

**Statement to members for period ended 31 December 2022 ...**as required by section 32a of Trade Union and Labour Relations (Consolidation) Act 1992

### **Income and Expenditure**

The total income of the union for the period was £573,336. This amount included payments of £571,336 in respect of membership income of the union. The union's total expenditure for the period was £501,180.

**Political Fund.** The NCOA has no political fund.

### **General Secretary Salary and Other benefits**

The General Secretary of the union was paid £48,843 in respect of salary and £2,078 in respect of pension contributions.

### **Irregularity statement**

A member who is concerned that some irregularity may be occurring, or have occurred, in the conduct of the financial affairs of the NCOA, may take steps with a view to investigating further, obtaining clarification and, if necessary, securing regularisation of that conduct.

The member may raise any such concern with such one or more of the following as it seems appropriate to raise it with: the officials of the union, the trustees of the property of the union, the auditor or auditors of the union, the Certification Officer (who is an independent officer appointed by the Secretary of State) and the police.

Where a member believes that the financial affairs of the union have been or are being conducted in breach of the law or in breach of the rules of the union and contemplates bringing civil proceedings against the union or responsible officials or trustees, he should consider obtaining independent legal advice.

### **Auditor's report.**

All the of the NCOA accounts have been audited by:

**Rachel Palombella**

**AGP Accountancy & Tax Solutions**

**Sycamore House**

**Sutton Quays Business Park**

**Sutton Weaver**

**Runcorn**

**Cheshire**

**WA7 3EH**

**National Crime Officers Association**  
**Financial Statements**  
**31 December 2022**

**AGP**  
Chartered accountants & statutory auditor  
Sterling House  
810 Mandarin Court  
Centre Park  
Warrington  
Cheshire  
WA1 1GG

# **National Crime Officers Association**

## **Financial Statements**

**Year ended 31 December 2022**

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# **National Crime Officers Association**

## **Finance Committee's Report**

**Year ended 31 December 2022**

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The officers present their report and the financial statements of the trade union for the year ended 31 December 2022.

### **Principal activities**

The principal activity for the year under review was that of a trade union.

### **Officers**

The officers who served the trade union during the year were as follows:

S Boon	General secretary
S Bashford	President
S Bond	Finance officer

### **Finance committee's responsibilities statement**

The finance committee is responsible for preparing the finance committee's report and the financial statements in accordance with applicable law and regulations.

Trade union legislation requires the committee to prepare financial statements for each financial year. Under that law the committee has elected to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law). The officers 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 trade union and the income and expenditure for that period.

In preparing these financial statements, the committee are required to:

- select suitable accounting policies and then apply them consistently;
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the trade union will continue in business.

The committee is responsible for keeping adequate accounting records that are sufficient to show and explain the trade union's transactions and disclose with reasonable accuracy at any time the financial position of the trade union and enable them to ensure that the financial statements comply with Trade Union and Labour Relations (Consolidation) Act 1992 and Industrial Relations (Northern Ireland) Order 1992 (as amended). They are also responsible for safeguarding the assets of the trade union and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

# National Crime Officers Association

## Finance Committee's Report

Year ended 31 December 2022

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### Auditor

Each of the persons who is an officer at the date of approval of this report confirms that:

- so far as they are aware, there is no relevant audit information of which the trade union's auditor is unaware; and
- they have taken all steps that they ought to have taken as an officer to make themselves aware of any relevant audit information and to establish that the trade union's auditor is aware of that information.

This report was approved by the finance committee on .....21/02/2023.. and signed on behalf of the board by:

Steve BOND



S Bond  
Finance officer

Registered office:  
1 Dundonald Avenue  
Stockton Heath  
Warrington  
Cheshire  
WA4 6JT

# **National Crime Officers Association**

## **Independent Auditor's Report to the Members of the National Crime Officers Association**

**Year ended 31 December 2022**

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### **Opinion**

We have audited the financial statements of the National Crime Officers Association for the period ended 31 December 2022 which comprise the income and expenditure account, the balance sheet and the related notes. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland (United Kingdom Generally Accepted Accounting Practice).

In our opinion, the financial statements:

- give a true and fair view of the state of the trade union's affairs as at 31 December 2022 and of its results for the period then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the sections 28, 32 and 36 of the Trade Union and Labour Relations (Consolidation) Act 1992 and Industrial Relations (Northern Ireland) Order 1992 (as amended).

### **Basis for opinion**

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the trade union in accordance with the ethical requirements that are relevant to our audit of the financial statements in the UK, including the FRC's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

### **Conclusions relating to going concern**

In auditing the financial statements, we have concluded that the finance committee's use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the trade union's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the finance committee with respect to going concern are described in the relevant sections of this report.

### **Other information**

The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. The finance committee are responsible for the other information contained within the annual report. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

# National Crime Officers Association

## Independent Auditor's Report to the Members of the National Crime Officers Association

Year ended 31 December 2022

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Our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the course of the audit, or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether this gives rise to a material misstatement in the financial statements themselves. If, based on the work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

### Matters on which we are required to report by exception

In the light of the knowledge and understanding of the trade union and its environment obtained in the course of the audit, we have not identified material misstatements in the financial report.

