

Company Number: 6031536
Charity number: 1119538



ASSISTANCE DOGS (UK)

(A COMPANY LIMITED BY GUARANTEE)

**ANNUAL REPORT AND UNAUDITED FINANCIAL STATEMENTS
FOR THE YEAR ENDED
31 DECEMBER 2022**

ASSISTANCE DOGS (UK)
(A COMPANY LIMITED BY GUARANTEE)

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ASSISTANCE DOGS (UK)
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LEGAL AND ADMINISTRATIVE INFORMATION

Full name	Assistance Dogs (UK)	
Trustees	Nicola Martin Peter Goring Michele Jennings Claire Guest Rita Howson Timothy Stafford Angie Southcott Liam Flynn Edward Bracher Garry Botterill	(resigned 8 August 2022) (resigned 19 April 2023) (appointed 8 August 2022) (appointed 8 August 2022) (appointed 19 April 2023) (appointed 19 April 2023)
Charity number	1119538	
Company number	6031536	
Principal office	The Grange Wycombe Road Saunderton Princes Risborough Buckinghamshire HP27 9NS	
Accountants	Charlotte Toemaes BSc FCA Ellacotts LLP Countrywide House 23 West Bar Banbury Oxfordshire OX16 9SA	
Bankers	Barclays Bank Plc 1 Churchill Place London E14 5HP CAF Bank 25 Kings Hill Kent ME19 4JQ	

ASSISTANCE DOGS (UK)

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TRUSTEES REPORT (INCLUDING DIRECTORS' REPORT) FOR THE YEAR ENDED 31 DECEMBER 2022

The Directors, who are also the Charity Trustees for the purposes of the Charities Act 2011, submit their report together with the financial statements for the year ended 31 December 2022.

Constitution and Objects

Assistance Dogs (UK) is governed by a Memorandum and Articles of Association adopted on 16 December 2006 and registered at Companies House under company number 6031536. The company was registered with the Charity Commission on 7 June 2007 under charity number 1119538. The registered address at which the Charity can be contacted is:

The Grange, Wycombe Road, Saunderton, Princes Risborough, Buckinghamshire HP27 9NS

Changes to the Articles of Association were pre-approved by the Charity Commission and subsequently passed by special resolution in October 2022. These changes included a new charitable objective to reflect Assistance Dogs (UK)'s work as an umbrella body and an amendment to the dissolution clause.

Organisation

The Trustees who have served during the period covered by this Annual Report and Accounts are:

Nicola Martin	(resigned 8 August 2022)
Peter Gorbng	(Company Secretary, resigned 19 April 2023)
Michele Jennings	
Claire Guest	
Rita Howson	
Timothy Stafford	
Angie Southcott	(appointed 8 August 2022, resigned 19 April 2023)
Liam Flynn	(appointed 8 August 2022)

Membership

The following organisations were Full Members of Assistance Dogs (UK) at 31st December 2022:

- Autism Dogs
- Canine Partners
- Dog A.I.D.
- Dogs for Good
- Hearing Dogs for Deaf People
- Medical Detection Dogs
- Support Dogs
- The Guide Dogs for the Blind Association
- The Seeing Dogs Alliance
- Service Dogs UK
- Veterans with Dogs

Recruitment and appointment of Trustees

The Board of Trustees currently consists of representatives from across our membership organisations. Each organisation that has been a member for more than one year is eligible to nominate someone as Trustee, the Board of Trustees can also elect up to three external Trustees.

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Risk management

The Trustees have a risk management strategy which includes:

- A quarterly review of the principal risks and uncertainties that ADUK faces.
- Policies, systems and procedures to mitigate those risks identified in the quarterly review.
- The implementation of procedures designed to minimise or manage any potential impact should those risks materialise.

Public benefit

The Trustees confirm that they have complied with the duty in section 17 of the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

Assistance Dogs (UK) is a voluntary coalition of assistance dog charities that work together to promote the freedom, independence, and rights of people with assistance dogs across the UK.

