Report of the Trustees and

Financial Statements for the Year Ended 31 March 2024

for

Neighbourhood Watch Scotland



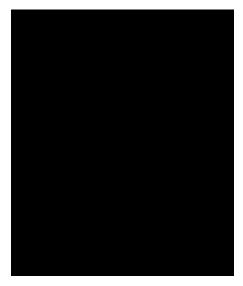
Brett Nicholls Associates Herbert House 24 Herbert Street Glasgow G20 6NB

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Reference and Administrative Details for the Year Ended 31 March 2024

TRUSTEES



PRINCIPAL ADDRESS

REGISTERED CHARITY NUMBER

SC036510

INDEPENDENT EXAMINER

Brett Nicholls Associates Herbert House 24 Herbert Street

Glasgow G20 6NB

BANKERS CAF Bank Ltd

25 Kings Hill Avenue

Kings Hill West Malling ME19 4JQ

WEBSITE www.neighbourhoodwatchscotland.co.uk

Report of the Trustees for the Year Ended 31 March 2024

The trustees present their report with the financial statements of the charity for the year ended 31 March 2024. The trustees have adopted the provisions of Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019).

OBJECTIVES AND ACTIVITIES

Objectives and aims

2023-2024 has been spent working towards the requirements, aims and objectives of the 2022-2025 Business Plan.

Primary objectives for Neighbourhood Watch Scotland (NWS) remain:

- Encourage community spirit, better connections and capacity to improve safety and resilience, by engaging with all communities in Scotland
- Ensure that NWS members feel valued, are more confident about staying safe and have a reduced fear of crime
- Enable Scottish communities to be better informed, safer and more resilient by having a robust Neighbourhood Watch

ACHIEVEMENT AND PERFORMANCE

Charitable activities

Our mission and vision is: Safer neighbourhoods, Stronger Communities. Neighbourhood Watch Scotland will:

- Collaborate with partners to develop community resilience.
- Grow partner and community use of Neighbourhood Alert and Scotland's Neighbourhood Watch network.
- Enhance a sense of wellbeing by encouraging community cohesion.

NWS, along with various partners, share delivery of the Scottish Government's Building Safer Communities Programme.

Achievements under each of the key objectives were:

We will use all forms of engagement to ensure that people throughout Scotland are better informed, better connected and have the capacity to contribute to the safety and resilience of their community.

- Neighbourhood Watch Scotland has been meeting and engaging directly with community meetings. This is an important and key role of NWS. We have also adapted to the use of virtual technology to maintain regular contact with all our key partners and, when possible, have also joined community- based meetings remotely. We have maintained regular contact with our members, communities and partners. Social media and more importantly Neighbourhood Alert, has allowed a platform for ongoing community engagement and support.
- The Neighbourhood Alert system plays a key role in providing locally relevant, targeted, timeous and trusted information. Since April 2023, 799 Alerts have been sent out via the network across Scotland. These Alerts are a mixture of national and locally targeted messages.
- Currently there are over 30,975 individuals registered to receive Neighbourhood Alerts. Evidenced assessment by the Neighbourhood Alert host company indicates that an Alert has a propagation rate of x10.9.
- Based on a single national Alert being sent to all registered subscribers, it is reasonable to assume that these Alerts reached in excess of 337,500 people. This propagation is important, as together with the values and concept of sharing and looking out for each other, it ensures we reach the more vulnerable and harder to reach in our communities.

Report of the Trustees for the Year Ended 31 March 2024

ACHIEVEMENT AND PERFORMANCE

Charitable activities

- Since April 2022 Neighbourhood Alert has allowed key information to be distributed directly to communities across Scotland on a range of issues related to crime, safety and resilience.
- NWS hosted 2 webinars during Cyber Scotland Week 2023 for Police Scotland on basic cyber security aimed specifically at communities and home use. Over 100 individuals from across Scotland attended the events.
- Neighbourhood Watch Scotland continues to distribute their well-regarded and popular Safer Neighbourhoods Stronger Communities booklets (the booklet formerly known as Safer Communities Safer Scotland). A further 11,000
- Neighbourhood Watch Scotland continues to distribute its well-regarded and popular Safer Neighbourhoods Stronger Communities booklets (the booklet formerly known as Safer Communities Safer Scotland).
- Work continues with the Neighbourhood Watch Scotland website to develop further in terms of its content and connectivity as part of the ongoing work of the NWS Communications Group. The website includes a community contact form which has again proved useful as another route for contacting the NWS Team. This should be ready to go live in December 2024.
- As a further part of the above external communications review, work is ongoing to improve NWS use, reach and content of current social media platforms to better support both our communities and partners.
- A key part of NWS values is encouraging communities to look out for each other, and this has been especially key during the last year where we have seen local volunteers support communities.
- NWS has developed a solid and trusted foundation with limited resource. Partners continue to show increasing interest in the NWS targeted approach and focus of bringing communities together, building community resilience and encouraging communities to look out for each other with regards to matters of crime, resilience and safety. Partner engagement and specific initiatives have resulted in further training for Scottish Fire and Rescue Service (SFRS), Police Scotland and some local authority Trading Standards representatives in use of the Alert system.
- NWS actively promotes the regular Trading Standards Scotland (TSS) Scam Share and Scottish Government (SG) Cybercrime bulletins via Alert platform. NWS also responds directly to community feedback from these Alerts and feed back any intelligence to the relative authorities.
- NWS continues to support all Community Safety Partnership campaigns.

