

# **Dog Assistance In Disability**

## **Annual Report and Unaudited Accounts**

for the year ending 31 March 2022

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

# **Dog Assistance In Disability**

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# **Dog Assistance In Disability**

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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 2022.

#### **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 2021/22**

Dog A.I.D. continued supporting partnerships throughout the Covid-19 crisis, adapting to provide support and training online during lockdowns. We safely restarted face-to-face training and assessing during the year and continued to provide online training and workshops. The training takes up to two years with both dog and disabled owner (our 'client') receiving specialist education from our network of skilled volunteer trainers to achieve fully qualified Assistance Dog status through three distinct levels.

At 31 March 2022, the Dog A.I.D. team was supporting 107 Assistance Dog partnerships in training, in addition to the 111 qualified partnerships. During the financial year, 32 new partnerships started training and 29 partnerships became fully qualified as registered Assistance Dogs with Dog A.I.D. 41 partnerships passed Level 1 and 32 partnerships passed Level 2.

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.

At 31 March 2022, there were 95 Dog A.I.D. volunteer trainers, 12 of whom joined the charity during the financial year.

Following the disruption to our services during the Covid pandemic, the charity launched the Pawsitive Future Appeal to support Dog A.I.D. to bounce back in 2022.

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### **Future Plans**

Dog A.I.D. has seen a surge in the demand for our services, with over 350 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.

With funding from the Pets at Home Foundation, Dog A.I.D. recruited a new Volunteer Manager in 2022/23. The charity also needs to secure funding for a Training Manager role to ensure the effective delivery and development of Dog A.I.D. training services. The charity has restarted face-to-face workshops and activities, and we have planned a programme of workshops for clients and trainers. The Volunteer Manager will be holding events for professional dog trainers interested in volunteering with Dog A.I.D. across the UK, including Scotland, Wales and Devon, and an online event for Northern Ireland.

### **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.

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### 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 2021/22 financial year and to all those who would like to remain anonymous or give as individuals, through fundraising and/or volunteering.

Arnold Clark Charitable Fund	Millenium Stadium Charitable Trust
Chapman Charitable Trust	Persula Foundation
Charles Brotherton Trust	Pets at Home Foundation
Chichester District Access Group	PF Charitable Trust
Childwick Trust	Roger & Douglas Turner Charitable Trust
David Brooke Charity	Roger and Jean Jefcoate Trust
Dumbreck Charity	Shropshire Masonic Charitable Association
Friarsgate Trust	Sir Jules Thorn Charitable Trust
George A Moore Foundation	Souter Charitable Trust
Hawthorne Charitable Trust	Spurrell Charitable Trust
James Cowper Kreston	Thomas J Horne Memorial Trust
Marsh Charitable Trust	

### Financial Review

In the year Dog A.I.D. generated an overall surplus of £3,154 (2020/21 £23,476) and this comprises:

- a surplus on unrestricted funds of £6,210 (2020/21 a deficit of £50,241), and
- a deficit on restricted funds of £3,056 (2020/21 a surplus of £73,717).

Total income was £134,636 (2020/21 £139,400) and this includes £88,400 (2020/21 £98,460) of grants.

Total expenditure was £131,482 (2020/21 £115,924) and this includes £81,696 (2020/21 £80,129) of employment costs.

At the year-end, free reserves, which includes the market value of investments held, was £93,288 (2020/21 £79,158) a further £78,676 held as restricted funds and £7,054 as designated funds (2020/21 £89,927 and £nil respectively),

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### 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.

The trustees serving for the year and to date are:

Trustee name	Office (if any)	Dates acted if not for whole year	Representative
Belinda Johnson	Chair to 6/8/2021 and Secretary from 6/8/2021		
Teresa Court		Resigned 23 July 2022	Client Representative
Isobel Michael			
Robert Moore		Reappointed 23 July 2022	Client Representative
Debbie Broomfield	Co-Chair from 6/8/2021		
Lynn Stacey	Co-Chair from 6/8/2021		Trainer Representative
Jonathan Attenborough			
Andrew Binks	Treasurer		

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Trustee name	Office (if any)	Dates acted if not for whole year	Representative
Mitch Payne		Appointed 30/4/2021 Resigned 23 July 2022	
Jill Doran		Appointed 23 July 2022 Resigned 7 September 2022	Client Representative

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

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

**Signed on behalf of the trustees**

<b>Signature</b>		
<b>Name</b>	Andrew Binks	Isobel Michael
<b>Position</b>	Treasurer	Trustee
<b>Date</b>	4 November 2022	4 November 2022

# Dog Assistance In Disability

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### Independent Examiners Report for the year ended 31 March 2022

I report to the charity trustees on my examination of the accounts of the charity for the year ended 31 March 2022.

