### The United Kingdom's Disabled People's Council

REPORT AND FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2014

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### **CHARITY INFORMATION**

### **CHARITY NAME**

The United Kingdom's Disabled People's Council

### **CHARITY REGISTRATION NUMBER**

1068743

### **COMPANY REGISTRATION NUMBER**

3455202

### **INDEPENDENT EXAMINERS**

Hollingdale Pooley Bramford House 23 Westfield Park BRISTOL BS6 6LT

#### **BANKERS**

CafBank Limited Kings Hill West Malling Kent ME19 4TA

### PRINCIPAL ADDRESS AND REGISTERED OFFICE

27 Old Gloucester Street London WC1N 3AX

The trustees present their report for the period ended 30 June 2014.

#### **National Council**

Members of the National Council, who are directors for the purpose of company law and Trustees for the purpose of charity law, who served during the year and up to the date of this report are set out below:

- Andrew Lee
- Julie Newman (Acting Chair)
- Nicholas Russell
- Claire Robinson

#### **Recruitment of National Council Members**

The Articles of Association states that the National Council shall comprise

- The honorary officers (Chair, 2 Deputy Chairs, Secretary and Treasurer)
- Five delegates elected from under-represented groups (black and ethnic, women, gay men and lesbians and young people)
- Four delegates elected from the Full Member organisations granted National Member status
- Ten delegates elected from the Full Member organisations granted Regional Member status.

Elections take place at the Annual General Meeting. The National Council is permitted to act regardless of any vacancy provided that the number does not fall below the quorum which is 20% of those eligible to attend and vote.

### **Induction and training of National Council Members**

A job description is made available for each officer post.

#### Structure, governance and management

The charity was incorporated under the Companies Act 1985 on 24 October 1997 as a company limited by guarantee and is governed by its Memorandum and Articles of Association. It was registered as a charity on 19 March 1998. The charity has adopted the working name of UKDPC.

#### Organisation



The diagram above shows UKDPC's structure, which consists of National Members' Groups Elected Regional Representatives. National Members are either large organisations or groups that represent disabled people who would otherwise not have a voice on the Council.

National Council is UKDPC's policy making body. Day to day running of UKDPC is undertaken by the Steering Committee which is made up of elected Officers and a number of National Council Members. The International Committee funded by Action on Disability and Development continues to have a full programme of events.

#### Risk management

The Trustees have introduced a risk management process to assess business rick and implement risk management strategies. This involved identifying the types of risks the charity faces, prioritising them in terms of potential impact and likelihood of occurrence, and identifying means of mitigating the risks. As part of this process the Trustees have reviewed the adequacy of the charitable company's current internal controls and an internal reference manual documents these. The Trustees are pleased to report that the charitable company's current internal controls conform with the guidelines issued by the Charity Commission.

### **Objects**

The objects of the charitable company, as set out in the Memorandum and Articles of Association are:-

To relieve the disability of people with physical, mental or sensory impairments and to further their independent and participation in the community.

In shaping the charitable company's objectives for the year and planning its activities the Trustees have considered the Charity Commission's guidance on public benefit.

### **Financial Review**

During the period, the charity continued to face significant financial difficulties, with only £14,642 of income recognised during the period against £87,963 of expenditure. This resulted in a deficit in the period of £73,321 which has mostly been utilised in discharging obligations from existing funders — the restricted fund deficit for the period amounts to £72,999. There was an unrestricted deficit in the year of £322.

At the year end the charity had total funds of £6,866, all of which was held as unrestricted funds.

#### Reserves

At the period end, free reserves totalled £6,866. No staff are currently on the payroll and the only ongoing expenditure relates to consultancy costs in attempting to secure new funding for the organisation. As the free reserves are very low the trustees are considering the viability of the charity going forward and this viability is dependent on securing new funding.

#### **Review of activities**

As with many charities, the UKDPC has continued to experience financial difficulties in the past twelve months. Throughout the year we have continued to make a number of applications to various trusts and charities, however these attempts to raise core funds were not successful. In addition to this, our Lottery Funded project, 'The Aspirations and Priorities of Disabled People Living in Diverse Situations' came to an end in 2013, thus adding to further pressure to our overhead costs.

We are continuing to manage the resources inherited from the Disability LIB project and we have continued to work to develop and promote the Disability Rights Watch UK campaign. Furthermore, we continue to work with our members as best we can on promoting the rights and independent living for disabled people as noted on the last financial report.

