

Company registration number: 3888776
Charity registration number: 1079153

**Council for Dance, Drama and
Musical Theatre**

known as

CDMT

(Formerly Council for Dance Education and Training)

A company limited by guarantee

**Annual Report and Financial Statements
for the Year Ended 28 February 2023**

**Diamond Accounts Limited
Southerden House
Market Street
Hailsham
East Sussex
BN27 2AE**

Council for Dance, Drama and Musical Theatre
known as
CDMT
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Council for Dance, Drama and Musical Theatre
known as
CDMT

Reference and Administrative Details

Charity name	Council for Dance, Drama and Musical Theatre (known as CDMT)
Charity registration number	1079153
Company registration number	3888776
Principal office	Salters' Hall 4 London Wall Place London EC2Y 5AU
Registered office	Salters' Hall 4 London Wall Place London EC2Y 5AU
Trustees	Roger Bramble Shirley Coen Michael Dixon John Gardyne (Resigned 08/11/2022) David Grindrod Hilary Hadley Tim Bennett-Hart Abigail Morris (Resigned 08/11/2022) Louise Norman Annette Pearson Andrew Ward Jessica Ward (Appointed 13/10/2022) Gregg Whelan (Appointed 08/11/2022) Baroness Deborah Wilcox (Appointed 08/11/2022) Julie Williamson (Resigned 08/11/2022) Jonathan Wood

Council for Dance, Drama and Musical Theatre
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Reference and Administrative Details

Secretary	Glyndwr Jones
Solicitor	Harbottle & Lewis Hanover House 14 Hanover Square London WC1B 3NG
Bankers	Coutts & Co London 440 The Strand London WC2R 0QS CAF Bank Ltd Kings Hill West Malling Kent ME19 4JQ
Accountant	Diamond Accounts Southerden House Market Street Hailsham East Sussex BN27 2AE

Council for Dance, Drama and Musical Theatre
known as
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Trustees' Report

SMALL COMPANY PROVISIONS

This report has been prepared in accordance with the small companies' regime under the Companies Act 2006.

STRUCTURE, GOVERNANCE AND MANAGEMENT

CDMT is a company limited by guarantee, incorporated on 6 December 1999 and registered as a charity on 28 January 2000.

The company is established under a Memorandum of Association, which sets out the objects and powers of CDMT and is governed by its Articles of Association.

The number of directors (who act as Trustees) shall be at least fourteen and not exceed sixteen, and each shall be appointed for a three year term of office. One third of the directors must retire at each Annual General Meeting. CDMT is a membership organisation governed by the Board of Trustees. A wide ranging programme of initiatives and projects is formulated in consultation with the membership which meets identified needs. Day to day operational management of CDMT is under the authority of the Director, a full time salaried officer, who reports to the Board of Trustees.

RISK MANAGEMENT

CDMT has considered the major risks to which it is exposed, establishing systems and procedures to manage them. A risk assessment is conducted annually to review the major risks faced by the organisation and to ensure that the Board of Trustees (acting as directors of the charitable company) have a sound knowledge of the charity and are in an informed position regarding its operations.

OBJECTIVES AND ACTIVITIES

The principal activity of CDMT is to advance the education of all persons and principally children, young people and students in the art, practice and appreciation of the cultural significance of dance, drama and musical theatre, and to promote high standards in education and training in those performing arts.

In summary, CDMT:

- *Accredits* high quality professional training at full-time dance, drama and musical theatre schools, providing the industry benchmark since 1979
- *Validates* the world's leading awarding organisations which offer dance, musical theatre and performing arts qualifications
- Works with *Affiliates* to develop the highest standards of programme provision across the performing arts
- Recognises, by means of the *Recognised Awards scheme*, pre-vocational performing arts schools and teachers
- Provides membership and other specialist services through the *Conference of Professional Schools, Awarding Organisations Committee* and *Affiliate meetings*
- *Negotiates* with government authorities on issues of education funding, policy and regulation
- Acts as the Secretariat of the All-Party Parliamentary Group (APPG) for Performing Arts Education and Training

- Manages a substantial public-facing online platform cdmt.org.uk which promotes members and services, as well as administering *two information websites* for the Dance and Drama Awards (DaDA) scheme and Graded Examinations respectively
- Publishes the *UK Guide* which is the definitive resource for those seeking information on quality provision in the sector
- Operates a *free comprehensive guidance service* for students, parents, teachers, artists and employers.

