

The Design & Technology Association

Trustees' Report and Financial Statements

for the year ended 31 December 2020



The Design & Technology Association
(A company limited by guarantee)

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**Reference and Administrative Details of the Association, its Trustees and Advisers
for the year ended 31 December 2020**

Trustees

Ms J Admans-Palmer (resigned 1 January 2020)
Ms H Birch (appointed 1 January 2020)
Ms M Bogle (appointed 1 January 2020)
Mr P Calver
Mr A Churchill (resigned 1 January 2020)
Ms S Davis (appointed 1 January 2020)
Mr M McLain (appointed 9 July 2019)
Mr A Midgley, Treasurer (resigned 1 January 2020)
Ms L Morris, Chair
Dr A Norwood
Ms N Ralston (resigned 1 January 2020)
Mr H Sadheura (appointed 6 March 2020)
Mr J Simeon
Prof K Stables
Ms R Topps
Mr M Williams, Deputy Chair

**Company registered
number** 03089012

**Charity registered
number** 1062270

Registered office 11 Manor Park
Banbury
England
OX16 3TB

Company secretary Mrs B van Beijnum

Chief executive officer Mr Tony Ryan

Independent auditor Dains LLP
15 Colmore Row
Birmingham
B3 2BH

Bankers Barclays Bank Plc
Warwickshire Group of Branches

Santander UK Plc
Bootle
Merseyside
L30 4GB

Honorary President Dr Ray Peacock OBE

Chair and Chief Executive's Statement
for the year ended 31 December 2020

This was an extraordinarily challenging trading year as established patterns within the Association's business model took rapid downturns due to the impact of the coronavirus (COVID-19) pandemic and resulting government-imposed restrictions. The Association had to move fast to take actions to minimise losses and pivot established business models. Actions taken included utilising the governments Coronavirus Job Retention Scheme (CJRS), short time working for a period of time for staff not included in the CJRS scheme, minimising expenditure where possible and expediting plans to develop online learning.

While some established lines of income practically disappeared overnight, other lines including membership and resource sales performed far better than projected. The final balance demonstrating a deficit of £82,037 is clearly not the year-end result that we planned for but is as good as could be expected given the exceptional circumstances.

D&T teachers nationally stepped up to the plate throughout the lockdown period. This was never more evident than in March and April last year where departments across the country engaged to meet emergency demand for PPE across the health and care sectors, producing over half a million items of PPE. The Association undertook a coordinating and logistical role at this time, ensuring that schools short of supplies were connected with appropriate suppliers and that the efforts of D&T staff nationally did not go unnoticed by the media.

It was a mixed year for design and technology as a subject. The examination entries in both GCSE and A Level again saw numbers fall, although the reductions were smaller than in previous years. On a more positive note, examination grades across both GCSE and A Level improved, with some quite marked positive upturns especially across the higher grade bands.

The resurgence of primary design and technology continued, driven by Ofsted's requirement for schools to deliver a broad and rich curriculum. Over the course of 2020 this resulted in the Association more than doubling its primary membership and substantially increasing its offer to primary members.

The subject still faces a multitude of challenges including a need to further improve ITE recruitment to the subject, continued school austerity resulting in curriculum cuts to subject delivery, and a number of subject leaders selecting to deliver art & design under a 'soft' D&T pretence. These are all issues that will require the Associations attention over the course of 2021.

We continue to lobby hard for increased recognition of the importance of D&T. We have worked with a wide range of associated bodies including the Edge Foundation, Design Council, MakeUK, MTA, ERA, IET, IMechE, the Royal Academy of Engineering and others who see the importance of our subject in developing students' individual growth and to the broader positive impact that these students can have on society and the economy.

The launch of Blueprint 1000® our partnership model designed to join business and industry partners with schools, was heavily impacted by the restrictions and economic downturn resulting from the pandemic. We have used the time gained during the pandemic, to further evaluate the initiative and we will relaunch this with purpose and renewed energy in 2021.

The pandemic also contributed to delays in completing a paper investigating the current state of D&T started over two years ago with the help of our partners at The Royal Academy of Engineering. This paper is now in its final stages and will present a comprehensive analysis of the current state of D&T in UK schools with a series of recommendations to key decision-makers. We are grateful to The RAE for their ongoing support of this work.

The need for subject-based professional development within our subject is unquestionable. Technology waits for no one, and the pace of change within key aspects of our curriculum offer is rapid. Teachers need access to high-quality training and subject development if they are to keep their teaching relevant and in line with emerging technologies. The last year saw an obvious dramatic reduction in our ability to meet teachers face-to-face but this expedited our plans to develop an online CPD offer; we currently have eight courses live online with more in production. The future will see a hybrid offer for teacher CPD with 'in-person' training still having its place, but with teachers being able to access high-quality training in their own home at a time that suits them.

The Association is a small not-for-profit organisation that does not receive any direct funding from Government.

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Chair and Chief Executive's Statement (continued)
for the year ended 31 December 2020

We are committed to providing high quality, relevant, affordable services to schools and we are delighted that we have now over 20,000 members. We have ambitious plans for the future, and we are confident that the Association has the necessary focus to ensure its continued growth and success. We remain committed to ensuring that all young people have access to, and can benefit from, high quality, innovative and inspiring design and technology education.



Lesley Morris
Chair of the Board of Trustees



Tony Ryan
Chief Executive Officer

Date: 11 May 2021

The Design & Technology Association
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Trustees' report
for the year ended 31 December 2020

The Trustees present their annual report together with the audited financial statements of the The Design and Technology Association for the year 1 January 2020 to 31 December 2020. The annual report serves the purposes of both a Trustees' report and a directors' report under company law. The Trustees confirm that the annual report and financial statements of the charitable company comply with the current statutory requirements, the requirements of the charitable company's governing document and the provisions of the Statement of Recommended Practice (SORP) applicable to charities preparing their accounts in accordance with the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS102) (effective 1 January 2019).

Since the Association qualifies as small under section 382 of the Companies Act 2006, the strategic report required of medium and large companies under the Companies Act 2006 (Strategic Report and Directors' Report) Regulations 2013 has been omitted.

Objectives and activities

a. Objectives

The object of the Association is to:

Advance public education through supporting, promoting and developing design and technology, and related areas, through a range of publications, conferences, seminars, exhibitions, award schemes and educational courses.

The Association's vision is to help all young people shape their world and to nurture those who will become the innovators, wealth creators and problem solvers of tomorrow, by being the authority on developing high quality design and technology teaching and learning in schools.

b. Public benefit statement

The Trustees confirm that they have complied with the Charities Act 2011 to have due regard to the Charity Commission's general guidance on public benefit.

The D&T Association carries out its aims for the public benefit by providing advice, support and general information about design and technology education to those working in design and technology education, government, industry and the general public. This is done by providing:

- information via the Association's website;
- answers to general calls/emails and responding to queries from any member of the public;
- a range of specific printed and electronic materials to members of the Association;
- training and/or Continuing Professional Development (CPD) for D&T professionals;
- information to Government, employers, parents and teachers about the challenges facing the subject and campaigning to help address them.

Achievements and performance

a. Review of activities

Education policy and campaigning

The subject continues to suffer from what has been described as a 'perfect storm' of external challenges. These include:

- The continued emphasis of Ebacc and Progress 8 measures resulting in an assessment led system and a restricted 'academic' curriculum offer in many secondary schools.
- A retention and recruitment crisis, that, when coupled with an increasing number of teachers selecting to retire early from the age of 55 leaves us with the greatest teacher shortage of any curriculum subject. On

Achievements and performance (continued)

a slightly more positive note, last year was the closest that our subject has come to reaching government targets for many years.

- A further reduction in examination entries both at GCSE and A Level. This bringing the GCSE entry from 270,401 in 2010 to 86,664 last year. While any reduction in entries is regrettable, this represents a reduction of 1,033 or just under 1.2% on 2019 and with a similar percentage reduction at A Level, there are signs that the continuous downward slope in entries since 2010 has perhaps plateaued.
- Continued school austerity and a year on year reduction in income per student resulting in schools having to make tough curriculum choices with D&T being perceived as being expensive, difficult to staff and 'optional' resulting in an increasing number of schools either reducing the curriculum staffing and offer or completely cutting it from the curriculum.
- The revised GCSE offer (although now three years old) is undoubtedly challenging for some students and staff alike and in the absence of a national training programme, teachers have in some cases, struggled to adopt this successfully with their students, this resulting in an increase of D&T teachers seeking alternative accreditation.
- the modernisation of the subject and the updating of teachers' knowledge and skills when compared to previous years proving increasingly difficult to address due to tighter school budgets and an ongoing reluctance to release teachers to undertake continuing professional development

On a far more positive note, there is emerging evidence that those schools that have successfully adopted the requirements of the new curriculum have achieved some remarkable achievements. Students have reportedly revelled in the new found autonomy that the revised GCSE with its emphasis on iterative designing to the needs of a real audience offer them. The revised Ofsted framework with its emphasis on a broad and rich curriculum has also boosted the subject, especially at primary level where a large number of schools are rethinking and re-energising their D&T offer.

A greater proportion of students achieved good passes in design and technology in 2020 compared to all GCSE subjects. A total of 79.4% of pupils achieved grade 4/C or higher in design and technology compared to 76.3% for all subjects.

