

REGISTERED COMPANY NUMBER: 04680035 (England and Wales)
REGISTERED CHARITY NUMBER: 1104765



Annual Report

2014|15

The National Appropriate Adult Network Ltd

Report of the Trustees and

Unaudited Financial Statements for the year ended 31 March 2015

Accounts independently inspected by

Calcutt Matthews
Chartered Accountants
19 North Street
Ashford
Kent
TN24 8LF

Chair's Introduction

This has undoubtedly been one of the most challenging years for NAAN members as the fiscal squeeze continued to impact public spending, particularly in relation to local government. As is the case in many areas of public service, appropriate adults schemes have been expected to do much more with less.

For example, the welcome extension of appropriate adult schemes to 17 year olds has sadly still not been financially supported. Demand has increased hugely, with 17 year olds accounting for almost half of all arrests of children and many live independently of parents. While our members have responded incredibly well, it is essential that government applies its own rules and funds the new burden it has placed on Youth Offending Teams.

While the explicit statutory nature of appropriate adult provision for children has provided some protection, support for mentally vulnerable adults has been extremely vulnerable to cuts. In a number of areas, commissioners have ended funding for adult AA services or signalled their intention to do so. NAAN has continued to encourage the commissioners to support services. For example, our intervention led to the Avon and Somerset Police and Crime Commissioner funding a service for adults across five local authorities. However, as the PCC made clear, this is a temporary, emergency arrangement and a national strategy is required.

With increasingly fraught messages coming from front line practitioners, NAAN has worked extremely hard to ensure their voices are heard. This year has seen us develop strong, collaborative working relationships across health, social care and justice. Of note was our first Parliamentary event. This was kindly hosted by Lord Patel of Bradford OBE, who also accepted our invitation to become NAAN's first President. NAAN's profile has certainly increased significantly this year, providing increased opportunity to influence national policy development. For example, through our inclusion in the PACE Strategy Board.

Perhaps most notably, NAAN was extremely proud to lead the Home Secretary's commission on the provision of appropriate adults for adults with mental vulnerabilities. With the support of the Institute for Criminal Policy Research and an expert advisory board, we conducted significant new research which provides Ministers with overwhelming evidence of the need for change.

As the year ended we submitted the commission's final report (*There to Help*) to the Home Secretary and looked forward to the Government's response and wider publication of the report.

Sadly this will be my last annual report as I am due to retire as Chair in 2015/16. As I relinquish the role I am extremely proud of what has been achieved over the last four years. NAAN continues to demonstrate the high level of impact that small, focused, national charities can have with minimal resources.

NAAN undoubtedly faces increasing challenges in the future – ones which will undoubtedly require it to diversify and increase its funding. However, I am confident that the charity is stronger and better positioned than ever. It benefits from a dynamic and capable Chief Executive and an extremely skilled and cohesive board of trustees which both represents the membership and has the benefit of strategic experience in diverse disciplines.

However, a network organisation is only as strong as its members. It is a testament to NAAN's members' commitment to effective practice that both membership and attendances at Professional Development Days have continued to increase this year. In return, NAAN's increased profile has enabled us to attract extremely high quality speakers to those events.

My sincere thanks to the trustees, staff and members for their hard work, both over the last year and during my time as Chair.

Jenny Talbot OBE
Chair of Trustees

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The trustees who are also directors of the charity for the purposes of the Companies Act 2006, present their report with the financial statements of the charity for the year ended 31 March 2015. The trustees have adopted the provisions of the Statement of Recommended Practice (SORP) 'Accounting and Reporting by Charities' issued in March 2005.

Reference & Administrative Details

Company number	04680035 (England and Wales)	
Charity number	1104765	
Registered office	1 Empire Mews, London, SW16 2BF	
President	The Lord Patel of Bradford OBE (House of Lords)	
Chair	Jenny Talbot OBE (Prison Reform Trust)	
Treasurer	Dipak Kothari FRSA ACCA (Accountant)	- appointed 18.3.15
Other trustees	Stephanie Angell (Devon County Council)	- retired 24.7.14
	Tom Cox (Plymouth City Council)	- retired 15.5.14
	Superintendent Alan Greene (Gr. Manchester Constabulary)	
	Anne Harper (Equal Lives Norfolk)	
	Lisa Hindle (Office of the GM Police & Crime Commissioner)	
	Fiona Hodge (Bristol Youth Offending Team)	
	Faith Marriott MBE (Child Action North West)	- appointed 27.7.14
	Mike Sampson (Peterborough Youth Offending Team)	
	Sophie Smith (GT Stewarts Solicitors)	
	Darren Smith (Sova)	
	Jane Tomlin (Leeds Youth Offending Team)	
	Grev Wallington (Southwark Council)	
Chief Executive & Company Secretary	Chris Bath FRSA	
Independent examiner	Calcutt Matthews Chartered Accountants 19 North Street, Ashford, Kent, TN24 8LF	
Bankers	Unity Trust Bank 9 Brindleyplace, Birmingham, B1 2HB	

Structure, Governance & Management

Governing document

The charity is controlled by its governing document, a deed of trust, and constitutes a limited company, limited by guarantee, as defined by the Companies Act 2006.

