel Voluntary Welfare Group: - 23 April 2006 - Annual Service, Mourne Presbyterian Church, Kilkeel.
- 4) Armagh Voluntary Welfare Group:- 23 April 2006 – Service of Praise and Thanksgiving, 1<sup>st</sup> Armagh Presbyterian Church.
- 5) Belfast City Council:- 24 April 2006 – Unveiling and Dedication of RUC window in Belfast City Hall after the addition of the George Cross logo.
- 6) Coleraine Branch RUC GC Association: - 7 May 2006 – Dedication of Standard, Christ Church, Castlerock.
- 7) Belfast City Council:- 8 May 2006 – Somme Anniversary Dinner in Belfast City Hall.
- 8) Hillsborough Castle:- 15 May 2006 –A small group of representatives of the RUC GC family attended the Secretary of State's Garden Party.
- 9) US National Law Enforcement Week:- 11-19 May 2006 – One Trustee attended various events based in Washington, USA.
- 10) Highgrove Gardens:- 31 May 2006 – A party of 25 representing the RUC GC family visited HRH The Prince of Wales' gardens at Highgrove.
- 11) Ballymena Branch, RUC GC Association: - 11 June 2006 – Service in West Presbyterian Church, Ballymena.
- 12) Buckingham Palace:- July 2006 – A small group of representatives of the RUC GC family attended a Garden Party hosted by HM The Queen.
- 13) Lichfield Cathedral:- 29 July 2006 – A Service of Prayer and Remembrance organised by the Police Unity Memorial Association.
- 14) National Memorial Arboretum:- 29 July 2006 – Dedication of the Ulster Special Constabulary Obelisk.
- 15) Police Training College, Garnerville:- 25 August 2006 – A Pipe Band Bannerette depicting the RUC Crest was presented to the Pipe-Major by the Chairman of the Trustees.
- 16) Metropolitan Police: - 7 September - Police Memorial Service, Hendon.
- 17) Hillsborough Castle: - 30 September 2006 – Reception for visitors during National Police Memorial Weekend.

- 18) Ballymena Branch, RUC GC Association: - 15 October 2006 – Service and Dedication of Plaque in Glenarm Parish Church.
- 19) Foundation Boardroom: - 17 January 2007 – A small party for retired member, Alex McCord's 100<sup>th</sup> Birthday was held. This had been arranged in conjunction with Strandtown Welfare Group.
- 20) RUCGC Widows' Association: - 23 February 2007 – Annual Dinner held in Carrickfergus.

Signed \_\_\_\_\_

Date \_\_\_\_\_

## **REMUNERATION REPORT**

### **Remuneration Policy [Audited Information]**

The chairman and Trustees work on a purely voluntary basis and receive no remuneration. The two permanent staff seconded from the PSNI are subject to the same level of remuneration and terms and conditions of service within the general pay structure approved by the NIO. Note 1 to the accounts refers to the pension policy.

### **Service Contracts**

PSNI appointments are made in accordance with the PSNI Recruitment Code, which requires appointment to be on merit on the basis of fair and open competition but also includes the circumstances where appointments may otherwise be made.

The two permanent officials hold appointments, which are open ended until they reach the normal retirement age of 65. Early termination, other than for misconduct, would result in the individual receiving compensation as set out in the Civil Service Compensation Scheme.

Signed \_\_\_\_\_

Date \_\_\_\_\_

# **FINANCIAL REPORT YEAR ENDED 31 MARCH 2007**

## FINANCIAL AND ADMINISTRATIVE INFORMATION AT 31 MARCH 2007

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TRUSTEES:	Mr J McDonald Mrs C Carlisle Dame G Keegan Mr F Hall Mrs B McDougall Mr T Ringland	Chairman and Accounting Officer
PRINCIPAL OFFICE:	Brooklyn 65 Knock Road BELFAST BT5 6LE	
AUDITORS:	National Audit Office 157-197 Buckingham Palace Road Victoria LONDON SW1W 9SP	
PRINCIPAL BANKERS:	Northern Bank 520 Upper Newtownards Road BELFAST BT4 3HD	

## STATEMENT OF THE FOUNDATION AND ACCOUNTING OFFICER'S RESPONSIBILITIES

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Under Government's Accounting Rules the Foundation is required to prepare financial statements each year in the form and on the basis determined by the Secretary of State for Northern Ireland. The financial statements are prepared on an accruals basis and are required to show a true and fair view of the Foundation's state of affairs at the year end and of its income and expenditure for the financial year.