EXPENDITURE POLICY

Annual budgets for all aspects of activities are agreed by the Honorary Treasurer and the Director, and submitted to the Board of Trustees for comment and approval prior to the commencement of each financial year. Significant amendments to agreed budgets during a financial year are discussed by the Honorary Treasurer and Director in the first instance and subsequently presented to the Board for comment and approval or otherwise.

ANNUAL REPORT

The world has faced considerable challenges over the last year—the aftermath of the pandemic, the impact of Russia’s invasion of Ukraine and the cost-of-living crisis. Nevertheless, when we look at the arts and cultural sector’s response: keeping the flame alive, thinking creatively and working proactively to find solutions, and now, triumphantly, reestablished on stages, and in theatres, rehearsal rooms and studios worldwide, there is cause for optimism too.

Then, as now, CDMT stands ready to deliver according to the needs and aspirations of the sector, its institutions, and the young people populating them, to support their work, and to emphasise their interests to parliamentarians, civil servants, regulators and industry bodies alike.

For us, 2022 was a year of considerable change. In addition to our busy schedule of inspections, events, production and dissemination of reports, careers advice, and bespoke guidance for our members through joint meetings and briefing papers, we have also acted with energy to drive forward the work of the All-Party Parliamentary Group (APPG) for Performing Arts Education and Training, which now has 17 member politicians, responding proactively to the opportunities this has brought for us to serve the sector. A combined industry reception at the House of Commons in June 2022 provided a platform to cement the close working relationship and to further signal our mission to the public at large.

Over the 3 months that followed, we moved the CDMT office from Covent Garden to Salters’ Hall, just a brief walk away from the thriving artistic hub of the Barbican Centre, simultaneously taking the opportunity to streamline and improve our supporting technology.

We have been proud and delighted last autumn to welcome our new Chair, Baroness Wilcox of Newport, with her wealth of experience in the performing arts and education, as well as in various parliamentary roles, including as Shadow Spokesperson for Education in the House of Lords. CDMT also thanks our outgoing Chair Roger Bramble DL sincerely for his enormous contribution to both the organisation, and to the sector.

On 12th February 2023, we were pleased to have returned to hosting an in-person Careers Conference, culminating in an exclusive Showcase Performance by students undertaking vocational training. The release of CDMT’s *2023 UK Guide to Professional Training, Education and Assessment in the Performing Arts* coincided with this London event, complementing cdmt.org.uk, gradedexams.com and our social media platforms.

Looking ahead, we have identified three key areas of development for the organisation. The first is to build on current successes ambitiously to increase our footprint, extending strategically into areas we are not currently well-represented in, and continuing to strengthen our use of digital communications. In tandem with this, we aim to enhance CDMT's influence within the wider industry by means of partnerships, and by sharing our specialist expertise more broadly. Also, through closer alignment of our work with that of the APPG, we look to secure better government support at all stages of teaching and learning in the performing arts, with Equality, Diversity & Inclusion (ED&I) at the forefront of our thinking.

In September 2023, our publication *Securing Access to Performing Arts Education for All: Building a Stronger Future* will be launched at a reception in the House of Lords. This report advocates that all children and young people, regardless of socioeconomic background, disability, race or ethnicity, should be able to experience the power of the performing arts, and highlights the important contributions that the creative and cultural sectors make to the UK economy.