Recruitment and appointment of new trustees

The charity is governed by a Board consisting of trustees who are elected at the AGM by, and from within, the full membership of the organisation. In addition, up to five trustees can be co-opted by the Board. An induction pack is provided for new trustees.

All trustee appointments are time-limited under the governing document. The Board thanks Stephanie Angell and Tom Cox for their combined eight years of service. The Board is delighted to welcome Dipak Kothari, a qualified chartered accountant, to the office of Treasurer.

Organisational structure

The management of the charity is the responsibility of the Board. Major decisions on policy and expenditure are made by the Board. Day to day decision-making is delegated to the Chief Executive.

Risk management

The risk strategy has been reviewed by the trustees, who are satisfied that it is sound. The major risks to which the charity is exposed have been considered, with particular focus on events that would seriously impede the operations of the charity.

Strategies and safeguards are in place to reduce, as far as possible, the impact of those risks. The following is a summary.

Reporting procedures are established to monitor income and expenditure against budget on a monthly basis ensuring the implementation of the reserves policy; full management accounts are reviewed by the Board quarterly.

NAAN has dual authorisation for all cheques and internet bank payments.

To preserve NAAN's reputation, the charity exercises great care to ensure that communications are factually accurate and in line with organisational policy.

Measures have been taken to preserve operating data, using external backups, cloud backups and off-site hard copies where appropriate. NAAN complies with data protection law.

Office rental includes servicing of fire safety equipment. Satisfactory insurance policies are in place.

An increasing financial risk arises from the trend towards consolidation of schemes. The board is considering adjustments to NAAN's approach to membership fees, to ensure consolidation does not negatively affect the financial viability of the charity.

The primary risk to the charity is its dependence on the Home Office as a grant funder and that this grant is agreed annually. NAAN continues its efforts to gain a multi-year funding agreement from the Home Office, to maximise earned income and to seek charitable funding for appropriate activities.

Objectives & Activities

The charity adheres to the Charity Commission's guidance on public benefit when reviewing aims and objectives in planning future activities. In particular, the Board considers how planned activities will contribute to the aims and objectives they have set.

Charitable Objects

The charity aims to benefit the public by achieving the objectives as set out in its constitution. These are:

- a) To promote the care of children and young people under 17 years and the care of people of any age who are vulnerable as a result of mental disorder or learning disability and who are detained for questioning at a police station by the provision of support and guidance for, and the promotion of best practice amongst appropriate adult services.
- b) To promote or assist in the promotion of, the sound administration of the criminal justice system by the provision of support and guidance for, and the promotion of best practice amongst appropriate adult services.

Vision

Every child and mentally vulnerable adult detained or interviewed by police has their rights and welfare safeguarded effectively by an appropriate adult.

Mission

To gather, develop and share knowledge, skills and standards that inform, inspire and support effective appropriate adult policy and practice.

Strategic Objectives

1. *Improve practice:* More children and vulnerable adults are safeguarded by effective appropriate adults operating to national standards.
2. *Improve policy:* National and local policy development and implementation enable appropriate adults to be effective.
3. *Improve ourselves:* NAAN is a more effective, efficient and sustainable organisation.

Activities

NAAN seeks to achieve its objectives through:-

Professional Development

- Providing professional development for scheme co-ordinators and appropriate adults
- Providing a range of training options
- Providing support to members in delivering their own training to appropriate adults

National Standards

- Setting and developing national standards for appropriate adult schemes
- Promoting and supporting the adoption of national standards by providers and commissioners

Information, Advice & Guidance

- Providing a national web-based resource for scheme co-ordinators, commissioners and appropriate adults, including for parents who fulfil the role without training
- Providing regular updates on effective practice, evidence, legislation and policy
- Providing support for engagement between appropriate adult schemes and commissioners (e.g. local authorities, health, police forces, Police and Crime Commissioners, Youth Offending Services) that will improve the quality, range and delivery of appropriate adult services

Raising Awareness

- Providing an online gateway to assist potential appropriate adult volunteers find a local scheme to support
- Producing articles, conference presentations, networking, the website and social media
- Running and contributing to events

Influencing Policy

- Listening to and consulting with appropriate adult schemes
- Working with central and local government departments, police forces, the Youth Justice Board, Law Society, charities and other stakeholders towards improving policy, guidelines and legislation.

Achievement & Performance

Charitable Activities

Effective Practice

Our objectives

- *National Standards reflect the latest evidence and include service users' views and are considered authoritative*
 - *Appropriate adults have the knowledge and skills required for effective practice*
 - *Scheme co-ordinators have the knowledge and skills required to support effective practice by appropriate adults*
 - *Parents can make informed decisions about acting as appropriate adult and are as effective as possible if they do*
 - *Commissioners know how to commission effective appropriate adult schemes*
 - *Awareness and understanding of NAAN and appropriate adult role increased amongst public and professionals*
-

Membership

Over the year, **19 new organisations joined the network** with increasing variety being demonstrated. NAAN's membership across England and Wales is increasingly broad and includes: -

- charities
- social services
- YOTs and integrated youth services
- community safety teams
- emergency duty teams
- forensic adolescent mental health units
- NHS Foundation Trusts
- medical services providers
- children's homes
- private sector organisations
- police forces
- police and crime commissioners.