The Association has continued to build its relationships with business, industry and other sympathetic charity and industry bodies. Early in 2020 after a period of testing we introduced a business model (called Blueprint 1000) designed to join the worlds of business and education for the benefit of both; helping to add context and relevance to the school curriculum offer, while offering industry leaders the opportunity to connect with their future workforce and to make a positive impact on the educational offer that students are presented with. This also allows schools and business to work together as they collectively seek to meet the requirements set by the Gatsby benchmarks.

The State of D&T, the paper that we have been constructing in partnership with the RAEng, has been delayed during the year by a combination of delays caused by the pandemic and staffing issues at the Royal Academy. This paper will be released early in 2021 and there are some key messages emerging from this paper that will allow us to present the subject in a different light .

We will continue to link up evidence-based lobbying with focused opportunities to engage key decision makers in discussing the importance of our subject to students, the delivery of a broad and relevant curriculum offer and the long-term good of society and the economy.

Membership

Membership figures have increased quite dramatically over the course of 2020 with overall membership numbers standing at over 20,000 by the end of the year. The continued emphasis from Ofsted, which requires schools to prove they are planning for and delivering a broad, rich and creative curriculum, has been a helpful external driver that has contributed to this. The introduction of a package that encompasses both Primary School membership and our curriculum planning resource 'Projects on a Page' has been very successful, with take-up of 235 schools since September. Another option that was introduced earlier in the year of a two-year membership for both primary schools and secondary departments has seen limited take-up.

Achievements and performance (continued)

In response to the COVID-19 pandemic, our primary and secondary toolkits of digital resources for members was expanded to provide further support during the difficult lockdown period. Additional resources were also made available to members later in the year and over 85% of all our resources are now free to members (all categories other than basic).

Our members' magazine 'D&T Practice' has been merged across phases, enabling the primary and secondary sectors to fully understand what is going on in the different phases of education and providing practical suggestions and support for the classroom. Designing has remained in its iconic format, a showcase of best practice. Additionally, our academic reference publication 'The D&T Journal' has continued as an online resource.

The growth of our newly developed membership initiative 'Blueprint 1000' has been slower than anticipated but a number of influential companies have joined during 2020 and there is growing interest. This membership aims to support local, regional and nationwide employer engagement with D&T departments, adding clear context for learning, providing clear examples of best practice and ensuring that the skills gap between young people leaving education and entering the workplace is reduced.

The Association continues to engage widely with members and the wider design and technology community, through the use of email and social media channels which provides a way to quickly and effectively disseminate information and communicate new services and important educational news.

Magazines

Magazines are a popular benefit of membership, aiming to inform and inspire teachers and students. Content takes the form of articles from members, news of design and technology events, curriculum and product developments, and discussions of topics and issues within design and technology.

The design work of both Designing and D&T Practice magazines is now outsourced and this has proved both successful and cost effective. Content and planning continue to be managed in-house. Increased membership numbers has meant that D&T Practice print numbers have risen slightly, slightly affecting printing and distribution costs. Designing subscriptions have continued to fall. D&T Practice is sent to all corporate, school and individual members of the Association and Designing sent to secondary and corporate members and to subscribers.

Plans to move D&T Practice to an online publication are in progress, with a suitable platform and costs being investigated. Print copies of the magazine will continue at least for the immediate future.

Advertising sales fell short of the budget figure as the effects of the COVID-19 pandemic lockdown were felt, with some advertisers withdrawing their bookings as, for example, there now is no requirement for exam assessors resulting in awarding organisations withdrawing advertising. Many advertisers have had series bookings; some of these have now been renewed and efforts are being made to secure others and gain new advertisers in future.

Events

The Association had scheduled a broad variety of courses in 2020 but the COVID-19 pandemic had a major impact on these and many of our events ended up being cancelled as a result of government restrictions on travel and the ability to run face-to-face meetings. In the end, only seven 'in-person' courses took place, training a total of 87 delegates.

Our popular Summer School, which usually takes place in July, was transformed into a virtual 'Autumn School' in November. Ran over two evenings and attended by 120 delegates, the new format received a lot of positive feedback.

Achievements and performance (continued)

In response to the pandemic, we developed several ways to continue supporting teachers:

1. E-Learning CPD modules allowing teachers to schedule and complete high-quality professional development to be taken in their own time
2. Live digital training events across a range of topics such as Primary Leadership and curriculum design
3. Free to members webinars focusing on a wide range of topics including remote learning and teaching, implementing measures to combat the COVID-19 pandemic, supporting the NQT year and other topics. Regional meetings were held discussing a wide range of pertinent topics. Discussion and suggestions from some of these webinars led to the development of:
4. Subject specific webinars such as Virtual Options Evenings, Supporting SEN and Disability, Secondary Department Tours and Emergency Primary Planning

In addition to the above, we assisted various schools with bespoke training which was also carried out virtually and ranged from a twilight session lasting a couple of hours, to a full day's training for all staff members.

Further virtual training, in various forms, has been planned and will be developed for implementation in 2021.

Our prestigious Awards Evening, which usually takes place in March, was first postponed but then transformed to an impressive online event. This took place on 3rd December and our Chair and CEO presented Awards from the IET in London while Award winners, guests and sponsors all joined using a mixture of pre-recorded and live sessions. The event was filmed, and details were released on our website and across social media the following day.

Health and Safety Training and Accreditation Scheme

Due to the Government enforced closure of schools, and learning continuing remotely from home for a prolonged period of time last year, we were unable to achieve as much training as we normally would have envisaged. There was a considerable drop in the uptake of the Association's accredited health and safety training, with 3,270 accreditations, including food safety, across both primary and secondary sectors. This resulted in an income of almost £59k on accreditations alone, rising to over £62k when including both certification and registration renewals.

The regular update training for registered design and technology health and safety consultants (RDTHSC's) had to be postponed until the following year, but the continuous improvement to the consultant's sections of the website, alongside other QA/QC procedures in place have helped ensure standards of training were maintained and developed.

Our lead H&S consultant has a place on the BS4163 committee representing the Association.

Consultancy

The Association has continued to offer bespoke consultancy to support schools, academy chains, local authorities, educational suppliers and others. As a result of the pandemic restrictions, some of this work took place virtually and feedback on that from schools has been very positive.

Oak Academy was set up by government to provide online lessons for primary and secondary schools, initially just for Ebacc subjects. Following discussion and negotiation, it was agreed for the Association to provide lessons for D&T across Key Stages 1,2 and 3. A number of teachers were contracted to produce lessons which were recorded using the Oak tools, these being shared across the Oak Academy platform. This work was centrally coordinated and quality assured, and work continued into 2021.

Resources

Resources continue to be produced and updated in-house and using external consultants. In 2020 a new and updated range of Key Stage 3 resources was produced and released and these and the majority of current titles

Achievements and performance (continued)

have been made free to members. 20 of the new resources have been released in 2020 and have proved popular and a further 12 still in production and due to be released this year. Primary and Secondary Curriculum toolkits were also released, and a small number of new units for primary and secondary with several primary resources updated. Older titles have been withdrawn for revision because they are no longer relevant to the current curriculum and to reduce the number of titles in the shop. It is expected that with most resources now being freely available to members, this will generate increased membership numbers and further interest in resources by those who choose not to join.

Resource sponsorship was not achieved in 2020. A budget figure was set in the expectation that new resources might be developed through industrial and commercial contacts' support, however factors such as the effect of the COVID-19 pandemic on commercial companies seems to have had an impact.

Resource sales in 2020 far exceeded forecast numbers each month with the exception of August. Factors affecting this increase may include:

- i) The change to homeworking and remote teaching, creating a demand for resources that students and parents could use to support learning.
- ii) The introduction of the Projects on a Page with Primary Membership category which has provided additional revenue to resource sales, attracted new members, and raised the profile of resources generally, particularly amongst primary schools.
- iii) The success of online courses that have referenced and highlighted resources teachers may not have been aware of previously.

Across the year Primary sales significantly outran Secondary, with 'Projects on a Page' and associated units of work selling well. Downloads of free resources remained high, particularly from newly joined members. Other popular resources include the health and safety range, Crumble microcontrollers, Primary Subject Leaders' support, Textiles Rescue videos, KS3 Planning and Assessment, and Primary help sheets.

Continued lockdown measures have meant that the project funded by the ERA Foundation and the Royal Commission 1851 'Designing Your Future' was not completed and the project is ongoing. The videos that were completed have proved popular and are being used to promote the Association, the subject and Blueprint 1000.

Promotion of resources has been through membership magazine articles, online events, website featured products and cross-linked resources, D&T Stream newsletter and social media.

Subject Consultation Group

The Subject Consultation Group continues to be operational but meetings in 2020 were held virtually. Group members have been involved in resource development with ideas, the identification of members' needs and contributions in the form of content and review, and delivering CPD. The group has approximately 30 members from primary and secondary schools, universities, consultancies and commerce and provides valuable feedback across a range of areas.

Spending on resources has been limited with much work carried out in-house. The move towards digital content has meant less spending on print where possible.

