

## Apply to register a charity

### Organisation names

**Main name**

EQUALITY TIME LTD

**Other name or acronym****Application number**

5102599

**Submission date**

16/07/2017

**Special circumstances**

If we decide to register the organisation some of the information you have given in this form will be made publicly available in accordance with section 38(1) of the Charities Act 2011.

This form shows the information you have entered through the Charity Commission Online Application for Registration.

### Your contact for this application

**Your current contact is an**

Individual

**Role**

Trustee

**Name**

Theresa Joan Reddington

**Telephone number**

01704 880971

**Email address**

tessreddington@gmail.com

### Governing document

A governing document sets out a charity's rules; it's the key legal document that says what it is and how it will be run. Different charities have different governing documents.

**Select the organisation's governing document type:**

Memorandum and Articles

**Has the governing document been issued by an organisation or umbrella body (often referred to as an approved governing document)?**

No

**Attach a copy of the Memorandum and Articles. This might be one document or multiple.**

**File name**

Equality Time Arts and Memos

**Replacement**

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**Are you replacing an existing registered charity?**

No

**Charity name**

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**The organisation's name:**

EQUALITY TIME LTD

**Is the organisation known by any other names?**

No

**Do any of the organisation's names contain acronyms, initials, made-up or non-English language words?**

No

**Do any names contain words that require consent from another body?**

No

**Structure and purposes**

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**Organisation's governing document:**

Memorandum and Articles

**Enter the date the organisation's governing document came into effect (dd/mm/yyyy).**

31/08/2014

**Enter the organisation's purposes (also known as 'objects') exactly as they are written in its governing document.**

TO EMPLOY ORIGINAL CRITICAL THINKING TO SOLVE PROBLEMS OF INCLUSION AND EQUALITY THROUGH THE USE OF TECHNOLOGY AND EDUCATION

## Income

**Enter the organisation's gross annual income:**

£25,094

latest annual accounts

**Attach proof of income:**

2017-04-11 17.52.44.pdf

## Classification: What

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**Every charity on the Register of Charities has a classification. This is so that potential donors, beneficiaries and others who search the register can find types of charities they are interested in.**

**Our charity classification uses four headings. These describe WHAT a charity is set up to achieve, HOW it achieves it, WHO it helps and WHERE it operates.**

**Choose classifications that reflect your charity's purposes and how you currently achieve them.**

**What is the organisation set up to achieve? (select all that apply)**

- General charitable purposes
- Education/ Training/ Research
  
- Elementary, primary or secondary education
- Technical or vocational training
- Academic research
  
- Advancing health or the saving of lives

Medical research

Other

**Please specify**

One of our projects concerns the devlt of open source software for Augmentive Alternative Communication - this will make provision of high tech solutions to lack of verbal communication accessible to very many people around the world (see website <http://equalitytime.co.uk/category/azulejoe/>). We are advised tht our software must be registered as a medical device.

Relief of those in need (age, disability, ill-health, financial or other disadvantage)

Arts/ Culture/ Heritage/ Science

Promoting arts or crafts

Scientific research

Other

**Please specify**

We deliver a project called White Water Writers, in partnership with academics at Slough, Keele and Royal Holloway Universities. The project works with schools and particularly hard to reach students, to inspire and develop their ability through novel writing camps. See <http://whitewaterwriters.com/>. We are also developing a project (that has been trialled in a small number of schools, that is called Supertitle. We have developed software that is used in an afterschool club setting to allow groups of children who use english as a second language to translate sub titles for popular TV programmes so that families, who may not speak or understand english, can watch english programmes with subtitles in their own language. see <http://equalitytime.co.uk/projects/#supertitle>. This helps children and their families to share the same experiences as their classmates and so promotes community cohesion and integration.

Human rights/ Religious or racial harmony/ Equality or diversity

Racial harmony

Equality or diversity

## Classification: How

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**How does the organisation achieve it? (select all that apply)**

Provides services

Provides education/advocacy/advice/information

Sponsors or undertakes research

**Education/ Training/ Research**

- School
- College
- University

**Advancing health or the saving of lives****Relief of those in need****Arts/ Culture/ Heritage/ Science**

- Promoting participation in arts or crafts (eg dramatic or operatic societies, choirs, orchestras)

**Classification: Who****Page 9 of 33****Who does the organisation help? (select all that apply)**

- Children/ Young people
- People with disabilities
  
- Other

**Please specify**

people who face inequality for whatever reason. This can be due to eg lack of opportunity, race, poverty.