In addition, we are pleased to have within the membership: -

- Northern Ireland AA service
- Home Department for the States of Guernsey
- Isle of Man Government

The annual net membership increase was seven. Organisations typically left due to no longer receiving funding to deliver services.

An increasing trend towards consolidation of schemes is an almost inevitable feature of the overall financial pressures in services for children and vulnerable adults. This represents a challenge for NAAN in terms of income from membership fees.

National Standards

NAAN's National Standards for the delivery of appropriate adult schemes contributed to the development of the inspection framework for the HM Inspectorate of Constabulary (HMIC) thematic inspection, *The welfare of vulnerable people in custody*. Learning from the thematic inspection will feed into the redevelopment of HMIC's Expectations criteria for assessing treatment and conditions in police custody.

Professional Development Days

Three PDDs were run during the year. These events were provided at no additional cost to NAAN members.

The free Eventbrite.co.uk platform was used for effective and efficient event organisation and management. The Survey Monkey online platform was used to capture and analyse delegate feedback for the planning of future events.

PDDs were held in London, Bristol and Derby.

Derby (April 2014)

- Attendance: 41
- Overall feedback: 100% Satisfied,
- 95% said they would be doing things differently as a result of the event

Sessions:

- Police detainees: suspect, human trafficking victim, or both?
(Alison Gurden, Barrister at 1 Gray's Inn Square & Trustee of Migrant Help)
- A joint inspection of the treatment of offenders with learning disabilities within the criminal justice system - phase 1 from arrest to sentence
(Les Smith - HMIP, Lead Inspector on learning disabilities joint inspection)
- Conditions that can affect child and adolescent presentations in custody.
(Dr Louise Theodosia & Peter Sweeney - Central Manchester University Hospital)

London (July 2014) including AGM

- Attendance: 48
- Overall feedback: 95% Satisfied, 5% Neither, 0% Dissatisfied.
- 86% said they would be doing things differently as a result of the event.

Sessions:

- The Mental Capacity Act 2005
(Lord Patel of Bradford OBE, former Chair of the Mental Health Act Commission)
- The Story of PACE - A Work Always in Progress
(Michael Zander QC, Emeritus Professor of Law, London School of Economics)
- Open Session *(Chris Bath)*

Bristol (January 2015)

- Attendance: 37
- Overall feedback: 95% Satisfied
- 94% said they would be doing things differently as a result of the event

Sessions:

- Identifying vulnerability
(Dr Iain McKinnon, Associate Clinical Lecturer/Consultant Psychiatrist, Newcastle University)
- What's an intermediary? Communication matters in the courts
(Naomi Mason, Director, Communicourt)
- Open Session *(Chris Bath)*

“Excellent speakers, relevant and informative. Good trainers. Open Space is good use of time”

Training

Appropriate adult intensive course

We developed a new modular appropriate adult training course (typically delivered over 1-2 days) with updated information and aiming to optimise the balance between information provision and interactive learning in a short time frame.

This course was delivered to:-

- Milton Keynes Council,
- Brighton & Hove Council,
- Hounslow YOT
- Warwickshire Youth Justice Service

The volume of training delivered this year is a significant reduction from the previous two years.

National training pack

In part this reduction may be due to our focus on building the capacity of appropriate adult schemes to deliver their own training internally. We continued to provide a national training pack set across seven modules to all member scheme co-ordinators.

As well as encouraging best practice and standardisation, this work builds the capacity of local schemes to train their own appropriate adults, reducing the need for repeated external training, and its associated costs, as new appropriate adults join their schemes.

However, it is also clear from enquiries that it is also due to reducing budgets for appropriate adult training amongst local authorities and charities.

Online training

In response, we have developed an online training option for new scheme co-ordinators. This consists of a live webinar delivered by NAAN staff and trustees who are experienced in the role. This was piloted with two new scheme co-ordinators and, notwithstanding technological challenges and anxieties, feedback was excellent.

“The training was excellent. There was a lot of information but it was also very interactive. I just wish we’d had more time!”

“I enjoyed the training thank you all. I would be willing to undertake training again via computer/weblink.”

National Accredited Qualification

We continued to support the development of accredited learning for appropriate adults. During the year, the three new qualifications were approved by Ofqual (The Office of Qualifications and Examinations Regulation). These are specifically designed for appropriate adults supporting children, mentally vulnerable adults, or both groups.

NAAN member *Equal Lives* has pioneered the developments and piloted the new course with new volunteer appropriate adult recruits. Learners can achieve a Level 2 qualification via the awarding body Open College Network Eastern Region (trading as *Gateway Qualifications*).

The next challenge is to promote and facilitate uptake of the qualification within our membership.

Member Queries

During the year, we provided a wide range of support and advice to appropriate adult scheme co-ordinators, including on the following issues:

- An appropriate adult's rights and powers
- The criteria for when police are required to secure an appropriate adult for a suspect
- The criteria for who can act as the appropriate adult
- Suspects' rights to object to a specific appropriate adult
- Solicitors and legal advice
- The criteria for conducting strip searches and ensuring that they are not being conducted routinely
- Local authority accommodation transfers under PACE s.38(6), including children being held overnight in police cells
- Volunteer recruitment (including equalities, health and safety and risk assessments)
- Vetting (police vs DBS)
- Supporting suspects at voluntary interviews
- Managing significant increases in demand due to extension of appropriate adults to 17 year olds
- Confidentiality and data protection
- Responding to the lack of appropriate adult services for mentally vulnerable adults
- Alternative models of provision
- Legal responsibilities of statutory partners, including youth offending teams, children's services and police
- Appropriate adult research

"Once again thank you for taking the time to talk to me earlier – I found it very useful and will go a long way to informing the direction of AA services across our county."

