

**SERVICE DOGS UK**  
**REPORT AND ACCOUNTS**  
**31ST MARCH 2022**

**Compass Accountants Limited**  
**Chartered Accountants**  
**Venture House**  
**The Tanneries**  
**East Street**  
**Titchfield**  
**Hampshire**  
**PO14 4AR**

## **SERVICE DOGS UK**

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## **SERVICE DOGS UK**

### **COMPANY INFORMATION**

#### **Directors**

G J Botterill  
S W Toddington  
D M Butler  
P Sims  
J Hoare  
G Ryder

#### **Registered office**

Fareham Marina  
The Old Mill  
Lower Quay  
Fareham  
PO16 0RA

#### **Accountants**

Compass Accountants  
Venture House  
The Tanneries  
East Street  
Titchfield  
Hampshire  
PO14 4AR

#### **Independent Examiner**

Kerry Lawrance FCA

#### **Bankers**

Santander  
Bootle  
Merseyside  
L30 4GB

## **SERVICE DOGS UK**

### **Directors' Report and Trustees' Annual Report**

The directors present their report and accounts for the year ended 31<sup>st</sup> March 2022.

#### **Principal activity and status**

The company is a non-profit seeking charitable organisation established in 2015/16, whose principal activity during the year 2021/22 was to continue to relieve the needs and help promote good health of people of the armed forces and emergency services who have been diagnosed with post-traumatic stress disorder (PTSD), in particular but not exclusively, by providing trained assistance dogs from rescue. In addition, the company seeks to raise public awareness of post-traumatic stress disorder in service people.

The company is limited by guarantee with registration number 9553131 governed by its Memorandum and Articles of Association dated 21 April 2015. It is also a registered charity, number 1165409.

Service Dogs UK continues to deliver an excellent service to Veterans and is supporting over 30 partnerships while providing exceptional value for money. Our low overheads and thriving volunteer base together with our long standing partnership with Dogs Trust ensures we can provide excellent dogs and training with an exceptional programme that is unique to the industry.

**We are now the ONLY accredited assistance dog charity in the Veteran sector and the only accredited PTSD assistance dog charity in the UK.**

During 2021/22 Training continued as much as possible given the restrictions imposed as a result of the continuing Coronavirus Pandemic and some of our plans were disrupted. Where possible we continued training and used technology to provide 1-2-1 video training sessions. We also made use of a 'closed' media group to maintain contact, provide a social element and to share information. Additionally we held Zoom meetings for a purely social purpose for Veterans to help combat isolation and to enable them to feel 'connected' and to support our Veterans following the withdrawal of British forces from Afghanistan. As part of a successful Armed Forces Covenant grant under the title; Canines and Comrades after Conflict we were able to expand this and increase Trainer hours to provide a Canines and Comrades Dog walk and Talk group.

We have consolidated our procedures and policies and updated documents and forms to accurately reflect changes made including our 'successor dog' policy so that we can prioritise Veterans who's dog is retiring and give them an abbreviated route to accreditation but without excessive expense to the charity.

In September 2021 we had our Assistance Dogs International 'on site' assessment followed two days later by a Royal Visit by HRH Prince Edward Duke of Kent. Also in attendance was the High Sheriff of West Sussex Neil Hart.

In October 2021 we attained our goal of becoming fully accredited members of Assistance Dogs International and additionally, Assistance Dogs UK. We are the ONLY accredited assistance dog charity in the Veteran sector and the only accredited PTSD assistance dog charity in the UK. This has been a remarkable achievement and is testament of the professionalism, commitment and drive that is found at every level of the charity from our dedicated volunteers, our talented training team the management and trustees.

The mentoring scheme remains well established and has continued, we now have further mentors who are assisting fellow Veterans throughout the course in a volunteer capacity. Furthermore, on-going contact and support has been maintained with all previously graduated client partnerships. Sufficient funds continued to be raised to enable further client - dog partnerships to commence. We were successful in securing an Armed Forces Covenant Grant to fund 4 Veterans on the programme over 2 years (which we completed in 2021) and as a result of the report submitted we are being used as a 'case study' to demonstrate the impact of the grant. We received a further grant from the AFC in relation to our continuing support in a social capacity for our Veterans where we provide safe places for them to meet, socialise, share knowledge and peer support each other this has now developed into Canines and Comrades, a weekly Dog Walk and Talk session which is run by our Hub Manager and mentors.