Business Development

The Association secured £46,514 in funding from external sources during 2020. As a result of the COVID-19 pandemic, which impacted on our ability to grow the Teachers in Residence programme started the previous year and slowed down our progress on the ERA funded 'National Programme for Design Manufacturing – Blueprint 1000', funding for this work has been deferred to 2021 when the activity is expected to resume.

During 2020, we secured funding from The ERA Foundation towards a two-year project to support the development of Blueprint 1000. The funding will directly support the delivery of Blueprint activity in some of the

Achievements and performance (continued)

Government's 12 'Opportunity Areas', helping companies in these areas work with young people in their local area with the view to inspiring more young people towards employment within the UK's engineering, manufacturing and digital sectors.

During 2020, a series of careers linked videos promoting the value of studying design and technology to young people and videos promoting the value of design and technology, funded by The ERA Foundation and The Royal Commission of 1851 respectively were planned. The COVID-19 pandemic has delayed the completion of this project, as employers are either working at home, or have tight restrictions on allowing visitors on-site in line with government guidelines. We anticipate finalising these in 2021.

Funding from The Edge Foundation originally secured for a lecture series was redirected to a series of Designed for Life podcasts. Six podcasts were produced in 2020, featuring high profile designers and technologists. These podcasts have proved popular with teachers and students both in the UK, and overseas, and we look forward to producing more in the coming year.

The fundraising climate continues to be very competitive, but we have a clear bidding strategy closely aligned with our longer-term strategy. We continue to nurture existing relationships and are actively looking to develop new relationships with funders who align with our values.

b. Key performance indicators

The Association's key non-financial performance indicators are the maintenance of growth in subscriptions and registrations and the provision of the services required by members. For grant funded activities the aim is to achieve the targets set by funders. The D&T Association's performance in these respects is set out in the results for the year outlined above.

It also regularly monitors finances of unrestricted activities against targets at FAC meetings at least four times a year.

c. Duty to promote the success of the Association to achieve its charitable purposes

The Trustees of the charitable company, as those of all UK companies, must act in accordance with a set of general duties. These duties are detailed in section 172 of the UK Companies Act 2006 which is summarised as follows:

"A director of a company must act in the way they consider, in good faith, would be most likely to promote the success of the company for the benefit of its shareholders as a whole and in doing so, have regard to the likely consequences of any decisions in the long term; the interests of the company's employees; the need to foster the company's business relationships with suppliers, customers and others; the impact of the company's operations on the community and environment; the desirability of the company maintaining a reputation for high standards of business conduct; and the need to act fairly as between shareholders and the company".

Details of how the Trustees have fulfilled these duties when dealing with strategic decisions are covered in the Chair and Chief Executive's Report and the Trustees Report.

Financial review

a. Review of finances

Overall, our unrestricted income was £613,723 (2019: £738,347), our unrestricted expenditure was £696,529 (2019: £781,736) and no designated expenditure was incurred during the year. This resulted in a total unrestricted deficit of £82,806 (2019: £52,833), an increase of £29,973.

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Trustees' report (continued)
for the year ended 31 December 2020

Restricted fund income was £46,514 (2019: £78,925) which was £32,411 less than that in 2019. All restricted funding was awarded by a number of trusts and other organisations. The Association continues to seek new funding opportunities to enable the continuation of focused work that supports design and technology in schools and is increasingly focusing on enabling schools to collaborate with industry.

Unrestricted income reduced by £124,624 in 2020 to £613,723 (2019: £738,347). The COVID-19 pandemic had a major impact on several income streams that required face to face contact.

Membership and subscription income increased by £40,316 to £307,372 (2019: £267,056). The growth in this area towards the end of 2019 continued during the year and the most significant increases were in the primary sector. A new package that encompasses primary school membership and a popular planning resource has proven to be very popular.

Conferences and course income reduced dramatically to £28,455 (2019: £105,159) this reduction stemmed from our inability to run face-to-face training due to the restrictions put in place by government to combat the COVID-19 pandemic. In response to this challenge, we developed E-Learning earlier than planned and this brought income during the final quarter of £7,775.

Accreditation fees for Health and Safety and other registration income reduced by 37% or £43,412, to £73,098 (2019: £116,510). This resulted from Government restrictions which resulted in no H&S training taking place in schools for a long period of time. Training resumed when this was possible and was picking up at the end of the year.

Resource sales increased by 39% to £71,620 (2019: £51,548). Primary resources continued to be the main contributor. The new primary school package that includes primary membership and a popular curriculum planning resource made a significant positive impact.

Income from consultancy and management fees reduced significantly to £62,857 (2019: £142,350). Mainly due to lack of British Council funded sustainability training, again caused by an inability to carry out face-to-face training.

Investment income reduced by £2,643 to £7,270 (2019: £9,913). The invested funds held on deposit achieved a return during the year commensurate with the economic climate. Trustees have continued to invest cash that is not required for outgoings in the immediate future in a notice account. At the end of 2020, the Association had funds totalling £700,000 in a 180-day Corporate Notice account.

At the end of 2020, unrestricted reserves reduced by £82,806 as a result of the deficit for the year. The overall level of unrestricted reserves stood at £971,765 (2019: £1,054,571).

At the end of 2019, Trustees agreed to designate £13,500 for continued campaigning but, as a result of the impact of the COVID-19 pandemic, this was not used during the year 2020. Trustees agreed to carry forward £10,000 of this for identified campaigning purposes into 2021.

Overall, 2020 was a very challenging year for the Association because of the impact of the COVID-19 pandemic, as it was for many organisations in the UK and also the rest of the world. As a result of early decisive action to increase income where possible and reduce costs, the deficit for the year was minimised. This included making use of funding from the government's Coronavirus Job Retention Scheme (CJRS) as well as a period of short time working for employees who were not furloughed. However, there have also been some very positive developments with our continued increase in members, swiftly developed offer of E-Learning and building links with industry to encourage collaboration with, and better support for, schools and young people nationally.

Financially, the organisation remains in a strong position with clear direction and significant reserves.

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Trustees' report (continued)
for the year ended 31 December 2020

b. Going concern

After making appropriate enquiries, the Trustees have a reasonable expectation that the Association has adequate resources to continue in operational existence for the foreseeable future. For this reason, they continue to adopt the going concern basis in preparing the financial statements. Further details regarding the adoption of the going concern basis can be found in the accounting policies.

The risk of the COVID-19 pandemic had been included in the Association's risk register in 2020. Mitigating actions are being taken to minimise the impact across all aspects of the business wherever possible.

c. Investment powers and policy

Under the Memorandum and Articles of Association, the charity has the power to invest funds not immediately required for its purposes. Trustees actively consider the most appropriate policy for investing funds considering the need to balance achieving a reasonable return with the need to maintain liquidity and to minimise risk.

d. Reserves policy

The Association aims to maintain reserves that represent nine months of annual operating costs for unrestricted activity. This is estimated to cover any membership liabilities and costs to wind up the organisation so that, if this course of action was unavoidable, there are sufficient funds available.

Additional funds may be used in the form of designated funds to invest in activities to support the long-term ambitions for the organisation.

Trustees will review the Investment powers and policy and Reserves policy on an annual basis.

Structure, governance and management

a. Status

The Design and Technology Association is a charitable company limited by guarantee (Company No. 03089012) and a registered charity (Charity No. 1062270). The company is governed by its Memorandum and Articles of Association. The Trustees deal with the detailed running of the Company.

b. Governing document

The Design and Technology Association is a company limited by guarantee governed by its Memorandum and Articles of Association and does not have share capital.

It is registered as a charity with the Charity Commission. The Trustees have no interest in the company's surplus or assets and receive no remuneration.

Anyone involved in design and technology education can become an associate member of the Company. Members of the Board of Trustees agree to contribute £5 in the event of the charity winding up.

c. Appointment of Trustees

As set out in the Articles of Association the Chairperson of the Trustees is nominated by other trustees. The maximum number of Trustees is 14 and one third of Trustees are elected annually by members and serve for a period of three years. The Trustees have the power to co-opt for any places available and members so appointed will retain office only until the next Annual Retirement Meeting when he/she shall be eligible for election.

Structure, governance and management (continued)

All associate members are circulated with invitations to nominate Trustees prior to the Annual Retirement Meeting, advising them of the retiring trustees and requesting nominations.

Trustees induction and training

The charity has an induction programme for newcomers to brief them on their legal obligations under charity and company law, the content of the Memorandum and Articles of Association, the committee and decision making processes, the business plan and recent financial performance of the charity. During the induction they meet key employees and other Trustees.

All Trustees are encouraged to attend appropriate external training events where these will facilitate the undertaking of their role and a number of existing Trustees have taken this opportunity in the last few years. Occasionally internal training for the Board of Trustees is also arranged on specific topics.

d. Organisation

The Board of Trustees, which can have up to 14 members, administers the Association and meets five times a year. A Finance and Audit sub-Committee (FAC) addresses finance issues.