Our work remains driven by our aspirations of the UN Convention on the Rights of Disabled People and we represent our member organisations as best we can to progress the rights of disabled people at government level both in the UK and internationally.

UKDPC was deeply saddened by the sudden death of one of our most valued and long serving Trustees, Nicholas Russell. His loss has not only impacted on our Board but also on the scope and quality of our work in the future. He will not be replaced easily and will be sorely missed.

#### Our campaigning work

We continue to hear from disabled people who have been hit the hardest by the Government's austerity measures and are left without support in desperate situations. We have continued to campaign against these threats to disabled peoples' Human Rights and Civil Liberties by working alongside our member organisations as best we can, to provide responses to Government, highlighting the challenges faced by disabled people and the ongoing negative portrayal of disabled people in the newspapers and other media. We have maintained a presence at Government level and reflected the lived experience of the impact of actual and proposed changes in the Benefits system.

#### **International work**

Due to cuts in our funding, our international work has remained limited. Nonetheless, we have continued to foster working relations with the African Decade of Disabled People and the

European Disability Forum (EDF) and Disabled People International (DPI) through dialogue by the Acting Chair and with the continuing support of the previous Chief Executive.

#### Our membership

We have maintained an affiliation of members. We are continuing to investigate how best to ensure that the members are best presented at a National level through dialogue and active survey. At present we are preparing a series of proposals to deliver back to the members on how best to progress the organisation.

### **European Access Awards**

UKDPC has been part of the judging panel for the third year representing the UK in the European Access Award.

### Statement of directors' responsibilities

The directors are responsible for preparing the annual report and the financial statement in accordance with applicable law and United Kingdom Generally Accepted Accounting Practice.

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

- Select suitable accounting policies and then apply them consistently;
- Make judgements and estimates that are reasonable and prudent;
- Prepare the financial statements on the going concern basis unless it is inappropriate to presume that the company will continue to operate.

The directors are responsible for keeping proper accounting records that disclose with reasonable accuracy at any time the financial position of the company and enable them to ensure that the financial statements comply with the Companies Act 2006. They are also responsible for safeguarding the assets of the company and hence taking reasonable steps for the prevention and detection of fraud and other irregularities.

In determining how amounts are presented in the Statement of Financial Activities and the balance sheet, the directors have had regard to the substance of the reported transaction or arrangement, in accordance with generally accepted accounting principles or practice.

#### Independent Examiner

The Independent Examiner, Hollingdale Pooley of Bramford House, 23 Westfield Park, Bristol, BS6 6LT, will offer himself for re-appointment at the general meeting in accordance with the Companies Act 2006.

On behalf of the National Council

Julie Newman

Trustee (Acting Chairperson)
25 March John

## INDEPENDENT EXAMINER'S REPORT TO THE TRUSTEES OF THE UNITED KINGDOM'S PEOPLE'S COUNCIL (LIMITED BY GUARANTEE)

I report on the accounts of the company for the period ended 30 June 2014, which are set out on pages 8 to 18.

### Respective responsibilities of trustees and examiner

The trustees (who are also the directors of the company for the purposes of company law) are responsible for the preparation of the accounts. The trustees consider that an audit is not required for this year under section 144 of the Charities Act 2011 (the 2011 Act) and that an independent examination is needed. The charity is required by company law to prepare accrued accounts.

Having satisfied myself that the charity is not subject to audit under company law and is eligible for independent examination, it is my responsibility to:

- examine the accounts under section 145 of the 2011 Act;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5) of the 2011 Act; and
- to state whether particular matters have come to my attention.

### Basis of independent examiner's report

My examination was carried out in accordance with the general Directions given by the Charity Commission. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit and consequently no opinion is given as to whether the accounts present a 'true and fair view' and the report is limited to those matters set out in the statement below.

#### Independent examiner's statement

In connection with my examination, no matter has come to my attention:

- (1) which gives me reasonable cause to believe that in any material respect the requirements:
- to keep accounting records in accordance with section 130 of the 2011 Act; and
- to prepare accounts which accord with the accounting records, comply with the accounting requirements of the 2011 Act.

(2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Name: Relevant professional qualification or body:

**Philip Barry** 

**ICAEW** 

Address: Hollingdale Pooley, Bramford House, 23 Westfield Park, Clifton, Bristol BS6 6LT.