**Education/ Training/ Research**

- Pupils/ Students attending a named educational establishment

**Advancing health or the saving of lives**

- People with a particular medical condition or illness

**Relief of those in need**

- People in financial need
- People in ill-health

**Where****Page 10 of 33****Where does the organisation operate? (select all that apply)**

Throughout England & Wales

## Carrying out the purpose

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**The organisation's purposes are:**

TO EMPLOY ORIGINAL CRITICAL THINKING TO SOLVE PROBLEMS OF INCLUSION AND EQUALITY THROUGH THE USE OF TECHNOLOGY AND EDUCATION

**Explain how the organisation carries out its purposes:**

We develop our original ideas for solving problems using technology and education: Work is project based and each project may benefit a different section of the community, and use technology in different ways. EG, We knew that very many people with learning disability have no verbal communication and this causes frustration and a very poor quality of life and more, and that electronic speech aids are very expensive and it can be difficult for staff to programme and maintain them. Equality Time is developing The Open Voice Factory and this will provide people across the world with free software that can enable them to express themselves, and also that is easy to programme for care staff who arent technically minded. This project has won the NESTA tech for good prize for innovation. Each of our projects is original and is designed to solve a problem in society. Equality Time delivers a project called White Water Writers which uses software that is specially developed to enable children to be published authors and raises their self esteem and gives a boost to their ability. Children who didnt think they could succeed are enabled to do so. We have worked with children who have autism, and cared for children, and many children who are disadvantaged in various ways - studies at Keele University, RHUL and Slough support the findings that children benefit significantly in a number of ways.

**Attach any document (such as a business plan) which sets out how the organisation carries out its purposes:**

2019 vision.pdf

**What are the benefits of the organisation's purposes?**

The founder has a doctorate in computer science, and other trustees are equally educated/expert in their similar fields. By applying new technology we can create opportunities to reduce inequalities and improve lives. Technology doesn't just touch a few people but can be used throughout the world.

example project: The Open Voice Factory - We are developing software that can be used with proprietary equipment to provide speech (similar to that used by Stephen Hawking) Presently this is expensive and out of reach of most people in the UK and in the world. In the UK limited health budgets mean that few people are given this equipment. Our software is open source, and so can be used without cost, and it can be further developed and improved by IT specialists. It also provides entry level soft software so that speech therapists when assessing a potential user's ability to manage the equipment, can be reassured that recommending investment of many thousands of pounds in more specialised equipment will not be wasted.

Equality Time also uses its expertise to work collaboratively and this is true where science meets literature in White Water Writers: Week long novel writing camps (using a computer programme to manage the process) raise standards of literacy, confidence and aspirations, build team-working skills and improve concentration. The project has proven success with students of all abilities including children with autism, cared for children and will gifted and talented pupils also.

Supertitle is a project in development that helps families who use English as a second language to integrate better. Using an after-schools club format, children who are bi-lingual translate popular TV programmes providing sub-titles in their own language so that they can be watched at home with their families. The idea is to create a network of clubs that produce a range of sub-titled programmes that families anywhere can choose from. This project has potential to improve integration and with that reduce misunderstandings / tensions between cultures and it also provides improvements for the children involved in terms of personal self esteem, teamworking, language skills and confidence. The project is yet to reach its potential but outcomes to date are positive. A full project description is attached as a good example of how Equality Time's purposes provide benefit

All Equality Time's software is open source - available to all to use and develop further. The potential benefits are therefore large.

**Attach any document which shows how the organisation provides benefit:**

Supertitle description.pdf

**Who can benefit from the organisation's purposes?**

Available to everyone

## Carrying out the purpose for the public benefit

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**What criteria do the trustees use to decide who the organisation benefits or what work it does or supports?**

Most important - The potential gain to society or to a group within it, in terms of improving inclusion and equality. We need to balance that with the potential for a project to be successful within a reasonable budget and to leave a legacy.

Equality Time has very good knowledge and interest in learning disability and communication, and therefore early projects benefit people in that field. With education - we look at how it can be different and better and how it can work for the children who do not thrive in conventional settings, but have no less potential to succeed than their peers: The primary questions we ask in all things we do is "Does this further our core aim of "equality for all", and does it utilise new technology in new ways to do so.

**Attach any document which explains how these decisions are made:**

## Grant making

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**Is the organisation a grant maker?**

No

## Membership

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**Do people or organisations have to be members of the organisation to benefit from its purpose?**

No

## Providing services or facilities

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**Does the organisation provide public facilities or services as a way of carrying out its purpose?**

No

## Fees and charges

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**Does the organisation charge people to be a member or to access its services or facilities?**

No



## Arts

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**Tell us about how you are satisfied that the art the organisation displays, presents, promotes or performs is of artistic merit. Further guidance on this point.**

For example, Equality Time provided an art installation at Bath Spa University in July 2017 see <http://papernations.org/mediawall-live-writing-event-at-mix-2017-writing-digital/>.