A Chief Executive is appointed by the Trustees to manage the day-to-day operations of the Association. To facilitate effective operations, the Chief Executive has delegated authority, within terms of delegation approved by the Trustees, for operational matters including finance and employment.

e. Risk management

The Trustees have considered the risks to which the Association is exposed, and have established systems for mitigating those risks. A risk register is reviewed and updated at every Board meeting. External risks have been minimised by the adoption of a strategic plan, reviewed on a regular basis, which includes a strategy for securing funds from a wide range of sources. Internal risks are minimised by implementing procedures for authorising transactions, and to ensure consistent quality of delivery for all operational aspects of the charity. The Trustees review these systems regularly and accept that there are certain risks inherent to the Association.

Plans for future periods

We have a clear strategy that directs our work, the deployment of staff and how we direct and utilise our budget. The last twelve months since March 2020 have been challenging and it was only right that, given the rapidly changing circumstances, we revisit our strategy.

We exist as an organisation to support the subject of design and technology and to work with our members to improve and enhance the delivery of the subject nationally.

We believe that the subject adds value to a broad and rich curriculum offer. Its interdisciplinary nature lends itself to explorative and contextualised learning, but we also cannot ignore the fact that design, engineering, manufacturing and work across other creative sectors offers an ever-increasing career focus for young people. Our Blueprint 1000® initiative is an important part of the Association's future as we seek to join the worlds of education and business.

In planning for 2021 it was clear that face-to-face training and travel was going to continue to be limited due to restrictions and a natural cautiousness by teachers. Also longer term, we anticipated a reluctance for headteachers to release staff for entire days for subject training given the amount of contact time that has been missed by students. With this in mind, we have not planned any face-to-face training until May 2021 and have reduced the number of courses scheduled over the year. This places an even greater emphasis on the importance of online professional development to ensure that D&T teachers continue to develop professionally.

Plans for future periods (continued)

In 2021 we have committed that we will:

- Promote and champion design and technology education, positioning the subject as an essential part of the primary and secondary curriculum which can inspire young people to develop critical design, engineering and technology skills;
- Ensure our services and products are well-aligned to the needs of primary, secondary and initial teacher education;
- Build and enhance our school, individual teacher and corporate supplier membership offers in order to provide compelling reasons to join and stay. Grow our membership base and improve retention levels;
- Provide a cause and an evidence base related to the subject that decision makers can believe and positively engage with. Work with key partners to seek to grow teacher recruitment to the subject. Step up our lobbying activities to build a compelling case for government to support and grow design and technology nationally;
- Offer a wide range of affordable and accessible courses and events to support teachers and schools. This will include a growing and expanding online professional content in order to meet the development needs of teachers.
- Support, enhance and build our CPD and events programme through refreshment of our events and resources offering. Work with Blueprint 1000 members to bring industry focused training to teachers and students nationally;
- Develop further links with industry to ensure that young people are aware of the wide range of career opportunities that design and technology can lead to, and to help industry leaders to more easily connect with young people and their needs;
- Build our Blueprint 1000® offer. Growing the number of businesses working with us to enhance curriculum offer, provide context and meaning to student experiences and to help to provide the workforce of the future;
- Seek (within capacity) to improve numbers entering the teaching profession to teach our subject through initial teacher education, this to include the introduction of an SKE course;
- Build strategic partnerships with employers, funders and key stakeholders to raise the profile and reputation of design and technology education nationally;
- Continue to review and improve our marketing and communications strategy and resulting actions to maximise its effectiveness;
- Continue to develop the Association as a commercial and customer-focused organisation that has an agile, skilled workforce able to respond to future demand;

Trustees' report (continued)
for the year ended 31 December 2020

Statement of Trustees' responsibilities

The Trustees (who are also the directors of the Association for the purposes of company law) are responsible for preparing the Trustees' report and the financial statements in accordance with applicable law and United Kingdom Accounting Standards (United Kingdom Generally Accepted Accounting Practice).

Company law requires the Trustees to prepare financial statements for each financial year. Under company law, 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 Association and of its incoming resources and application of resources, including its income and expenditure, 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 of the Charities SORP (FRS 102);
- make judgments and accounting estimates that are reasonable and prudent;
- state whether applicable UK Accounting Standards (FRS 102) have been followed, subject to any material departures disclosed and explained in the financial statements;
- prepare the financial statements on the going concern basis unless it is inappropriate to presume that the Association will continue in business.

The Trustees are responsible for keeping adequate accounting records that are sufficient to show and explain the Association's transactions and disclose with reasonable accuracy at any time the financial position of the Association 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 Association and hence for taking reasonable steps for the prevention and detection of fraud and other irregularities.

Disclosure of information to auditor

Each of the persons who are Trustees at the time when this Trustees' report is approved has confirmed that:

- so far as that Trustee is aware, there is no relevant audit information of which the charity's auditor is unaware, and
- that Trustee has taken all the steps that ought to have been taken as a Trustee in order to be aware of any relevant audit information and to establish that the charity's auditor is aware of that information.

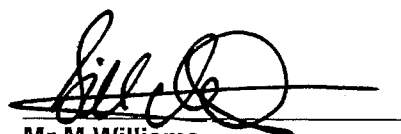
Auditor

The auditor, Dains LLP, has indicated his willingness to continue in office. The designated Trustees will propose a motion reappointing the auditor at a meeting of the Trustees.

Approved by order of the members of the board of Trustees on 11 May 2021 and signed on their behalf by:



Ms L Morris
Chair



Mr M Williams
Deputy Chair

Independent Auditor's Report to the Members of The Design & Technology Association

Opinion

We have audited the financial statements of The Design & Technology Association (the 'association') for the year ended 31 December 2020 which comprise the Statement of Financial Activities, the balance sheet, the statement of cash flows and the related notes, including a summary of significant accounting policies. The financial reporting framework that has been applied in their preparation is applicable law and United Kingdom Accounting Standards, including Financial Reporting Standard 102 'The Financial Reporting Standard applicable in the UK and Republic of Ireland' (United Kingdom Generally Accepted Accounting Practice).

In our opinion the financial statements:

- give a true and fair view of the state of the charitable company's affairs as at 31 December 2020 and of its incoming resources and application of resources, including its income and expenditure for the year then ended;
- have been properly prepared in accordance with United Kingdom Generally Accepted Accounting Practice; and
- have been prepared in accordance with the requirements of the Companies Act 2006.

Basis for opinion

We conducted our audit in accordance with International Standards on Auditing (UK) (ISAs (UK)) and applicable law. Our responsibilities under those standards are further described in the Auditor's responsibilities for the audit of the financial statements section of our report. We are independent of the charitable company in accordance with the ethical requirements that are relevant to our audit of the financial statements in the United Kingdom, including the Financial Reporting Council's Ethical Standard, and we have fulfilled our other ethical responsibilities in accordance with these requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Conclusions relating to going concern

In auditing the financial statements, we have concluded that the Trustees' use of the going concern basis of accounting in the preparation of the financial statements is appropriate.

Based on the work we have performed, we have not identified any material uncertainties relating to events or conditions that, individually or collectively, may cast significant doubt on the charitable company's ability to continue as a going concern for a period of at least twelve months from when the financial statements are authorised for issue.

Our responsibilities and the responsibilities of the Trustees with respect to going concern are described in the relevant sections of this report.

Other information

The Trustees are responsible for the other information. The other information comprises the information included in the annual report, other than the financial statements and our auditor's report thereon. Our opinion on the financial statements does not cover the other information and, except to the extent otherwise explicitly stated in our report, we do not express any form of assurance conclusion thereon.

In connection with our audit of the financial statements, our responsibility is to read the other information and, in doing so, consider whether the other information is materially inconsistent with the financial statements or our knowledge obtained in the audit or otherwise appears to be materially misstated. If we identify such material inconsistencies or apparent material misstatements, we are required to determine whether there is a material misstatement in the financial statements or a material misstatement of the other information. If, based on the

Independent Auditor's Report to the Members of The Design & Technology Association (continued)

work we have performed, we conclude that there is a material misstatement of this other information, we are required to report that fact.

We have nothing to report in this regard.

Opinion on other matters prescribed by the Companies Act 2006

In our opinion, based on the work undertaken in the course of the audit:

- the information given in the Trustees' report for the financial year for which the financial statements are prepared is consistent with the financial statements.
- the Trustees' report has been prepared in accordance with applicable legal requirements.

Matters on which we are required to report by exception

In the light of our knowledge and understanding of the charitable company and its environment obtained in the course of the audit, we have not identified material misstatements in the Trustees' report.

We have nothing to report in respect of the following matters in relation to which Companies Act 2006 requires us to report to you if, in our opinion:

- adequate accounting records have not been kept, or returns adequate for our audit have not been received from branches not visited by us; or
- the financial statements are not in agreement with the accounting records and returns; or
- certain disclosures of Trustees' remuneration specified by law are not made; or
- we have not received all the information and explanations we require for our audit; or
- the Trustees were not entitled to prepare the financial statements in accordance with the small companies regime and take advantage of the small companies' exemptions in preparing the Trustees' report and from the requirement to prepare a Strategic report.

Responsibilities of trustees

As explained more fully in the trustees' responsibilities statement, the Trustees (who are also the directors of the charitable company for the purposes of company law) are responsible for the preparation of the financial statements and for being satisfied that they give a true and fair view, and for such internal control as the Trustees determine is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, the Trustees are responsible for assessing the charitable company's ability to continue as a going concern, disclosing, as applicable, matters related to going concern and using the going concern basis of accounting unless the Trustees either intend to liquidate the charitable company or to cease operations, or have no realistic alternative but to do so.