CDMT works tirelessly to sustain and enhance the profile of the exceptional institutions it is our privilege to serve, connecting a new generation of students with the opportunities available to them, whilst securing the underpinning standards that turn those opportunities into a solid foundation from which to progress. Our role at the heart of the UK performing arts sector, as an authoritative provider of quality assurance, go-to source of reliable information, and passionate and influential advocate for practitioners is vital.

We actively continue to:

- Conduct institutional inspection visits and related monitoring activities
- Emphasise members' interests to parliamentarians, civil servants and regulators
- Host regular meetings to facilitate the sharing of information and approaches to the common challenges faced
- Produce briefing papers and reports to highlight the effects of Covid-19, EU withdrawal and Cost of Living crisis on the performing arts
- Hold specialist sessions with the Department for Education (DfE)
- Circulate government and industry guidance on relevant issues
- Deliver careers information events to students, parents/guardians and teachers
- Promote the Recognised Awards scheme as supporting the DfE's non-statutory aims for Keeping Children Safe in Out-of-School Settings
- Release joint public statements with other industry organisations.

CDMT member organisations offer industry progression routes that are at once reliable and inspirational, and enable everyone, regardless of background or economic circumstance, to experience the benefits, indeed the joy, that engagement in the arts brings to individuals and communities. It is imperative therefore that we work collectively to secure the pipeline of highly trained future professionals on which the sector relies, to make sure that the tap of emerging talent is never switched off. Together, we all make an enormous contribution to the sustainability and international profile of the UK creative sector—a crucial contribution we will continue to champion with vigour and imagination in the year to come.

FINANCIAL REVIEW

The year to 28 February 2023 has again been successful operationally and financially. The financial statements show a net surplus for the year of £416.76. This balanced result reflects the additional expenditure and activity taken on in-year to deliver an office move to the Salters' Hall building in Moorgate, London.

RESERVES POLICY

The Trustees' aim is to establish reserves to a level which could support the organisation through a period of financial and operational uncertainty.

CDMT's reserves at 28 February 2023 stood at £308,732.

CDMT has a stable operating model and this, along with a good medium-term planning horizon and long-term commitments from a number of key stakeholders, mitigates many risks. However, threats still persist and the Trustees have targeted a level of free reserve which confidently covers a range of potential business risks reviewed, including income generation from current activities, operational costs, and a contingency allowance.

TRUSTEES' RESPONSIBILITIES TO THE FINANCIAL STATEMENTS

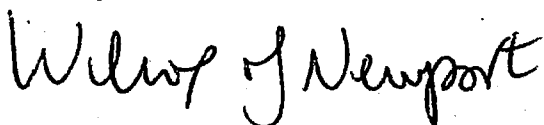
The Trustees are required by company law to prepare financial statements for each financial year which gives a true and fair view of the financial activities of the charity and its financial position at the end of the year. In preparing those financial statements the Trustees are required to:

- a) Select suitable accounting policies and apply them consistently;
- b) Make judgements and estimates that are reasonable and prudent;
- c) State whether the policies adopted are in accordance with the Companies Act 2006 and with applicable accounting standards and statements of recommended practice, subject to any material departures disclosed and explained in the financial statements;
- d) Prepare the financial statements on a going concern basis unless it is appropriate to assume the charity will continue in operation.

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

Approved by the Board on

2023 and signed on its behalf by:



Baroness Deborah Wilcox
Chair of the CDMT

**Independent Examiner's Report on the accounts to the Trustees of
Council for Dance, Drama and Musical Theatre**

known as
CDMT

I report to the charity on the accounts of the company for the year ended 28 February 2023, Charity Number: 1079153 and Company Number: 3888776 which are set out on pages 9 to 15.

Responsibilities and basis of report

As the charity's Trustees of the Company (who are also the directors of the company for the purposes of company law), you are responsible for the preparation of the accounts in accordance with the requirements of the Companies Act 2006 ("the 2006 Act").

Having satisfied myself that the accounts of the Company are not required to be audited for this year under Part 16 of the 2006 Act and are eligible for independent examination, I report in respect of my examination of your charity's accounts as carried out under section 145 of the Charities Act 2011 ("the 2011 Act"). In carrying out my examination, I have followed the directions given by the Charity Commission (under section 145(5)(b) of the 2011 Act).