In preparing these accounts the Accounting Officer is required to :-

- observe the relevant accounting and disclosure requirements, and apply suitable accounting policies on a consistent basis;
- make judgements and estimates on a reasonable basis;
- state whether applicable accounting standards have been followed, and disclose and explain any material departures in the accounts; and
- prepare the accounts on a going concern basis.

The Accounting Officer for the Northern Ireland Office has appointed the Chairman of the Foundation as Accounting Officer. His responsibilities as Accounting Officer, including his responsibility for the propriety and regularity of the public finances, for keeping proper records and the safeguarding of the Foundation's assets are set out in the Financial Memorandum between the Northern Ireland Office and the Foundation.

# **STATEMENT OF INTERNAL CONTROL**

## **1. Scope of Responsibility**

As Accounting Officer, I have responsibility for maintaining a sound system of internal control that supports the achievement of the Royal Ulster Constabulary GC Foundation's policies, aims and objectives, whilst safeguarding the public funds and the Foundation's assets for which I am personally responsible, in accordance with the responsibilities assigned to me in Government Accounting.

In addition I have regular meetings with N.I.O. staff at which progress in achieving the Foundation's objectives.

In particular I exercise the following responsibilities:

On managing risk and resources –

- ensure that a system of risk management is maintained to inform decisions on financial and operational planning and to assist in achieving objectives and targets.
- ensure that an effective system of programme and project management and contract management is maintained.
- ensure that all public funds made available to the Foundation are used for the purpose intended by Parliament, and that such monies, together with the foundation's assets, equipment and staff, are used economically, efficiently and effectively.
- ensure that adequate internal management and financial controls are maintained by the Foundation, including effective measures against fraud and theft.
- maintain a comprehensive system of internal delegated authorities which are notified to all staff, together with a system for regularly reviewing compliance with these delegations.
- ensure that effective personnel management policies are maintained.

## **2. Purpose of the System of Internal Control**

The system of internal control is designed to manage risk to a reasonable level rather than to eliminate all risk of failure to achieve policies, aims and objectives; it can therefore only provide reasonable and not absolute assurance of effectiveness. The system of internal control is based on an ongoing process designed to identify and prioritise the risks to the achievement of the Foundation's policies, aims and objectives, to evaluate the likelihood of those risks being realised and the impact should they be realised, and to manage them efficiently, effectively and economically. The system of internal control has been in place in the Royal Ulster Constabulary George Cross Foundation for the year ended 31 March 2007 and up to the date of approval of the annual report and accounts, and accords with Treasury guidance.

### 3. Capacity to handle risk

As accounting Officer it is my duty to implement the risk management process including review of the process. My Board is kept apprised of the performance of staff in this area and staff are equally committed to the operation of this system.

### 4. Risk control Framework

Staff are involved in decisions relating to the possible impact of risk in ensuring that all public funds made available to the Foundation are used for the purpose intended by Parliament, and that such monies, together with the Foundation's assets, equipment and staff are used economically, efficiently and effectively.

### 5. Review of Effectiveness

As Accounting Officer, I also have responsibility for reviewing the effectiveness of the system of internal control. My review of the effectiveness of the system of internal control is informed by the work of the internal auditors and comments made by the external auditors in their management letter and other reports.

### 6. Internal Audit

The Foundation is subject to internal audit by a firm of Accountants which operates a series of internal audits on behalf of Government Departments and NDPB's. A report is prepared following the audit, a copy of which comes to me as Chairman and copies go directly to the Police Division at the N.I.O., the Head of Internal Audit N.I.O., and the Foundation's external auditors.

Signed \_\_\_\_\_

Date \_\_\_\_\_

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# Auditors' Report





STATEMENT OF FINANCIAL ACTIVITIES  
FOR YEAR ENDED 31 MARCH 2007

	Unrestricted Funds £	Restricted Funds £	Total Funds 2007 £	Total Funds 2006 £
<b>Incoming Resources (Note 2)</b>				
<i>Incoming Resources from generated funds</i>				
Voluntary Income	155,059	-	155,059	177,071
Investment Income	528	-	528	264
<i>Incoming Resources from charitable activities</i>	6,665	16,050	22,715	1,234
<b>Total Incoming Resources</b>	<u>162,252</u>	<u>16,050</u>	<u>178,302</u>	<u>178,569</u>
<b>Resources Expended (Note 3)</b>				
<i>Costs of generating funds</i>				
Costs of generating voluntary income	10,897	-	10,897	1,394
<i>Charitable activities</i>	102,193	-	102,193	129,423
<i>Governance Costs</i>	36,441	-	36,441	31,160
<b>Total Resources Expended</b>	<u>149,531</u>	<u>-</u>	<u>149,531</u>	<u>161,977</u>
Notional cost of Capital	1,581	-	1,581	787
<b>Net Incoming Resources for the Year</b>	11,140	16,050	27,190	15,805
Reversal of Notional Costs	<u>1,581</u>	<u>-</u>	<u>1,581</u>	<u>787</u>
Net movement in Funds	12,721	16,050	28,771	16,592
Total Funds Brought Forward	<u>30,789</u>	<u>-</u>	<u>30,789</u>	<u>14,197</u>
Total Funds Carried Forward	<u>43,510</u>	<u>16,050</u>	<u>59,560</u>	<u>30,789</u>