We have nothing to report in respect of the following matters to which the Trade Union and Labour Relations (Consolidation) Act 1992, the Trade Union Reform and Employment Rights Act 1993 and Industrial Relations (Northern Ireland) Order 1992 (as amended) require us to report to you if, in our opinion:

- adequate accounting records have not been kept by the trade union, or returns adequate for our audit have not been received from branches not visited by us; or
- the trade union has not maintained a satisfactory system of controls over transactions; or
- the financial statements are not in agreement with the accounting records and returns; or
- we have not obtained all the information and explanations necessary for the purposes of our audit.

### Respective responsibilities of the finance committee

As explained more fully in the Statement of the Finance Committee's Responsibilities, the finance committee is responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the finance committee determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the finance committee is responsible for assessing the trade union's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the committee either intend to liquidate the trade union or to cease operations, or have no realistic alternative but to do so.

### Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

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# National Crime Officers Association

## Independent Auditor's Report to the Members of the National Crime Officers Association

Year ended 31 December 2022

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Our approach to identifying and assessing the risks of material misstatement in respect of irregularities, including fraud and non-compliance with laws and regulations, was as follows:

- the engagement director ensured that the engagement team collectively had the appropriate competence, capabilities and skills to identify or recognise non-compliance with applicable laws and regulations;
- we identified the laws and regulations applicable to the trade union through discussions with the members and from our commercial knowledge and experience;
- we focused on specific laws and regulations which we considered may have a direct material effect on the financial statements or the operations of the trade union;
- we assessed the extent of compliance with the laws and regulations identified through making enquiries of members; and
- identified laws and regulations were communicated within the audit team regularly and the team remained alert to instances of non-compliance throughout the audit.

We assessed the susceptibility of the trade union's financial statements to material misstatement, including obtaining an understanding of how fraud might occur, by:

- making enquiries of members as to where they considered there was susceptibility to fraud, their knowledge of actual, suspected and alleged fraud; and
- considering the internal controls in place to mitigate risks of fraud and non-compliance with laws and regulations.

To address the risk of fraud through management bias and override of controls, we:

- performed analytical procedures to identify any unusual or unexpected relationships;
- tested journal entries to identify unusual transactions;
- assessed whether judgements and assumptions made in determining the accounting estimates were indicative of potential bias; and
- investigated the rationale behind significant or unusual transactions.

In response to the risk of irregularities and non-compliance with laws and regulations, we designed procedures which included, but were not limited to:

- agreeing financial statement disclosures to underlying supporting documentation; and
- enquiring of members as to actual and potential litigation and claims;

There are inherent limitations in our audit procedures described above. The more removed that laws and regulations are from financial transactions, the less likely it is that we would become aware of non-compliance. Auditing standards also limit the audit procedures required to identify non-compliance with laws and regulations to enquiry of the committee and other management and the inspection of regulatory and legal correspondence, if any.

Material misstatements that arise due to fraud can be harder to detect than those that arise from error as they may involve deliberate concealment or collusion.

A further description of our responsibilities is available on the Financial Reporting Councils website at: [www.frc.org.uk/auditorsresponsibilities](http://www.frc.org.uk/auditorsresponsibilities). This description forms part of our auditor's report.



# National Crime Officers Association

## Independent Auditor's Report to the Members of the National Crime Officers Association

Year ended 31 December 2022

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### Use of our report

This report is made solely to the National Crime Officers Association's members, as a body, in accordance with the provisions of the Trade Union And Labour Relations (Consolidation) Act 1992 and Industrial Relations (Northern Ireland) Order 1992 (as amended). Our audit work has been undertaken so that we might state to the National Crime Officers Association's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the National Crime Officers Association's members as a body, for our audit work, for this report, or for the opinions we have formed.



Rachel Palombella FCA (Senior Statutory Auditor)