Scottish communities are more resilient having a sustainable Neighbourhood Watch Network.

- The total number of NWS Watches (local groups) at the year end is 635.
- The establishment of a sustainable neighbourhood watch network brings benefit to not only individual communities but a very broad range of partners and service deliverers. Partnership working is key to the sustainability of neighbourhood watch and therefore remains a key priority for NWS.
- A primary role for Neighbourhood Watch Scotland is to encourage and support local connectivity within communities, and between communities, and their local service providers. Having good, trusted relationships with key partners allows us to do this.

Report of the Trustees for the Year Ended 31 March 2024

FINANCIAL REVIEW

Financial Review

Those present at the NWS Annual General Meeting, held on 15th November 2023, appointed Brett Nicholls Associates as the Independent Examiner for the year ahead.

- All NWS Funds are unrestricted.
- Cash in hand and in the bank on 31 March 2024 represents the NWS reserves, a designated fund held for the growth and development of Neighbourhood Alert and an acceptable cushion to absorb future deficits and reinvest in NWS's service.
- For the period 2023 2024 it was projected that the core operating costs would be circa £160,000.00. Minor changes were made to the budget lines, with Board approval, such as employing new staff members, purchasing public engagement materials, as well as hosting in-person meetings. These costs were offset against partnership development and small savings on various budget lines throughout the year.

Throughout the financial year NWS continually reviews its budget to ensure it is efficiently and effectively applied in support of its charitable activities and provides maximum public benefit.

Reserves policy

Reserves at the year end are £49,610 (2023: £69,282). An unrestricted reserve of £49,610, represents five months reserves which is considered to be sufficient to deal with the operational contingencies of NWS and also allow any new development opportunities to be capitalised upon.

Financial Position

The charity incurred a deficit of £19,672 (2023: a surplus £7,620).

For the current and following year the charity's financial position is relatively secure, with unrestricted free reserves of £37,367 carried forward at 31 March 2024 (2023: £57,037). In addition the charity holds a designated fund of £12,243 (2023: £12,245) for the Neighbourhood Alert license fee.

FUTURE PLANS

NWS submitted an application form and business case to Scottish Government in April 2023, reflecting the aspirations and outcomes based on the 3-year Business Plan 2022-2025, and will continue working towards meeting the aims and objectives it sets out. 2024 will also see NWS create a new business case to carry forward the work we do within our communities.

In November 2023 a review of all administrators was undertaken to ensure that all trained administrators were still active in their respective agencies. This process was repeated again in April 2024 and will continue to be carried out regularly to ensure accurate numbers of active administrators. Continued training has enabled an increase in trained administrators.

To create a number of baseline figures for reporting purposes, VISAV (the Neighbourhood Alert platform provider) will carry out their annual survey to all Coordinators, Members and Alert users to gain satisfaction and other feedback. Each year a similar survey is conducted which helps gauge how much of an impact NWS and Alerts are making within communities across Scotland. The outcome of the 2023-2024 survey can be seen below.



Report of the Trustees for the Year Ended 31 March 2024

FUTURE PLANS

Social media is an important tool in promoting NWS throughout Scotland, reaching audiences we would not normally have access to, such as those in hard-to-reach communities. This encouraged us to begin the creation of a new, simplified website for NWS. Due to both personnel and finance restraints it has taken longer than expected but we are pleased to announce the new site is due to go live in December 2024.

This site is user-friendly, easy to navigate and less content-heavy, aiming to encourage new users to our site, with easier access to key information and sign-up to Neighbourhood Alert.

NWS aims to raise the profile and increase visibility through local engagement as well as providing advice and support on local issues or concerns our communities are dealing with. This helps us develop trusting relationships, community wellbeing and public reassurance. Once policies and procedures are updated NWS will then be in a strong position to advertise for volunteers and advocates to assist in their local communities encouraging new membership and bringing together associations.