There were no recognised gains and losses other than the net movement in funds reported above.  
All amounts above relate to the continuing activities of the Royal Ulster Constabulary GC Foundation.

The notes on pages 29 to 37 form part of these financial statements

## BALANCE SHEET AT 31 MARCH 2007

	Notes	2007 £	2006 £
<b>FIXED ASSETS</b>			
Intangible Assets	5	450	675
Tangible Assets	6	4,713	7,863
		<u>5,163</u>	<u>8,538</u>
<b>CURRENT ASSETS</b>			
Prepayments	7	23,047	5,367
Cash at Bank		40,400	22,577
		<u>63,447</u>	<u>27,944</u>
<b>ACCRUALS:</b>	8	9,050	5,693
		<u>54,397</u>	<u>22,251</u>
<b>NET CURRENT ASSETS</b>		<u>54,397</u>	<u>22,251</u>
<b>TOTAL ASSETS LESS CURRENT LIABILITIES</b>		<u>59,560</u>	<u>30,789</u>
<b>NET ASSETS</b>		<u>59,560</u>	<u>30,789</u>
		=====	=====
<b>Financed by :- FUNDS</b>			
Unrestricted Funds	9	43,510	30,789
Restricted funds	10	16,050	-
<b>TOTAL FUNDS</b>		<u>59,560</u>	<u>30,789</u>
		=====	=====

The notes on pages 29 to 37 form part of these financial statements.  
The financial statements were approved by the Trustees and signed on their behalf by:

Accounting Officer \_\_\_\_\_

Date: \_\_\_\_\_

CASH FLOW STATEMENT FOR THE YEAR ENDED 31 MARCH 2007

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	Notes	2007 £	2006 £
Net Cash Inflow/(Outflow) from Operating Activities	12	17,823	19,027
<u>Capital Expenditure</u>			
Payments to acquire Fixed Assets.		-	<u>(2,900)</u>
Increase in Cash in the Year		17,823 =====	16,127 =====

The notes on pages 29 to 37 form part of these financial statements.

## 1. ACCOUNTING POLICIES

### (a) **Basis of Accounts.**

The financial statements have been prepared on an accruals basis in accordance with the Accounts Direction given by the Secretary of State for Northern Ireland and in accordance with Article 11 of the Royal Ulster Constabulary Foundation Regulations 2002. The accounts are prepared using the historic cost convention and follow the requirements of the Government financial Reporting Manual (FreM).

### (b) **Accounting Conventions.** The accounts have been prepared in accordance with:-

- (i) the accounting and disclosure requirements of the Statement of Recommended Practice 2005 (SORP) "Accounting and Reporting by Charities" to the extent that such requirements are appropriate to the Foundation and are in line with the requirements of the accounts Direction.
- (ii) Standards issued by the Accounting Standards Board.
- (iii) Disclosure and accounting requirements of the Treasury.
- (iv) The accounting and disclosure requirements of the Accounts Direction and conditions of grant issued to the Foundation by the Secretary of State for Northern Ireland.

### (c) **Income**

All income is accounted for on a receivable basis. Grant-in-Aid from the Treasury through the Northern Ireland Office unless for one-off specified purposes is allocated to the general fund and is taken to the Statement of Financial Activities for the year in which it relates. Bank interest is accounted for on an accruals basis.

### (d) **Resources Expended** – Expenditure is classified under the principal categories of charitable and other activities, rather than the type of expense in order to provide more useful information to users of the financial statements. Charitable expenditure and governance costs comprise direct expenditure including direct staff costs attributable to the activities. Where costs cannot be directly attributable they are allocated to the activities on an equally spread basis as the amount of money is considered small.

### (e) **Fixed Assets and Depreciation**

The cost of assets comprises purchase price plus installation charges where applicable. Assets (both tangible and intangible) are capitalised as Fixed Assets if they are intended for use on a continuous basis and their original purchase cost, on an individual or grouped basis, is £1,000 or more. Depreciation is calculated to write off the cost of Fixed Assets on the following basis:  
Computer Equipment & Software 25% on cost.

