



annual report 2010

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message from the chair



This year has seen the Association build on its work over the previous twelve months, whilst continuing its commitment to developing best practice.

Our partnerships has seen us work closer with Her Majesty's Inspector of Constabulary (HMIC)/Her Majesty's Inspector of Prisons (HMIP) on inspections of police custody across the country and working with the Home Office in looking at revised codes of practice for custody visiting.

I was particularly pleased with our appointment as one of the UK's national preventative mechanisms under the OPCAT protocols and the emphasis that this now gives, not only to the work of the Association but also to visitors in safeguarding the health and wellbeing of those held in custody. The Association has been actively working with its partner National Preventative Mechanisms' (NPMs') to ensure that best practice continues to grow and be shared with other bodies both within the UK and beyond.

Our new training programmes, student manuals and DVD have ensured that at times of economic prudence, the Association has provided police authorities with the most cost effective materials for them to train their visitors with the most up to date information. The Association also continues to strive for excellence in its support to police authorities, scheme administrators and visitors and is currently developing a National Training Programme that will be available later in the year. It has also assisted in the introduction of custody visiting to both Guernsey and Jersey this year and I am pleased that they too are now in membership of the Association. Internationally, the Association has also continued its work, assisting countries, such as China and the Ukraine in their development of custody visiting.

Whilst the next year is likely to be one of change, in respect of the Government's publication of proposals for police authorities, the Association will continue to ensure that custody visiting remains high profile on the change agenda and, in addition to offering on-going assistance to all involved in the process, will continue to support the development of custody visiting whatever structures are put in place for its operation.

Finally, I would like to thank my fellow members of the Executive Committee for their commitment and support this year and for the achievements that have been delivered for custody visiting in communities. I would like to thank the Chief Executive, Ian Smith O.B.E and our Executive Assistant, Anna Jarratt for their excellent work and dedication but above all I would like to thank the visitors, for without their time and effort to visit those in custody, the human rights and our protection of those held in custody would be difficult to achieve.

David Wood
Chair, ICVA

The year has been one of optimism, progression and enhancement, one that has allowed ICVA to focus on the way in which custody visiting is delivered rather than on how it is administered. It has enabled ICVA to focus on the health and wellbeing of detainees and the impact that this has on communities, police services and of course on the detainees themselves. The annual report provides an insight into how the work of the association was prioritised and then what activities were delivered against these priorities.

Business Plan 2009/10

Each year the Executive Committee considers a business plan for the next financial year, which is put together by the officers of the Association. Following discussion it is "costed" and after approval it is submitted to the Home Office who agree the level of grant to be given. Throughout the year the Home Office and the Executive Committee receive regular updates on progress and expenditure.

In 2009/10 the Association approved an action plan that supports the business plan with priorities and activities designed to enhance custody visiting nationally. The action plan priorities and activities are set out below.

1. PRIORITY: PROMOTION AND PRODUCTION OF TRAINING MATERIALS TO POLICE AUTHORITIES

Activity: To provide demonstrations and training materials to regional conferences and police authorities.

New training materials were launched at the Association's conference last year and include a Trainers Manual Student Workbook and Training DVD that has an integral community awareness section. Following the consultation exercise which provided useful feedback it was agreed that both the student workbooks and trainers manual be produced on PDF format. The Trainers Manual, a training DVD and an additional CD with the Student workbook and Trainers Manual, were included in a pack sent to all police authorities. This has significantly improved the ability of police authorities to produce their own copies as and when they require.

2. PRIORITY: RAISING THE PROFILE OF CUSTODY VISITING

Activity: To support visitors, police authorities and administrators and provide information and advice.

National Conferences

Northern Ireland - The Northern Ireland Policing Board Conference took place on Thursday 25 March 2010 in the Killyhevlin Hotel, Enniskillen.

Scotland - The Scottish conference was held on 11th & 12th September, at Tulliallan.

Wales - The annual Wales Conference was held on 10th October 2009 at Portcawl and was hosted by South Wales Police Authority.

