

Dog Assistance In Disability

Annual Report and Unaudited Accounts

for the year ending 31 March 2023

Charity Registration number 1178719

Registered Address

Early World House,
7 Darwin Court,
Clayton Way,
Oxon Business Park
Bicton Heath
Shrewsbury
SY3 5AL

Bankers

CAF Bank Ltd	Lloyds Bank plc
25 Kings Hill Avenue	25 Gresham Street
West Malling	London
Kent	EC2V 7HN
ME19 4JQ	

Independent Examiner

TCA (Shrewsbury) LLP
Third Floor
21 St Mary's Street
Shrewsbury
SY1 1ED

Patrons

Roger Jefcoate CBE DL
Steve Leonard BVSc, PGCertSAM, MRCVS
Sandra Fraser

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Trustees' Report

The Trustees of Dog Assistance In Disability (Dog A.I.D.) are pleased to present their report and accounts for the year ended 31 March 2023.

Vision and mission

Our vision is that physically disabled people throughout the UK will be supported to train their own pet dog as an Assistance Dog, helping them to become more independent. Dog A.I.D.'s mission is to enable life-changing independence, confidence and resilience for physically disabled people through the effective training of Assistance Dogs in partnership with our skilled volunteer trainers.

Dog A.I.D. is a member of Assistance Dogs UK (ADUK), a coalition of charities that work to the highest international standards of assistance dog and guide dog training and welfare. Dog A.I.D is also accredited by Assistance Dogs International.

Achievements in 2022/23

We recruit and train professional dog trainers as volunteers, match them with local disabled people as clients and they provide training centred on positive reward-based Assistance Dog training techniques. Our volunteer trainers work with clients in their own homes, all of which needs monitoring to maintain our quality standards.

In April 2022, we held our first in person client workshop, since the pandemic, in Telford. The workshop was a one night residential for twelve clients, giving them the chance to meet and chat with other clients and share stories, advice and gain valuable peer support. We were also very lucky to have six of our amazing trainers volunteer to join us, giving up their Easter weekend to be there with us, helping our clients progress and gain valuable skills.

In September 2022, we held a 'Dog A.I.D. Showcase' day. This was an event to highlight Dog A.I.D., we invited people to come and meet our clients and trainers and see some of our dogs working, demonstrating their skills. The event was held at Stoke Mandeville in Aylesbury.

In January 2023, we held another client workshop for clients in training, focussing on specific tasks. We looked at tasks such as the emergency stop, pushing buttons and a long stay amongst others.

We have launched with the assistance of ADUK, a Charity Learning Consortium to enhance staff and trainer CPD opportunities. This platform has a huge number of training pathways which are available to our staff and volunteers.

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We have also launched, in conjunction with ADI, the issue of digital ID cards to staff, volunteers and clients. These will, in time, become as widely recognized as the yellow ID booklet currently is.

Dog A.I.D. have recruited four new members of staff, during 2022/23, to focus on the recruitment and development of volunteer trainers and to enable the administration team to meet the growing needs of the Charity.

At 31 March 2023, the Dog A.I.D. team was supporting 83 Assistance Dog partnerships in training, in addition to the 108 qualified partnerships and a further 24 potential partnerships in the application stage, currently being assessed. During the financial year, 27 new partnerships started training and 18 partnerships became fully qualified as registered Assistance Dogs with Dog A.I.D. 17 partnerships passed Level 1 and 30 partnerships passed Level 2.

At 31 March 2023, there were 81 Dog A.I.D. volunteer trainers.

Future Plans

Dog A.I.D. has seen a surge in the demand for our services, with over 700 people across the UK registering their interest in training their own Assistance Dog, supported by a professional dog trainer as a volunteer. We are building our capacity to recruit and support more volunteers and match them with local clients for tailored training partnerships.

We will continue to recruit volunteer trainers by raising our profile and attending appropriate events; amongst others, the Dog Fest festivals. We are launching a regular online 'drop-in' session for potential trainers to be able to chat to us and be guided through the application process.

We will also be holding events for professional dog trainers interested in volunteering with Dog A.I.D. across the UK, both online and in person.

The charity is continuing this year with face-to-face workshops and activities for both in training and qualified clients in addition to ongoing training in clients own homes.

The trustees are also updating our strategic plan to direct the focus of the charity in the longer term.

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Statement of Public Benefit

The Trustees confirm that they have complied with the duty in the Charities Act 2011 to have due regard to public benefit guidance published by the Charity Commission in setting objectives and planning activities.

Dog A.I.D. supports physically disabled people throughout the UK to train their pets to qualify as Assistance Dogs, enabling them to live more independent lives by helping with many practical tasks, supporting them emotionally and physically, reducing isolation and care needs. By focusing on the existing pet/owner bond, long-term outcomes include:

- increased independence
- increased social interaction and self-confidence
- improved psycho-social wellbeing
- reduction in social isolation or reliance on family members or health services
- increased opportunities, with many of our clients being able to return to work, supported by their qualified Assistance Dog

We also see reduced reliance on emergency medical interventions, carers, friends, and family over many years. Many clients, and often their carers, can also return to work.