Objectives and Activities

Assistance Dogs (UK)'s main objective is to seek to advance the education of the public and service providers about assistance dogs, and the rights of people who rely on them.

This is done through the following activities: encouraging the exchange of ideas and best practice amongst its members, raising awareness amongst the general public, and promoting behavioural and legislative changes to ensure the freedom, independence and rights of people who rely on assistance dogs as well as advocating for the welfare of dogs.

Charitable Objectives:

- The relief of disabled people through seeking to improve access for people who depend on assistance dogs in public places such as, but without limitation, supermarkets, restaurants and on public transport and which might not otherwise be accessible to them.
- To advance the education of the public regarding the needs and rights of disabled people who depend on assistance dogs in public places; and
- To promote and organise co-operation in the furtherance of such purposes between accredited assistance dog organisations.

Addition of new Charitable Object

The Charity gained preapproval from the Charity Commission to add a new charitable object which was subsequently approved by special resolution in October 2022.

The new charitable object reflects Assistance Dogs (UK)'s work as an umbrella body, bringing the membership together to further its public education work and improve access alongside shaping best practice for the industry.

- *To promote and organise co-operation in the furtherance of such purposes between accredited assistance dog organisations*

Achievements and Performance

New Members and Candidates

In 2022, Assistance Dogs (UK) welcomed one new Member and two new Candidates (organisations that are working towards accreditation from Assistance Dogs International or the International Guide Dog Federation).

External Relationship Building

Assistance Dogs (UK) built relationships with a number of external service providers, public bodies and organisations. In this capacity, the Charity supported the creation of new practice policies and delivered online talks, training, information, and signposting.

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Partnership Work

Assistance Dogs (UK) worked in partnership with National Rail Delivery Group to create an assistance dog card for rail travel.

Information and Signposting

Assistance Dogs (UK) responded to approximately 2000 enquiries for information from the general public, service providers and decision-making bodies.

Learning and Training

Assistance Dogs (UK) purchased a membership to an online learning and development platform for the benefit of all Members and Candidates.

Resources

Assistance Dogs (UK) created a range of Quick Guides to continue to provide information to a wide range of businesses, agencies, and individuals on access rights and legal obligations.

Assistance Dogs (UK) worked with its members to commission a range of animations designed to increase public and service provider awareness of assistance dogs and the needs and rights of those who rely on them.

European Standard for Assistance Dogs:

During 2022, Assistance Dogs (UK) members continued to be active in the CEN TC452 – Assistance Dogs. This Technical Committee seeks to create European standards relating to all aspects of training and supporting assistance dog partnerships.

Future Plans

In 2023, Assistance Dogs (UK) will

- Continue to provide access to training and learning for its members and candidates.
- Continue to create opportunities that encourage and enable members and candidates to share their knowledge and expertise.
- Launch and promote a series of educational animations.
- Pilot and launch a suite of training resources for service providers.
- Further position the Charity as a source of information, good practice, and expertise.
- Introduce an Ambassadors Programme to ensure the voice of assistance dogs' users are present in the Charity's work.
- Develop the Charity's capacity to support the development of best practice policies.

Financial review

Assistance Dogs (UK)'s income comprises legacies and donations from members of the public and trusts who wish to support the work of the Charity and its membership. The Charity did not actively fundraise in 2022.

The Charity received four legacies in 2022 and 43 one-off donations amounting to £136,681. The Charity has a total of £575,189 in funds to carry forward, all of which is unrestricted in nature.

During the year Assistance Dogs (UK) received notice of three additional legacies that will be realised in January 2023 amounting to £47,293.

Assistance Dogs (UK)'s outgoings are for staff (who are hosted by one of the Members) and any campaigns that are run on behalf of the membership in order to achieve the Charity's aims. In 2022 the Charity spent £25,000 on resources for a major campaign designed to further the Charity's educational objects.