Independent examiner's statement

The company's gross income exceeded £250,000 and I am qualified to undertake the examination by being a qualified member of The Chartered Association of Certified Accountants.

I have completed my examination. I confirm that no material matters have come to my attention which give me cause to believe that:

- accounting records were not kept in accordance with section 386 of the Companies Act 2006; or
- the accounts do not accord with such records; or
- the accounts do not comply with relevant accounting requirements under section 396 of the Companies Act 2006 other than any requirement that the accounts give a "true and fair" view which is not a matter considered as part of the Independent examination; or
- the accounts have not been prepared in accordance with the charities SORP (FRS102).

I have no concerns and have come across no other matters in connection with the examination to which attention should be drawn in this report in order to enable a proper understanding of the accounts to be reached.

Diamond Accounts Limited

Diamond Accounts Limited

Southerden House
Market Street
Hailsham
East Sussex
BN27 2AE

Date:

18th Oct 2023

Council for Dance, Drama and Musical Theatre
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**Statement of Financial Activities (Including Income and Expenditure Account) for the
Year Ended 28 February 2023**

	Note	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Incoming resources					
Incoming resources from generated funds					
Investment income	2	2,343	-	2,343	383
Incoming resources from charitable activities	3	301,220	-	301,220	302,537
		<hr/>	<hr/>	<hr/>	<hr/>
Total incoming resources		303,563	-	303,563	302,920
		<hr/>	<hr/>	<hr/>	<hr/>
Resources expended					
Charitable activities	4	234,958	-	234,958	223,230
Governance costs	5	68,188	-	68,188	60,599
		<hr/>	<hr/>	<hr/>	<hr/>
Total resources expended		303,146	-	303,146	283,829
		<hr/>	<hr/>	<hr/>	<hr/>
Net movements in funds		417	-	417	19,091
Reconciliation of funds					
Total funds brought forward		308,315	-	308,315	289,224
		<hr/>	<hr/>	<hr/>	<hr/>
Total funds carried forward		308,732	-	308,732	308,315
		<hr/>	<hr/>	<hr/>	<hr/>

All incoming resources and resources expended derive from continuing activities.

The notes on pages 11 to 15 form an integral part of these financial statements.

Council for Dance, Drama and Musical Theatre
known as

CDMT (registration number: 3888776)

Balance Sheet as at 28 February 2023

		2023		2022	
	Note	£	£	£	£
Fixed assets					
Tangible assets	10		-		-
Current assets					
Debtors	11	28,570		9,290	
Cash at bank and in hand		304,826		334,210	
		<hr/>		<hr/>	
			333,396		343,500
Creditors: Amounts falling due within one year	12	(24,664)		(35,185)	
		<hr/>		<hr/>	
Net current assets			308,732		308,315
			<hr/>		<hr/>
Net assets			308,732		308,315
			<hr/>		<hr/>
The funds of the charity:					
Unrestricted funds					
Unrestricted income funds	15		308,732		308,315
			<hr/>		<hr/>
Total charity funds			308,732		308,315
			<hr/>		<hr/>

For the financial year ended 28 February 2023, the charity was entitled to exemption from audit under section 477 of the Companies Act 2006 relating to small companies.

The members have not required the charity to obtain an audit of its accounts for the year in question in accordance with section 476.

The directors acknowledge their responsibilities for complying with the requirements of the Act with respect to accounting records and the preparation of accounts.

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

Approved by the Board on

2023 and signed on its behalf by:

Wilcox of Newport

Baroness Deborah Wilcox
Chair of the CDMT

The notes on pages 11 to 15 form an integral part of these financial statements.

Council for Dance, Drama and Musical Theatre
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Notes to the Financial Statements for the Year Ended 28 February 2023

1. Accounting policies

Basis of preparation

The financial statements have been prepared under the historical cost convention and in accordance with the Statement of Recommended Practice 'Accounting and Reporting by Charities (SORP 2005)', issued in March 2005, applicable accounting standards and the Companies Act 2006.