### (f) **Fund Accounting**

The Foundation has various types of funds for which it is responsible and which require separate disclosure. These are as follows:-

#### (i) **Restricted Funds**

Donations received which are designated by the donor for specific reasons. Such purposes are within the overall aim of the organisation.

#### (ii) **Unrestricted Funds**

Funds which are expendable at the discretion of the Foundation in furtherance of the objects of the Foundation.

#### (iii) **Designated Funds**

Funds which are expendable at the discretion of the Foundation and have been designated for a particular purpose.

**(g) Notional Charges**

A notional charge, reflecting the cost of capital utilised by the Foundation, is included in the operating costs. The charge is calculated at the government's standard rate of 3.5% in real terms using the average net book values of the assets and liabilities.

**(h) Value Added Tax**

The Foundation is not eligible to register for VAT and all costs are shown inclusive of VAT.

**(i) Pensions**

Past and present employees are covered by the provisions of the Civil Service Pension Schemes. The defined elements of the schemes are unfunded and are non-contributory except in respect of dependent's benefits. The parent organisation recognises the expected cost of these elements on a systematic and rational basis over the period during which it benefits from employees' services by payment to the Principal Civil Service Pension Schemes NI (PCSPS(NI)) of amounts calculated on an accruing basis. Liability for payment of future benefits is a charge on the PCSPS(NI). In respect of the defined contribution elements of the schemes, the organisation recognises the contributions payable for the year.









#### 4. STAFF COSTS AND NUMBERS

Wages represent amounts paid to the Police Service of Northern Ireland (PSNI) for two PSNI staff on secondment to the Foundation and one member of staff employed through an Employment Agency. Trustees, including the Chairman/Accounting Officer receive no remuneration, nor are there any directly employed staff.

Amounts Payable in respect of staff on secondment, agency / temporary staff, and contract staff.

	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Total staff Costs	56,777	64,951
Average Number of staff	3	3

#### 5. INTANGIBLE FIXED ASSETS

	<b>Software Licences</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
Cost at 1 April 2006	<u>900</u>	<u>900</u>
Cost at 31 March 2007	<u>900</u>	<u>900</u>
Depreciation at 1 April 2006	225	225
Provided during the Year	<u>225</u>	<u>225</u>
<b>Net Book Value:</b>		
At 31 March 2007	<u>450</u>	<u>450</u>
At 31 March 2006	675	675
	=====	=====

#### 6. TANGIBLE FIXED ASSETS

	<b>Office Equipment</b>	<b>Total</b>
	<b>£</b>	<b>£</b>
<b>Cost:</b>		
At 1 April 2006	12,599	12,599
Additions	-	-
	<u>12,599</u>	<u>12,599</u>
<b>Depreciation:</b>		
At 1 April 2006	4,736	4,736
Provided during the Year	<u>3,150</u>	<u>3,150</u>
Depreciation at 31 March 2007	7,886	7,886
<b>Net Book Value:</b>		
At 31 March 2007	<u>4,713</u>	<u>4,713</u>
At 31 March 2006	<u>7,863</u>	<u>7,863</u>

**7. PREPAYMENTS**

	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Prepayments	23,047	5,367
	<u>23,047</u>	<u>5,367</u>
	=====	=====

**8. ACCRUALS**

	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Accruals	9,050	5,693
	<u>9,050</u>	<u>5,693</u>
	=====	=====

**9. RECONCILIATION OF UNRESTRICTED FUNDS**

	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Balance at 1 April 2006	30,789	14,197
Net Incoming Resources	12,721	16,592
	<u>43,510</u>	<u>30,789</u>
	=====	=====

Analysis of Unrestricted reserves at 31 March 2007

Designated reserves	20,409
Free reserves	23,101
	<u>43,510</u>
	=====

The Royal Ulster Constabulary GC Foundation has designated funds for future essential maintenance work required in the garden.

**10. RECONCILIATION OF RESTRICTED FUNDS**

	<b>2007</b>	<b>2006</b>
	<b>£</b>	<b>£</b>
Balance at 1 April 2006	-	-
Net Incoming Resources	16,050	-
	<u>16,050</u>	<u>-</u>
	=====	=====

The Royal Ulster Constabulary GC Foundation received monies from the Heritage Lottery Fund for provision of an audience research project due to be completed September 2007, at the balance sheet date 50% of pledged funds had been received although no expenditure had taken place. All administration work was carried out by volunteers to the charity and as such no support costs are realised in respect of this grant.