## SERVICE DOGS UK

### Directors' Report and Trustees' Annual Report

The charity also continued to raise awareness of PTSD in service people via the media, including social media but our presence at events has been partly curtailed due to Coronavirus. Our monitoring of our Veterans through surveys has produced some excellent statistics which prove the effectiveness of the programme. Our Veterans are increasingly more open about talking about the benefits of the programme and dogs and this has led to several positive media stories in the national press and magazines.

In the period post March 2021 we have had 6 further Veteran and Assistance Dog Partnerships accredited and there are 10 partnerships working towards accreditation with further veterans waiting to start on the programme. We have increased the number of volunteer trainers to meet the increased demand and we have secured suitable dogs for ongoing assessment in foster homes.

We now have the all the staff and volunteers in place for both the South Coast Hub and our newer South West Hub reaching Veterans from Somerset and parts of Dorset, Wiltshire, Devon and Gloucestershire. This Hub has a full training team consisting of one Hub Manager and 2 volunteers who are actively training Veteran and dog partnerships and two have reached accreditation to date with others in training working towards it.

We have closed the Hub in Suffolk which was largely paid for by a generous donor offering the facilities in the area. We set this new Hub up together with a Hub Manager and Volunteer trainers but it failed to attract sufficient Veterans to make it viable. We took the difficult decision to close the Hub as it was felt that the area was too remote to attract Veterans from surrounding counties (as the other Hubs do). We have one Veteran from that Hub who is continuing on the programme and is supported by the Hub manager to see her to the conclusion of her training. We are investigating the possibility of opening a South East Hub in Essex (subject to research) which has potential to reach Veterans in several counties and from within London.

Service Dogs UK remains an important asset in providing 'know how' and support to the National Police Wellbeing Service and the Wellbeing and Trauma Support Dog Project. The national lead for this highly successful initiative is the charity's volunteer Operational Director, Trustee and Founder. The charity is fully supportive of the scheme which is extremely successful and provides much needed support to those that serve, we are proud to be associated with it and will continue to support our Emergency Services.

### Plan for future periods

We are aware that as an organisation we are only able to assist Veterans who are able to commute to our training areas regularly and commit to a 9 month training programme. It is our intention to expand our 'tried and tested' model to new areas so that we can support more Veterans and provide our service in other locations.

We are exploring the opportunities of further expansion in other areas subject to securing sufficient funding to do so.

It is the Board's intention to recruit further Trustees with specialist experience to fulfil its strategic objectives. Trustees may be recruited from advertising in relevant publications and websites or nominated by existing Trustees while following Charity Commission guidance and adhering to our Memorandum and Articles of Association.

New Trustees will undertake orientation with the charity where they will be provided with the Charity Commission Guidance 'The essential trustee', a PTSD and training input and where their role, legal obligations and responsibilities under company law and as a trustee are clearly stated. They will be informed of the Memorandum and Articles of Association for the charity, the committee structure, rules and business plan. During their induction they will meet with key employees and volunteers and be given the latest financial reports of the performance of the charity. We are keen to have representation on the board from our beneficiaries and our fosters, our beneficiaries are the reason we do what we do and without our fosters we could not take on dogs and prepare them for training. **At present 50% of the board are Veterans and this demonstrates our commitment to focussing on the needs of Veterans and the issues that affect them.**

## **SERVICE DOGS UK**

### **Directors' Report and Trustees' Annual Report**

Service Dogs UK has been successful in obtaining grants from The Armed Forces Covenant, Veterans' Foundation and The Army Benevolent Fund during the period. We are very grateful to these organisations that allow us to fund more Veterans on our programme year on year. Public donations through events and fund-raising have been limited due to the pandemic but revenue and reach through our social media channels has increased slightly. We continue to seek sponsorship from companies, organisations and individuals to help us with the costs of running the charity. We are now members of Cobseo and fully accepted as a useful resource within the armed forces community. We continue to reach out and work with other Veteran organisations to enhance what we can provide and 'signpost' to those that can give specialist help, examples of this are; Voluntary Outreach Service, various Veteran breakfast clubs, the Sussex Armed Forces Network etc. We feel it is essential that we work with others to provide a more substantial service to our Veterans and to meet their individual needs.