Fund accounting policy

Unrestricted income funds are general funds that are available for use at the Trustees' discretion in furtherance of the objectives of the charity.

Further details of each fund are disclosed in note 15.

Incoming resources

Investment income is recognised on a receivable basis.

Income from charitable activities includes income recognised as earned (as the related goods or services are provided) under contract.

Grants are included in the Statement of Financial Activities in the year in which they are receivable. They are categorised as restricted where the donor wishes to restrict their use more narrowly than the general purposes of the charity.

Resources expended

Liabilities are recognised as soon as there is a legal or constructive obligation committing the charity to the expenditure. All expenditure is accounted for on an accruals basis and has been classified under headings that aggregate all costs related to the category.

Charitable expenditure comprises those costs incurred by the charity in the delivery of its activities and services for its beneficiaries. It includes both costs that can be allocated directly to such activities and those costs of an indirect nature necessary to support them.

Governance costs

Governance costs include costs of the preparation and examination of the statutory accounts, the costs of Trustee meetings and the cost of any legal advice to Trustees on governance or constitutional matters.

Support costs

Support costs include central functions and have been allocated to activity cost categories on a basis consistent with the use of resources, for example, allocating property costs by floor areas, or per capita, staff costs by the time spent and other costs by their usage.

Fixed assets

Individual fixed assets costing £0 or more are initially recorded at cost.

Depreciation

Depreciation is provided on tangible fixed assets so as to write off the cost or valuation, less any estimated residual value, over their expected useful economic life as follows:

Fixtures, fittings and equipment	10% straight line basis
Fixtures and fittings	10% straight line basis
Plant and machinery including motor vehicles	33% straight line basis

Council for Dance, Drama and Musical Theatre
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Notes to the Financial Statements for the Year Ended 28 February 2023

2. Investment income

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Interest on cash deposits	2,343	-	2,343	383

3. Incoming resources from charitable activities

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Charitable activity				
Subscriptions	228,340	-	228,340	240,974
Grants	-	-	-	-
Donations	-	-	-	-
CDMT UK Guide to Professional Training	-	-	-	-
Accreditation/Validation Fees	38,967	-	38,967	33,840
Recognised Awards	15,329	-	15,329	15,535
Other income	18,584	-	18,584	12,188
	<u>301,220</u>	<u>-</u>	<u>301,220</u>	<u>302,537</u>

4. Total resources expended.

	Unrestricted Funds £	Restricted Funds £	Total Funds 2023 £	Total Funds 2022 £
Direct costs				
Quality assurance & membership services	26,673	-	26,673	35,304
Consultancy fees	-	-	-	-
Advertising and promotion	25,610	-	25,610	27,301
	<u>52,283</u>	<u>-</u>	<u>52,283</u>	<u>62,605</u>
Support costs				
Employment costs	106,172	-	106,172	105,714
Establishment costs	57,619	-	57,619	29,878
IT and communications	10,122	-	10,122	12,671
Office expenses	1,496	-	1,496	2,753
Printing, posting and stationery	2,956	-	2,956	2,155
Subscriptions and donations	103	-	103	77
Travel and subsistence	583	-	583	642
Entertainment and hospitality costs	-	-	-	-
Accountancy fees	4,899	-	4,899	5,017
Legal and professional costs	(1,745)	-	(1,745)	1,135
Bank charges	470	-	470	583
	<u>182,675</u>	<u>-</u>	<u>182,675</u>	<u>160,625</u>
Resources expended on Charitable Activities	<u>234,958</u>	<u>-</u>	<u>234,958</u>	<u>223,230</u>

Council for Dance, Drama and Musical Theatre
known as
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Notes to the Financial Statements for the Year Ended 28 February 2023