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Investments Policy

The Trustees have the power to invest the unrestricted resources of the Charity in appropriate investments.

Reserves Policy

As the Charity carries out no active fundraising, it is the policy of Assistance Dogs (UK) to maintain a level of free reserves sufficient to cover approximately three years of core running costs. Core running costs represent contractual obligations and core staff, both of whom are hosted by a Member and permanently seconded to Assistance Dogs (UK). The level of free reserves held as at 31 December 2022 was £575,189 (2021: £546,122).

By maintaining such reserves the Charity is safeguarding its ability to operate should no further legacies be received. The reserves policy is reviewed annually and considers any forecasts for expenditure, known future income, future need and opportunities.

The Trustees are responsible for keeping adequate accounting records which disclose with reasonable accuracy at any time the financial position of the charitable company and which enable us as Trustees to ensure that the financial statements comply with the Companies Act 2006. As the Trustees, we are also responsible for safeguarding the assets of the charitable company and for their proper application, and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Under Section 477 of the Companies Act 2006 the Company Accounts are exempt from audit.

Approved by the trustees and signed on their behalf by:



Tim Stafford
Trustee

Date: 31-08-2023

ASSISTANCE DOGS (UK)
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**INDEPENDENT EXAMINER'S REPORT
TO THE TRUSTEES OF ASSISTANCE DOGS (UK)**

Independent Examiner's Report to the Trustees of Assistance Dogs (UK)

I report to the Charity Trustees on my examination of the accounts of the company for the year ended 31 December 2022 which are set out on pages 8 to 12.

Responsibilities and basis of report

As the Charity Trustees of the company (and also its Directors for the purposes of company law) you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ('the 2006 Act').


Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). In carrying out my examination I have followed the Directions given by the Charity Commission under section 145(5)(b) of the 2011 Act.

Independent examiner's statement

I have completed my examination. I confirm that no matters have come to my attention in connection with the examination giving me cause to believe that in any material respect:

1. accounting records were not kept in respect of the company as required by section 386 of the 2006 Act; or
2. the accounts do not accord with those records; or
3. the accounts do not comply with the accounting requirements of section 396 of the 2006 Act other than any requirement that the accounts give a 'true and fair view' which is not a matter considered as part of an independent examination; or
4. the accounts have not been prepared in accordance with the methods and principles of the Statement of Recommended Practice for accounting and reporting by charities applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.



Charlotte Toemaes BSc FCA
Ellacotts LLP
Chartered Accountants
Countrywide House
23 West Bar Street
Banbury
OX16 9SA

Date: 11/09/23

ASSISTANCE DOGS (UK)
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STATEMENT OF FINANCIAL ACTIVITIES
(INCLUDING INCOME AND EXPENDITURE ACCOUNT)
FOR THE YEAR ENDED 31 DECEMBER 2022

		2022 £	2021 £
	Notes		
Income from:			
Donations and legacies	3	136,681	162,211
Investment income	4	508	54
Other income	5	6,753	-
Total Income		<u>143,942</u>	<u>162,265</u>
 Expenditure on:			
Charitable activities	6	114,875	87,962
Total Resources Expended		<u>114,875</u>	<u>87,962</u>
 Net income and movement in funds		29,067	74,303
Funds brought forward at 1 January 2022		<u>546,122</u>	<u>471,819</u>
Funds carried forward at 31 December 2022		<u>575,189</u>	<u>546,122</u>

All activities are continuing.

The notes on pages 10 to 12 form part of these accounts

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NOTES TO THE FINANCIAL STATEMENTS FOR THE YEAR ENDED 31 DECEMBER 2022

1. ACCOUNTING POLICIES

a) **Charity Information**

The Charity is a Company limited by guarantee incorporated in England and Wales. Each member's liability would be limited to an amount not exceeding £10 in the event of the Charity winding up.

b) **Accounting Convention**

The Charity constitutes a public benefit entity as defined by FRS 102. The financial statements have been prepared in accordance with "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)" (as amended for accounting periods commencing from 1 January 2019), the Charities Act 2011 and the Companies Act 2006.