Annual Conference - The annual conference took place on 14th November 2009 at the Ramada Hotel, Leicester and was attended by almost 300 delegates. The focus of the conference was safety and dignity whilst in police detention and presentations were made by:

- ACC Gordon Scobbie, ACPO Pre Trial and Custody Manager, West Midland Police
- Mark Hill, Home Office - Safety & Dignity in Police Detention
- Jim Symington, National Mental Health Development Unit - Preventing Death in Police Care
- Ian Smith OBE, ICVA - The Independent Custody Visiting Code of Practice Review & Extending The Role of Independent Custody Visitors
- Jim Donaghy, Independent Police Complaints Commission (IPCC) - Reducing the Risks of Deaths in Custody

Regional Conferences

Eastern Region - The Regional Conference took place on 4th July and was attended by the Chair, Vice-Chair and Executive Assistant.

East Midlands Region - Last year's Regional Conference was held on 3rd October, at Northampton and was hosted by Northamptonshire Police Authority. Speakers included the Chief Executive who spoke about national preventative mechanisms and their implications for custody visiting.

West Midlands Region Conference - The region held their conference on 26th September 2009 at West Midlands Police Authority.

South East Region - Hampshire Police Authority hosted a conference at the Constabulary's training site at Netley to the East of Southampton on Thursday, 20 May 2010.

Scheme Administrators Conference

The Scheme Administrators conference was held on 24 and 25 June 2009 in Birmingham and was attended by 43 delegates.

During the conference itself a number of references and illustrations were given where there was confusion over practices that have been adopted and the relevance of other pieces of legislation, e.g. data protection, health and safety and the terrorism act. The conference agreed to look at work on the codes of practice and national standards for custody visiting.

3. PRIORITY: TO IMPROVE AND MAKE MORE EFFECTIVE COMMUNICATIONS WITH AND TO ICV'S.

Activity: To look at methods of communication and improve their use and content.

The Annual Report is now provided as a downloadable PDF document on the website, this can be printed locally or read on line by all police authorities, visitors and members of the public.

Modern day working lives have seen a far greater use of the internet and email system and this year, members agreed that an important priority within our action plan was to update the Association's website. An audit was undertaken of the current site with a view to looking at priority areas for improvement. The new website was launched in December 2009 and provides a more user friendly approach with greater access to information than the previous site. It has also provided an opportunity for the Association to use the site for the publication of Visiting Times.

The feedback received so far about Visiting Times on-line has been positive and means that each police authority and the association can provide more cost effective means of producing the document for its visitors.

4. PRIORITY: EXTENSION OF CULTURAL AWARENESS & DIVERSITY PROGRAMME TO INTERMEDIATE LEVEL.

Activity: To provide ICVs with a comprehensive background to enable them to be more aware of diversity in custody and detention facilities

To ensure the mainstreaming of this training, the association has now included the core elements of cultural awareness and diversity training in the initial training of all ICV's. The extension to cultural awareness and diversity training is now delivered as a separate module in ICVA's training programme.

5. PRIORITY: ENHANCING GOVERNANCE & STATUS OF ICVA.

Activity: To improve accountability and liability status of organisation.

The association now has an open dialogue with the Home Office and APA and publishes its activities through its annual report and in editions of Visiting Times. It has streamlined the Executive Committee but at the same time has participated in regional meetings and conferences up and down the country. The openness of the association has provided it with an ability not only to train and support but to comment on custody and visiting processes nationally. Its appointment as a national preventative mechanism also means that the association as a body remains committed to continuing its improvements in governance whilst enhancing its status and that of custody visiting.

6. PRIORITY: CONSIDERATION TO BE GIVEN TO BESPOKE TRAINING PROGRAMME AND MATERIALS FOR LEAD MEMBERS OF POLICE AUTHORITIES.

Activity: To provide support to police authorities in respect of training members on custody visiting

In November 2009 the Executive Committee agreed that ICVA should develop a training programme as part of its 2010-11 business plan. This would include offering initial training, introduction to cultural awareness training, advanced training, NPM interventions for police authority members and scheme administrators and an introduction to scheme management course.

The national training programme would include 2 or 3 courses in a set week/few days in a central location and police authorities would be able to send individuals or groups who would then be charged per head. The advantage of this would be that rather than wait for enough volunteers to be able to setup their own training session; police authorities could send individual volunteers or members/officers to a national training event. An initial pilot session including two courses - A-Z Custody Visiting and Leading the Way were successfully completed in March 2010 and further sessions have taken place throughout the year. It is hoped that this form of training can continue as best practice for training visitors, administrators and lead members of police authorities.