Supporters

We are very grateful to everyone who kindly supports life-changing Assistance Dog partnerships through Dog A.I.D. Thank you to the following organisations for their support during the 2022/23 financial year and to all those who would like to remain anonymous or give as individuals, through fundraising and/or volunteering.

29th May 1961 Charitable Trust	Joseph Hopkins & Henry James Sayer Charity
Albert Hunt Trust	Kendrick and Sylvia Edwards Charitable Trust
Bruce Wake Charity	King/Cullimore Charitable Trust
CB&HH Taylor 1984 Trust	Lady Forester Trust
Charles Brotherton Trust	Magic Little Grants
Childwick Trust	Pamela Barlow Charitable Trust
David Brooke Charity	RHS Spurgin Charitable Trust
D'Oyly Carte Charitable Trust	Sir James Reckitt Charity
Dumbreck Charity	Spurrell Charitable Trust
Edgar E Lawley Foundation	Tesco Bags of Help
Edward Cadbury Charitable Trust	The Blakemore Foundation
Eyre Family Foundation	Thomas J Horne Memorial Trust
The Forrester Family Trust	Travers Smith Foundation
Friends of Wessex Assisting Dogs	Woodroffe Benton Foundation
Hawthorne Charitable Trust	Wynn Foundation

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Financial Review

In the year Dog A.I.D. generated an overall deficit of £35,458 (2021/22 surplus £3,154) and this comprises:

- a surplus on unrestricted funds of £2,227 (2021/22 a surplus of £6,210), and
- a deficit on restricted funds of £37,685 (2021/22 a deficit of £3,056).

Total income was £107,502 (2021/22 £134,636) and this includes £51,548 (2021/22 £88,400) of grants.

Total expenditure was £142,960 (2021/22 £131,482) and this includes £84,387 (2021/22 £81,696) of employment costs.

At the year-end, free reserves, which includes the market value of investments held, was £97,297 (2021/22 £93,289) a further £40,991 held as restricted funds and £4,841 as designated funds (2021/22 £78,676 and £7,054 respectively),

Structure, Governance and Management

The trustees meet regularly and are responsible for:

- setting the strategic direction of Dog A.I.D. and its strategic plan;
- agreeing a set of policies for Dog A.I.D. to operate within;
- recruitment of trustees and senior staff
- approval of the annual budget and monitoring progress against that budget;
- approval of the Annual Report and Accounts; and
- managing risk.

A number of trustees are involved in the day to day operation of the charity. All staff have written job descriptions and their performance is monitored against these and their targets.

Dog A.I.D. is established under a constitution dated 7th June 2018 as a Charitable Incorporated Organisation (CIO). The constitution requires that there are not less than three and not more than ten trustees. Previously Dog Assistance In Disability was a registered charity (registration number 1098619).

Client and Trainer representative trustees are elected at the AGM. Other trustees are appointed through open recruitment for identified skills and experience needed by the Board of Trustees.

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The trustees serving during the year and to date are:

Trustee name	Office (if any)	Dates acted if not for whole year	Representative
Belinda Johnson	Secretary		
Teresa Court		Resigned 23 July 2022	Client Representative
Isobel Michael	Deputy Chair		
Robert Moore		Reappointed 23 July 2022	Client Representative
Debbie Broomfield	Co-Chair	Resigned 7 January 2023	
Lynn Stacey	Co-Chair	Stood down as Co-Chair 7 January 2023	Trainer Representative
Jonathan Attenborough			
Andrew Binks	Treasurer		
Mitch Payne		Resigned 23 July 2022	
Jill Doran		Appointed 23 July 2022 Resigned 7 September 2022	Client Representative
Gillian Helen Kirkman		Appointed 3 February 2023	Client Representative
Paul Miles		Appointed 1 June 2023	

Dog A.I.D is an accredited member of Assistance Dogs UK (charity number 1119538) and accredited by Assistance Dogs International (a not for profit organisation registered in the United States).

From 1 April 2021 the trustees committed the charity to being a Real Living Wage employer.

Risk management

The trustees maintain a Risk Register as part of their Business Continuity and Risk Plan.

This register includes:

- Reputational risk;
- Legislation and Compliance risk;
- External risks;
- Operational risks;
- Employment risks;
- Finance risks;
- Business / Supplier risks; and
- Governance risk

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The Trustees declare that they have approved the annual report and accounts.

Signed on behalf of the trustees

Signature		
Name	Andrew Binks	Isobel Michael
Position	Treasurer	Trustee
Date	12 July 2023	12 July 2023

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Independent Examiners Report for the year ended 31 March 2023

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2023.

This report is made solely to the charity's trustees, as a body, in accordance with section 145 of the charities Act 2011 and regulations made under section 145 of that Act. My work has been undertaken so that I might state to the charity's trustees those matters I am required to state to them in an Independent Examiners Report and for no other purpose. To the fullest extent permitted by law, I do not accept or assume responsibility to anyone other than the charity and the charity's trustees as a body, for my work or for this report.