Date: 26/03/15

### THE UNITED KINGDOM'S DISABLED PEOPLE'S COUNCIL

### (A COMPANY LIMITED BY GUARANTEE)

STATEMENT OF FINANCIAL ACTIVITIES

FOR THE PERIOD ENDED 30 JUNE 2014			18 months 2014		12 mths <u>2013</u>
		Unrestricted funds	Restricted <u>funds</u> £	Total funds £	Total funds £
INCOME AND EXPENDITURE	Note		_	_	
INCOMING RESOURCES Incoming resources from Generated funds					
Voluntary income Grants and donations Investment income	3	107	8,236	8,343	109,154
Bank interest Incoming resources from		35	-	35	338
charitable activities Other income	3	5,633 631	- -	5,633 631	30,465 - ————
TOTAL INCOME		6,406	8,236	14,642	139,957
RESOURCES EXPENDED Charitable expenditure Capacity Building International Committee Researching Diversity Needs UN Disability Rights Watch UK Together 2012 Governance costs		1,073 158 1,224 - 2,394 1,879	10,755 5,225 48,369 15,000 1,886	11,828 5,383 49,593 15,000 4,280 1,879	19,110 4,397 219,593 30,141 6,100 1,934
TOTAL EXPENDITURE	4	6,728	81,235	87,963	281,275
Net (outgoing) resources before transfers between funds	5	(322)	(72,999)	(73,321)	(141,318)
Transfers		-	-	-	-
Net (expenditure) for the year		(322)	(72,999)	(73,321)	(141,318)
Total funds brought forward		7,188	72,999	80,187	221,505
TOTAL FUNDS CARRIED FORWARD		6,866	-	6,866	80,187

The notes on pages 11 to 18 form part of these financial statements.

## BALANCE SHEET AT 30 JUNE 2014

	Notes	<u>2014</u> £	<u>2013</u> £
FIXED ASSETS Tangible assets	7	-	2,053
CURRENT ASSETS Prepayments and other debtors Cash at bank		8,744	2,379 84,329
		8,744	86,708
CREDITORS: Amounts falling due within one year Trade creditors		-	138
Other taxation and social security Accruals		1,878	6,096 2,340
		1,878	8,574
NET CURRENT ASSETS		6,866	78,134
TOTAL ASSETS LESS CURRENT LIABILITIES		6,866	80,187
FUNDS:		,	
Unrestricted funds Restricted funds	8	6,866 -	7,188 72,999
	9	6,865	80,187

The Trustees are satisfied that the company is entitled to exemption from the provisions of the Companies Act 2006 (the Act) relating to the audit of the financial statements for the year by virtue of section 477, and that no member or members have requested an audit pursuant to section 476 of the Act.

### BALANCE SHEET AT 30 JUNE 2014 (continued)

The Trustees acknowledge their responsibilities for:

- (i) ensuring that the company keeps adequate accounting records which comply with section 386 of the Act, and
- (ii) preparing financial statements which give a true and fair view of the state of affairs of the company as at the end of the financial year and of its profit or loss for the financial year in accordance with the requirements of section 393, and which otherwise comply with the requirements of the Act relating to financial statements, so far as applicable to the company.

These financial statements have been prepared in accordance with the special provisions for small companies under Part 15 of the Companies Act 2006 and with the Financial Reporting Standard for Smaller Entities (effective April 2008).

These accounts have been delivered in accordance with the provisions applicable to companies subject to the small companies' regime.

These financial statements were approved by the directors and authorised for issue on·····., and are signed on their behalf by:

Julie Newman (Acting Chair)

The notes on pages 11 to 18 form part of these financial statements.

Company number - 3455202

### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2014

#### 1. STATUS

The United Kingdom's Disabled People's Council is a company limited by guarantee and does not have a share capital. Every member of the company undertakes to contribute such amount as may be required (not exceeding £1) to the company assets, if it should be wound up, whilst being a member for a payment of the company's debts and liabilities contracted before ceasing to be a member. The company is also a charity registered with the Charity Commissioners (number 1068743) and is not subject to United Kingdom taxation.

### 2. ACCOUNTING POLICIES

### (a) Basis of accounting

The financial statements are prepared under the historical cost convention, and in accordance with the Financial Reporting Standard for Smaller Entities (effective April 2008), the Companies Act 2006, and follow the recommendations in Accounting and Reporting for Charities: Statement of Recommended Practice issued in March 2005. The charity has taken advantage of the exemption in Financial Reporting Standard No 1 from the requirement to produce a cash flow statement.