7. PRIORITY: DELIVERY OF TRAINING

Activity: To improve the knowledge and understanding of visitors to deliver effective custody visiting

Following the introduction of the new training material, police authorities have now been able to look at delivering training in-house as well as using the services of the association in training of visitors, administrators and lead members.

8. PRIORITY: TO WORK IN PARTNERSHIP WITH VOLUNTARY BODIES IN THE CRIMINAL JUSTICE SYSTEM IN THE DEVELOPMENT OF A SINGLE STRUCTURE.

Activity: To deliver joint arrangements for volunteering in the criminal justice system.

This year, as part of its commitment to partnership working, it co-founded a Monitors Forum comprising AMIMB, Lay Observers, Appropriate Adults and the Association. The Chair and the Chief Executive attended the meetings and issues that impacted upon all organisations were discussed. The meetings agreed that there was a need to ensure that there were no gaps between organisations that would allow for any detention facility or service to be left unmonitored. The differing levels of support for volunteers were a cause of concern and it was agreed that a questionnaire to be completed by all organisations be used to collect information about support mechanisms and volunteers.

9. PRIORITY: TO WORK WITH HMIP/HMIC JOINT INSPECTORATE ON OUTCOMES FROM VISITS OR INSPECTIONS WITH CUSTODY VISITING IMPLICATIONS.

Activity: To improve the conditions of detention and welfare of detainees

Following the appointment of ICVA as one of the UK's National Preventative Mechanisms, the Chief Executive and other members of the Executive Committee attended the OPCAT protocol seminar, at Bristol University on 14th December. The seminar examined the current status of the UK's OPCAT development to date and looked at ways of taking the work forward. There were a number of suggestions which included the mapping of the current arrangements within the UK, the publication of an annual report but more importantly the identification of "gaps, cracks and vacuums" in the current oversight arrangements. The organisations represented were invited to present on how the membership of the national body had impacted on their existing arrangements. The Association was able to give examples of its partnership working with other agencies and how it was promoting the findings of the joint inspectorate to authorities and other bodies.

Joint Inspection Reports – Issues & Outcomes

As one of the nominated bodies who constitute the United Kingdom's national preventative mechanisms the Association receives reports of the joint inspections to police custody suites carried out by HMIC/HMIP.

The association has been working closely with HMIC/HMIP in looking at these inspection reports from custody suites across the country. Whilst best practice has been identified in many of the inspections there are still some shortfalls in relation to the conditions of detention.

The association was pleased to note that the work of custody visitors was an integral part of the inspection process and that inspectors viewed custody visit report forms as part of it.

The Association has to date merely confined itself to making sure that the publication of the report received

the widest publicity by ensuring all members of the Executive Committee receive a copy and providing a link to the PDF via its website. It has refrained from public comment, as the role of the Association has been to support and not make any public criticism of its membership or their custody visiting arrangements.

Codes of Practice

A Codes of Practice Working Group took place during the year at the Home Office aimed at looking at required amendments to the codes of practice in the light of new legislation.

Following discussion and contribution from the Association and police authorities, the codes of practice were distributed to the APA and ACPO earlier in the year and full new codes of practice are now in operation. The Association will be working to provide new national standards to support these codes in the coming months.

Ministerial Board on Deaths in Police Custody

The Chief Executive received a personal invitation to be part of the Ministerial Board on Deaths in Police Custody. The Board examines in depth some of the ways in which deaths can be prevented and how each agency can assist in this process.

The Board is jointly chaired by the Ministers of Health, Justice and the Home Office Minister and provides an opportunity for the Association to represent the views of visitors and authorities in relation to deaths in custody.

The first meeting took place on 18th June 2010 and future meetings will be held twice a year. The meeting provides an opportunity to share the information gathered and

work continues through each organisation to deliver a reduction in deaths in custody, which is a priority for all involved.

International Development

Over the past few years, the Association, by virtue of its success has had a number of requests for its services from countries in Europe and elsewhere.