Independent Auditor's Report to the Members of The Design & Technology Association (continued)

Auditor's responsibilities for the audit of the financial statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor's report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with ISAs (UK) will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of these financial statements.

Irregularities, including fraud, are instances of non-compliance with laws and regulations. We design procedures in line with our responsibilities, outlined above, to detect material misstatements in respect of irregularities, including fraud. The extent to which our procedures are capable of detecting irregularities, including fraud is detailed below:

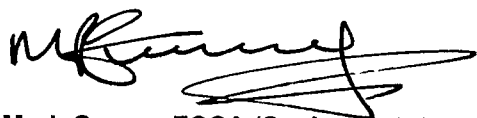
- Enquiry of management around actual and potential litigation and claims;
- Enquiry of management to identify any instances of non-compliance with laws and regulations;
- Reviewing minutes of meetings of those charged with governance;
- Reviewing financial statement disclosures and testing to supporting documentation to assess compliance with applicable laws and regulations.
- Performing audit work over the risk of management override of controls, including testing of journal entries and other adjustments for appropriateness, evaluating the business rationale of significant transactions outside the normal course of business and reviewing accounting estimates for bias.

Because of the inherent limitations of an audit, there is a risk that we will not detect all irregularities, including those leading to a material misstatement in the financial statements or non-compliance with regulation. This risk increases the more that compliance with a law or regulation is removed from the events and transactions reflected in the financial statements, as we will be less likely to become aware of instances of non-compliance. The risk is also greater regarding irregularities occurring due to fraud rather than error, as fraud involves intentional concealment, forgery, collusion, omission or misrepresentation.

A further description of our responsibilities for the audit of the financial statements is located on the Financial Reporting Council's website at: www.frc.org.uk/auditorsresponsibilities. This description forms part of our auditor's report.

Use of our report

This report is made solely to the charitable company's members, as a body, in accordance with Chapter 3 of Part 16 of the Companies Act 2006. Our audit work has been undertaken so that we might state to the charitable company's members those matters we are required to state to them in an auditor's report and for no other purpose. To the fullest extent permitted by law, we do not accept or assume responsibility to anyone other than the charitable company and its members, as a body, for our audit work, for this report, or for the opinions we have formed.



Mark Gurney FCCA (Senior Statutory Auditor)

for and on behalf of
Dains LLP

Statutory Auditor
Chartered Accountants

Birmingham

11 May 2021

The Design & Technology Association
(A company limited by guarantee)

Statement of financial activities (incorporating income and expenditure account)
for the year ended 31 December 2020

| | Note | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total funds 2020 £ | Total funds 2019 £ |
|------------------------------------|------|------------------------------------|----------------------------------|-----------------------------|-----------------------------|
| Income from: | | | | | |
| Donations and legacies | 4 | 8,433 | 46,514 | 54,947 | 91,491 |
| Charitable activities | 5 | 598,020 | - | 598,020 | 715,868 |
| Investments | 6 | 7,270 | - | 7,270 | 9,913 |
| Total income | | 613,723 | 46,514 | 660,237 | 817,272 |
| Expenditure on: | | | | | |
| Charitable activities | 7 | 696,529 | 45,745 | 742,274 | 857,610 |
| Total expenditure | | 696,529 | 45,745 | 742,274 | 857,610 |
| Net movement in funds | | (82,806) | 769 | (82,037) | (40,338) |
| Reconciliation of funds: | | | | | |
| Total funds brought forward | | 1,054,571 | 52,124 | 1,106,695 | 1,147,033 |
| Net movement in funds | | (82,806) | 769 | (82,037) | (40,338) |
| Total funds carried forward | | 971,765 | 52,893 | 1,024,658 | 1,106,695 |

The notes on pages 21 to 41 form part of these financial statements.

The Design & Technology Association
(A company limited by guarantee)
Registered number: 03089012

Balance sheet
for the year ended 31 December 2020

| | Note | 2020 £ | 2019 £ |
|--|------|-------------------------|-------------------------|
| Fixed assets | | | |
| Intangible assets | 12 | 2,354 | - |
| Tangible assets | 13 | 12,973 | 15,190 |
| Current assets | | | |
| Stocks | 14 | 3,991 | 6,804 |
| Debtors | 15 | 79,792 | 114,756 |
| Cash at bank and in hand | | 1,248,987 | 1,213,043 |
| | | <u>1,332,770</u> | <u>1,334,603</u> |
| Creditors: amounts falling due within one year | 16 | (323,439) | (243,098) |
| Net current assets | | <u>1,009,331</u> | <u>1,091,505</u> |
| Total net assets | | <u><u>1,024,658</u></u> | <u><u>1,106,695</u></u> |
| Charity funds | | | |
| Restricted funds | 17 | 52,893 | 52,124 |
| Unrestricted funds | 17 | 971,765 | 1,054,571 |
| Total funds | | <u><u>1,024,658</u></u> | <u><u>1,106,695</u></u> |

The Trustees acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and preparation of financial statements.

The financial statements have been prepared in accordance with the provisions applicable to entities subject to the small companies regime.

The financial statements were approved and authorised for issue by the Trustees on 11 May 2021 and signed on their behalf by:



Ms L Morris
Chair



Mr H Sadheura
Chair of Finance and Audit Committee

The notes on pages 21 to 41 form part of these financial statements.

The Design & Technology Association
(A company limited by guarantee)

Statement of cash flows
for the year ended 31 December 2020

| | Note | 2020 £ | 2019 £ |
|---|-------------|-------------------|-------------------|
| Cash flows from operating activities | | | |
| Net cash used in operating activities | 20 | 35,248 | (77,293) |
| Cash flows from investing activities | | | |
| Dividends, interests and rents from investments | | 7,270 | 9,913 |
| Purchase of tangible fixed assets | | (4,220) | (5,705) |
| Purchase of intangible assets | | (2,354) | - |
| Net cash provided by investing activities | | 696 | 4,208 |
| Change in cash and cash equivalents in the year | | 35,944 | (73,085) |
| Cash and cash equivalents at the beginning of the year | | 1,213,043 | 1,286,128 |
| Cash and cash equivalents at the end of the year | 21 | 1,248,987 | 1,213,043 |

The notes on pages 21 to 41 form part of these financial statements

1. General information

The Design and Technology Association is a charitable company limited by guarantee and is incorporated in England and Wales under the Companies Act. The address of the registered office is 11 Manor Park, Banbury, England, OX16 3TB. The Association is a membership organisation for employers and individuals and further information regarding the Association's principal activities are set out in the Chair and Chief Executive's statement and the Trustees' report.

2. Accounting policies

2.1 Basis of preparation of financial statements

The financial statements have been prepared in accordance with the Charities SORP (FRS 102) - Accounting and Reporting by Charities: Statement of Recommended Practice 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), the Financial Reporting Standard applicable in the UK and Republic of Ireland (FRS 102) and the Companies Act 2006.

The Association has elected to apply all amendments to FRS 102, as set out in the Financial Reporting Council's triennial review published in December 2017, and included in Update Bulletin 2 to the Charities SORP (FRS 102), prior to mandatory adoption for accounting periods beginning on or after 1 January 2019.

The Design & Technology Association meets the definition of a public benefit entity under FRS 102. Assets and liabilities are initially recognised at historical cost or transaction value unless otherwise stated in the relevant accounting policy.

Functional and presentation currency

The Company's functional currency is GBP. The financial statements are prepared to the nearest £.

2.2 Company Status

The company is a company limited by guarantee. The members of the company are the Trustees named on page 1. In the event of the company being wound up, the liability in respect of the guarantee is limited to £5 per member of the company.

2.3 Fund accounting

General funds are unrestricted funds which are available for use at the discretion of the Trustees in furtherance of the general objectives of the Association and which have not been designated for other purposes.

Designated funds comprise unrestricted funds that have been set aside by the Trustees for particular purposes. The aim and use of each designated fund is set out in the notes to the financial statements.

Restricted funds are funds which are to be used in accordance with specific restrictions imposed by donors or which have been raised by the Association for particular purposes. The costs of raising and administering such funds are charged against the specific fund. The aim and use of each restricted fund is set out in the notes to the financial statements.

2. Accounting policies (continued)

2.4 Going concern

The Trustees assess whether the use of going concern is appropriate, i.e. whether there are any material uncertainties related to events or conditions that may cast significant doubt on the ability of the charity to continue as a going concern. The Trustees make this assessment in respect of a period of at least one year from the date of authorisation for issue of the financial statements and have concluded that the charity has adequate resources to continue in operational existence for the foreseeable future and there are no material uncertainties about the charity's ability to continue as a going concern, thus they continue to adopt the going concern basis of accounting in preparing the financial statements.

2.5 Income

All income is recognised once the Association has entitlement to the income, it is probable that the income will be received and the amount of income receivable can be measured reliably.

For legacies, entitlement is taken as the earlier of the date on which either: the company is aware that probate has been granted, the estate has been finalised and notification has been made by the executor(s) to the Trust that a distribution will be made, or when a distribution is received from the estate. Receipt of a legacy, in whole or in part, is only considered probable when the amount can be measured reliably and the company has been notified of the executor's intention to make a distribution. Where legacies have been notified to the company, or the company is aware of the granting of probate, and the criteria for income recognition have not been met, then the legacy is treated as a contingent asset and disclosed if material.