"Many thanks for this, it's extremely helpful. Thank you also for the prompt response."

"An excellent and thought provoking reply. Thank you."

"Many thanks for your detailed response."

"Thanks for this speedy reply."

Non-Member Queries

During the year we also received and responded to an increasing number of queries from non-member organisations. This included police forces, the Independent Police Complaints Commissioner, and commissioners of appropriate adult services.

Queries from non-members typically related to the lack of provision of appropriate adults for mentally vulnerable adults.

Email update service

We worked hard to ensure scheme co-ordinators had the latest information to support their practice via regular email updates. These included updates on: -

- Revisions to PACE Code C, custody rights and entitlements and Ministry of Justice guidance on 17 year olds, youth cautions and youth conditional cautions
- New and revised guidance from NAAN, including Easy Read, summary and detailed guidance on the appropriate adult and on accommodation transfers for children
- Inspectorate reports with relevance to the provision of appropriate adult schemes
- Other new publications, such as an Easy Read guide to criminal records
- New training opportunities from NAAN and others, including free training opportunities for members and advance notice of NAAN professional development days
- Mentions of appropriate adults in new research, articles, reports, parliamentary and political speeches
- Developments in NAAN's areas of policy, including on access to appropriate adult services for mentally vulnerable adults, on treatment of 17 year olds and on improving accommodation transfers for children
- Relevant media reports regarding police treatment of children and vulnerable adults and appearance by NAAN and other relevant organisations

Online Member Resources

The Member Resources section of the NAAN website was enhanced in a number of areas.

Re-organisation

The dedicated members' section of the website was reorganised to make it easier to access resources such as the Event Archive (downloadable presentations from external speakers at past professional development days).

The national training pack continued to be made available as a free download to all NAAN members.

Briefing papers

We were also able to develop more detailed briefing papers on a number of important topics: -

- Code C 2014: A summary of revisions for appropriate adults (May 2014)
- Liaison & diversion and the provision of appropriate adults for mentally vulnerable adults (April 2014)
- AA power to call out solicitors (May 2014)
- Local authority accommodation transfers under PACE s.38(6) (November 2014)

Research Hub

The Research Hub was a significant addition to the members' section of our website. This new resource aims to list all the relevant findings and recommendations from research and policy reports relating to appropriate adults in a single place. This makes it easier for hard-pressed appropriate adult co-ordinators to apply the latest learning to the practice of their own appropriate adults.

Website

In addition to our work supporting our members, we increasingly used our website to improve the availability of information for others, including: -

- children
- vulnerable adults
- parents, family members and others asked to fulfil the appropriate adult role without training
- current and potential commissioners
- professionals likely to come into contact with appropriate adults or children or mentally vulnerable adults who may need one.

The **Practice** section of the website now provides a wide range of freely available information on: -

- the legal framework
- national standards
- guidance
- frequently asked questions.

Many children and vulnerable adults are supported by parents, carers and other untrained appropriate adults. While the value of training in ensuring effectiveness is clear, everyone should be enabled to make informed decisions about acting as an appropriate adult and be as effective as possible if they choose to fill the role.

During the year the Home Office confirmed that its current guidance was out of date and would be removed and not replaced. Working with the national policing lead for custody, we developed **new guidance for parents and other untrained individuals**.

The guidance was submitted to the Home Office and Youth Justice Board for approval as the official guidance to be referenced in Authorised Professional Practice and which custody sergeants are required to offer to all appropriate adults.

The **Network Map** continues to provide a national gateway for members of the public to volunteer with their local appropriate adult scheme. Last year's implementation of a new, more accessible, system based on Google Maps has worked well. Usage has increased and this year it was used over 4,000 times.

Overall usage of the website continued to increase indicating greater awareness of NAAN and appropriate adults, and reflecting the increasing amount of information we are providing.

	2014-15	2013-14
Users	16,352	9,098
Sessions	22,459	12,342
Pageviews	65,159	35,822

The website received hits from across England and Wales, from Newcastle to Plymouth and Norwich to Swansea.

In addition, the website was accessed by users in Northern Ireland, Scotland, Gibraltar, Guernsey, Jersey, Isle of Man and across Europe, as well as by a small number of users from the wider world.

Following the home page, the next most popular pages were (total page views): -

- Network Map (4,000+)
- Becoming an Appropriate Adult (4,000+)
- Frequently asked questions (3,000+)
- Our work (2,000+)
- Training (2,000+)
- Guidance (2,000+)

Social Media

NAAN's social media work increased during the year, with an active presence on Facebook and Twitter. Over the year Twitter followers increased from 280 to 467. NAAN sent out 531 tweets seen around 37,000 times. Twitter users actively engaged with NAAN tweets around 1,800 times.

