

# Financial Statements

## The TDS Charitable Foundation

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**For the year ended 31 March 2020**

**The TDS Charitable Foundation**

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Financial statements for the year ended 31 March 2020

**Charity registration number:** 1154321

**Address:** West Wing First Floor  
The Maylands Building  
200 Maylands Avenue  
Hemel Hempstead  
Hertfordshire  
HP2 7TG

**Trustees:** Prof. Thomas Martin Partington CBE QC  
Martin Blakey  
David Cox  
Kate Faulkner (appointed 20 February 2020)  
Stephen Harriott  
Peter Bolton King  
John Kraus (appointed 20 February 2020)  
Alison MacDougall  
Colum McGuire (resigned on 20 February 2020)  
Sheila Manchester (resigned on 20 February 2020)  
Katrine Sporle

**Bankers:** METRO BANK  
One Southampton Row  
London  
WC1B 5HA

**Solicitors:** Trowers and Hamlins  
3 Bunhill Row  
London  
EC1Y 8YZ

**Independent examiner:** Gareth Norris FCA  
Grant Thornton UK LLP  
Statutory Auditor, Chartered Accountants  
Victoria House  
199 Avebury Boulevard  
Milton Keynes  
MK9 1AU

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# Report of the Trustees

The Trustees present their report together with financial statements for the year ended 31 March 2020.

**Structure, governance and management**

The TDS Charitable Foundation exists to raise standards in the private rented sector (mainly through the promotion of education in rights and responsibilities of landlords and tenants) and to promote the wider use of Alternative Dispute Resolution mechanisms to deal with tenant and landlord disputes.

The Foundation's aims are to:

- 1 To advance education about housing rights and obligations in general, and in particular about:
  - (a) best practice in the management of private rented housing;
  - (b) legal rights and obligations which are of particular relevance to those who are involved in the provision or management of private rented housing or who hold tenancies within the private rented housing sector; and
  - (c) use of alternative dispute resolution processes for the more efficient and effective resolution of disputes between landlords and tenants.
- 2 To advance conflict resolution through promoting the use of alternative dispute resolution processes for the more efficient resolution of disputes between landlords and tenants within the private rented housing sector.

**Recruitment and appointment of Trustees**

Three of the Trustees are appointed by The Dispute Service Limited while the remaining trustees are appointed as independent trustees by the Board. The maximum size of the Board is nine Trustees and Trustees are appointed on three-year terms of office.

**Training of Trustees**

The Trustees are updated on new legislation on an on-going basis.

**Organisational structure**

The Trustees are responsible for the strategic direction and policy of the charity and meet up to three times a year to discuss these, to review grant applications and award grants.

The Charity receives the benefits of administrative support from The Dispute Service Limited. This is provided free of charge, but the Charity is required to meet the costs of operating its website, its bank accounts and other miscellaneous expenses. The Charity does not employ any staff directly.

**Risk management**

The Trustees conduct a review of the major risks to which the Charity is exposed. A risk register has been established and is updated annually.

**Objectives and activities**

The TDS Charitable Foundation aims to advance education about housing rights and obligation in the private rented sector and the use of alternative dispute resolution mechanisms to deal with conflicts between landlords and tenants.

The private rented sector in England and Wales now houses 4.477 million households (c10m individuals), represents 18.3% of all tenures and is now larger than the social rented sector. As such the services which the Charity provides are beneficial to those landlords and tenants who may not have a good understanding of their respective rights and obligations.

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## Report of the Trustees

**Grant Making Policy**

In order to be awarded a grant, applicants must put forward a bid, in accordance with the guidance which can be found on the Charity's website. Grant applications are discussed at each Board meeting, where a final decision is then reached on whether the bids comply with the requirements and objectives of the TDS Charitable Foundation and whether there are adequate funds to fund all compliant bids.

**Restrictions on grants**

The Trustees have agreed a number of restrictions as to what bids can be awarded a grant. Specifically, the TDS Charitable Foundation will not meet:

- Non project-specific salaries;
- Day to day overheads/running costs (although bids can include a contribution to general overheads where these can legitimately be allocated to the bid); or
- Continuation funding (although bids for a repeat of the project may be considered afresh during a subsequent bid round).

**Public benefit**

The Trustees keep the objectives of the Foundation under review and in undertaking this exercise have considered the Charity Commission's guidance on public benefit.

The grant giving work of the Charitable Foundation has been used by Trustees to meet the public benefit in terms of assisting landlords and tenants through education to be better informed about their respective rights and responsibilities.