The countries involved have always met the expenses for this service but the Association has only ever charged for the use of staff or resources in countries that received grant aid to deliver their programme of activity.

With the Association's recognition as a national preventative mechanism as part of the OPCAT protocols and its experience in pre-trial detention, it has seen demand from overseas increase. The Executive

Committee agreed that subject to costs being met that the association should continue to promote the custody visiting process internationally.

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**THE INDEPENDENT CUSTODY
VISITING ASSOCIATION**
EXECUTIVE COMMITTEE REPORT
AND FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 MARCH 2010

ASSOCIATION OFFICE

P O Box 1053
Colne
Lancashire
BB9 4BL

AUDITORS

NAIRNE SON & GREEN
Chartered Accountants
Registered Auditors
477 Chester Road
Manchester
M16 9HF

THE INDEPENDENT CUSTODY VISITING ASSOCIATION EXECUTIVE COMMITTEE REPORT FOR THE YEAR ENDED 31 MARCH 2010

The Executive Committee presents its report on the affairs of the Association together with the financial statements and auditor's report for the year ended 31 March 2010.

Objects

The Association is established to promote the efficient and effective provision of custody visiting in the United Kingdom and elsewhere to raise public awareness about matters and issues concerning the rights and entitlements of people held in police custody.

Principal activity and legal status

The principal activity of the Association is that of supporting and promoting Custody Visiting. The Association is governed by way of a constitution. This gives the Executive Committee the right to manage the affairs and expend the funds of the Association in such a manner as they consider most beneficial for the purpose of the Association's activities and within the scope of the Home Office grant regulations.

Results for the year

The Association has returned a surplus of income over expenditure of £22,239. This surplus has been added to the accumulated fund balance.

Fixed assets

The tangible fixed assets are as per note 3 to the financial statements.

Executive Committee

Executive Committee Offices 1.4.2009 - 31.3.2010

Chairman	David Wood
Vice-Chair	Peter Thompson

THE INDEPENDENT CUSTODY VISITING ASSOCIATION EXECUTIVE COMMITTEE REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2010

Executive committee (continued)

Executive Committee members 1.4.2009 - 31.3.2010

David Wood	Eastern Region	
Angela Perry	East Midlands	(until 5th December 2009)
John King	East Midlands	(from 5th December 2009)
Kerry McClelland	London	(until August 2009)
James Tate	London	(from August 2009)
David Hudson	Midlands	
Peter Thompson	North East	
Robin Cherney	South East	(until 5 December 2009)
Malcolm King	South East	(from 5 December 2009)
Mike Murray	South West	
Janet Spencer	Yorkshire & Humberside	
Kevan Downer	Northern Ireland	
Patricia McCarron	Scotland	
Brian Pirie	Scotland	
John Littlechild	Wales	

THE INDEPENDENT CUSTODY VISITING ASSOCIATION EXECUTIVE COMMITTEE REPORT (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2010

Executive Committee Members' Responsibilities

Current best practice requires the Executive Committee members to prepare financial statements for each financial year which give a true and fair view of the state of affairs of the Association and of the surplus or deficit of the Association for that period. In preparing those financial statements the Executive Committee members should:

- a. select suitable accounting policies and then apply them consistently;
- b. make judgements and estimates that are reasonable and prudent;
- c. state whether applicable accounting standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- d. prepare financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in operation.

The Executive Committee members are responsible for keeping proper accounting records which disclose with reasonable accuracy at any time the financial position of the Association. They are also responsible for safeguarding the assets of the Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Statement of disclosure of information to auditors

In the case of each of the persons who are members at the time when the Executive Committee report is approved:

- so far as they are aware, there is no relevant audit information, information needed by the Association's auditors in connection with preparing their report, of which the Association's auditors are unaware, and
- they have taken all the steps that they ought to have taken as members in order to make themselves aware of any relevant audit information and to establish that the Association's auditors are aware of that information.

Auditors

The Executive Committee members will place a resolution before the Annual General Meeting to re-appoint Nairne Son & Green as auditors. This report was approved by the Executive Committee on 3rd July 2010 and signed on its behalf.