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").

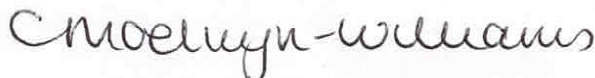
I report in respect of my examination of the Trust's accounts carried out under section 145 of the 2011 Act and in carrying out my examination, I have followed all the applicable Directions given by the Charity Commission under section 145(5)(b) of the Act.

#### 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 - 8th November 2022



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#### Receipt and Payments Account to 31 March 2022

	Notes	Unrestricted Funds	Restricted Funds	Total	£ 2020/21 Total
<b><u>Income</u></b>					
Charitable Trust and Foundation Grants		39,800	48,600	88,400	98,460
Community Fundraising		16,168	-	16,168	12,606
Furlough Gov't Grants		-	-	-	11,689
Donations		3,495	-	3,495	486
Corporate Support		575	-	575	593
Legacies		9,422	-	9,422	4,428
Charitable Activities		11,033	-	11,033	8,202
Trading Activities		4,854	-	4,854	2,133
Other		689	-	689	803
<b>Total Income</b>		86,036	48,600	134,636	139,400
<b><u>Expenditure</u></b>					
Employment Costs	2	45,169	36,527	81,696	80,129
Office Support Costs		10,814	5,197	16,011	12,827
IT Costs		5,166	347	5,513	2,901
Premises Costs		11,234	-	11,234	9,372
Goods for Resale		-	-	-	776
Client Delivery Costs		7,224	9,585	16,809	8,609
Fundraising and Events		219	-	219	828
Trustee Expenses	3	-	-	-	482
<b>Total Expenditure</b>		79,826	51,656	131,482	115,924
<b>Net Income less Expenditure</b>		6,210	-3,056	3,154	23,476
Restated cash balance at 1 April 2021	4	33,619	81,732	115,351	91,875
Cash Balance at 31 March 2022		39,829	78,676	118,505	115,351
Investments	5	60,513	-	60,513	53,734
<b>Reserves at 31 March 2022</b>	6, 7	100,342	78,676	179,018	169,085

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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

At 31 March 2022 Dog A.I.D. had two employees (1.6 full time equivalents). No employee was paid in excess of £60,000.

Fundraising costs are estimated at £10,921; of this £9,261 is reported in Employment Costs and £1,660 is reported in Client Delivery Costs

#### 3. Trustee expenses

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

Trustees may also undertake volunteer trainer roles where they are reimbursed for expenses incurred as a trainer and are included in Client Delivery Costs

	<b>31 March 2022</b>
Trainer expenses reimbursed	<u>573</u>

There were no transactions with related parties.

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#### 4. Transfers between funds / Cash balances at 1 April 2021

A review of Restricted Funds identified that one fund had been incorrectly classified as restricted in the prior year and should be shown as Designated Funds. The classification of cash balance held at 1 April 2021 has been restated to reflect this change.

	<b>Unrestricted Funds</b>	<b>Restricted Funds</b>	<b>£ Total</b>
Previously reported cash balance at 1 April 2021	25,424	89,927	115,351
Reclassification of funds	8,195	(8,195)	-
Restated cash balance at 1 April 2021	<u>33,619</u>	<u>81,732</u>	<u>115,351</u>

#### 5. Investments

	<b>31 March 2022</b>		<b>31 March 2021</b>		<b>£</b>
	<b>Market Value</b>	<b>Cost</b>	<b>Market Value</b>	<b>Cost</b>	
M&G Equities Investment Fund for Charities	60,513	53,000	53,734	53,000	
	<u>60,513</u>	<u>53,000</u>	<u>53,734</u>	<u>53,000</u>	

#### 6. Restricted Funds

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

	<b>31 March 2022</b>	<b>31 March 2021</b>	<b>£</b>
Client partnerships in specified areas	13,413	14,013	
Remote delivery	7,842	9,509	
Specific staff roles	44,085	45,000	
Client or trainer workshops	12,336	12,210	
Other	1,000	1,000	
Total	<u>78,676</u>	<u>81,732</u>	

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### 7. 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 £7,054 as Designated Funds in respect of an undertaking arising on receipt of a legacy. As a consequence its Free Reserves are:

	£
	<b>31 March</b>
	<b>2022</b>
Unrestricted Funds shown above	100,343
Less: Designated Funds	7,054
Free Reserves	<u>93,289</u>

Under the reserves policy the charity aspires to hold a minimum Free Reserves of £100,438.