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# Report of the Trustees

**Achievements and performance****New Projects**

During 2019-20 the TDS Charitable Foundation awarded grants to a total of 4 new projects in the sum of £29,725. A balance of £29,725 is being carried forward.

Bid	Total Amount Awarded	Amounts paid in Year	Amount carried forward
<b>People, Potential, Possibilities</b> - Create bite-size videos (<1 minute) using plain English, infographics, photography, film and animation. These will be presented by real people with first-hand knowledge about the subjects.	£7,900	£nil	£7,900
<b>Exeter Private Rental Forum</b> - Safer Renting for Exeter II - focuses on tackling how tenancies are managed, both in terms of day-to-day physical management, but also to ensure that the paperwork and safeguards of good tenancy management are in place.	£10,000	£nil	£10,000
<b>The EyeFM</b> - Produce information and advisory bulletins under the title Responsible Renting for tenants and landlords and broadcast these on air up to six times a day at set times within normal programming	£2,000	£nil	£2,000
<b>Centre for Sustainable Energy</b> - The funding will be used for attendance at 5 regional landlord events and The Landlord Expo 2021 where tailored face to face guidance can be provided to delegates advising of the recent and pending changes to MEES	£9,825	£nil	£9,825
<b>Total</b>	<b>£29,725</b>	<b>£nil</b>	<b>£29,725</b>

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# Report of the Trustees

**On-going Projects**

During 2019-20 the TDS Charitable Foundation continued to make both final and interim payments to projects accepted for funding in previous years. In the year payments of £86,337 were recognised for ongoing projects with £9,338 accrued for at year end leaving a balance of £151,450 to be paid in due course.

Bid	Revised B/fwd	Recognised as cost in Period	C/Fwd
Bromley by Bow Centre	£18,750	(£9,375)	£9,375
Bristol Citizens Advice Bureau	£6,839	(£6,839)	-
Law for Life	£7,427	(£7,427)	-
Citizens Advice Manchester	£15,750	(£10,500)	£5,250
Oxford CAB	£2,500	(£2,500)	-
South Hams Citizens Advice Bureau	£2,500	(£2,500)	-
Shropshire Housing Alliance	£2,500	(£2,500)	-
Ulster University Students Union	£2,646	-	£2,646
CACHE	£131,779	-	£131,779
PropertyMark Qualifications	£25,000	(£25,000)	-
Fair Housing For Frome	£6,400	(£6,400)	-
Sutton Borough Citizens Advice Bureau	£8,318	(£8,318)	-
British Refugee Council	£5,000	(£5,000)	-
Centre for Sustainable Energy	£11,810	(£11,810)	-
Open Doors Housing	£2,400	-	£2,400
Designs On Property Funding (Returned)	-	£674	-
Leeds University LUU Funding Returned)	-	£1,820	-
<b>Total</b>	<b>£249,619</b>	<b>(£95,675)</b>	<b>£151,450</b>

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# Report of the Trustees

**Financial review**

The Trustees have reviewed the financial statements of the TDS Charitable Foundation and confirm that these give a true and fair view of the financial transactions and position of the TDS Charitable foundation for the period ended 31<sup>st</sup> March 2020 and contain no misleading, or incorrect transactions.

The TDS Charitable Foundation has received £101,185 in donations from the Dispute Service Limited, and £430 interest, awarded £95,675 in grants, and incurred administrative costs of £2,266 leaving a closing surplus of £3,674.

**Principal funding sources**

The TDS Charitable Foundation received funding of £101,185 from The Dispute Service Limited in the year to 31 March 2020. It is anticipated that The Dispute Service Limited will continue to fund the Charitable Foundation into the future. Trustees will however also seek additional sources of funding where opportunities allow.

**Reserves Policy**

The Board considers that its objective is to spend its income on grants so that it aims to retain a nominal reserve of £10,000 at any one time to meet its on-going expenses. The charity is currently holding £297,818 in reserves but it has commitments of £181,175 in respect of projects where it has agreed to support but not yet expended the full sum awarded.

**Plans for future periods**

The TDS Charitable Foundation plans to continue its work in educating both landlords and tenants of their rights and obligations within the private rented sector, by issuing grants to applicants that have proved that they meet the required criteria for meeting the TDS Charitable Foundation's objectives.

**Statement of Trustees' responsibilities**

The Trustees are responsible for preparing the Trustees' Annual Report and the financial statements in accordance with applicable law and regulations.