Donated services or facilities are recognised when the company has control over the item, any conditions associated with the donated item have been met, the receipt of economic benefit from the use of the company of the item is probable and that economic benefit can be measured reliably. In accordance with the Charities SORP (FRS 102), the general volunteer time of the Friends is not recognised and refer to the Trustees' report for more information about their contribution.

On receipt, donated professional services and donated facilities are recognised on the basis of the value of the gift to the company which is the amount the company would have been willing to pay to obtain services or facilities of equivalent economic benefit on the open market; a corresponding amount is then recognised in expenditure in the period of receipt.

Income tax recoverable in relation to investment income is recognised at the time the investment income is receivable.

Other income is recognised in the period in which it is receivable and to the extent the goods have been provided or on completion of the service.

2.6 Expenditure

Expenditure is recognised once there is a legal or constructive obligation to make payment to a third party, it is probable that settlement will be required and the amount of the obligation can be measured reliably.

All expenditure is accounted for on an accruals basis. All expenses including support costs and governance costs are allocated to the applicable expenditure headings.

2. Accounting policies (continued)

2.6 Expenditure (continued)

Support costs are those costs incurred directly in support of expenditure on the objects of the company and include project management carried out at Headquarters. Governance costs are those incurred in connection with administration of the company and compliance with constitutional and statutory requirements.

Charitable activities and Governance costs are costs incurred on the company's operations, including support costs and costs relating to the governance of the company apportioned to charitable activities.

All expenditure is inclusive of irrecoverable VAT.

2.7 Tangible fixed assets and depreciation

A review for impairment of a fixed asset is carried out if events or changes in circumstances indicate that the carrying value of any fixed asset may not be recoverable. Shortfalls between the carrying value of fixed assets and their recoverable amounts are recognised as impairments. Impairment losses are recognised in the Statement of financial activities incorporating income and expenditure account.

At each reporting date the Association assesses whether there is any indication of impairment. If such indication exists, the recoverable amount of the asset is determined to be the higher of its fair value less costs to sell and its value in use. An impairment loss is recognised where the carrying amount exceeds the recoverable amount.

Tangible fixed assets are carried at cost, net of depreciation and any provision for impairment. Depreciation is provided at rates calculated to write off the cost of fixed assets, less their estimated residual value, over their expected useful lives on the following bases:

| | |
|-----------------------|------------------------|
| Fixtures and fittings | - 15% reducing balance |
| Office equipment | - 33% on cost |

2.8 Interest receivable

Interest on funds held on deposit is included when receivable and the amount can be measured reliably by the Association; this is normally upon notification of the interest paid or payable by Bank.

2.9 Operating leases

Rentals paid under operating leases are charged to the Statement of financial activities incorporating income and expenditure account on a straight line basis over the lease term.

2.10 Stocks

Stocks are valued at the lower of cost and net realisable value after making due allowance for obsolete and slow-moving stocks.

2. Accounting policies (continued)

2.11 Debtors

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

2.12 Intangible assets and amortisation

Intangible assets are initially recognised at cost. After recognition, under the cost model, intangible assets are measured at cost less any accumulated amortisation and any accumulated impairment losses.

Amortisation is provided on intangible assets at rates calculated to write off the cost of each asset on a straight-line basis over its expected useful life.

The estimated useful lives are as follows:

Amortisation is provided on the following basis:

| | |
|------------|------------|
| Trademarks | - 10 years |
|------------|------------|

2.13 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.

2.14 Liabilities and provisions

Liabilities are recognised when there is an obligation at the balance sheet date as a result of a past event, it is probable that a transfer of economic benefit will be required in settlement, and the amount of the settlement can be estimated reliably.

Liabilities are recognised at the amount that the Association anticipates it will pay to settle the debt or the amount it has received as advanced payments for the goods or services it must provide.

Provisions are measured at the best estimate of the amounts required to settle the obligation. Where the effect of the time value of money is material, the provision is based on the present value of those amounts, discounted at the pre-tax discount rate that reflects the risks specific to the liability. The unwinding of the discount is recognised in the statement of financial activities as a finance cost.

2.15 Financial instruments

The Association only has financial assets and financial liabilities of a kind that qualify as basic financial instruments. Basic financial instruments are initially recognised at transaction value and subsequently measured at their settlement value with the exception of bank loans which are subsequently measured at amortised cost using the effective interest method.

2. Accounting policies (continued)

2.16 Taxation

The Association is considered to pass the tests set out in Paragraph 1 Schedule 6 of the Finance Act 2010 and therefore it meets the definition of a charitable company for UK corporation tax purposes. Accordingly, the Association is potentially exempt from taxation in respect of income or capital gains received within categories covered by Chapter 3 Part 11 of the Corporation Tax Act 2010 or Section 256 of the Taxation of Chargeable Gains Act 1992, to the extent that such income or gains are applied exclusively to charitable purposes.

2.17 Government grants

Government grants relating to tangible fixed assets are treated as deferred income and released to the statement of financial activities over the expected useful lives of the assets concerned. Other grants are credited to the statement of financial activities as the related expenditure is incurred.

2.18 Pensions

The Association operates a defined contribution pension scheme and the pension charge represents the amounts payable by the Association to the fund in respect of the year.

3. Critical accounting estimates and areas of judgement

Estimates and judgements are continually evaluated and are based on historical experience and other factors, including expectations of future events that are believed to be reasonable under the circumstances.

Critical accounting estimates and assumptions:

The Association makes estimates and assumptions concerning the future. The resulting accounting estimates and assumptions will, by definition, seldom equal the related actual results. The estimates and assumptions that have a significant risk of causing a material adjustment to the carrying amounts of assets and liabilities within the next financial year are discussed below.

Critical areas of judgement:

Tangible fixed assets are depreciated over their useful lives taking into account residual values where appropriate. The actual lives of the assets and residual values are assessed annually and may vary depending on a number of factors. In re-assessing the asset lives, factors such as technological innovation, product life cycles and maintenance programmes are taken into account. Residual values consider such things such as future market conditions, the remaining life of the asset and projected disposal values.

Notes to the financial statements
for the year ended 31 December 2020

4. Income from donations and legacies

| | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total funds 2020 £ |
|-------------------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 8,433 | - | 8,433 |
| Grants | - | 46,514 | 46,514 |
| Total 2020 | 8,433 | 46,514 | 54,947 |

| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ |
|-------------------|------------------------------------|----------------------------------|-----------------------------|
| Donations | 12,566 | - | 12,566 |
| Grants | - | 78,925 | 78,925 |
| Total 2019 | 12,566 | 78,925 | 91,491 |

5. Income from charitable activities

| | Unrestricted funds 2020 £ | Total funds 2020 £ |
|---|------------------------------------|-----------------------------|
| Annual subscriptions | 307,372 | 307,372 |
| Conferences and courses | 28,455 | 28,455 |
| Consultancy and management fees | 62,857 | 62,857 |
| Registration fees | 73,098 | 73,098 |
| Sales of publications | 91,196 | 91,196 |
| Other income | 5,073 | 5,073 |
| Coronavirus Job Retention Scheme income | 29,969 | 29,969 |
| Total 2020 | 598,020 | 598,020 |

The Association has been eligible to claim from the government support schemes in response to the COVID-19 pandemic.

The Association furloughed certain staff under the government's Coronavirus Job Retention Scheme (CJRS). The funding received of £29,969 relates to a claims made in respect of the year.

The Design & Technology Association
(A company limited by guarantee)

Notes to the financial statements
for the year ended 31 December 2020

5. Income from charitable activities (continued)

| | Unrestricted funds 2019 £ | Total funds 2019 £ |
|---------------------------------|--|---------------------------------------|
| Annual subscriptions | 267,056 | 267,056 |
| Conferences and courses | 105,159 | 105,159 |
| Consultancy and management fees | 142,350 | 142,350 |
| Registration fees | 116,510 | 116,510 |
| Sales of publications | 77,258 | 77,258 |
| Other income | 7,535 | 7,535 |
| Total 2019 | 715,868 | 715,868 |

6. Income from investments

| | Unrestricted funds 2020 £ | Total funds 2020 £ |
|---------------|--|---------------------------------------|
| Bank interest | 7,270 | 7,270 |

| | Unrestricted funds 2019 £ | Total funds 2019 £ |
|---------------|--|---------------------------------------|
| Bank interest | 9,913 | 9,913 |

Notes to the financial statements
for the year ended 31 December 2020

7. Analysis of expenditure on charitable activities

Summary by fund type

| | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total funds 2020 £ |
|------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Projects | 32,012 | 45,101 | 77,113 |
| Sales, fees and publications | 304,765 | - | 304,765 |
| Membership Services | 318,945 | - | 318,945 |
| Governance | 40,807 | 644 | 41,451 |
| | <u>696,529</u> | <u>45,745</u> | <u>742,274</u> |
| | | | |
| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ |
| Projects | 6,326 | 66,430 | 72,756 |
| Sales, fees and publications | 357,808 | - | 357,808 |
| Membership Services | 376,168 | - | 376,168 |
| Curriculum Development | 9,444 | - | 9,444 |
| Governance | 41,434 | - | 41,434 |
| | <u>791,180</u> | <u>66,430</u> | <u>857,610</u> |