Partnership with the Youth Justice Board

Following a meeting last year between NAAN's Chief Executive and the Youth Justice Board's Chief Executive and Head of Safeguarding both organisations agreed to assign staff resources to a joint effective practice project on appropriate adults.

The project aimed to identify the various models of appropriate adult provision in use across the country, provide case studies and highlight effective practice. It did not assess cost effectiveness but prompted Youth Offending Teams to consider the various models and highlighted NAAN's full cost recovery tool for assessing costs.

Following last year's joint visits to various NAAN members using different approaches to provision, the following resources were developed for scheme co-ordinators and commissioners: -

- **Appropriate adults: guide for youth justice professionals**
- **Appropriate adult scheme models**
- **YJB Case Management Guidance Section 3: bail and remand management (revised)**

All three resources are available via the government's main Gov.uk website. The core guide provide links to the other two resources, plus resources on the NAAN website, key statute on legislation.gov.uk, YJB and NAAN National Standards and relevant Ministry of Justice guidance on youth cautions and youth conditional cautions.

The project contributed to our vision by ensuring youth justice professionals have improved access to relevant information about commissioning and providing appropriate adult services, raising the profile of their statutory duties, national standards and effective practice.

Presentations

NAAN was invited to contribute to a number of conferences, seminars and events during the year.

Youth Justice Convention 2014

A change of PACE: The treatment of young people in police custody

Preventing Deaths in Police Care Conference

Children & vulnerable adults in custody: changes and challenges

National Police Custody Conference

Meeting the Needs of Children & vulnerable adults in custody

Faculty of Forensic & Legal Medicine

Royal College of Physicians

The Role of the Appropriate Adult

Metropolitan Police

Operation INCAN (deaths in custody)

Children & vulnerable adults in custody: changes and challenges

Hainan Provincial People's Procuratorate

China

Appropriate adults

National Learning Disabled Offender Steering Group, hosted and chaired by NHS England

Appropriate adults for vulnerable adults

Such presentations were seen to have a practical impact on improving practice. For example, at policing conferences we raised the issue of appropriate adults only being called to attend the interview stage. Appropriate adult schemes later reported police in some areas were now asking them to attend earlier and later in the detention process. While this generates additional demand for schemes, it better reflects the safeguards set out for children and vulnerable adult suspects in PACE.

Effective Policy

Our objectives

- *All mentally vulnerable adults are protected equally when detained or questioned by police*
 - *All children are protected equally when detained or questioned by police*
 - *The appropriate adult powers required to be effective are maintained and recognised*
-

This was a year of significant effort, and real progress, on our key policy concerns: -

- the need to fully recognise 17 year olds as children when in police custody
- the systemic lack of provision of appropriate adults for mentally vulnerable adults

In Parliament

Building on last year's work, we continued to increase the profile of the issues, taking them all the way to Parliament.

Queen's Speech

In June, our President Lord Patel of Bradford OBE, used the opportunity of the Queen's Speech adjournment debate to deliver a speech in the House of Lords detailing: -

- The need for youth offending teams to be properly funded following the Home Office's welcome decision to extend appropriate adult provision to 17 year olds
- The need to amend primary legislation to remove all anomalies whereby 17 year olds continue to be treated as adults in police custody
- The need to end the chronic national failure to transfer children who have been charged and refused bail out of police cells and into local authority accommodation (as required by section 38(6) of PACE 1984)
- The lack of statutory provision of appropriate adults for mentally vulnerable adults, issues with identification of mental vulnerability and the link with Liaison & Diversion.

House of Lords Event

We delivered an awareness raising event at House of Lords in order to develop our network. The event also marked NAAN's 10th anniversary as a registered charity. It was attended by key stakeholders including:

- Association of Police and Crime Commissioners
- Charities including Mind, Rethink Mental Illness, Mencap Cymru and Just for Kids Law
- Children's Commissioner
- Criminal Justice Alliance
- HM Inspectorate of Prisons
- Home Office
- Independent Custody Visitors Association
- Independent Police Complaints Commission
- Law Society
- Labour Party
- Legal Aid Agency
- Liberal Democrat Party
- Local Government Association
- Magistrates Association
- NHS England
- Ofsted
- Police
- Standing Committee for Youth Justice
- Youth Justice Board

Our event was addressed by: -

- Aaron (a man who had experienced mental ill health and the criminal justice system)
- Lord Bradley (Author of the Bradley Report),
- Lord McNally (Chair of the Youth Justice Board),
- Amy Byrne (AA and scheme co-ordinator, City & Hackney Mind)
- Superintendent Alan Greene (representing the national policing lead for custody)

APPG for Children

The All Party Parliamentary group for Children published its inquiry into children and the police, to which NAAN provided oral evidence.

The report stated that it is "*essential that children are able to access high quality advocacy and legal support during their time in police custody, through appropriate adults and specialist legal representation*". It also raised the issue of parents having to act as appropriate adult with little understanding of police processes and underscored the importance of clear guidance and standards for appropriate adults.

It recommended that the Government should amend the definition of 'juvenile' in the Police and Criminal Evidence Act 1984 to include 17 year olds to ensure that they are afforded the same rights and entitlements as other children including transfer to local authority accommodation and an appropriate adult.