NWS is looking to secure the services of a professional fundraiser, if funding allows, to allow us to undertake various projects to take the charity forward. To help encourage Neighbourhood Watch members to contribute to the safety of their community and themselves through roadshows, regional forums, online drop-ins and a monthly coordinator bulletin.

STRUCTURE, GOVERNANCE AND MANAGEMENT

Governing document

The charity is controlled by its governing document, and is constituted as a Scottish Charitable Incorporated Organisation (SCIO).

Neighbourhood Watch Scotland SCIO (SC036510) is registered with OSCR and is recognised by the Inland Revenue as a Scottish Charity. Neighbourhood Watch Scotland SCIO become a Scottish Charitable Incorporated Organisation on the 1st of December 2011.

The object of Neighbourhood Watch Scotland SCIO shall be to promote good citizenship and greater public participation in the prevention and solution of crime and other risks, intentional or unintentional, so that effective liaison between public service providers and the public can be achieved, thus promoting the efficiency of the services across Scotland.

Recruitment and appointment of new trustees

Member Charity Trustees are elected at the Annual General Meeting (AGM) of Neighbourhood Watch Scotland SCIO and hold office for a maximum of three years when they become subject to a retirement clause. Member Charity Trustees can seek re-election after the three-year period.

Co-opted Trustees can be elected and retired by the Board at any time.

Neighbourhood V\latch Scotland will continue to review and develop their trustee structure to ensure appropriate representation and required skills are available to the organisation.

Organisational structure

In accordance with the existing Constitution the maximum number of Trustees is 12, of which half must be member Trustees or any individual who wishes to further the purposes of the charity. The Board comprises office bearer roles of Chairperson, Company Secretary and Treasurer. An additional role of Vice-Chair is also at the Board's discretion.

Trustees meet every three months, or more often if required. Decisions are taken at these meetings by a majority vote, following discussion.

Operational decisions remain the responsibility of the NWS employees and overseen by the Director/Deputy of NWS, who is line-managed by the Board Chair.

Neighbourhood Watch Scotland currently employs seven part time persons to manage the day to day running of the organisation. This equates to a total staff time of $3.8\ FTE$.

Report of the Trustees for the Year Ended 31 March 2024

STRUCTURE, GOVERNANCE AND MANAGEMENT Organisational structure Induction and training of trustees

Trustees are provided with an induction session and accompanying paperwork which includes information on:

- The organisation and its aims and objectives
- The responsibilities of being a Trustee
- OSCR's Trustee guidelines

Board development

2023-2024 saw NWS welcome new board members. Each new member brings their own skill set, as we seek to reshape the Board to meet business needs, which continues to develop the organisation.forward.

Key management remuneration

In the opinion of the trustees there is one member of key management, the Director. Total employer costs related to this post in 2023-24 were £30,233 (2022-23: £28,200).

Approved by order of the board of trustees on 4 December 2024 and signed on its behalf by:





Independent Examiner's Report to the Trustees of Neighbourhood Watch Scotland

I report on the accounts for the year ended 31 March 2024 set out on pages eight to fifteen.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006 (as amended). The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulations does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1)(a) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
- to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations

have not been met; or

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.



The Association of Chartered Certified Accountants Brett Nicholls Associates Herbert House 24 Herbert Street Glasgow G20 6NB

Date: 11 December 2024

Statement of Financial Activities for the Year Ended 31 March 2024

	Notes	2024 Unrestricted funds £	2023 Total funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	3	146,822	147,156
Other trading activities Investment income	4 5	1,887 <u>715</u>	4,038 304
Total		149,424	151,498
EXPENDITURE ON	6	4 545	4.670
Raising funds	6	1,515	4,678
Charitable activities Neighbourhood Watch Activities	7	167,581	139,200
Total		169,096	143,878
NET INCOME/(EXPENDITURE)		<u>(19,672)</u>	7,620
RECONCILIATION OF FUNDS Total funds brought forward		69,282	61,662
TOTAL FUNDS CARRIED FORWARD		49,610	69,282

CONTINUING OPERATIONS

This statement of financial activities includes all gains and losses recognised in the year.

All income and expenditure derive from continuing activities in both years.

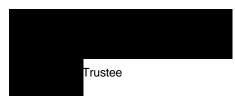
Comparative figures for the previous year by fund type are shown in Note 12.

The notes on pages 10 to 15 form part of these financial statements.