Ian Smith OBE

Chief Executive

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF THE INDEPENDENT CUSTODY VISITING ASSOCIATION

We have audited the financial statements of the Independent Custody Visiting Association for the year ended 31 March 2010 set out on pages 6 to 10. These financial statements have been prepared under the accounting policies set out on page 8 and the historical cost convention.

This report is made solely to the Executive Committee as a body. Our work has been undertaken so that we might state to the Executive Committee 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 Association and the Executive Committee as a body, for our audit work, for this report, or for the opinions we have formed.

Respective responsibilities of Executive Committee and Auditors

As described in the Executive Committee's report on page 3, the Association's Committee is responsible for the preparation of the financial statements in accordance with applicable law and United Kingdom Accounting Standards, (United Kingdom Generally Accepted Accounting Practice). Our responsibility is to audit the financial statements in accordance with the relevant legal and regulatory requirements and International Standards on Auditing (UK and Ireland).

We report to you our opinion as to whether the financial statements give a true and fair view and are properly prepared. We also report to you whether in our opinion the information given in the Executive Committee's report is consistent with the financial statements. In addition we report to you if the Association has not kept proper accounting records, or if we have not received all the information and explanations we require for our audit.

We read the Executive Committee's report and consider the implications for our report if we become aware of any apparent misstatements within it.

Basis of Audit Opinion

We conducted our audit in accordance with International Standards on Auditing (UK and Ireland) issued by the Auditing Practices Board. An audit includes examination, on a test basis, of evidence relevant to the amounts and disclosures in the financial statements. It also includes an assessment of the significant estimates and judgements made by the Executive Committee in the preparation of the financial statements and of whether the accounting policies are appropriate to the Association's circumstances, consistently applied and adequately disclosed.

We planned and performed our audit so as to obtain all the information and explanations which we considered necessary in order to provide us with sufficient evidence to give reasonable assurance that the financial statements are free from material misstatement, whether caused by fraud or other irregularity or error. In forming our opinion we also evaluated the overall adequacy of the presentation of information in the financial statements.

INDEPENDENT AUDITORS REPORT TO THE MEMBERS OF THE INDEPENDENT CUSTODY VISITING ASSOCIATION

Opinion

In our opinion:

- the financial statements give a true and fair view, in accordance with United Kingdom Generally Accepted Accounting Practice, applicable to Smaller Entities, of the state of the Association's affairs as at 31 March 2010 and of its deficit for the year then ended;
- the financial statements have been properly prepared; and
- the information given in the Executive Committee's Report is consistent with the financial statements.

C Roberts FCA
Senior Statutory Auditor
NAIRNE SON & GREEN
Chartered Accountants
Registered Auditors
477 Chester Road
Manchester
M16 9HF
July 2010

THE INDEPENDENT CUSTODY VISITING ASSOCIATION INCOME AND EXPENDITURE ACCOUNT FOR THE YEAR ENDED 31 MARCH 2010

	General Fund	Home Office Restricted Fund	Scottish Development Restricted Fund	Total 2010 £	Total 2009 £
Income					
Fee Income	-	-	-	-	-
Home Office Grant	-	150,000	-	150,000	150,000
Scottish Development Grant	-	-	31,902	31,902	23,171
Membership Fees	21,850	-	-	21,850	22,350
- Scotland	4,000	-	-	4,000	4,000
Scottish Management Fee	2,250	-	-	2,250	2,250
Scottish project staffing	2,000	-	-	2,000	2,645
Sale of Products	8,666	-	-	8,666	4,844
Conference and training fees	13,715	-	-	13,715	11,265
Miscellaneous income	-	-	-	-	15,250
Training provision	2,500	-	-	2,500	2,000
Total income for year	54,981	150,000	31,902	236,883	237,775
Expenditure					
Services and Supplies (note 7)	16,944	119,720	3,930	140,594	143,897
Training Provision and Materials	-	12,005	-	12,005	46,483
Publicity and Developments	5,224	14,123	20,150	39,497	19,738
Conferences and AGM	1,250	13,381	7,822	22,453	28,450
Support Materials and Equipment	95	-	-	95	89
Total expenditure for year	23,513	159,229	31,902	214,644	238,657
Excess of (expenditure over income) income over expenditure	31,486	(9,229)	-	22,239	(882)

The Association does not have any recognised gains and losses other than income and expenditure in the year. The accompanying notes form an integral part of this statement.