The project was well received by the organisers and delegates to the conference. MIX DIGITAL is an innovative forum for the discussion and exploration of writing and technology, attracting an international cohort of contributors. One trustee, Francesca Baker is a published author and writer, bringing a knowledge and insight to Equality Time

**Tell us how you select works of art, performances or concerts for public presentation.**

We do not select works of art, performances or concerts for public presentation.

We deliver novel writing camps which enable and inspire young (and older) authors.

**Tell us whether the organisation promotes the work of individual artists or performers and if so how.**

We do not

**Please explain how such artists or performers are selected for support.**

n/a

**We need to understand how any personal benefit to individual artists or performers arising from the work of the organisation is no more than incidental.**

n/a

Beneficiaries are students who participate in book writing camps. They are inspired, enabled, stretched and feel a sense of achievement, raising aspiration and increasing self confidence.

## Property

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**Does the organisation have use of land or property?**

No

## Contact for this application

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**Who is the main contact for this application?**

**In what capacity are you submitting the application? (select one)**

Trustee

**Is the contact for this application an individual or an organisation?**

Individual

**Title**

Mrs

**First name(s)**

Theresa

**Surname**

Reddington

**Suffix (e.g. M.A.)**

**Date of birth (dd/mm/yyyy)**

05/08/1955

## Organisation contact

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**Please enter details of the contact for the organisation as a whole**

**Position in the organisation**

Employee

**Is the contact for this organisation an individual or an organisation?**

Individual

**Title**

Dr

**First name(s)**

Joe

**Surname**

Reddington

**Suffix (e.g. M.A.)**

**Display name**

Dr Joe Reddington

**Date of birth (dd/mm/yyyy)**

19/10/1982

**Postcode**

SW20 9HN

**Address line 1**

302 CANNON HILL LANE

**Address line 2**

LONDON

**Telephone number**

01704 880971

**Email address**

contact@equalitytime.co.uk

## Organisation details

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Please provide the organisation's public address

**Postcode**

SW20 9HN

**Address line 1**

302 CANNON HILL LANE

**Address line 2**

LONDON

**Organisation website**

http://equalitytime.co.uk/about-equality-time/

**Organisation email address for public display**

contact@equalitytime.co.uk

**Organisation email address for commission use only**

contact@equalitytime.co.uk

**Does the organisation operate from this address?**

Yes

**Other regulators**

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**Company number**

09197133

**Please attach your certificate of incorporation**

Equality Time certificate of incorporation.pdf

**Are you registered with any of the following regulators? (select all that apply)**

**Do you have a gift aid number from HMRC?**

No

**Income and bank details**

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**Please attach the organisation's latest accounts**

**Estimated gross annual income**

£25,094

**Year to date income**

£34,339

**Does the organisation have a bank account?**

Yes

**Is the organisation's main account a bank or a building society account?**

Bank

**Sort code (e.g. 001122)**

602011

**Bank name**

Nat West

**Account number**

38535696

**Account name**

Equality Time Ltd

**Funding****Page 25 of 33****Next financial year end date (dd/mm/yyyy)**

31/08/2017

**Please explain how the organisation is or will be funded in the future (select all that apply)  
See guidance**

Other trading activities

**Please give more details**

through delivery of White Water Writers, schools will pay for novel writing camps and this is starting to contribute to core costs. Income last year was £7719, and this year we expect income to slightly more.

Grants

**Please advise who is providing the grants**

We have received a £50,000 Award from NESTA as Winner of the Nesta prize for Inclusive Technology. We have received a grant from Awards for All and there have been smaller grants for specific pieces of work. We will continue to need grant funding for projects in their early stages, but intend that work should seek to be self funding in time.

Charging for services

**Please give more details**

Schools are charged (depending on need) for Supertitle and for White Water Writers project, but costs can be subsidised or waived altogether. Volunteer support reduces direct costs, and where a piece of work pushes new boundaries or adds to research etc we give time at no cost - We try not to let lack of finance prevent good or interesting / valuable work going ahead.