The financial statements are prepared in sterling, which is the functional currency of the Charity. Monetary amounts in these financial statements are rounded to the nearest £1.

c) **Going Concern**

At the time of approving the accounts, the Trustees have a reasonable expectation that the Charity has adequate resources to continue in operational existence for the foreseeable future. As a result the Trustees continue to adopt the going concern basis of accounting in preparing the accounts.

d) **Fund Accounting**

Unrestricted funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Charity and which have not been designated for other purposes.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Charity for particular purposes.

e) **Incoming Resources**

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

Gifts in kind donated for distribution are included at valuation and recognised as income when they are distributed to the projects. No amounts are included in the financial statements for services donated by volunteers.

f) **Expenditure**

All expenditure is accounted for on an accruals basis and includes irrecoverable VAT. Where costs cannot be directly attributed to particular headings they have been allocated to activities on a basis consistent with use of the resources.

Governance costs are for the running of the Charity itself as an organisation.

g) **Cash at Bank and in Hand**

Cash at bank and in hand includes cash, deposits held with banks, and other short-term liquid investments with original maturities of three months or less.

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h) Taxation

No tax is payable by the Charity by virtue of its charitable status.

i) VAT

The Charity is not registered for VAT. Irrecoverable VAT is included within the relevant cost.

2. AVERAGE NUMBER OF EMPLOYEES

The average number of employees for the year was zero (2021: zero).

3. DONATIONS AND LEGACIES

	2022 £	2021 £
Donations	17,120	7,481
Legacies	<u>119,561</u>	<u>154,730</u>
	<u>136,681</u>	<u>162,211</u>

4. INVESTMENT INCOME

	2022 £	2021 £
Bank interest	<u>508</u>	<u>54</u>
	<u>508</u>	<u>54</u>

5. OTHER INCOME

	2022 £	2021 £
Recharges to member organisations	<u>6,753</u>	<u>-</u>
	<u>6,753</u>	<u>-</u>

6. TOTAL RESOURCES EXPENDED

	2022 £	2021 £
Charitable activities	109,815	78,239
Governance costs (see note 7)	<u>5,060</u>	<u>9,723</u>
	<u>114,875</u>	<u>87,962</u>

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7. GOVERNANCE COSTS

	2022 £	2021 £
Indemnity Insurance	870	870
Trustee Expenses	790	663
Legal Fees	1,800	6,600
Independent Examiner's Fees	<u>1,600</u>	<u>1,590</u>
	<u>5,060</u>	<u>9,723</u>

8. CREDITORS: AMOUNTS FALLING DUE WITHIN ONE YEAR

	2022 £	2021 £
Amounts due to member organisations	18,639	15,300
Accruals	<u>14,669</u>	<u>4,172</u>
	<u>33,308</u>	<u>19,472</u>

9. UNRESTRICTED FUNDS

Currently all funds held by Assistance Dogs (UK) are unrestricted in nature.

10. MEMBERS LIABILITY

Each member of the charitable company undertakes to contribute to the assets of the company in the event of it being wound up while he or she is a member, or within one year after he or she ceases to be a member, such amount as may be required, not exceeding £10 for the debts and liabilities contracted before he or she ceases to be a member.

11. PAYMENTS TO TRUSTEES AND CONNECTED PERSONS

None of the Trustees were paid any remuneration for their duties as Trustees during the year by the Charity. Expenses reimbursed to six Trustees for 2022 were £483 (2021: £292).

12. RELATED PARTY TRANSACTIONS

At 31 December 2022 the Charity owed £18,639 (2021: £15,300) to Hearing Dogs for Deaf People, a constituent organisation which has Trustees in common.