#### Going concern

At the period end, free reserves totalled £6,866. No staff are currently on the payroll and the only ongoing expenditure relates to consultancy costs in attempting to secure new funding for the organisation. As the free reserves are very low the trustees are considering the viability of the charity going forward and this viability is dependent on securing new funding.

#### (b) Incoming resources

Grants and donations

Income from donations and grants, including capital grants, is included in incoming resources when these are receivable, except as follows:

- when donors specify that the grants and donations given to the company must be used in future accounting periods, the income is deferred to those periods; and
- when donors impose conditions which have to be fulfilled before the company becomes entitled to use such income, the income is deferred and not included in incoming resources until the pre-conditions have been met.

When donors specify that grants and donations, including capital grants, are for particular restricted purposes, which do not amount to pre-conditions regarding entitlement, this income is included in incoming resources of restricted funds when receivable.

### NOTES TO THE FINANCIAL STATEMENTS FOR THE PERIOD ENDED 30 JUNE 2014

### 2. ACCOUNTING POLICIES (continued)

### Charitable trading activities

Income from charitable trading activities is included in the period in which the company is entitled to receipt.

#### Interest receivable

Interest is included in incoming resources when receivable by the company.

### (c) Resources expended

Resources expended are included in the Statement of Financial Activities on an accruals basis, inclusive of any VAT which cannot be recovered.

Expenditure on activities in furtherance of the charity's activities represents the costs in the delivery of its activities and services for its beneficiaries.

Governance costs include those costs associated with meeting the constitutional and statutory requirements of the charity and include the reporting accountant's costs and costs of trustees' meetings.

Resources expended are allocated to the particular activity where the cost relates directly to that activity. However, support costs are apportioned on the following basis, which is an estimate, based on staff time in the year, of the amount attributable to each activity:

- Diversity Needs Research 57%
- International Fund 7%
- Disability Rights Watch UK 21%
- ODI Membership Services 15%

### (d) Operating leases

Rentals applicable to operating leases where substantially all the benefits and risks of ownership remain with the lessor are charged to income and expenditure account as incurred.

#### (e) Pensions

The company contributes to defined personal pension schemes maintained by staff. No contributions have been charged in the year.

#### (f) Value Added Tax

Value added tax is not recoverable by the charitable company, and as such is included in the relevant cost in the Statement of Financial Activities and tangible fixed assets.

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 30 JUNE 2014

### 2. ACCOUNTING POLICIES (continued)

### (g) Tangible fixed assets and depreciation

Tangible fixed assets are stated at cost less depreciation. The costs of office furniture and equipment are written off over their expected useful lives of four years. Website development costs and computers are written off over three years.

### (i) Fund accounting

Funds held by the company are:

Unrestricted general funds – these are funds which can be used in accordance with the charitable objects at the discretion of the trustees.

Restricted funds – these are funds that can only be used for particular restricted purposes within the charitable objects of the company. Restrictions arise when specified by the donor or when funds are raised for particular restricted purposes.

3.	INCOMING RESOURCES	<u>2014</u>	<u>2013</u>
		£	£
	Grants & Donations		
	Unrestricted		
	Platinum Trust	-	20,000
	Other donations	107	95
		107	20,095
	Restricted		
	Commonwealth Foundation	-	694
	Big Lottery Fund Diverse Needs Research	6,350	58,917
	International Committee ADD	-	788
	Office for Disability Issues- Membership services post	-	22,560
	Together 2012	1,886	6,100
		<del></del> .	
		8,236	89,059
		<u></u>	
	TOTAL	8,343	109,154

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 30 JUNE 2014

### Incoming resources from charitable activities

Membership fees	4,000	3,100
Diversity research	-	19,363
Management fees- UN Convention	-	5,231
Commission	· •	715
Other income	1,633	2,056
	5,633	30,465