**Employment**

**Does or is it likely the organisation will employ:**

- a trustee
- its founder
- a person related to a trustee
- a person related to the founder
- an organisation connected to a trustee
- an organisation connected to the founder

Yes

**Please enter their details in the table below.**

Name	Employment	Payment	Relationship
Joseph Reddington	At present, Dr Reddington is paid as project manager for developing the Open Voice Factory Project and this is made possible because of the Nesta award of £50,000. Dr Reddington acts also as Chief Officer and Company Secretary but these duties are voluntary. Dr Reddington has stood down from the board of trustees and will, when funding allows seek to be appointed in the role of paid CEO/company secretary. Note, the question below asks the person's connection to the organisation but will only let one box be ticked. Dr Reddington is the founder, and is also related to a trustee. No decision has as yet been taken by the board of trustees regarding Dr Reddington's future employment with the Charity, but it is likely, given his expertise, commitment and that he founded and developed the organisation, that he would seek employment with Equality Time if that becomes possible in the future.	At present Dr Reddington is paid £1666.55 (time limited contract in line with funding received) per month for work as project manager for the Open Voice Factory project.	Person related to a trustee

**Please attach a copy of the minutes of the meeting where each of the employments listed above were agreed. This might be one document or multiple.**

**File name**

2017 04 27 Minutes of a Meeting of EQuality Time  
 Minutes 18th September 2016

**Goods or services**

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Does or is it likely the organisation will buy goods or services from:

- a trustee
- its founder
- a person related to a trustee
- a person related to the founder
- an organisation connected to a trustee
- an organisation connected to the founder

No

**Other personal benefits**

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Are there any close links which the organisation has, or is likely to have, with any other person or body, which might be relevant to the work of the organisation?

This would include:

- Any contract or relationship with a value which represents a significant proportion of the organisation's income or expenditure;
- Any directorship, trusteeship, shareholding, membership interest or partnership held by the organisation or by any of the trustees;
- Any position of political or public authority held by any of the trustees;
- Any other arrangement or circumstance which might give rise to a conflict of interest for one or more of the trustees.

Yes

Please enter their details in the table below.

Name	Personal benefit provided	Relationship
Dr Joseph Reddington	Dr Joseph Reddington is founder and a board member of White Water Writers. White Water Writers is a non-profit project created owned by RHUL which is delivered by Equality Time Ltd.	Founder

**Connections**

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Is the organisation linked to, or has it been established by a non-charitable organisation?

No

## Attached documents

1. **Governing Document 1**
2. **Proof of Income**
3. **Purpose**
4. **Benefits**
5. **Certificate of Incorporation**
6. **Supplementary Document: Employed\_minutes\_2017\_04\_27\_Minutes\_of\_a\_Meeting\_of\_EQuality\_Time**
7. **Supplementary Document: Employed\_minutes\_Minutes\_18th\_September\_2016**
8. **Trustee Declaration**

## Data protection

**Any information you give us will be held securely and processed only in accordance with the rules on data protection. We will not disclose your personal details to anyone unconnected to the Charity Commission unless:**

- **you have consented to their release; or**
- **we are legally obliged to disclose them; or**
- **we regard disclosure as either (a) necessary so that we can properly carry out our statutory functions or (b) necessary in the public interest.**

**We may share and disclose information about you with relevant public authorities, regulatory bodies and agencies, outside the Charity Commission but only if:**

- **we can lawfully do so; and**
- **we decide that disclosure is necessary for national security, crime detection, prevention, and law enforcement, or other issues in the public interest**

### Information we collect about you

**We will use this information:**

**To enable us to carry out our statutory functions and duties;**

**This will include the following actions:**

- (a) **update, consolidate, and improve the accuracy of our records;**
- (b) **undertake crime detection and prevention and law enforcement and assist the third parties specified above to investigate or prevent crime and carry out law enforcement;**
- (c) **data analysis, testing, research, statistical and survey purposes**

**Information we receive from other sources.**



## Information we receive from other sources

We may combine this information with information you give to us and information we collect about you. We may use this information and the combined information for the purposes set out above (depending on the types of information we receive).

We will ensure that any such disclosure and use is proportionate; considers your right to respect for your private life; and is done fairly and lawfully in accordance with the data protection principles of the Data Protection Act.

The Data Protection Act 1998 regulates the use of 'personal data', which is essentially any information, however stored, about identifiable living individuals. As a 'data controller' under the Act, the Charity Commission must comply with it.

Any changes we may make to our privacy statement in the future will be set out in the replacement version of this form. Please check back frequently to see any updates or changes to our privacy policy.

## Managing risks

Does the organisation work with children or vulnerable people?

Yes

Please confirm the trustees have read, understood and are following the Charity Commission's safeguarding guidance

Trustees have read, understood and are following the Charity Commission's safeguarding guidance.

## Trustee numbers

How many trustees does the organisation currently have? (total)

4

What is the minimum number of trustees the organisation's governing document says it must have?

3

## Trustees

Add details for each trustee separately