For and on behalf of

AGP

Chartered accountants & statutory auditor

Sterling House

810 Mandarin Court

Centre Park

Warrington

Cheshire

WA1 1GG

21 FEBRUARY .....2023

# National Crime Officers Association

## Income and Expenditure Account

Year ended 31 December 2022

	2022 £	2021 £
<b>Income</b>		
Members Subscriptions	571,336	538,628
Receipts from IBT	2,000	2,000
Death benefit received	-	2,000
Advertising	-	184
Commission	-	26
	<u>573,336</u>	<u>542,838</u>
<b>Expenditure</b>		
Wages and national insurance	167,475	156,838
Staff pension contributions	5,963	3,940
Member insurances	229,228	221,038
Death benefit insurance	3,690	3,487
Death benefit paid out	-	2,000
Subscription collection fees	16,599	15,832
Motor and travel	13,257	3,489
Delegates conference costs	1,912	3,819
Telephone	9,701	8,820
Texts to members	-	2,000
Member database	12,660	6,012
Rent	2,700	2,700
Insurances	3,722	3,797
Equipment and repairs	2,859	1,173
Website costs	-	762
Printing postage and stationery	6,951	3,742
Staff training	-	2,529
Sundry expenses	264	440
Hardship fund	2,300	-
Donations	4,103	1,000
Advertising	-	480
Legal and professional fees	5,085	3,877
Key speaker fees	2,178	-
Audit and accountancy fees	10,248	9,504
MSL loan write off	122	-
Bank charges	162	208
	<u>501,179</u>	<u>457,487</u>
<b>Surplus of income over expenditure</b>	<u>72,157</u>	<u>85,351</u>
<b>General fund at the start of the year</b>	384,689	299,338
<b>General fund at the end of the year</b>	<u>456,846</u>	<u>384,689</u>

No activities were acquired or discontinued during the period.

The notes on pages 9 to 10 form part of these financial statements.

# National Crime Officers Association

## Balance Sheet

31 December 2022

	Note	2022 £	2021 £
<b>Current assets</b>			
Debtors			
Cash at bank and in hand	5	50,942	49,143
		<u>438,114</u>	<u>362,515</u>
		489,056	411,658
<b>Creditors: amounts falling due within one year</b>	6	32,210	26,969
<b>Net current assets</b>		<u>456,846</u>	<u>384,689</u>
<b>Total assets less current liabilities</b>		456,846	384,689
<b>Net assets</b>		<u>456,846</u>	<u>384,689</u>
<b>Represented by:</b>			
General Fund		456,846	384,689
		<u>456,846</u>	<u>384,689</u>

These financial statements have been prepared in accordance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and Republic of Ireland'.

These financial statements were approved by the committee and authorised for issue on ....21/02/2023 and are signed on their behalf by:

Steve BOND  
S Bond  
Finance officer



The notes on pages 9 to 10 form part of these financial statements.

# National Crime Officers Association

## Notes to the Financial Statements

Year ended 31 December 2022

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### 1. General information

The trade union is registered under the Trade Union and Labour Relations Act 1992 and Industrial Relations (Northern Ireland) Order 1992 (as amended). The address of the registered office is 1 Dundonald Avenue, Stockton Heath, Warrington, Cheshire, WA4 6JT.

### 2. Statement of compliance

These financial statements have been prepared in compliance with Section 1A of FRS 102, 'The Financial Reporting Standard applicable in the UK and the Republic of Ireland'.

### 3. Accounting policies

#### Basis of preparation

The financial statements have been prepared on the historical cost basis.

The financial statements are prepared in sterling, which is the functional currency of the entity.

#### Revenue recognition

Members subscriptions are accrued so that the amount disclosed in the Income and Expenditure Account relates to the period under review. Amounts deducted by pay centres at the year end are brought into the Income and Expenditure Account and included in current assets within debtors.

#### Cash and cash equivalents

Cash and cash equivalents are basic financial assets and include cash in hand, deposits held at call with bank, other short term liquid investments with original maturities of three months or less, and bank overdrafts.

#### Financial instruments

The trade union has elected to apply the provisions of Section 11 'Basic Financial Instruments' and Section 12 'Other Financial Instruments Issues' of FRS 102 to all of its financial instruments.

Financial instruments are recognised in the trade union's Balance Sheet when the trade union becomes party to the contractual provisions of the instrument.

Financial assets and liabilities are offset, with the net amounts presented in the financial statements, when there is a legally enforceable right to set off the recognised amounts and there is an intention to settle on a net basis or to realise the net asset and settle the liability simultaneously.

#### Basic financial assets

Basic financial assets, which include debtors and cash and bank balances, are initially measured at transaction price including transaction costs and are subsequently carried at amortised costs using the effective interest method unless the arrangement constitutes a financing transaction, where the transaction is measured at the present value of the future receipts discounted at a market rate of interest. Financial assets classified as receivable within one year are not amortised.

# National Crime Officers Association

## Notes to the Financial Statements

Year ended 31 December 2022

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### 3. Accounting policies *(continued)*

#### Hire purchase and leasing commitments

Rentals paid under operating leases are charged to the Income and Expenditure Account on a straight line basis over the period of the lease.

#### Defined contribution plans

The trade union operates a defined contribution pension scheme. Contributions to defined contribution plans are recognised as an expense in the period in which the related service is provided.

### 4. Employee numbers

The average number of persons employed by the trade union during the year amounted to 4 (2021: 4).

### 5. Debtors

	2022	2021
	£	£
Other debtors	50,942	49,143

### 6. Creditors: amounts falling due within one year

	2022	2021
	£	£
Other creditors	32,210	26,969

### 7. Related party transactions

During the year, the balance owed to the company by NCOA Member Services Limited, a company in which S Bashford and S Boon are directors, was written off following the dissolution of the company. Therefore, at the year end, the trade union was owed an amount of £nil (2021 - £122) by NCOA Member Services Limited.