## 11. RELATED PARTY TRANSACTIONS

The Royal Ulster Constabulary GC Foundation is an Executive Non Departmental Public Body sponsored by the Northern Ireland Office (NIO). In the year to 31 March 2007 the grants in aid received from the NIO amounted to £150,000.

Other than the reimbursement of travelling expenses none of the Trustees has undertaken any material transactions with the Foundation during the year. Reimbursement of travelling and entertainment expenses to 6 Trustees amounted to £13,406.00.

## 12. RECONCILIATION OF RESULT FOR THE PERIOD TO NET CASH FLOW FROM OPERATING ACTIVITIES

	2007 £	2006 £
Result for the period ended 31 March	28,771	16,592
Depreciation	3,375	2,729
(Increase)/Decrease in Debtors	(17,681)	(4,889)
Increase/(Decrease) in Creditors	<u>3,358</u>	<u>4,595</u>
	17,823	19,027
	=====	=====

## 13. CAPITAL COMMITMENTS

As at 31 March the Royal Ulster Constabulary G C Foundation had no capital commitments.

## 14. COMMITMENTS UNDER OPERATING LEASES

As at 31 March the Royal Ulster Constabulary G C Foundation had no commitments under operating leases.

## 15. DONATIONS

The following donations were made by the Foundation during the year.

Prince of Wales' Charitable Foundation	£150.00
RUC GC Association, Omagh Branch	£150.00
RUC GC Association Central Co-Ordination	£2200.00
Glenarm Dedication Service Catering	£100.00
Royal British Legion Poppy Appeal	<u>£30.00</u>
TOTAL	£2630.00

## 16. NOTIONAL COST OF CAPITAL

A capital charge, reflecting the cost of capital utilised by the Royal Ulster Constabulary G C Foundation is included in the Statement of Financial Activities along with a reversing notional income to finance the charge. The charge is calculated at the Government's standard rate of 3.5% of the average capital employed, defined as total assets less total liabilities.

For the purpose of this calculation the opening capital employed as at 1 April 2006 and the closing capital employed as at 31 March 2007 have been used.

## 17. CONTINGENT LIABILITIES

As at 31 March 2007 the Royal Ulster Constabulary G C Foundation had no contingent liabilities.

## 18. POST BALANCE SHEET EVENTS

There were no post Balance Sheet events to report. The Annual Report and Accounts were authorised to be issued to the Secretary of State on 8<sup>th</sup> January 2008.

## 19. LOSSES AND SPECIAL PAYMENTS

There were no losses or special payments during the year ended 31 March 2007.

## 20. FINANCIAL INSTRUMENTS

FRS13, Derivatives and Other Financial Instruments, requires disclosure of the role which financial instruments have had during the year in creating or changing the risks an entity faces in undertaking its activities. Due to the non-trading nature of its activities and the way in which Non-Departmental Public Bodies are financed, the Royal Ulster Constabulary G C Foundation is not exposed to the degree of financial risk faced by business entities. Moreover, financial instruments play a much more limited role in creating or changing risk than would be typical of the listed companies to which FRS13 mainly applies. The Foundation has limited year end flexibility. Financial assets and liabilities are generated by day-to-day operational activities and are not held to change the risks facing the Foundation in undertaking its activities.

As permitted by FRS13, debtors and creditors which mature or become payable within 12 months from the balance sheet date have been excluded from this disclosure.

### Liquidity Risk

The Foundation is financed by the Northern Ireland Office and is accountable to Parliament through the Secretary of State for Northern Ireland and is therefore not exposed to significant liquidity risk.

### Interest Rate Risk

All financial assets and financial liabilities of the Foundation with the exception of the No.2 Bank Account carry nil rates of interest and are therefore not exposed to interest-rate risk. The No.2 Bank Account attracts a variable rate of interest payable by the bank monthly.

### Currency Risk

The Foundation does not trade in foreign currency and therefore has no exposure to foreign currency risk.

### Fair Values

The book values and fair values of the Foundation's financial assets and financial liabilities as at 31 March 2007 are set out below:

	<b>Book Value</b>	<b>Fair Value</b>
	<b>£</b>	<b>£</b>
<b>Primary Financial Instruments</b>		
<b>Financial Assets:</b>		
Cash at Bank	40,400	40,400
<b>Financial Liabilities:</b>		
None	N/A	N/A

## Acknowledgement

The Trustees would express their gratitude to all who have assisted or supported the Foundation in any way during the past year.

A special word of appreciation to Frances Orr and Mervyn Best in the Foundation office, for their dedication, initiative and loyalty in a wide range of circumstances.

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