We are in the process of setting up a training platform from which we can supply suitable training to all our staff, whether they are paid or volunteers. This will make it possible for them to receive additional training and to equip them better in their respective roles. We are determined to invest in our volunteers and staff so that they can not only 'thrive' in their work but they can be better equipped to deliver an excellent service to our Veterans.

### **Directors' responsibilities for preparing the accounts**

Company law requires the directors to prepare accounts for each financial year which give a true and fair view of the state of affairs of the company and of the profit or loss of the company for that period. In preparing those accounts, the directors are required to

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

### **Directors**

The directors who served during the year were:

G J Botterill  
S W Toddington  
D M Butler  
P Sims  
J Hoare  
G Ryder

### **Review of financial position**

These details are set out in the Statement of Financial Activities on page 5 of the accounts. Total reserves of the company at 31<sup>st</sup> March 2022 were £96,239 (2021: £84,511).

In setting objectives and planning activities, the directors give very careful consideration to the Charity Commission's general guidance on public benefit.

### **Investment policy**

Funds not immediately required are safeguarded in the company's bank account.

### **Reserves policy and risk management**

The directors have formulated policies to ensure that the company maintains adequate reserves to finance its operations. Risk management procedures are in place to help safeguard the on-going viability of the company and to protect its assets. It is estimated that a designated reserve of £80,000 is required to provide sufficient support to our existing clients and dogs and to ensure that the charity can complete its obligations towards those currently benefitting from our programme.

## **SERVICE DOGS UK**

### **Directors' Report and Trustees' Annual Report**

The Trustees also aim to build up a free reserve of approximately £84,000, equivalent to 6 months operating costs.

Free reserves, excluding designated funds, are currently £36,239.

### **Guarantee**

The company has no share capital and the liability of members is limited by guarantee. In the event of the company being wound up, the members can be called upon to contribute up to a maximum of £10 each.

### **Small companies**

This report has been prepared in accordance with the provisions of the Companies Act 2006 relating to small companies.

On behalf of the board



Garry Botterill

Date: 18/08/2022

## **SERVICE DOGS UK**

### **Independent Examiner's Report to the Trustees of Service Dogs UK**

I report to the charity trustees on my examination of the accounts of the company for the year ended 31<sup>st</sup> March 2022 which are set out on pages 7 to 11.

#### **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').

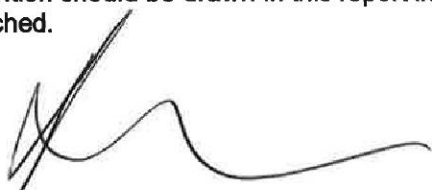
Having satisfied myself that the accounts of the company are not required to be audited under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your company's accounts as carried out under section 145 of the Charities Act 2011 ('the 2011 Act'). 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.



Kerry Lawrance FCA  
Compass Accountants  
Venture House  
The Tanneries  
East Street  
Titchfield  
Hampshire  
PO14 4AR

Date: 10 AUGUST 2022



**SERVICE DOGS UK**  
**STATEMENT OF FINANCIAL ACTIVITIES (INCORPORATING THE INCOME AND EXPENDITURE**  
**ACCOUNT)**  
**FOR THE PERIOD ENDED 31ST MARCH 2022**