Legislative change for children

NAAN strongly supported the #stillatchildat17 campaign led by Just for Kids Law, following which the Criminal Justice and Courts Act 2015 was passed with the following effects: -

- An appropriate adult must be present when a 17 year old receives a youth caution or youth conditional caution (from 13th April 2015).
- The definition of a juvenile in police custody is amended from under 17 to under 18 years old. This means that in addition to receiving an appropriate adult, a 17 year old must legally be transferred to local authority accommodation once charged.

The change in the definition of juvenile is expected to be commenced later in 2015 but no timetable has yet been provided.

Groups

PACE Strategy Board

NAAN was asked to join the board which oversees the development of this policing legislation, enabling us to advocate not only for AAs but for the best interests of children and mentally vulnerable adults more widely.

Metropolitan Police Operation Incan

The Met operates an external stakeholder group in support of its work to reduce deaths in and following police custody.

Mentally vulnerable adults

NAAN remains a member of the *Care not Custody* programme advisory group and coalition and the Bradley Report Group.

Children

We have provided practical support in tackling failures to transfer children to local authority accommodation through our position on a newly established PACE Strategy Working Group. In addition, we have continued to work collaboratively via our involvement in the Standing Committee on Youth Justice.

Media

NAAN's chief executive was interviewed on **Sky News** about the welfare of mentally vulnerable people in police custody following the publication of HM Inspectorate of Constabulary's thematic inspection.

NAAN was a co-signatory to a letter published in the **Guardian**, calling on the Government to launch an urgent review to make sure children are only strip-searched at the police station as a last resort and that it is subject to proper safeguarding measures, such as ensuring an appropriate adult is present.

Criminal Law and Justice Weekly published an article by Chris Bath concerning NAAN's work with the Law Society to maintain the appropriate adult's power to call out a solicitor on behalf of a child or mentally vulnerable suspect.

NAAN was quoted in an article in **Access Magazine** entitled *Justice for all? – Learning Disabilities and the Law*.

Briefings and submissions

Home Office

A submission to the Home Office consultation on PACE Code C and the revised Rights & Entitlements.

NAAN contributed to the Care Not Custody briefing for the Home Secretary.

Minister for Care and Support

We raised the issue of the lack of AAs for adults with Norman Lamb MP in the context of rolling out Liaison and Diversion (L&D) to all police custody suites to identify mentally vulnerable people. At the Ministers request we produced a briefing. The Minister said: -

- NHS England was keen to engage in dialogue with NAAN and commissioners from justice and local authorities
- The L&D Programme would share data on the percentage of people accessing the service who had an appropriate adult
- NHS England would work with NAAN on workforce development training, raising awareness of role and benefits of appropriate adult
- He urged continued productive engagement with NHS as well as with Home Office

Cabinet Office

A briefing was provided for the Cabinet Office on the lack of provision of appropriate adults for vulnerable adults.

Equality and Human Rights Commission

We submitted evidence to the Equality and Human Rights Commission Inquiry into non-natural deaths in detention of adults with mental health conditions.

House of Lords Event

We produced a short briefing entitled "Safeguarding children and vulnerable adults in police custody". This was given to all attendees at the event and made available to all via our website.

Law Society Collaboration

The new duty solicitor contract was amended to enshrine explicitly the AA's power to instruct a legal advisor on behalf of a child or 'Protected Party'. Solicitors will continue to be paid if called out by an AA even in the rare situation that a child or vulnerable adult ultimately refuses advice.

HMI Constabulary Collaboration

The Home Secretary commissioned HMIC to conduct a thematic inspection of the treatment of vulnerable people, including children and vulnerable adults, in police custody.

We provided a written submission to HMIC for input into the 'Expectations' for the thematic. This covered approaches to 24 hour coverage and reference to the transfer of children to local authority accommodation.

We met with Heather Hurford, the lead inspector, and reviewed the process map and draft Expectations for the inspection to assist inspectors with appropriate measures for performance on appropriate adults.

In addition to our input influencing the main Expectations document, our notes were provided as an additional brief to inspectors.

Following the thematic, it is envisaged that much of the development will be included in the revised general Expectations for HMI Constabulary.

Home Secretary's Commission: There to Help

Throughout the year, we continued to raise with the Home Office the increasingly pressing issue of the availability of AAs for mentally vulnerable adults.

In late October, the Home Secretary, the Rt Hon Theresa May MP, spoke at a Policing and Mental Health Summit organised by Black Mental Health UK saying:

"There is evidence to suggest that there are not enough appropriate adults to support vulnerable people who are in police custody...It is right that all vulnerable people can access this invaluable service."

The Home Secretary went on to commit to commissioning NAAN to, *"examine this situation and help us determine where the problems lie, and what can be done to ensure that all vulnerable adults in police custody are able to receive the support they need from appropriate adults."*

This recognition from the Home Secretary, and the promise of investment in developing a clearer evidence base for change, represented a major advance.

The project operated on a tight timescale with NAAN commissioned in mid-December with a deadline of mid-March. Data collection and analysis was carried out during January and February, with the final report delivered to the Home Secretary on time, shortly before the close of the year and the start of the pre-election period

We asked the Institute of Criminal Policy Research (ICPR) to work with us to ensure academic rigour and credibility.