5. Governance costs

	Unrestricted Funds	Restricted Funds	Total 2023	Total 2022
	£	£	£	£
Employment costs	35,392	-	35,392	35,238
Establishment costs	19,206	-	19,206	9,959
IT and communications	3,374	-	3,374	4,224
Office expenses	499	-	499	918
Printing, posting and stationery	985	-	985	718
Subscriptions and donations	34	-	34	26
Travel and subsistence	194	-	194	214
Accountancy	4,899	-	4,899	5,017
Independent examiner's fee	1,260	-	1,260	1,250
Insurance	2,361	-	2,361	2,346
Legal and professional costs	(582)	-	(582)	378
Bank charges	157	-	157	194
Cost of Trustee meetings	409	-	409	117
	<u>68,188</u>	<u>-</u>	<u>68,188</u>	<u>60,599</u>

Support cost

Basis of allocation

Employment costs	Time spent, 25% Governance, 75% Charitable Activities
Office expenses	Time spent, 25% Governance, 75% Charitable Activities
Cost of Trustee meetings	100% Governance
Examiner's fee	100% Governance
Accountancy fees	50% Governance balance Charitable Activities

6. Trustees' remuneration and expenses

No Remuneration was paid to any Trustee. The Trustees were indemnified for the purchase of insurance (£780) to indemnify CDMT from loss arising from the neglect of its Trustees, employees, or agents and to indemnify officers against the consequence of any neglect or default on their part, as permitted by the governing instrument.

7. Net income

Net income is stated after charging:

	2023 £	2022 £
Independent Examiner	1,260	1,250

8. Employees' remuneration

The aggregate payroll costs of these persons were as follows:

	2023 £	2022 £
Wages and salaries	151,362	150,986

9. Taxation

The company is a registered charity and is, therefore, exempt from taxation.

Council for Dance, Drama and Musical Theatre
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Notes to the Financial Statements for the Year Ended 28 February 2023

10. Tangible fixed assets

	Fixtures, fittings and equipment £
Cost	
As at 1 March 2022	14,674
Additions	-
	<hr/>
As at 28 February 2023	14,674
	<hr/>
Depreciation	
As at 1 March 2022	14,674
Charge for the year	-
	<hr/>
As at 28 February 2023	14,674
	<hr/>
Net book value	
As at 28 February 2023	-
	<hr/>
As at 29 February 2022	-
	<hr/>

11. Debtors

	2023 £	2022 £
Trade debtors	20,218	4,379
Other Debtors	607	-
Prepayments and accrued income	7,745	4,911
	<hr/>	<hr/>
	28,570	9,290
	<hr/>	<hr/>

12. Creditors: Amounts falling due within one year

	2023 £	2022 £
Trade creditors	11,054	24,099
Other Creditors	100	-
Accruals and deferred income	13,510	11,086
	<hr/>	<hr/>
	24,664	35,185
	<hr/>	<hr/>

Council for Dance, Drama and Musical Theatre
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Notes to the Financial Statements for the Year Ended 28 February 2023

13. Members' liability

The charity is a private company limited by guarantee and consequently does not have share capital. Each of the members is liable to contribute an amount not exceeding £1 towards the assets of the charity in the event of liquidation.

14. Related parties

Controlling entity

The charity is controlled by the Trustees who are all directors of the company.

15. Analysis of funds

	1 March 2022	Incoming resources	Resources expended	28 February 2023
	£	£	£	£
General Funds				
Unrestricted Income fund	308,315	303,563	(303,146)	308,732
Restricted funds	-	-	-	-
	<u>308,315</u>	<u>303,563</u>	<u>(303,146)</u>	<u>308,732</u>

16. Net assets by fund

	Unrestricted Funds	Restricted Funds	Total Funds 2023	Total Funds 2022
	£	£	£	£
Tangible assets	-	-	-	-
Current assets	333,396	-	333,396	343,500
Creditors: Amounts falling due within one year	(24,664)	-	(24,664)	(35,185)
	<u>308,732</u>	<u>-</u>	<u>308,732</u>	<u>308,315</u>