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 30 JUNE 2014

4.	RESOURCES EXPENDED							ODI			
				Researching	UN		Capacity	Capacity			
		Support	Int'l	Diversity	Disability	Together	building	Membership	Govern.	2014	2013
		costs	committ.	Needs	Rights	2012	- DISLIB	Services	costs	Total	Total
		£	£	£	£	£	£	£	£	£	£
	Staff costs	13,386	-	14,760		-	-		-	28,146	116,987
	Consultancy	4,834	-	-	-	-		-	-	4,834	6,860
	Recruitment costs	-	-	-		-	-	-	-	-	345
	Research and consultation costs	-	-	5,897	-	-	-	-	-	5,897	13,979
	Direct capacity building costs	-	-	-	-	-	-	-	-	-	-
	Training, subscriptions, conferences	-	-	5,746	-	4,208	-	-	-	9,954	16,647
	Video production costs	-	-		-		-	-	-		98
	Website maintenance	792	-	-		-	-	-	-	792	2,112
	Premises	2,833	-	5,577	-	-	-	-	-	8,410	12,409
	Office costs	2,460	-	347		-	-	-	-	2,807	6,920
	Travel and subsistence	· -	2,008	4,277	-	-	-	-	-	6,285	15,736
	Publicity costs	-	-	11,317	1,000	-	-	-	-	12,317	51,131
	Legal and professional fees	1,580	-	-	1,300	-	-		-	2,880	21,428
	Insurance	498	-	-	-	-	-	-	-	498	684
	Depreciation	865	-	623		-	565	-	-	2,053	5,600
	Accountancy fees	-	-	-	-	-	-		1,879	1,879	1,934
	Trustee expenses	776	-	-	-	-	-	-	-	776	821
	Membership services	92	-	-	-	-	-		-	92	570
	Miscellaneous costs	-	-	206	-	120	-	17	-	343	7,004
	Apportionment of										
	Support costs	(28,116)	3,375	843	12,652	-	-	11,246	-	-	-
			5,383	49,593	14,952	4,328	565	11,263	1,879	87,963	281,275
				.5,555		.,,,,,					

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 30 JUNE 2014

5.	NET INCOMING/(OUTGOING) RESOURCES FOR THE YEAR	<u>2014</u>	<u>2013</u>
	Net incoming/(outgoing) resources is stated after charging:	£	£
	Independent Examination	1,800	1,934
	For other services	78	-
6.	STAFF COSTS		
	Salaries	20,586	106,102
	Social security costs	2,511	10,885
	Redundancy costs	3,825	_
	Expenses	1,224	-
		28,146	116,987
	Average number of persons employed	1	3

There were no members of staff who received emoluments in excess of £60,000 per annum (2012 - £60,000).

·7.	TANGIBLE FIXED ASSETS			Office	
		Website	Computers	Equipt.	Total
	COST	£	£	£	£
	At 1 April 2013	19,766	9,591	170	29,527
	Additions	-	-	-	-
			<del></del>		
	At 30 June 2014	19,766	9,591	170	29,527
	DEPRECIATION				
	At 1 April 2013	18,406	8,898	170	27,474
	Charge for the year	1,360	693	-	-
			<del></del>		
	At 30 June 2014	19,766	9,591	170	29,527
	NET BOOK VALUE				
	At 30 June 2014	-	-	-	-
		· (			
	At 31 March 2013	1,360	693	-	2,053

### NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 30 JUNE 2014

### 8. RESTRICTED FUNDS

	Balance b/f	Incoming resources	Outgoing resources	Transfer	Balance c/f
	£	£	£	£	£
Big Lottery Diversity Needs	42,019	6,350	(48,369)	-	-
International fund	5,225	-	(5,225)	_	-
Disability Rights Watch UK	15,000	-	(15,000)	-	-
ODI Membership Services-	10,755	-	(10,755)		-
Together 2012	-	1,886	(1,886)	-	-
	<del></del>				
	72,999	8,236	(81,235)		_ ·

The Big Lottery Diversity Needs fund is a fund to research diversity needs of the disabled.

The International fund is a fund to enable the charity to be represented at international conferences and meetings where issues surrounding disability are addressed.

The Big Lottery Disability Project is a fund to capacity build disabled groups in the UK.

Together 2012 was funding for a Paralympic disabled activity festival based around the London 2012 games.

### 9. ANALYSIS OF NET ASSETS BETWEEN FUNDS

		Net	
	Fixed	current	
	assets	assets	Total
	£	£	£
Restricted funds			
Big Lottery Diversity Needs	-	-	-
International fund	-	-	-
Disability Rights Watch UK	-	-	-
ODI Membership Services	-	-	-
		<del></del>	
	-	-	-
Unrestricted funds	-	6,866	6,866
	·_	6,866	6,866
	·		<del></del>

## NOTES TO THE FINANCIAL STATEMENTS (continued) FOR THE PERIOD ENDED 30 JUNE 2014

### 10. RELATED PARTY TRANSACTIONS AND TRUSTEES' EXPENSES

The Company is controlled by the trustees.

No trustees received any remuneration in the year or in the previous year.

Trustee expenses incurred in undertaking their duties of £776 were reimbursed during the year (2013 - £821).

There were no other transactions with related parties in the year.