Summary by expenditure type

| | Staff costs 2020 £ | Depreciation 2020 £ | Other costs 2020 £ | Total funds 2020 £ |
|------------------------------|--------------------------|---------------------------|--------------------------|-----------------------------|
| Projects | 59,268 | 643 | 17,202 | 77,113 |
| Sales, fees and publications | 216,235 | 2,575 | 85,955 | 304,765 |
| Membership Services | 158,535 | 2,575 | 157,835 | 318,945 |
| Governance | - | 644 | 40,807 | 41,451 |
| | <u>434,038</u> | <u>6,437</u> | <u>301,799</u> | <u>742,274</u> |

Notes to the financial statements
for the year ended 31 December 2020

7. Analysis of expenditure on charitable activities (continued)

Summary by expenditure type (continued)

| | Staff costs 2019 £ | Depreciation 2019 £ | Other costs 2019 £ | Total funds 2019 £ |
|------------------------------|--------------------------|---------------------------|--------------------------|-----------------------------|
| Projects | 42,341 | 555 | 29,860 | 72,756 |
| Sales, fees and publications | 235,231 | 2,223 | 120,354 | 357,808 |
| Membership Services | 197,865 | 2,223 | 176,080 | 376,167 |
| Curriculum Development | - | - | 9,444 | 9,444 |
| Governance | - | 556 | 40,878 | 41,434 |
| | <u>475,437</u> | <u>5,557</u> | <u>376,616</u> | <u>857,610</u> |

8. Analysis of expenditure by activities

| | Activities undertaken directly 2020 £ | Support costs 2020 £ | Total funds 2020 £ |
|------------------------------|---|-------------------------------|-----------------------------|
| Projects | 38,418 | 38,695 | 77,113 |
| Sales, fees and publications | 173,614 | 131,151 | 304,765 |
| Membership Services | 203,035 | 115,910 | 318,945 |
| Governance | - | 41,451 | 41,451 |
| | <u>415,067</u> | <u>327,207</u> | <u>742,274</u> |

| | Activities undertaken directly 2019 £ | Support costs 2019 £ | Total funds 2019 £ |
|------------------------------|---|-------------------------------|-----------------------------|
| Projects | 44,624 | 28,132 | 72,756 |
| Sales, fees and publications | 207,479 | 150,329 | 357,808 |
| Membership Services | 242,033 | 134,135 | 376,168 |
| Curriculum Development | 9,444 | - | 9,444 |
| Governance | - | 41,434 | 41,434 |
| | <u>503,580</u> | <u>354,030</u> | <u>857,610</u> |

Notes to the financial statements
for the year ended 31 December 2020

8. Analysis of expenditure by activities (continued)

Analysis of direct costs

| | Projects 2020 £ | Sales, fees and publications 2020 £ | Membership Services 2020 £ | Curriculum Developme nt 2020 £ | Total funds 2020 £ |
|-------------------------|-----------------------|---|-------------------------------------|--|-----------------------------|
| Staff costs | 26,548 | 137,686 | 86,131 | - | 250,365 |
| Project expenditure | 11,870 | - | - | - | 11,870 |
| Cost of sales | - | 35,928 | - | - | 35,928 |
| Membership costs | - | - | 72,377 | - | 72,377 |
| Conferences organised | - | - | 2,176 | - | 2,176 |
| Marketing and promotion | - | - | 42,351 | - | 42,351 |
| | <u>38,418</u> | <u>173,614</u> | <u>203,035</u> | <u>-</u> | <u>415,067</u> |

| | Projects 2019 £ | Sales, fees and publications 2019 £ | Membership Services 2019 £ | Curriculum Developme nt 2019 £ | Total funds 2019 £ |
|-------------------------|-----------------------|---|-------------------------------------|--|-----------------------------|
| Staff costs | 31,659 | 141,503 | 110,444 | - | 283,606 |
| Project expenditure | 12,965 | - | - | 9,444 | 22,409 |
| Cost of sales | - | 65,976 | - | - | 65,976 |
| Membership costs | - | - | 65,847 | - | 65,847 |
| Conferences organised | - | - | 30,909 | - | 30,909 |
| Marketing and promotion | - | - | 34,833 | - | 34,833 |
| | <u>44,624</u> | <u>207,479</u> | <u>242,033</u> | <u>9,444</u> | <u>503,580</u> |

Notes to the financial statements
for the year ended 31 December 2020

8. Analysis of expenditure by activities (continued)

Analysis of support costs

| | Projects 2020 £ | Sales, fees and publications 2020 £ | Membership Services 2020 £ | Governance 2020 £ | Total funds 2020 £ |
|------------------------|-----------------------|---|-------------------------------------|-------------------------|-----------------------------|
| Staff costs | 32,720 | 78,549 | 72,404 | - | 183,673 |
| Depreciation | 643 | 2,575 | 2,575 | 644 | 6,437 |
| Office overheads | 5,332 | 50,027 | 40,931 | 22,740 | 119,030 |
| Legal and professional | - | - | - | 11,358 | 11,358 |
| Audit fee | - | - | - | 6,450 | 6,450 |
| Trustee costs | - | - | - | 259 | 259 |
| | <u>38,695</u> | <u>131,151</u> | <u>115,910</u> | <u>41,451</u> | <u>327,207</u> |

| | Projects 2019 £ | Sales, fees and publications 2019 £ | Membership Services 2019 £ | Governance 2019 £ | Total funds 2019 £ |
|------------------------|-----------------------|---|-------------------------------------|-------------------------|-----------------------------|
| Staff costs | 10,682 | 93,728 | 87,420 | - | 191,830 |
| Depreciation | 555 | 2,223 | 2,223 | 556 | 5,557 |
| Office overheads | 16,895 | 54,378 | 44,491 | 24,717 | 140,481 |
| Legal and professional | - | - | - | 8,558 | 8,558 |
| Audit fee | - | - | - | 6,450 | 6,450 |
| Trustee costs | - | - | - | 1,153 | 1,153 |
| | <u>28,132</u> | <u>150,329</u> | <u>134,134</u> | <u>41,434</u> | <u>354,029</u> |

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Notes to the financial statements
for the year ended 31 December 2020

9. Net income/(expenditure)

This is stated after charging:

| | 2020 £ | 2019 £ |
|---|---------------|---------------|
| Depreciation of tangible fixed assets: | | |
| - owned by the Association | 6,437 | 5,557 |
| Fees payable to the Association's auditors for the audit of the Association's annual accounts | 6,450 | 6,450 |
| Operating lease rentals | 31,031 | 27,318 |
| | <u>43,918</u> | <u>39,325</u> |

10. Staff costs

| | 2020 £ | 2019 £ |
|--|----------------|----------------|
| Wages and salaries | 382,249 | 416,572 |
| Social security costs | 33,312 | 39,218 |
| Contribution to defined contribution pension schemes | 18,477 | 19,647 |
| | <u>434,038</u> | <u>475,437</u> |

The average number of persons employed by the Association during the year was as follows:

| | 2020 No. | 2019 No. |
|-------|-------------|-------------|
| Staff | 12 | 13 |

The number of employees whose employee benefits (excluding employer pension costs) exceeded £60,000 was:

| | 2020 No. | 2019 No. |
|--------------------------------|-------------|-------------|
| In the band £80,001 - £90,000 | 1 | - |
| In the band £90,001 - £100,000 | - | 1 |

The total amount of employee benefits received by key management personnel is £92,709 (2019 - £96,052).

Notes to the financial statements
for the year ended 31 December 2020

11. Trustees' remuneration and expenses

During the year, no Trustees received any remuneration or other benefits (2019 - £NIL).

During the year ended 31 December 2020, expenses totalling £132 were reimbursed or paid directly to 3 Trustees (2019 - £401 to 4 Trustees).