**THE INDEPENDENT CUSTODY VISITING ASSOCIATION BALANCE SHEET
AS AT 31 MARCH 2010**

	Notes	2010		2009	
		£	£	£	£
Fixed assets					
Tangible assets	3		592		650
Current assets					
Bank balances:					
- Current account		36,014		18,926	
Debtors		2,071		2,949	
Other debtors and prepayments		29,291		2,509	
		<u>67,376</u>		<u>24,384</u>	
Current liabilities	4	<u>(42,519)</u>		<u>(21,824)</u>	
Net current assets			24,857		2,560
Net assets			<u>25,449</u>		<u>3,210</u>
Represented by:					
Accumulated fund					
At beginning of year			3,210		4,092
(Deficit) surplus for the year			22,239		(882)
At end of year	5		<u>25,449</u>		<u>3,210</u>

David Wood - Chairman

Anna Jarratt - Executive Assistant

Approved on behalf of the Executive Committee on 3rd July 2010.
The accompanying notes form an integral part of this balance sheet.

**THE INDEPENDENT CUSTODY VISITING ASSOCIATION NOTES TO THE
FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 MARCH 2010**

1 Accounting policies

1.1 Basis of preparation of financial statements

The financial statements are prepared under the historical cost convention and in accordance with the applicable accounting standards.

The financial statements have been prepared on the going concern basis as in the opinion of the Executive Committee, the Association will continue operating for the next twelve months, being supported by grants from the Home Office and Scottish Executive.

1.2 Income

Income is credited in the period to which it relates.

1.3 Grant income

Grant income is recognised in the income and expenditure account when the grant is utilised for its specific purpose.

1.4 Expenditure

Expenditure is charged on an accruals basis.

1.5 Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation.

Depreciation is calculated so as to write off the cost of the asset, less its residual estimated value, over the useful economic life of that asset as follows:

Computer equipment - 33.33% per annum straight line basis.

2 Taxation

The Association is a non profit making organisation and will, in the Executive Committee's opinion, be exempt from taxation, apart from tax on investment income.

THE INDEPENDENT CUSTODY VISITING ASSOCIATION NOTES TO THE FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2010

3 Tangible fixed assets

	Computer Equipment £
Cost	
Brought forward at 1 April 2009	12,888
Additions	525
Carried forward at 31 March 2010	<u>13,413</u>
Depreciation	
Brought forward at 1 April 2009	12,238
Charge in the year	583
Carried forward at 31 March 2010	<u>12,821</u>
Net book value as at 31 March 2010	<u>592</u>
Net book value as at 31 March 2009	<u>640</u>

4 Current Liabilities

	2010 £	2009 £
Purchase ledger control account	37,214	12,094
Accruals	2,700	7,547
PAYE/NIC due	2,105	1,991
VAT due	-	192
Income paid in advance	500	-
	<u>42,519</u>	<u>21,824</u>

5 Accumulated fund

	Scottish Development Restricted Fund £	Home Office Restricted Fund £	General £	Total £
As at 1 April 2009	(17,990)	(143,507)	164,707	3,210
Surplus/(deficit) for the year	-	(9,229)	31,468	22,239
As at 31 March 2010	<u>(17,990)</u>	<u>(152,736)</u>	<u>196,175</u>	<u>25,449</u>

THE INDEPENDENT CUSTODY VISITING ASSOCIATION NOTES TO FINANCIAL STATEMENTS (CONTINUED) FOR THE YEAR ENDED 31 MARCH 2010

6 Contingent liabilities

The Home Office grant and Scottish Development grant awarded in the year requires that amounts unspent by the Association must be returned to the Board promptly. The Executive Committee is of the opinion that the monies will be expended in accordance with their application.

7 Services and supplies costs

The services and supplies costs in the income and expenditure account include the following:-

	2010 £	2009 £
Scottish office costs	-	1,959
Scottish development expenditure	3,930	3,361
Irrecoverable VAT	7,868	6,506
Administration costs	128,796	132,071
	<u>140,594</u>	<u>143,897</u>

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