The report's findings included:-

- Inadequate identification of mentally vulnerable adults
- Limited availability and variable quality of AAs for adults
- Vulnerable adults often receive an AA for only part of the custody process
- Causes include a lack of statutory provision, lack of training and screening tools for police, time pressures in custody suites, diminishing public sector funding and a lack of clarity over commissioning responsibilities.
- Such failures are at odds with the promotion of equality, parity of esteem for mental health, and closer working between police and health services.

The report's 10 recommendations included:

- Improvements in police practice
- Locating AA services within the strategic framework of Liaison & Diversion
- Local co-commissioning with short-term programme funding to support the inclusion of AA provision within mainstream budgets
- Establishing clear statutory provision

Investment policy and performance

The Board has decided that at present, funds should continue to be retained in Banks and Building Societies. Any change in such banking arrangements should be agreed by the Board. As far as possible, funds will be retained in interest bearing accounts.

Financial Review

Reserves policy

The Board has agreed to maintain free reserves of at least six months operating costs. This should enable the organisation to meet any outstanding liabilities in the event of expected funding being lost or reduced.

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

.....

Trustee

I report on the accounts for the year ended 31 March 2015 set out on pages nineteen to twenty-four.

Respective responsibilities of trustees and examiner

The charity's trustees (who are also the directors for the purposes of company law) are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year (under Section 144(2) of the Charities Act 2011 (the 2011 Act)) and that an independent examination is required.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under Section 145 of the 2011 Act
- to follow the procedures laid down in the General Directions given by the Charity Commission (under Section 145(5)(b) of the 2011 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 the General Directions given by the Charity Commission. 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 no opinion is given as to whether the accounts present a 'true and fair view ' and the report is limited to those matters set out in the statements below.

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 386 and 387 of the Companies Act 2006; and
 - to prepare accounts which accord with the accounting records, comply with the accounting requirements of Sections 394 and 395 of the Companies Act 2006 and with the methods and principles of the Statement of Recommended Practice: Accounting and Reporting by Charities

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.

Nicholas Hume
Calcutt Matthews
Chartered Accountants
19 North Street
Ashford
Kent
TN24 8LF

Date:

	Notes	31.3.15 Unrestricted fund £	31.3.14 Total funds £
INCOMING RESOURCES			
Incoming resources from generated funds			
Voluntary income		75,000	75,000
Activities for generating funds	2	29,563	28,026
Investment income	3	<u>174</u>	<u>147</u>
Total incoming resources		104,737	103,173
RESOURCES EXPENDED			
Charitable activities			
Professional Development		20,487	61,730
Member Support		37,359	20,576
Policy & Standards		38,564	20,576
Governance costs		<u>4,589</u>	<u>5,143</u>
Total resources expended		100,998	108,025
NET INCOMING/(OUTGOING) RESOURCES		3,739	(4,852)
RECONCILIATION OF FUNDS			
Total funds brought forward		99,375	104,227
TOTAL FUNDS CARRIED FORWARD		<u>103,114</u>	<u>99,375</u>

These notes form part of the financial statements

	Notes	£	31.3.15 Unrestricted fund £	31.3.14 Total funds £
FIXED ASSETS				
Tangible assets	7		-	10
CURRENT ASSETS				
Debtors	8		620	2,779
Cash at bank and in hand			<u>116,172</u>	<u>100,605</u>
			116,792	103,384
CREDITORS				
Amounts falling due within one year	9		(13,678)	(4,019)
			<u>103,114</u>	<u>99,365</u>
NET CURRENT ASSETS				
			103,114	99,375
TOTAL ASSETS LESS CURRENT LIABILITIES				
			<u>103,114</u>	<u>99,375</u>
NET ASSETS				
			103,114	99,375
FUNDS	10			
Unrestricted funds			<u>103,114</u>	<u>99,375</u>
TOTAL FUNDS			<u>103,114</u>	<u>99,375</u>

The charitable company is entitled to exemption from audit under Section 477 of the Companies Act 2006 for the year ended 31 March 2015. The members have not required the charitable company to obtain an audit of its financial statements for the year ended 31 March 2015 in accordance with Section 476 of the Companies Act 2006.

The trustees acknowledge their responsibilities for

- ensuring that the charitable company keeps accounting records that comply with Sections 386 and 387 of the Companies Act 2006 and
- preparing financial statements which give a true and fair view of the state of affairs of the charitable company as at the end of each financial year and of its surplus or deficit for each financial year in accordance with the requirements of Sections 394 and 395 and which otherwise comply with the requirements of the Companies Act 2006 relating to financial statements, so far as applicable to the charitable company.

These financial statements have been prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small charitable companies and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

The financial statements were approved by the Board of Trustees on and were signed on its behalf by:

.....
Trustee

These notes form part of the financial statements

1. ACCOUNTING POLICIES

Accounting convention

The financial statements have been prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006 and the requirements of the Statement of Recommended Practice, Accounting and Reporting by Charities.

Incoming resources

All incoming resources are included on the Statement of Financial Activities when the charity is legally entitled to the income and the amount can be quantified with reasonable accuracy.

Resources expended

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.

Support costs are those incurred directly in support of expenditure on the objects of the charity and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the charity and compliance with constitutional and statutory requirement.