Balance Sheet 31 March 2024

		2024 Unrestricted funds	2023 Total funds
	Notes	£	£
FIXED ASSETS Tangible assets	13	1,200	1,800
CURRENT ASSETS Stocks Debtors Cash at bank and in hand	14 15	912 950 53,915	1,891 2,622 90,233
		55,777	94,746
CREDITORS Amounts falling due within one year	16	(7,367)	(27,264)
NET CURRENT ASSETS		48,410	67,482
TOTAL ASSETS LESS CURRENT	LIABILITIES	49,610	69,282
NET ASSETS		49,610	69,282
FUNDS	17		
Unrestricted funds: General fund Designated - Neighbourhood Alert	Fund	37,367 12,243	57,037 12,245
		49,610	69,282
TOTAL FUNDS		49,610	69,282

The financial statements were approved by the Board of Trustees and authorised for issue on 4/12/2024 and were signed on its behalf by:



Notes to the Financial Statements for the Year Ended 31 March 2024

1. GENERAL INFORMATION

Neighbourhood Watch Scotland ("the charity") is a Scottish charitable incorporated organisation governed by its Constitution. It was registered as a charity in Scotland (registered number SC036510) on 1 December 2011. Its registered address i

2. ACCOUNTING POLICIES

Basis of preparing the financial statements

The financial statements of the charity, which is a public benefit entity under FRS 102, have been prepared in accordance with the Charities SORP (FRS 102) 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) (effective 1 January 2019)', Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' and the Charities and Trustee Investment (Scotland) Act 2005. The financial statements have been prepared under the historical cost convention.

The financial statements are prepared on an accruals basis, and on a going concern basis, in accordance with:

- the Charities and Trustee Investment (Scotland) Act 2005;
- Regulation 8 (Statement of account Fully accrued accounts) of The Charities Accounts (Scotland) Regulations 2006:
- the Financial Reporting Standard applicable in the UK and Republic of Ireland, published in March 2018 ("FRS 102"), to the extent that it applies to small entities and public benefit entities;
- 'Accounting and Reporting by Charities: Statement of Recommended Practice applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland, published in October 2019 (FRS 102)' ("the Charities SORP");
- UK Generally Accepted Accounting Practice; and
- the historical cost convention.

The charity meets the definition of a public benefit entity under FRS 102.

Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy.

The financial statements are presented in UK sterling, which is the charity's functional currency, and rounded to the nearest pound.

There have been no changes to the basis of preparation this financial year or to the previous financial year's financial statements.

Income

All income is recognised in the Statement of Financial Activities once the charity has entitlement to the funds, it is probable that the income will be received and the amount can be measured reliably.

Expenditure

Liabilities are recognised as expenditure as soon as there is a legal or constructive obligation committing the charity to that expenditure, it is probable that a transfer of economic benefits will be required in settlement and the amount of the obligation can be measured reliably. Expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all cost related to the category. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with the use of resources.

Tangible fixed assets

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

Computer equipment - 25% on cost

Stocks

Stocks are valued at the lower of cost and net realisable value, after making due allowance for obsolete and slow moving items.

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Notes to the Financial Statements - continued for the Year Ended 31 March 2024

2. ACCOUNTING POLICIES - continued

Taxation

Neighbourhood Watch Scotland is a charity within the meaning of Section 467 of the Corporation Tax Act 2010. Accordingly, the charity is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 of Part 11 of the Corporation Tax Act 2010 and section 256 of the Taxation of Chargeable Gains Act 1992 to the extent that such income or gains are applied for charitable purposes only.

Fund accounting

Unrestricted funds can be used in accordance with the charitable objectives at the discretion of the trustees.

Restricted funds can only be used for particular restricted purposes within the objects of the charity. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

Further explanation of the nature and purpose of each fund is included in the notes to the financial statements.

Pension costs and other post-retirement benefits

The charity operates a defined contribution pension scheme. Contributions payable to the charity's pension scheme are charged to the Statement of Financial Activities in the period to which they relate.

3. DONATIONS AND LEGACIES

•	Donations Grants	2024 £ 6,822 140,000 146,822	2023 £ 7,156 140,000 147,156
	Grants received, included in the above, are as follows:		
	Scottish Government	2024 £ 140,000	2023 £ 140,000
4.	OTHER TRADING ACTIVITIES	2024	2022
	Sale of NWS Signage	2024 £ 1,887	2023 £ 4,038
5.	INVESTMENT INCOME		
	Bank interest	2024 £ 715	2023 £ 304

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Notes to the Financial Statements - continued for the Year Ended 31 March 2024