The Charities Act 2011 requires the trustees to prepare financial statements for each financial year. The trustees have to prepare the financial statements in accordance with United Kingdom Generally Accepted Accounting Practice (United Kingdom Accounting Standards and applicable law), including FRS 102 The Financial Reporting Standard applicable in the UK and Republic of Ireland. The trustees must not approve the financial statements unless they are satisfied that they give a true and fair view of the state of affairs of the charity and of the incoming resources and application of resources, including the income and expenditure, of the charity 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 (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the charity will continue in business.



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## Report of the Trustees

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the charity's transactions and disclose with reasonable accuracy at any time the financial position of the charity and enable them to ensure that the financial statements comply with the Charities Act 2011, the Charity (Accounts and Reports) Regulations 2008 and the provisions of the trust deed. They are also responsible for safeguarding the assets of the charity and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

ON BEHALF OF THE TRUSTEES



Prof. Thomas Martin Partington CBE QC

Date 2/6/2020

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**Report of the independent examiner****Independent examiner's report to the trustees of The TDS Charitable Foundation**

I report on the accounts of The TDS Charitable Foundation for the year ended 31 March 2020, which are set out on pages 12 to 17.

Your attention is drawn to the fact that the charity's trustees have prepared the charity's accounts in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities' preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) effective 1 January 2019 issued in October 2019 in preference to the Statement of Recommended Practice 'Accounting and Reporting by Charities: Statement of Recommended Practice (revised 2005)' issued in April 2005 which is referred to in the Charities (Accounts and Reports) Regulations 2008 but has been withdrawn. I understand that the charity's trustees have done this in order for the charity's accounts to give a true and fair view in accordance with United Kingdom Generally Accepted Accounting Practice effective for reporting periods beginning on or after 1 January 2019.

This report is made solely to the charity's trustees, as a body, in accordance with the regulations made under section 154 of the Charities Act 2011. 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 examiner's 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, for this report, or for the opinions I have formed.

**Respective responsibilities of trustees and examiner**

The charity's trustees are responsible for the preparation of the accounts. The charity's trustees consider that an audit is not required for this year under section 144(2) of the Charities Act 2011 and that an independent examination is needed.

It is my responsibility to:

- examine the accounts under section 145 of the Charities Act 2011;
- to follow the procedures laid down in the general Directions given by the Charity Commission under section 145(5)(b) of the Charities Act 2011; 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 comparison of the accounts with the accounting records kept by the charity. 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.

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# Report of the independent examiner

## Independent examiner's statement

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

- 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 Charities Act 2011;
    - to prepare accounts which accord with the accounting records; and
    - to comply with the applicable requirements concerning the form and content of accounts set out in the Charities (Accounts and Reports) Regulations 2008
- have not been met; or
- to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Grant Thornton UK LLP

**Gareth Norris, FCA**  
Grant Thornton UK LLP  
Chartered Accountants  
Milton Keynes  
Date: 8/6/2020

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Financial statements for the year ended 31 March 2020

# Principal accounting policies

**Basis of preparation**

The financial statements have been prepared under the historical cost convention. The financial statements have been prepared in accordance with the Statement of Recommended Practice: 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) (effective 1 January 2019) (Charities SORP FRS102), the Financial Reporting Standard applicable in the United Kingdom and Republic of Ireland (FRS102) and the Charities Act 2011.

The charity is a public benefit entity as defined by FRS 102.

The financial statements are presented in Sterling (£).

The principal accounting policies adopted, judgements and key sources of estimation uncertainty in the preparation of the financial statements are as follows:

**Debtors**

Trade and other debtors are recognised at the settlement amount due. Prepayments are valued at the amount prepaid net of any trade discounts.

**Cash at bank and in hand**

Cash at bank and in hand includes cash and short term highly liquid investments with a short maturity of three months or less from the date of acquisition or opening of the deposit or similar account.

**Creditors**

Creditors are recognised where the charity has a present obligation resulting from a past event that will probably result in the transfer of funds to a third party and the amount due to settle the obligation can be measured or estimated reliably. Creditors are recognised at their settlement amount after allowing for any trade discounts due.

**Incoming resources****Donations**

All monetary donations are included in full in the Statement of Financial Activities when receivable, provided that there are no donor-imposed restrictions as to the timing of the related expenditure, in which case recognition is deferred until the pre-condition has been met.