Tangible fixed assets

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

Fixtures and fittings	- 25% on reducing balance
Computer equipment	- 25% on cost

Taxation

The charity is exempt from corporation tax on its charitable activities.

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

2. ACTIVITIES FOR GENERATING FUNDS

	31.3.15	31.3.14
	£	£
Training and training material	5,964	14,448
Membership subscriptions	13,700	13,230
Other income	132	348
Home Secretary's Commission	<u>9,767</u>	<u>-</u>
	<u>29,563</u>	<u>28,026</u>

3. INVESTMENT INCOME

	31.3.15	31.3.14
	£	£
Deposit account interest	<u>174</u>	<u>147</u>

4. NET INCOMING/(OUTGOING) RESOURCES

Net resources are stated after charging/(crediting):

	31.3.15	31.3.14
	£	£
Independent examiner's fee	1,680	2,700
Depreciation - owned assets	<u>10</u>	<u>621</u>

5. TRUSTEES' REMUNERATION AND BENEFITS

There were no trustees' remuneration or other benefits for the year ended 31 March 2015 nor for the year ended 31 March 2014.

Trustees' expenses

	31.3.15	31.3.14
	£	£
Trustees' expenses	<u>2,707</u>	<u>1,989</u>

6. STAFF COSTS

	31.3.15	31.3.14
	£	£
Wages and salaries	70,775	67,962
Social security costs	5,570	7,005
Other pension costs	<u>5,733</u>	<u>4,881</u>
	<u>82,078</u>	<u>79,848</u>

The average monthly number of employees during the year was as follows:

	31.3.15	31.3.14
Charitable activities	<u>2</u>	<u>2</u>

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

7. TANGIBLE FIXED ASSETS

	Fixtures and fittings £	Computer equipment £	Totals £
COST			
At 1 April 2014 and 31 March 2015	<u>287</u>	<u>2,420</u>	<u>2,707</u>
DEPRECIATION			
At 1 April 2014	277	2,420	2,697
Charge for year	<u>10</u>	-	<u>10</u>
At 31 March 2015	<u>287</u>	<u>2,420</u>	<u>2,707</u>
NET BOOK VALUE			
At 31 March 2015	<u>-</u>	<u>-</u>	<u>-</u>
At 31 March 2014	<u>10</u>	<u>-</u>	<u>10</u>

8. DEBTORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.15	31.3.14
	£	£
Trade debtors	620	2,399
Other debtors	<u>-</u>	<u>380</u>
	<u>620</u>	<u>2,779</u>

9. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	31.3.15	31.3.14
	£	£
Trade creditors	20	479
Other creditors	264	90
Accruals and deferred income	7,253	750
Accrued expenses	<u>6,141</u>	<u>2,700</u>
	<u>13,678</u>	<u>4,019</u>

Pension commitments

The charity operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the charity in an independently administered fund. The pension cost charge represents contributions payable by the charity to the fund and amounted to £5,732 (2014 - £4,881)

10. MOVEMENT IN FUNDS

	At 1.4.14	Net movement in funds	At 31.3.15
	£	£	£
Unrestricted funds			
General fund	99,375	3,739	103,114
	<u>99,375</u>	<u>3,739</u>	<u>103,114</u>
TOTAL FUNDS	<u>99,375</u>	<u>3,739</u>	<u>103,114</u>

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

	Incoming resources	Resources expended	Movement in funds
	£	£	£
Unrestricted funds			
General fund	104,737	(100,998)	3,739
	<u>104,737</u>	<u>(100,998)</u>	<u>3,739</u>
TOTAL FUNDS	<u>104,737</u>	<u>(100,998)</u>	<u>3,739</u>

	31.3.15	31.3.14
	£	£
INCOMING RESOURCES		
Voluntary income		
Grants	75,000	75,000
Activities for generating funds		
Training and training material	5,964	14,448
Membership subscriptions	13,700	13,230
Other income	132	348
Home Secretary Commission	<u>9,767</u>	<u>-</u>
	29,563	28,026
Investment income		
Deposit account interest	<u>174</u>	<u>147</u>
Total incoming resources	104,737	103,173

	31.3.15	31.3.14
	£	£
RESOURCES EXPENDED		
Charitable activities		
Wages	70,775	67,962
Social security	5,570	7,005
Pensions	5,733	4,881
Travel and subsistence	598	1,054
Training, Events and Groups	6,047	12,009
Staff training	<u>-</u>	<u>76</u>
	88,723	92,987
Governance costs		
Trustees' expenses	2,707	1,989
Legal and professional fees	189	154
Independent examiner's fee	1,680	2,700
AGM costs	<u>-</u>	<u>300</u>
	4,576	5,143
Support costs & information technology		
Premises	5,149	6,895
Communications and IT	1,211	1,466
Printing and stationery	767	469
Travel and subsistence	233	150
Sundries	329	294
Depreciation of tangible fixed assets	<u>10</u>	<u>621</u>
	<u>7,699</u>	<u>9,895</u>
Total resources expended	100,998	108,025
	<u> </u>	<u> </u>
Net income/(expenditure)	<u><u>3,739</u></u>	<u><u>(4,852)</u></u>