Responsibilities and basis of report

As the charity trustees, you are responsible for the preparation of the accounts in accordance with the Charities Act 2011 ("the Act").

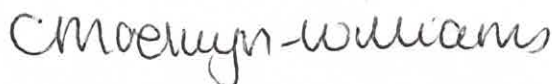
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

Independent Examiner's statement

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

- the accounting records were not kept in accordance with section 130 of the Act; or
- the accounts did not accord with the accounting records.

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.



Mrs C L Moelwyn-Williams BSc FCA

TCA (Shrewsbury) LLP
Third Floor, 21 St Mary's Street
Shrewsbury
Shropshire
SY1 1ED

Date - 13th July 2023

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Receipt and Payments Account to 31 March 2023

	Notes	Unrestricted Funds	Restricted Funds	Total	£ 2021/22 Total
<u>Income</u>					
Charitable Trust and Foundation Grants		25,300	26,248	51,548	88,400
Community Fundraising		14,809	-	14,809	16,168
Donations		5,059	-	5,059	3,495
Corporate Support		3,551	-	3,551	575
Legacies		20,532	-	20,532	9,422
Charitable Activities		8,613	-	8,613	11,033
Trading Activities		2,908	-	2,908	4,854
Other		482	-	482	689
Total Income		81,254	26,248	107,502	134,636
<u>Expenditure</u>					
Employment Costs	2	42,354	42,033	84,387	81,696
Office Support Costs		11,670	6,331	18,001	16,011
IT Costs		3,330	1,588	4,918	5,513
Premises Costs		11,460	-	11,460	11,234
Goods for Resale		1,340	-	1,340	-
Client Delivery Costs		8,041	13,736	21,777	16,809
Fundraising and Events		817	245	1,062	219
Trustee Expenses	3	15	-	15	-
Total Expenditure		79,027	63,933	142,960	131,482
Net Income less Expenditure		2,227	-37,685	-35,458	3,154
Cash balance at 1 April 2022	4	39,829	78,676	118,505	115,351
Cash balance at 31 March 2023		42,056	40,991	83,047	118,505
Investments	5	60,082		60,082	60,513
Reserves at 31 March 2023	6, 7	102,138	40,991	143,129	179,018

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Notes to the Accounts

1. Basis of Accounting

These accounts have been prepared on a cash receipts and payments basis other than Investments which are shown at market value.

Restricted Funds arise where the donor stipulates what the funds are to be spent on. In the event that they are not spent as stipulated they may be returned to the donor.

Designated Funds arise where the Trustees decide to ring-fence funds for a specific purpose. In the event that they are not spent as specified they will be re-designated as unrestricted.

2. Employment Costs

	31 March 2023	31 March 2022	Average 2022/23
No of Employees	5	2	4.5
Full Time Equivalents	3.9	1.6	3.6

No employee was paid in excess of £60,000.

Fundraising costs are estimated at £9,541 (2021/22 £10,921) and are reported in Employment Costs.

3. Trustee expenses

Trustees are not remunerated for their services and are reimbursed for expenses incurred as trustees.

A number of Trustees are also volunteer trainers or clients. The following expenses have been incurred:

	31 March 2023	31 March 2022
As Trustee only	15	-
As Trustee and trainer/client	947	-
As volunteer trainer only	1,364	573
Total costs included in Client Delivery Costs	2,311	573

There were no transactions with related parties.

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4. Investments

	31 March 2023		31 March 2022		£
	Market Value	Cost	Market Value	Cost	
M&G Equities Investment Fund for Charities	60,082	53,000	60,513	53,000	

5. Restricted Funds

At the year-end Restricted Funds were held for the following purposes:

	31 March	31 March	£
	2023	2022	
Client partnerships in specified areas	11,529	13,413	
Remote delivery	1,045	7,842	
Specific staff roles	6,834	44,085	
Trainer workshops	11,313	7,384	
Client workshops	9,270	4,952	
Other	1,000	1,000	
Total	40,991	78,676	

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6. Free Reserves

The charity aims to hold as free reserves a minimum nine months of operating costs plus any contractual obligations longer than nine months and a provision for investment valuation fluctuations, to provide stability and as a precaution against an unexpected decline in income.

Restricted and designated funds and their expenditure are excluded from this definition of reserves because they are held separately. Given that the value of investments can fluctuate because of market volatility it is also appropriate to hold a provision against this risk.

The charity has classified £4,841 (2021/22 £7,054) as Designated Funds in respect of an undertaking arising on receipt of a legacy. As a consequence its Free Reserves are:

	31 March 2023	£ 31 March 2022
Unrestricted Funds shown above	102,138	100,343
Less: Designated Funds	4,841	7,054
Free Reserves	<u>97,297</u>	<u>93,289</u>

Under the reserves policy the charity aspires to hold a minimum Free Reserves at 31 March 2023 of £104,679 (2022 £100,438).