	Notes	Unrestricted Funds £	2022 Total £	Unrestricted Funds £	2021 Total £
<b>Income</b>					
Income from charitable activities	2	22,753	22,753	31,973	31,973
Other incoming resources	3	80,000	80,000	53,250	53,250
<b>Total Income</b>		<u>102,753</u>	<u>102,753</u>	<u>85,223</u>	<u>85,223</u>
<b>Expenditure</b>					
Charitable activities	4	91,025	91,025	58,770	58,770
<b>Total expenditure</b>		<u>91,025</u>	<u>91,025</u>	<u>58,770</u>	<u>58,770</u>
<b>Net income/expenditure</b>		11,728	11,728	26,453	26,453
Transfers between funds		-	-	-	-
<b>Net movement in funds</b>		<u>11,728</u>	<u>11,728</u>	<u>26,453</u>	<u>26,453</u>
<b>Reconciliation of funds:</b>					
Total funds brought forward		84,511	84,511	58,058	58,058
<b>Total funds carried forward</b>		<u>96,239</u>	<u>96,239</u>	<u>84,511</u>	<u>84,511</u>

All transactions are derived from continuing activities.

All recognised gains and losses are included in the Statement of Financial Activities

**The notes on pages 9 to 11 form an integral part of these financial statements**

**SERVICE DOGS UK**  
**BALANCE SHEET - COMPANY REGISTRATION NUMBER 09553131**  
**AS AT 31ST MARCH 2022**

	Notes	2022 £	2021 £
<b>Current Assets</b>			
Cash at bank and in hand		<u>97,007</u>	<u>85,111</u>
		97,007	85,111
<b>Creditors: amounts falling due within one year</b>	<b>6</b>	<u>(768)</u>	<u>(600)</u>
<b>Net Current Assets</b>		96,239	84,511
<b>Net Assets</b>		<u>96,239</u>	<u>84,511</u>
<b>Funds</b>			
Unrestricted Funds	<b>8</b>	36,239	84,511
Designated Funds		60,000	-
		<u>96,239</u>	<u>84,511</u>

For the financial year ended 31st March 2022, the company was entitled to exemption from audit under section 477 of the Companies Act 2006.

The trustees have not required the company to obtain an audit of its financial statements for the year ended 31st March 2022 in accordance with Section 476 of the Companies Act 2006.

The trustees (who are also directors of Service Dogs UK for the purposes of company law) are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

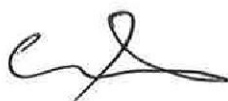
Company law requires the trustees to prepare financial statements for each financial year, which give a true and fair view of the state of affairs of the charitable company and of the incoming resources and application of resources, including the income and expenditure, of the charitable company for that period. In preparing these financial statements, the trustees are required to:

- select suitable accounting policies and then apply them consistently;
- observe the methods and principles in the Charities SORP 2019 (FRS 102);
- make judgements and estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charitable company will continue in operation.

The financial statements are prepared in accordance with the special provisions of Part 15 of the Companies Act 2006 relating to small companies.

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

**G Botterill**  
**Trustee**  
**Date:**



18/08/2022

**The notes on pages 9 to 11 form an integral part of these financial statements**

**SERVICE DOGS UK  
NOTES TO THE FINANCIAL STATEMENTS  
FOR THE PERIOD ENDED 31ST MARCH 2022**

**1 Accounting Policies**

**1.1 Charity Information**

Service Dogs UK is a charity limited by guarantee and incorporated in England and Wales. The registered office is Fareham Marina, The Old Mill, Lower Quay, Fareham, Hampshire, PO16 0RA.

Service Dogs UK meets the definition of a public benefit entity under section 34 of FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value, unless otherwise stated in the relevant accounting policy.

The principal objectives of the charity are detailed in the Trustees Report.

**1.2 Basis of preparation of financial statements**

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) (effective from October 2019) - Charities SORP (FRS102), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

**1.3 Income**

Income is recognised when the charity has entitlement to the funds, any performance conditions attached to the items of income have been met, it is probable that the income will be received and the amount can be measured reliably.

Income from investments is included in the year in which it is receivable.

**1.4 Expenditure**

Resources expended are recognised in the period in which they are incurred. Resources expended are allocated to the particular activity where the cost relates directly to that activity.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

**1.5 Financial Instruments**

Financial instruments are classified and accounted for, according to the substance of the contractual arrangement, as financial assets, financial liabilities or equity instruments. An equity instrument is any contract that evidences a residual interest in the assets of the company after deducting all of its liabilities

**1.6 Funding Accounting**

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general activities of the charity and which have not been designated for other purposes. Restricted funds are those provided to the charity for certain specified purposes rather than general use.