6. RAISING FUNDS

	Other trading activities		2024	2023
	Purchases		£ 1,515	£ 4,678
7.	CHARITABLE ACTIVITIES COSTS	Direct Costs (see note 8)	Support costs (see note 9)	Totals
	Neighbourhood Watch Activities	£ 165,746	£ 1,835	£ 167,581
8.	Staff costs Bank & Payroll Fees Rent & Utilities Insurance Postage Staff Travel & Parking IT Costs SCVO Membership Venue Hire and Catering for Meetings Promotional Materials & Advert Staff Training & Development Printing Office Supplies & Services Professional Fees Depreciation		2024 £ 112,243 1,318 9,203 2,716 1,204 7,912 17,779 279 974 5,259 80 1,467 1,656 3,056 600	2023 £ 88,890 1,112 9,187 1,959 1,111 3,044 22,467 994 1,389 2,474 610 2,374 1,091 600
9.	SUPPORT COSTS			
	Independent Examination Board Expenses		2024 £ 1,140 	2023 £ 1,140 758

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

10. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2024 nor for the year ended 31 March 2023.

Trustees' expenses

There were £695 of trustees' expenses paid for the year ended 31 March 2024 (2023: £758).

11. STAFF COSTS

Wages and salaries Social security costs	2024 £ 107,996 2,547	2023 £ 84,352 1,824
Other pension costs	1,700	2,714 88,890
The average monthly number of employees during the year was as follows:		
Office & Administrative Staff	2024 6	2023 6

No employees received emoluments in excess of £60,000.

12. COMPARATIVES FOR THE STATEMENT OF FINANCIAL ACTIVITIES

COMPARATIVES FOR THE STATEMENT OF FINANCIAE ACTIVITIES	Unrestricted funds £
INCOME AND ENDOWMENTS FROM Donations and legacies	147,156
Other trading activities Investment income	4,038 304
Total	151,498
EXPENDITURE ON Raising funds	4,678
Charitable activities Neighbourhood Watch Activities	139,200
Total	143,878
NET INCOME	7,620
RECONCILIATION OF FUNDS Total funds brought forward	61,662
TOTAL FUNDS CARRIED FORWARD	69,282

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

13. TANGIBLE FIXED ASSETS

13.	TANGIBLE LIKED AGGETG				Computer equipment £
	COST At 1 April 2023 and 31 March 2024				2,400
	DEPRECIATION At 1 April 2023 Charge for year				600 600
	At 31 March 2024				1,200
	NET BOOK VALUE At 31 March 2024				1,200
	At 31 March 2023				1,800
14.	STOCKS			2024	2023
	Stock			£ 912	£ 1,891
15.	DEBTORS: AMOUNTS FALLING DUE WITHIN O	NE YEAR		2024	2023
	Trade debtors Deposit			£ 500 450	£ 2,172 450
				950	2,622
16.	CREDITORS: AMOUNTS FALLING DUE WITHIN	ONE YEAR			
				2024 £	2023 £
	Trade creditors Social security and other taxes Pension			3,605 1,994 208	20,875 2,539 310
	Accrued expenses			1,560 7,367	3,540 27,264
				<u> </u>	<u> </u>
17.	MOVEMENT IN FUNDS		Net	Transfers	
		At 1/4/23 £	movement in funds £	between funds £	At 31/3/24 £
	Unrestricted funds				
	General fund Designated - Neighbourhood Alert Fund	57,037 12,245	(19,672) 	(2)	37,367 12,243
		69,282	(19,672)		49,610
	TOTAL FUNDS	69,282	(19,672)	<u>-</u>	49,610

Notes to the Financial Statements - continued for the Year Ended 31 March 2024

17. MOVEMENT IN FUNDS - continued

Net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	149,424	(169,096)	(19,672)
TOTAL FUNDS	149,424	(169,096)	(19,672)

Comparatives for movement in funds

	At 1/4/22 £	Net movement in funds £	Transfers between funds £	At 31/3/23 £
Unrestricted funds				
General fund	47,662	7,620	1,755	57,037
Designated - Neighbourhood Alert Fund	14,000		(1,755)	12,245
	61,662	7,620		69,282
TOTAL FUNDS	61,662	7,620	-	69,282

Comparative net movement in funds, included in the above are as follows:

	Incoming resources £	Resources expended £	Movement in funds
Unrestricted funds General fund	151,498	(143,878)	7,620
TOTAL FUNDS	151,498	(143,878)	7,620

18. RELATED PARTY DISCLOSURES

There were no related party transactions for the year ended 31 March 2024.

19. PURPOSE OF FUNDS

General fund - Unrestricted funds that can be expended at the discretion of the trustees in furtherance of the objects of the charity.

Neighbourhood Alert Designated Fund - Unrestricted funds which the trustees have designated for the upkeep of the NWS alert system.