12. Intangible assets

| | Trademarks £ |
|-----------------------|---------------------|
| Cost | |
| Additions | 2,354 |
| At 31 December 2020 | <u>2,354</u> |
| Net book value | |
| At 31 December 2020 | <u><u>2,354</u></u> |
| At 31 December 2019 | <u><u>-</u></u> |

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Notes to the financial statements
for the year ended 31 December 2020

13. Tangible fixed assets

| | Fixtures and fittings £ | Office equipment £ | Total £ |
|-----------------------|--|-----------------------------------|--------------------|
| Cost | | | |
| At 1 January 2020 | 15,766 | 32,801 | 48,567 |
| Additions | - | 4,220 | 4,220 |
| Disposals | - | (1,013) | (1,013) |
| At 31 December 2020 | <u>15,766</u> | <u>36,008</u> | <u>51,774</u> |
| Depreciation | | | |
| At 1 January 2020 | 8,552 | 24,825 | 33,377 |
| Charge for the year | 1,082 | 5,355 | 6,437 |
| On disposals | - | (1,013) | (1,013) |
| At 31 December 2020 | <u>9,634</u> | <u>29,167</u> | <u>38,801</u> |
| Net book value | | | |
| At 31 December 2020 | <u>6,132</u> | <u>6,841</u> | <u>12,973</u> |
| At 31 December 2019 | <u>7,214</u> | <u>7,976</u> | <u>15,190</u> |

14. Stocks

| | 2020 £ | 2019 £ |
|-------------------------------------|-------------------|-------------------|
| Finished goods and goods for resale | <u>3,991</u> | <u>6,804</u> |

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Notes to the financial statements
for the year ended 31 December 2020

15. Debtors

| | 2020 £ | 2019 £ |
|--------------------------------|---------------|----------------|
| Due within one year | | |
| Trade debtors | 53,294 | 71,491 |
| Prepayments and accrued income | 26,498 | 43,265 |
| | <u>79,792</u> | <u>114,756</u> |

16. Creditors: Amounts falling due within one year

| | 2020 £ | 2019 £ |
|------------------------------------|----------------|----------------|
| Trade creditors | 18,511 | 11,112 |
| Other taxation and social security | 31,394 | 24,341 |
| Other creditors | 11,997 | 14,306 |
| Accruals and deferred income | 261,537 | 193,339 |
| | <u>323,439</u> | <u>243,098</u> |

| | 2020 £ | 2019 £ |
|--|----------------|----------------|
| Deferred income | | |
| Deferred income at 1 January 2020 | 157,867 | 127,428 |
| Resources deferred during the year | 198,233 | 157,867 |
| Amounts released from previous years | (157,867) | (127,428) |
| Deferred income at 31 December 2020 | <u>198,233</u> | <u>157,867</u> |

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Notes to the financial statements
for the year ended 31 December 2020

17. Statement of funds

Statement of funds - current year

| | Balance at 1 January 2020 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 December 2020 £ |
|---|--------------------------------------|----------------|------------------|--------------------------|---|
| Unrestricted funds | | | | | |
| Designated funds | | | | | |
| Curriculum Development | 13,500 | - | - | (3,500) | 10,000 |
| General funds | | | | | |
| General Funds | 1,041,071 | 613,723 | (696,529) | 3,500 | 961,765 |
| Total Unrestricted funds | 1,054,571 | 613,723 | (696,529) | - | 971,765 |
| Restricted funds | | | | | |
| Supporting Secondary D&T | 20,000 | 34,500 | (32,889) | - | 21,611 |
| Supporting Professional Development in D&T | 31,114 | 12,014 | (12,856) | - | 30,272 |
| McIntosh Funds | 1,010 | - | - | - | 1,010 |
| | 52,124 | 46,514 | (45,745) | - | 52,893 |
| Total of funds | 1,106,695 | 660,237 | (742,274) | - | 1,024,658 |

Notes to the financial statements
for the year ended 31 December 2020

17. Statement of funds (continued)

Statement of funds - prior year

| | Balance at 1 January 2019 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 December 2019 £ |
|---|--------------------------------------|-----------------------|-------------------------|--------------------------|---|
| Unrestricted funds | | | | | |
| Designated funds | | | | | |
| Curriculum Development | 13,000 | - | (9,444) | 9,944 | 13,500 |
| General funds | | | | | |
| General Funds | 1,094,404 | 738,347 | (781,736) | (9,944) | 1,041,071 |
| Total Unrestricted funds | <u>1,107,404</u> | <u>738,347</u> | <u>(791,180)</u> | <u>-</u> | <u>1,054,571</u> |
| Restricted funds | | | | | |
| Supporting Secondary D&T | 32,219 | 34,300 | (46,519) | - | 20,000 |
| Supporting Professional Development in D&T | 6,400 | 44,625 | (19,911) | - | 31,114 |
| McIntosh Funds | 1,010 | - | - | - | 1,010 |
| | <u>39,629</u> | <u>78,925</u> | <u>(66,430)</u> | <u>-</u> | <u>52,124</u> |
| Total of funds | <u><u>1,147,033</u></u> | <u><u>817,272</u></u> | <u><u>(857,610)</u></u> | <u><u>-</u></u> | <u><u>1,106,695</u></u> |

17. Statement of funds (continued)

Designated Funds

Curriculum Development

The designated funds will be used to support the continuing campaign to raise the profile of design and technology and to diversify income streams.

Restricted Funds

Supporting Secondary D&T

The restricted fund was established out of Government and other sponsoring organisations for digital design and technology including CAD/CAM, electronics and robotics.

Supporting Professional Development in D&T

The restricted fund was established out of Government and other sponsoring organisations for developing resources and training material to support new pedagogical approaches in D&T teaching and learning.

McIntosh Funds

The restricted fund was established out of funding for the management and administration of activities at local branches.

Transfers

Due to the level of designated funds, the Trustees have agreed and authorised a transfer from designated funds to general funds of £3,500.

18. Summary of funds

Summary of funds - current year

| | Balance at 1 January 2020 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 December 2020 £ |
|------------------|--------------------------------------|----------------|------------------|--------------------------|---|
| Designated funds | 13,500 | - | - | (3,500) | 10,000 |
| General funds | 1,041,071 | 613,723 | (696,529) | 3,500 | 961,765 |
| Restricted funds | 52,124 | 46,514 | (45,745) | - | 52,893 |
| | <u>1,106,695</u> | <u>660,237</u> | <u>(742,274)</u> | <u>-</u> | <u>1,024,658</u> |

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Notes to the financial statements
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18. Summary of funds (continued)

Summary of funds - prior year

| | Balance at 1 January 2019 £ | Income £ | Expenditure £ | Transfers in/out £ | Balance at 31 December 2019 £ |
|------------------|--------------------------------------|----------------|------------------|--------------------------|---|
| Designated funds | 13,000 | - | (9,444) | 9,944 | 13,500 |
| General funds | 1,094,404 | 738,347 | (781,736) | (9,944) | 1,041,071 |
| Restricted funds | 39,629 | 78,925 | (66,430) | - | 52,124 |
| | <u>1,147,033</u> | <u>817,272</u> | <u>(857,610)</u> | <u>-</u> | <u>1,106,695</u> |

19. Analysis of net assets between funds

Analysis of net assets between funds - current period

| | Unrestricted funds 2020 £ | Restricted funds 2020 £ | Total funds 2020 £ |
|-------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Tangible fixed assets | 12,973 | - | 12,973 |
| Intangible fixed assets | 2,354 | - | 2,354 |
| Current assets | 1,250,710 | 82,060 | 1,332,770 |
| Creditors due within one year | (294,272) | (29,167) | (323,439) |
| Total | <u>971,765</u> | <u>52,893</u> | <u>1,024,658</u> |

Analysis of net assets between funds - prior period

| | Unrestricted funds 2019 £ | Restricted funds 2019 £ | Total funds 2019 £ |
|-------------------------------|------------------------------------|----------------------------------|-----------------------------|
| Tangible fixed assets | 15,190 | - | 15,190 |
| Current assets | 1,275,337 | 59,266 | 1,334,603 |
| Creditors due within one year | (235,956) | (7,142) | (243,098) |
| Total | <u>1,054,571</u> | <u>52,124</u> | <u>1,106,695</u> |

Notes to the financial statements
for the year ended 31 December 2020

20. Reconciliation of net movement in funds to net cash flow from operating activities

| | 2020 £ | 2019 £ |
|---|---------------|-----------------|
| Net expenditure for the period (as per Statement of Financial Activities) | (82,037) | (40,338) |
| Adjustments for: | | |
| Depreciation charges | 6,437 | 5,557 |
| Dividends, interests and rents from investments | (7,270) | (9,913) |
| Decrease/(increase) in stocks | 2,813 | (3,181) |
| Decrease/(increase) in debtors | 34,964 | (53,550) |
| Increase/(decrease) in creditors | 80,341 | 24,132 |
| Net cash provided by/(used in) operating activities | 35,248 | (77,293) |

21. Analysis of cash and cash equivalents

| | 2020 £ | 2019 £ |
|--|------------------|------------------|
| Cash in hand | 1,248,987 | 1,213,043 |
| Total cash and cash equivalents | 1,248,987 | 1,213,043 |

22. Analysis of changes in net debt

| | At 1 January 2020 £ | Cash flows £ | At 31 December 2020 £ |
|--------------------------|------------------------------|-----------------|--------------------------------|
| Cash at bank and in hand | 1,213,043 | 35,944 | 1,248,987 |
| | 1,213,043 | 35,944 | 1,248,987 |

23. Pension commitments

The Association operates a defined contributions pension scheme. The assets of the scheme are held separately from those of the Association in an independently administered fund. The pension cost charge represents contributions payable by the Association to the fund and amounted to £18,071 (2019 - £19,647). Contributions totalling £2,685 (2019 - £2,556) were payable to the fund at the balance sheet date and are included in creditors.

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24. Operating lease commitments

At 31 December 2020 the Association had commitments to make future minimum lease payments under non-cancellable operating leases as follows:

| | 2020 £ | 2019 £ |
|--|------------------|------------------|
| Not later than 1 year | 28,553 | 30,940 |
| Later than 1 year and not later than 5 years | 64,288 | 33,820 |
| | 92,841 | 64,760 |

25. Controlling party

The Association is under the control of its Trustees who are the members for company purpose.