**Resources expended****Classification of expenditure**

Expenditure, which is charged on an accruals basis, is allocated between:

- expenditure incurred directly for the furtherance of the charity's objectives including support costs and management and governance and administration costs of the charity

All expenditure is shown gross, inclusive of unrecoverable VAT, and has been classified under headings that aggregate all costs related to the specific activity.

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## Principal accounting policies

### **Fund accounting**

Unrestricted funds are fees and other incoming resources received or generated for expenditure on the general objectives of the charity and which have not been designated for other purposes. All of the TDS Charitable Foundation's funds have to date been unrestricted.

### **Key sources of judgement and estimation uncertainty**

In preparing the financial statements, the trustees have made no significant judgements or estimates that would have a significant impact on any of the amounts as currently reported.

**The TDS Charitable Foundation**

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**Statement of financial activities**

	Note	Unrestricted Funds 2020 £	Total Year ended 31 March 2020 £	Unrestricted Funds 2019 £	Total Year ended 31 March 2019 £
<b>Income from:</b>					
Donations		101,185	101,185	64,075	64,075
Interest		430	430	1,640	1,640
<b>Total</b>		<b>101,615</b>	<b>101,615</b>	<b>65,715</b>	<b>65,715</b>
<b>Expenditure on:</b>					
Charitable activities		(95,675)	(95,675)	(193,228)	(193,228)
Support costs		(2,266)	(2,266)	(1,938)	(1,938)
<b>Total</b>	1	<b>(97,941)</b>	<b>(97,941)</b>	<b>(195,166)</b>	<b>(195,166)</b>
<b>Net movement in funds</b>		<b>3,674</b>	<b>3,674</b>	<b>(129,451)</b>	<b>(129,451)</b>
<b>Reconciliation of funds</b>					
Total funds brought forward	6	294,144	294,144	423,595	423,595
<b>Total funds carried forward</b>		<b>297,818</b>	<b>297,818</b>	<b>294,144</b>	<b>294,144</b>

All of the above amounts are derived from continuing activities.

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**Balance Sheet**

	Note	Year ended 31 March 2020 £	Year ended 31 March 2019 £
<b>Current assets</b>			
Debtors and prepayments	3	195	224
Cash at bank and in hand		<u>307,765</u>	<u>294,520</u>
		307,960	294,744
<b>Creditors: amounts falling due within one year</b>	4	<u>(10,142)</u>	<u>(600)</u>
<b>Net current assets</b>		<u>297,818</u>	<u>294,144</u>
<b>Total assets less current liabilities</b>		<u>297,818</u>	<u>294,144</u>
<b>Funds</b>			
<b>Income funds</b>	5 & 6	<u>297,818</u>	<u>294,144</u>

The financial statements were approved by the Board of Trustees on 2 June 2020



Prof. Thomas Martin Partington CBE QC

2/6/2020

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## Notes to the Financial Statements

**1 Analysis of total resources expended**

	Charitable activities	Support Cost	Year ended 31 March 2020	Year ended 31 March 2019
	£	£	£	£
Professional fees	-	804	804	600
Grants payable	95,675	-	95,675	193,228
Other	-	1,462	1,462	1,338
Total resources expended	95,675	2,266	97,941	195,166

Professional fees constitute independent examination fees in both financial years.

**2 Payments to Trustees**

No Trustee or person with a family or business connection with a Trustee, received remuneration or expenses in the year, directly or indirectly, from the charity.

**3 Debtors and prepayments**

	31 March 2020	31 March 2019
	£	£
Prepayments	195	224
	195	224

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

	31 March 2020	31 March 2019
	£	£
Accruals	10,142	600
	10,142	600



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## Notes to the financial statements

**5 Analysis of net assets between funds**

	Unrestricted Funds £	31 March 2020 Total Funds £	Unrestricted Funds £	31 March 2019 Total Funds £
Current assets	307,960	307,960	294,744	294,744
Current liabilities	(10,142)	(10,142)	(600)	(600)
	<u>297,818</u>	<u>297,818</u>	<u>294,144</u>	<u>294,144</u>

**6 Funds Reconciliation**

Unrestricted Funds	Year ended 31 March 2020 £	Year ended 31 March 2019 £
Funds brought forward	294,144	423,595
Net incoming / (outgoing) resources	<u>3,674</u>	<u>(129,451)</u>
<b>Funds at 31<sup>st</sup> March 2020</b>	<u><b>297,818</b></u>	<u><b>294,144</b></u>