Designated funds have been designated by the Trustees for a specified purpose.

**1.7 Going Concern**

The financial statements have been prepared on a going concern basis as the trustees believe that no material uncertainties exist. The trustees have considered the level of funds held and the expected level of income and expenditure for 12 months from authorising these financial statements. The budgeted income and expenditure is sufficient with the level of reserves for the charity to be able to continue as a going concern.

**SERVICE DOGS UK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31ST MARCH 2022**

<b>2</b>	<b>Income from charitable activities</b>	<b>Unrestricted Funds</b>	<b>2022</b>	<b>Unrestricted Funds</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Donations and grants	22,600	22,600	31,973	31,973
	Other income	153	153	-	-
		<u>22,753</u>	<u>22,753</u>	<u>31,973</u>	<u>31,973</u>

<b>3</b>	<b>Other incoming resources</b>	<b>Unrestricted Funds</b>	<b>2022</b>	<b>Unrestricted Funds</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Grant income	80,000	80,000	53,250	53,250
		<u>80,000</u>	<u>80,000</u>	<u>53,250</u>	<u>53,250</u>

<b>4</b>	<b>Charitable activities</b>	<b>Unrestricted Funds</b>	<b>2022</b>	<b>Unrestricted Funds</b>	<b>2021</b>
		<b>£</b>	<b>£</b>	<b>£</b>	<b>£</b>
	Direct costs	90,425	90,425	58,170	58,170
	Independent examination fees	600	600	600	600
		<u>91,025</u>	<u>91,025</u>	<u>58,770</u>	<u>58,770</u>

**5 Employees**

**Number of employees**

The average number of employees during the year was 4 (2021 - 2)

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Wages & salaries	37,177	13,794
	<u>37,177</u>	<u>13,794</u>

No employees received employee benefits in excess of £60,000 (2021: Nil)

During the year £Nil remuneration was paid to Trustees (2021: £Nil). During the year £Nil expenses were paid to Trustees (2021: £Nil)

**6 Creditors: amounts falling due within one year**

	<b>2022</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Taxation and social security	168	-
Accruals	600	600
	<u>768</u>	<u>600</u>

**7 Analysis of Net Assets between Funds**

Fund balances at 31st March 2022 as represented by:

	<b>Unrestricted Funds</b>	<b>2022</b>
	<b>£</b>	<b>£</b>
Current assets	97,007	97,007
Current liabilities	(768)	(768)
	<u>96,239</u>	<u>96,239</u>

Fund balances at 31st March 2021 as represented by:

	<b>Unrestricted Funds</b>	<b>2021</b>
	<b>£</b>	<b>£</b>
Current assets	85,111	85,111
Current liabilities	(600)	(600)
	<u>84,511</u>	<u>84,511</u>

**SERVICE DOGS UK**  
**NOTES TO THE FINANCIAL STATEMENTS**  
**FOR THE PERIOD ENDED 31ST MARCH 2022**

**8 Unrestricted Funds**

	<b>1st April 2021 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>31st March 2022 £</b>
General reserve	84,511	102,753	91,025	(60,000)	36,239
Designated reserve	-	-	-	60,000	60,000
	<u>84,511</u>	<u>102,753</u>	<u>91,025</u>	<u>-</u>	<u>96,239</u>

	<b>1st April 2020 £</b>	<b>Income £</b>	<b>Expenditure £</b>	<b>Transfers £</b>	<b>31st March 2021 £</b>
General reserve	58,058	85,223	58,770	-	84,511
Designated reserve	-	-	-	-	-
	<u>58,058</u>	<u>85,223</u>	<u>58,770</u>	<u>-</u>	<u>84,511</u>

The designated reserve represents a fund for looking after existing partners for the lifetime of their partnerships, including admin costs, annual re tests, top up training, and some vet and insurance fees.

**9 Related party transactions**

There were no related party transactions